

**MEMORANDUM OF UNDERSTANDING
DISTRICT 124 2024-2025 SCHOOL YEAR
WORK DAY MOU (INSTITUTE DAY)
ARTICLE IV A 1**

The parties to this agreement, the Evergreen Park School District No. 124 ("District") and Evergreen Park Federation of Teachers, Local 943, ("Union") agree to the following terms and conditions for the start of the 2024-2025 school year:

As pertaining to article IV, section A, subsection 3:

"Work Day

The teacher work day (including parent teacher conferences) shall be a consecutive six (6) hours and fifty-five (55) minutes. The teacher work day shall also include one fifteen (15) minute period added to the beginning work hours one day per week for the purpose of Professional Learning Time. It shall include a forty-five (45) minute duty-free lunch period for elementary teachers and Central Middle School teachers who are not afforded a regularly-scheduled period for team collaboration time. Certified staff assigned to Central Middle School who are afforded a regularly-scheduled period for team collaboration time will have a thirty (30) minute duty free lunch period. The first five (5) minutes and last ten (10) of the teacher work day shall be free from instructional responsibilities and shall not count toward a teacher's preparation time."

For the term of the 2024-2025 School Year, parent teacher conferences will be held with the following schedule:

Monday, November 25th start time 9:00 am (Soft Start for Teacher Morale)

9:00-12:00 Building Based PD & Classroom Prep

12:00-1:00 Lunch Break

Parent Teacher Conferences 1:00-7:55 pm (Last Conference at 7:30)

*Dinner Break 4:00-5:00

Tuesday, November 26th

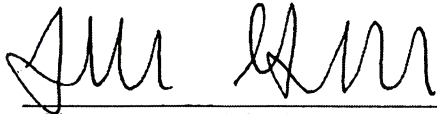
Parent Teacher Conferences 8:15-11:55 (Last Conference at 11:30)

Staff is free to leave at 11:55

The Superintendent or his/her designee guarantees that this is a one time change in the Parent Teacher work day schedule. Because Monday, November 25th is a work day longer than six (6) hours and fifty-five (55) minutes, Tuesday, November 26th, will be an early dismissal.

This MOU shall expire at the end of the 2024-2025 school year.

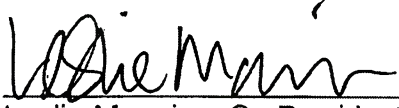
ACCEPTED AND AGREED ON:



Allison Grazevich, Co-President,
Evergreen Park Federation of Teachers,
Local 943

5/13/24

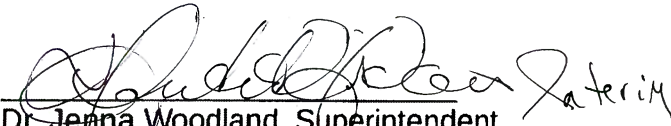
Date



Leslie Mannion, Co-President,
Evergreen Park Federation of Teachers,
Local 943

5/13/24

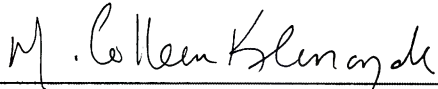
Date



Dr. Jenna Woodland, Superintendent
Evergreen Park School District No. 124

5/20/24

Date



Colleen Klimczak, School Board President
Evergreen Park School District No. 124

5/15/2024

Date