CONTRACTUAL AGREEMENT

between the

Valley View School District 365U
Board of Education

and the

Valley View Council of
Local 604 American Federation
of Teachers, AFL-CIO

2025-2026
2026-2027
2027-2028
2028-2029

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Forms referenced in this agreement are available on the District's website.

PREAMBLE

The Board of Education of Valley View Community Unit School District 365-U, Will County, Illinois, and the Valley View Council of the AFT Local 604 of the American Federation of Teachers, AFL-CIO recognize that the ultimate aim of the Valley View public schools is to provide the best education possible for the youth of the District.

Attainment of this education objective is a joint responsibility of the Board, the AFT and the Employees of the District.

ARTICLE I: Recognition

A. Agreement

This Agreement is made and entered into by the Board of Education of Valley View Community Unit School District 365-U ("Board"), Will County, Illinois and the Valley View Council of the AFT Local 604 of the American Federation of Teachers, AFL-CIO ("AFT").

B. AFT Recognition

The Board recognizes the AFT as the sole and exclusive collective bargaining agent of all full-time and part-time employees who are Certified Staff, Nurses, Paraprofessionals, Maintenance Staff, Security Staff , Athletic Trainers, and Reserve Officers Training Corps ("ROTC") Instructors, but excluding the Central Office administrative personnel, Athletic Directors, Principals, Assistant Principals, substitute teachers (also referred to as guest teachers) regardless of their licensure, and any other employee hired hereinafter as a supervisor or a managerial employee as defined in the Illinois Educational Labor Relations Act, hereinafter referred to as "District Administrator" or "Building Administrator." The term "Certified Staff" when used hereafter in this Agreement shall refer to all employees working under a Professional Educator License ("PEL") with a Teaching Endorsement or a PEL with a School Support Personnel Endorsement. The term "Classroom Teacher" when used hereafter in this Agreement shall refer to an employee working on a Teaching PEL, except for those assigned to a District-wide itinerant position or District assigned position. The term "Related Service Provider" when used hereafter in this Agreement shall refer to an employee working under a School Support Personnel endorsed PEL. The term "Nurse" when used hereafter in this Agreement shall refer to an employee who is working as a Certified School Nurse as defined by the Illinois School Code, or a Registered Nurse ("RN") (formerly known as Classified Nurse). The term "Paraprofessional" when used hereafter in this Agreement shall refer to an employee working under a PEL with a Paraprofessional Educator Endorsement or a Licensed Practical Nurse ("LPN"). The term "Educational Support Personnel" ("ESP") when used hereafter in this Agreement shall refer to employees working as Paraprofessionals, a Registered Nurse ("RN"), Security, Maintenance, Supplemental Maintenance, ROTC, and Athletic Trainers. "Maintenance Staff" when used hereafter in this Agreement shall refer to employees who are on the Maintenance Staff Hourly Rate Schedule, except for 9-month Cafeteria Helpers and 10-month Custodians. "Supplemental Maintenance" when used hereafter in this Agreement shall refer to 9-month Cafeteria Helpers and 10-month Custodians.

C. Scope

It is the intention of this Agreement to provide for an effective and continuing means of communication between the Employees (defined as the employees listed under the Section B above and represented by the AFT. In this agreement,

Employees and bargaining unit members are used interchangeably), the Board and the Administration, as well as to provide for salaries, fringe benefits, working conditions, etc. of the Employees.

1. The Appendices hereof are integral parts of this Agreement and by this reference are incorporated herein.

2. This Agreement and its provisions shall terminate and supersede any and all prior agreements, practices, and rules and regulations concerning subjects covered herein. Board policy shall not unilaterally void or alter any existing clause during the life of the Agreement.

3. The AFT recognizes that the authority for the administration of the District is vested in the Superintendent and the Administration by the Board except as limited by the provisions of this Agreement.

4. In the event that any provision of this Agreement is or shall be contrary to statutory law or decision of the courts, all other provisions of the Agreement shall continue in effect. The provision in question then shall be performed or enforced only to the extent permitted by law and any substitute action shall be subject to appropriate consultation and negotiation with the AFT.

5. Neither the Board nor the AFT shall engage in any activity of any kind for the purpose of defeating or evading the terms of this Agreement.

D. Fair Practices

1. The Board and the AFT shall continue their policies of equal employment or membership of all Employees regardless of a person's actual or perceived race or ethnicity, ethnic group identification, ancestry, nationality, national origin, color, religion, gender or sex, (includes gender identity, gender expression, pregnancy, childbirth, breastfeeding, and pregnancy-related medical conditions), sexual orientation, mental or physical disability, age, immigration status, citizenship status, work authorization status, marital status, civil union status, registered domestic partner status, genetic information, order of protection status, political belief or affiliation (not union-related), military status, unfavorable discharge from military service, conviction record, on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics or membership or lack of membership in the Employees' organizations.

