

**MEMORANDUM OF UNDERSTANDING  
RELIGIOUS LEAVE AND PERSONAL DAYS**

This Memorandum of Understanding (“MOU”) is entered into by and between the Governing Board of the Special Education District of Lake County, Illinois (“SEDOL”) and the SEDOL Teachers’ Union (the “STU”) (collectively, the “Parties”).

**WHEREAS**, the STU is the sole and exclusive bargaining representative of all regularly employed licensed classroom and itinerant teachers and educators employed by SEDOL; and

**WHEREAS**, SEDOL and the STU are Parties to a collective bargaining agreement that was initially set to expire on August 15, 2025, but which has since been extended through August 15, 2026 (the “Agreement”), which sets forth the terms and conditions of employment for all bargaining unit members; and

**WHEREAS**, the Parties have agreed to amend the Agreement to provide for the elimination of religious leave days in exchange for the addition of one (1) personal day.

**NOW, THEREFORE**, in consideration of the mutual promises and covenants contained herein and other good and valuable consideration, the sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. **Recitals.** The recitals set forth above are incorporated into this Section as if fully set forth herein.

2. **Amendments.** The Agreement is hereby amended as follows:

a. **Sick Leave:** Article VI, Section A of the Agreement shall be amended as follows:

“Each teacher shall, without deduction in pay, be entitled to ~~sixteen (16)~~ seventeen (17) days sick leave per school year whether in attendance the first day of school or not, of which ~~three (3)~~ four (4) such days may be used as personal business leave subject to the conditions below. A teacher who is first hired by the District after the start of the school year, shall have his/her sick leave pro-rated for the first year.

Sick leave shall be utilized as prescribed and/or authorized by The School Code and/or the Family Bereavement Leave Act. Unused sick and personal business leave shall be cumulative to a maximum of three hundred forty (340) days. A teacher may access the annual ~~sixteen (16)~~ seventeen (17) day allotment beyond the cumulative maximum each year after reaching three hundred and forty (340) days, but any days beyond the cumulative maximum will not accrue from year to year. Sick Leave may be used in full or half day increments, except that a staff member may use a quarter of a day of sick leave at either the beginning or end of

the work day provided a morning leave ends before student arrival and an afternoon leave starts after student departure.

Typically, teachers who miss days of work following the birth of a child shall be allowed, to the extent they have accrued such days, to use up to six (6) weeks of paid sick leave for a normal delivery and up to eight (8) weeks of paid sick leave for a C-Section.

Teachers whose personal health is compromised after delivery, or whose infant is chronically ill, will be allowed to use paid sick leave (if available) beyond this typical recovery period on the physician's orders.”

- b. **Personal Business Leave:** Article VI, Section C of the Agreement shall be amended as follows:

“Personal business leave is for the purpose of transacting personal, legal, personal business, household and family emergencies and other personal matters that require absence during school hours. Personal business leave shall not be used on the first or last day of student attendance or on an institute or parent-teacher conference day. Additionally, each year a teacher may use no more than one (1) of the ~~three (3)~~four (4) personal business leave days on the two (2) days preceding or following a school holiday or vacation period (defined as: Labor Day, Columbus Day, Veterans' Day, school day before Thanksgiving break, Winter Break, Martin Luther King, Jr. Day, Presidents' Day, Casimir Pulaski Day, Spring Break and Memorial Day). If a teacher is assigned to a member district and the member district does not observe one of the preceding holidays, then the use of a personal business leave day before or after the "non-observed holiday" shall not count as one (1) of the ~~three (3)~~four (4) personal business leave days. Under extremely extenuating circumstances, the Superintendent, or designee, may grant an exception to the preceding restrictions. Such exception shall be non-precedential, and the grant or denial of any request shall be non-grievable. Personal business leave may be used in full or half day increments.”

- c. **Religious Leave:** Article VI, Section F of the Agreement shall be deleted in its entirety. In lieu of religious holidays as formerly provided pursuant to Article VI, Section F of the Agreement, the Parties agreed to the addition of one (1) sick and personal business leave day as memorialized above.

- i. If the use of a personal day for religious occurrence occurs on days immediately preceding or following a school holiday or vacation period, the teacher shall designate in writing that the purpose of the personal business leave is for religious observance purposes.

- 3. **Remaining Terms Still in Effect.** All other terms of the Agreement remain as they are and are in full force and effect through the extended term of the Agreement.

[SIGNATURE TO FOLLOW]

IN WITNESS WHEREOF, the Parties have executed this Memorandum of Understanding by their duly authorized representatives.

**SEDOL TEACHERS' UNION, IFT-  
AFT/AFL-CIO**

By: Michell L Clark  
STU President

Date: 8-6-25

**GOVERNING BOARD OF THE  
SPECIAL EDUCATION  
DISTRICT OF LAKE COUNTY,  
ILLINOIS**

By: [Signature]  
Board President

Date: August 6, 2025

**ATTEST**

By: Jeanne Osmond  
Board Secretary

Date: August 6, 2025