

Noncertified Personnel

Employment At-Will, Compensation, and Assignment

Employment At-Will

Unless otherwise specifically provided, District employment is at-will, meaning that employment may be terminated by the District or employee at any time for any reason, other than a reason prohibited by law, or no reason at all. Nothing in Board policy is intended or should be construed as altering the employment at-will relationship.

Exceptions to employment at-will may include employees who are employed annually, have an employment contract, or are otherwise granted a legitimate interest in continued employment. The Superintendent is authorized to make exceptions to employing non-licensed employees at-will but shall maintain a record of positions or employees who are not at-will.

Compensation

The Board will determine salary and wages for non-certified personnel. Increments are dependent on evidence of continuing satisfactory performance. An employee covered by the overtime provisions in State or federal law, shall not work overtime without the prior authorization from the employee's immediate supervisor. Non-certified personnel are paid twice a month. The Board is to review salaries for noncertified personnel annually and shall annually adopt a salary schedule.

Assignment

The Superintendent is authorized to make assignments and transfers of non-certified personnel.

All noncertified employees are required by law to contribute to the Illinois Municipal Retirement Fund if they will work more than 600 hours in a calendar year.

LEGAL REF.: 105 ILCS 5/10-22.34 and 5/10-23.5.

Griggsville-Perry Community Unit School Dist. No. 5 v. Illinois Educ. Labor Relations Bd., 963 N. E. 2d 332 (Ill.App.4, 2013)

Cook v. Eldorado Community Unit School District, No. 03-MR-32 (Ill.App.5, 2004).

Duldulao v. St. Mary of Nazareth Hospital, 483 N.E. 2d 956 (Ill.App.1, 1985), *aff'd in part and remanded*, 505 N.E.2d 314 (Ill. 1987).

Kaiser v. Dixon, 468 N.E. 2d 822 (Ill.App.2, 1984).

CROSS REF.: 5:10 (Equal Employment Opportunity and Minority Recruitment) 5:35 (Compliance with the Fair Labor Standards Act), 5:290 –(Employment Termination and Suspensions), 5:310 (Compensatory Time-Off)

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