2. The Board and the AFT shall administer all their policies uniformly and fairly.

3. Both parties to this Agreement believe that the services of the Employees are essential to the success of the educational program of the District. Therefore, all Employees shall be dealt with in a professional and ethical manner. In addition, it is recognized that a congenial and cooperative atmosphere is necessary for maximum productivity.

E. Code of Ethics

The Employees of the District accept their responsibility to practice their professions according to the highest ethical standards and agree to comply with Valley View Community School District 365-U ("District") Employee Ethics Policy, 5:120.

F. Board Meetings

The AFT will have public access to the Board Agenda for every Board meeting in accordance with the Illinois Open Meetings Act. The official Board minutes and notice of all Board meetings and Board Committee meetings will be available and accessible on the District website. The AFT President will be placed on the agenda of Board meetings as an avenue of communication to be used whenever the AFT deems it necessary, subject to the Open Meetings Act.

G. Use of District Facilities

1. The AFT may hold meetings on District property upon approval of the Building Administrator.

2. The AFT shall have the right to use Employee mailboxes, email and bulletin boards and employee bulletin for the purpose of communication provided the communications are documented and provided such business does not interfere with educational and maintenance processes and shall be subject to termination upon order of the building Administrator. It is further understood that such an order is to be issued only when educational or maintenance processes are interrupted.

3. Duly authorized representatives of the AFT and their respective affiliates shall have the right to transact official AFT business on District property providing such business does not interfere with educational and maintenance processes and shall be subject to termination upon order of the building Administrator. It is further understood that such an order is to be issued only when educational or maintenance processes are interrupted.

4. The AFT shall have the right to use District audiovisual and specified business equipment when such equipment is not otherwise in use and

reservations have been made and approval is obtained from the building or District administration. This equipment is to be used by the AFT President or their designated representative during AFT meetings and/or organization connected business.

5. The District will provide office space for the AFT to conduct its regular business. The office space currently occupied by the AFT will continue to be provided as long as the District does not need the space for classroom use. If it becomes necessary for the District to use the current office space occupied by the AFT, the District will provide replacement office space. The replacement office space will be substantially equivalent (in terms of space and equipment) to the office space previously occupied.

6. The AFT has meeting rights to the 3rd Wednesday of each month for its Executive Council Meeting. Administrators may use the other Wednesdays as needed, but if the AFT requires the 1st , 2nd, 4th or 5th Wednesday of the month for an emergency meeting, the District will cancel all other meetings that have been scheduled. When a meeting is scheduled by a District Administrator on the 1st, 2nd, 4th, or 5th Wednesday of the month, the date will be approved in advance. The appropriate Building Administrator will notify the Educational Services Division five (5) days prior to the proposed meeting date. If the AFT has the need to call an emergency meeting, the AFT President or Vice-President will contact the Superintendent or designee.

7. The AFT has the sole and exclusive right to install, maintain, and service all pop machines and to collect and retain all revenue from said machines in the staff lounges/lunch areas in all District buildings.

H. Ombudsperson

1. The AFT President and Vice-President shall be granted release time daily of half a day, without loss of pay, to serve as Employee Ombudsperson in the District provided such business does not interfere with educational and maintenance processes and shall be subject to termination upon order of the Superintendent or their designee. The Superintendent or their designee may approve further leave time for additional AFT executive staff as needed when the AFT President or Vice President are not otherwise available. It is further understood that such an order is to be issued only when the educational or maintenance process is interrupted.

2. The Superintendent and the AFT President and/or their representatives shall meet monthly at a mutually agreeable time to discuss matters of educational and maintenance policy and development as well as matters relating to the implementation of this Agreement. The parties further agree that, upon request from the Union, non-privileged aggregate information shall be provided during this meeting regarding reports made to the nurse regarding physical injury to a staff member, broken down by building, involving student and staff physical altercations. When deemed necessary by either party, additional meetings can be requested. In the event that a time cannot be mutually agreed upon, then the meeting shall automatically be held at 1:00 p.m. on the third Tuesday of each month.

