

## **MEMORANDUM OF UNDERSTANDING**

### **Hard to Fill Positions for Classified Staff**

The purpose of this Memorandum of Understanding (“MOU”) is to memorialize the understanding reached between the Board of Education of Yorkville School District No. 115 (“Board” or “District”) and the Yorkville Education Association, IEA-NEA (the “Association”), (collectively the “Parties”), concerning hard to fill positions for classified staff covered by the 2022-2026 Collective Bargaining Agreement (“CBA”).

Notwithstanding any other provision in the CBA, the Parties agree to the following:


1. For the duration of the CBA, the Superintendent or designee, in his/her sole discretion, shall determine which classified positions are “Hard to Fill” positions and prepare a list of such positions, which will be shared with the Association. When a new position is added to the list, the Superintendent or designee and Association President or designee shall determine the hard to fill position.
2. Any new employee who is hired to fill or any existing employee who is transferred to a classified position on the hard to fill list shall be eligible for a one time Hard to Fill Bonus.
3. The Hard to Fill Bonus will be for a total amount of \$2,000.00, split between two payments:
  - a. The first payment will be issued in the amount of \$1,000.00 no earlier than 90 work days after the first day of employment in the Hard to Fill position; except that if the employee resigns or is dismissed or transferred out (either voluntary or involuntary\*) of the Hard to Fill position before completing the first 3 months, the employee forfeits and is no longer eligible for the first or second payment of the Hard to Fill Bonus; and
  - b. The second payment will be issued in the amount of \$1,000.00 after completing one work year based on the work year for the particular Hard to Fill position. The employee will only be eligible for the remaining payment if the employee has completed one work year from their initial start date for the Hard to Fill position and has received a summative evaluation rating of proficient or better during their first year in that position. If the employee resigns or is dismissed or transferred out (either voluntary or involuntary\*) of the Hard to Fill position before satisfying the conditions under this subsection 3.b., the employee forfeits and is no longer eligible for the second payment of the Hard to Fill Bonus.

For example, if one begins in the Hard to Fill position with a work year of 190 days on April 1, 2023, the first payment would be made no sooner than 90 work days from April 1, 2023. And the second payment would be made after completing the remaining 100 days to complete the one work year, provided that the employee receives a summative evaluation rating of proficient or better for their evaluation in their first work year in the Hard to Fill position. \*Notwithstanding the employee shall be entitled to a proportionate share of a Hard to Fill Bonus earned by length of service if the employment relationship is terminated by mutual consent of the Parties or by an act of the District through no fault of the employee.

Reviewed and agreed to this 16 day of October, 2023, as a complete statement of the Parties' understanding with respect to this mutual agreement.



Board of Education,  
Yorkville School District No. 115



Yorkville Education Association,  
IEA-NEA

10/16/23

Date

10/19/23

Date