I. Deductions on Behalf of Union

By September 15th of each year, the AFT shall certify to the District, in writing, the amount of annual membership dues, and assessments and fees (collectively referred to as "dues") to be deducted from bargaining unit Employees who clearly and affirmatively consent to have dues withdrawn. This certification shall be accompanied by a list of the Employees who have individually authorized, in writing, such deductions. The District shall deduct from regular pay of such Employees the amount of dues certified by the AFT on a schedule agreed to by both the District and the AFT. The aggregate deductions of the Employees shall be remitted to the AFT on a monthly basis together with an itemized statement identifying the amount deducted from each Employee. Any requests by Employees to withdraw their authorizations for dues deductions shall be processed by the AFT and the AFT shall notify the District as to when to cease a certain Employee's deductions. The AFT shall defend and indemnify the District and its elected officials, Administrators, Employees and agents from and against any and all grievances, charges, claims, lawsuits, judgments, attorneys' fees, cost expenses or other forms of liability or losses directly or indirectly resulting from, by reason of or connected with any District action arising from this Section.

J. Economic Contingency Reopener

1. If the General Assembly or federal funding structure revises the current statutory structure for school funding, and said revision results in a decrease in the aggregate revenues (federal, state and local sources combined, within the District's Education Fund) of more than seven percent (7%) then the District shall not be required to pay for any percentage wage increase, step increase, and lane increase granted to bargaining unit members in the fiscal year in which the District is negatively impacted.

2. If the District decides to exercise this right, the Superintendent shall notify the AFT President in writing within thirty (30) calendar days of the decision, and the AFT shall have the right to demand negotiations solely over the issues of wage increases (i.e., percentage wage increases, step

increases, and lane increases only) and health care insurance (i.e., medical, dental, vision, and prescription drug plans only).

3. If the AFT decides to exercise this right, the AFT President shall notify the Superintendent in writing within ten (10) calendar days of receipt of the Superintendent's notice.

4. If the parties reach an impasse in negotiations, they agree to resolve the dispute through interest arbitration utilizing the same arbitral process set forth in Article VI, Section C, of this Agreement, as such provisions may be applicable or otherwise not in conflict with this Section.

5. The arbitrator shall have the following duties and powers: to mediate; to conduct a hearing and regulate the time, place, course and manner of the hearing; to issue subpoenas; to administer oaths; to ensure a full and complete written record is created of the hearing; to require the parties to submit final offers either individually or as a package or as a combination of both; to employ any other measures deemed appropriate to resolve the impasse; and to issue a decision no later than thirty (30) calendar days from the close of any hearing.

6. In accordance with Article VI, Section C, paragraph 6 of this Agreement, the decision of the arbitrator, if made in accordance with their jurisdiction and authority under this Agreement, will be accepted as final by the parties, and each party shall abide by it.

ARTICLE II: Board-AFT Relations

A. Statistical Data

1. The AFT President shall be supplied, when requested, with current information concerning the financial position of the District. This shall include the following information:
   a. A copy of the annual audit report.
   b. A monthly statement of financial position.
   c. Copies of the tentative budget upon which a Public Hearing will be held, and the final budget.

2. Upon request, the AFT President shall be supplied with the following information when available:
   a. A copy of a specific building or department's budget.
   b. Notice of laws passed by the legislature that will bring additional funds into the District.
   c. Notice of additional District revenue received or loss thereof.
   d. Notice of any other information, which might be relevant to negotiations or necessary for the proper enforcement of this Agreement, except as exempted by law or regulation.

3. When requested, the Superintendent or their delegated representative will give the AFT President information containing the salary, years' experience, and degree held by each Employee and as required by 105 ILCS 5/3(c)(2), as amended.

4. A copy of any District notice, directive, posting, or bulletin relating to Employee job descriptions, reorganization, etc. will be supplied to the AFT President.

5. The District shall endeavor to keep the AFT President informed of any new programs, research projects, changes in programs, etc. which directly and significantly affect the Employees.

B. Distribution of District Policies

A copy of the current Board Policy Manual and this Agreement shall be on the District website.

ARTICLE III: Employee Rights

I. All Bargaining Unit Members

A. Seniority

1. The Board shall recognize seniority and the District Human Resources Administrator shall keep three (3) up-to-date lists of all Employees according to District, building, and classification seniority.

2. Seniority lists are based on the following criteria: Start Date (which is the first day of the school term, or if the employee is hired after the term begins, the first day they are approved to begin work), Board Approval Date and Application Date. Start Date is used first, followed by Board Approval Date, then by Application Date.

B. Posting of Positions

1. The District Human Resources Administrator shall make available a posting of all Administrative and Employee vacancies and all newly created positions that exist in the District as they occur. Said posting shall be made known to the Employees in each building via the website. Positions will be held open for at least five (5) school days.

2. Notification of all existing vacancies/positions will be sent to the AFT President.

3. Employees applying for any vacancy/position shall be screened by the Building/District Administrator and entitled to a phone interview or video screener with their application, unless the application is submitted more than five days after the position is posted. All interviews will be conducted by the Building/District Administrator. If the Employee applies for multiple positions in the same building, the Building Administrator is not required to interview them more than once per semester for similar positions. If the Employee is brought in for a face-to-face interview, they shall be notified if they are not appointed. If requested, a meeting shall be held with such an Employee to discuss the reason for their rejection and an AFT representative shall be present.

C. Reassignment Due to Staffing Allocation

1. Based on the District's annual staffing allocations which does not result in an overall reduction in the District's staffing numbers in that category of employees, the below procedures will be followed:
   a. Such transfers shall be made by notice in writing after consultation with those involved.
   b. If an entire program or a level within a program is being moved to

another District building, the Classroom Teacher(s) and Paraprofessional(s) currently in the program will move with the program to the new building. If they chose not to move with the program, they will be subject to staffing allocation reassignment as described below.

c. Such transfers may not displace (bump) the lowest senior staff member within their position category or building.

d. If the Employee desires, an AFT representative will be present during any conference concerning a permanent transfer of the Employee.

2. Any Employee affected by staffing allocation reassignment will have the right to return to a previous position within five (5) years of that position being subject to a staffing allocation reassignment (formerly known as involuntary transfer). The following positions are not subject to this paragraph because they require high levels of leadership skills or are District assigned positions, such as SRT Leader, Dean of Students, and Coordinators, etc. Notice of the desire to return shall be communicated to the Human Resources Administrator within five (5) school days of the posted notice of the first available vacancy.

D. Voluntary Transfer

1. Voluntary Internal Transfer - When feasible, Classroom Teachers or Paraprofessionals shall be allowed to transfer within their building in order to fill an existing vacancy consistent with their qualifications and licensure. The Building Administrator, in assessing each request for a transfer, will be fair and reasonable.

2. Voluntary External Transfer – When feasible, Employees shall be allowed to transfer to another building in order to fill an existing vacancy consistent with their qualifications and licensure. Certified Staff, Paraprofessionals and Security Staff shall be allowed to transfer to another building up to two (2) times on or before three (3) weeks prior to the start date of Certified Staff/Paraprofessional/Security attendance.

3. Needs of the District must include the availability of a suitable replacement as well as the implementation of a policy of nondiscrimination in assignment and in accordance with the District's strategic plan.

4. Voluntary transfers may occur on a limited basis for serious cause and must be mutually agreed upon by the Superintendent or designee and the AFT President.

5. A voluntary transfer out of a category requiring special certification will be avoided whenever possible.

E. Reduction in Force (RIF) and Recall

1. Upon layoff from the District, a full-time Employee shall receive $29.00 per day for all unused accumulated sick leave. Part-time Employees will receive a prorated payout based upon their FTE status. This payment will be made at the time of the first payroll after the beginning of the new school year if the Employee has not been recalled and has not accepted a comparable position with the District prior to that time. If said Employee is subsequently recalled and accepts a comparable position with the District, the Employee will be required to reimburse the District and sick days will be restored to the original number.

2. Up until the beginning of the new school year, a laid off Employee may apply unused sick leave credit toward the continuation of medical/dental insurance coverage. Such credit will be computed at the rate of $30.00 per day for unused sick leave. If the Employee is recalled, no reimbursement for the medical/dental insurance coverage will be required and no deduction of sick leave will be made for medical/dental insurance coverage.

F. Curricular Implementation

Classroom Teachers shall implement the Board-approved curriculum and have the freedom to design lessons/activities, formative assessments, and methods as long as they are aligned to the approved curriculum. Teachers are able to create and determine which non-district formative assessments they assign and incorporate into student grades. This does not conflict with the right and obligation of the Building Administration to question, instruct, and direct. Within the framework, the Classroom Teacher is free to use supplemental instructional materials, which are pertinent to the subject and level taught within the appropriate course content and within the planned instructional program. Nothing herein shall be construed as to imply the negotiability of matters relating to curriculum, textbook selection, or the like. Curriculum Committees created pursuant to Board Policy 6:40 shall include certified staff.

G. Student Discipline Authority

The District shall continue to support Employees in the appropriate and proper exercise of disciplinary authority relating to students in accordance with applicable provisions of the District's recognized procedures for dealing with student misconduct in accordance with Board policy.

H. Employee Rights

The Board shall instruct any person who voices personal grievances or complaints against any Employee at its public meeting to cease and inform the person the process for bringing such matters to the District's attention

I. Complaints Against Employees

1. When any District or Building Administrator deems a complaint is serious enough to warrant possible disciplinary action against an Employee, the District or Building Administrator shall require the complainant to put the complaint in writing. The Employee shall be informed of any such written complaint as soon as possible but not exceeding ten (10) working days after the receipt of the written complaint.
    a. No action, except as necessary, in the judgment of the District Administrator, to protect the welfare of students, is to be taken pursuant to such a complaint until the Employee has been informed and had an opportunity to respond.
    b. If the Employee who has been complained of shall request, within ten (10) working days of notification of the complaint, a meeting of the complainant, the Employee, their immediate supervisor, the District/Building Administrator and an AFT representative, if desired by the Employee will be held. The Employee and District/Building Administrator may include such other persons in the conference as they deem helpful to resolution of the alleged problem which gave rise to the complaint.
    c. The Employee and appropriate District/Building Administrator may include such other persons in the conference as they deem helpful to the resolution of the alleged problem which gave rise to the complaint.
    d. The timelines in this section shall be extended for days an Employee is absent or unavailable, or by an emergency.

2. When a complaint against an Employee is found to have merit, the copy of the written complaint and the attendant materials, including any response by the Employee, will be filed in the Employee's personnel file.

J. Employee Disciplinary Action

1. If the District determines that an Employee has not performed their duties as listed in their job classifications and work responsibilities list, notice shall be given in writing to said Employee of their deficiencies and mention made that the lack of improvement or correction on their part may result in their termination.

2. If any disciplinary action is taken, it shall be appropriate and reasonable according to the situation. In addition, the Employee disciplined will be given written notice specifying the disciplinary action that will be taken.

3. Oral reprimands shall be done in a manner that will not embarrass the Employee before other Employees or the public except in emergency cases where health and safety are immediately affected.

K. Personnel Files

1. Upon written request, an Employee shall have the right to review and have reproduced all material, with the exception of confidential references used by the Employee to secure a position, in their District personnel file as provided under the Illinois Personnel Record Review Act, 820 ILCS 40. Such review shall take place under the supervision of the District Human Resources Administrator. Reproduction of the non-confidential materials will be made only by the District. A nominal fee will be charged for this service.

2. The District shall not place negative material directly related to discipline or re-employment into an Employee's District personnel file unless the Employee receives a copy of said materials. An Employee shall have the right to rebut negative materials found in their personnel file within thirty (30) calendar days of initial receipt of said materials. The Employee's rebuttal must be specifically related to the particular negative material in question and presented in writing to be attached with the corresponding file material.

3. Each Employee shall have the right to insert materials relevant to their service in the District, including the right to answer any evaluatory statement of their work performance and the right to add statements concerning their qualifications as an Employee except as otherwise set forth in paragraphs 1, 2, and 3 of this Section.

4. No confidential reference in an Employee's District personnel file shall be copied or made known to anyone other than appropriate District officials or through court subpoenas either during or after their service in the District.

L. Evaluation of Employees

The Building or District Administrator may visit any Employee, at any time, for any reason.

M. Employee Termination

1. The District or Building Administrator shall make a written recommendation to the Human Resources Administrator stating the reasons for termination after following the steps in this Article, either Sections E or J.

2. After Board action, the District Human Resources Administrator shall notify the Employee, where applicable and as required by the School Code and case law, of their termination in writing, stating the reasons and termination date. A copy of said notice shall be forwarded to the AFT President.

N. Educational Duty

Employees shall not conduct outside business, or outside organizational activities without prior arrangement with the Building Administration on District property or time. This includes planning periods for certified staff or break periods for classified staff. This shall not prevent employees from participating in activities protected by the Illinois Education Labor Relations Act, 115 ILCS 5/1 et seq.

O. Physical Examination

1. The laws of the State of Illinois require all new Employees to provide evidence of physical fitness to perform duties assigned and freedom from communicable diseases. 105 ILCS 5/24-5, as amended. Such evidence shall consist of a physical examination made by a licensed physician not more than ninety (90) calendar days preceding the time of presentation to the Board. The cost of said initial examination shall rest with the Employee.

2. All subsequent physical examinations required by the Board, thereafter, shall be at the expense of the Board in accordance with Board Policy 5:30.

P. Student Medication

No bargaining unit member without administrative certification, except Nurses, will be required to administer medication to a student. An Employee may volunteer to administer medication to a student in accordance with the Illinois School Code, 105 ILCS 5/10-22.21b.

II: Certified Staff

A. Seniority

1. If a Certified Staff is part-time or partial year (hired to work fewer than one hundred and twenty (120) days after the start of the school year), their start date will change each year they are rehired until they become a full-time Certified Staff.

2. Certified Staff who are full-time and assigned to multiple buildings will be placed on the same seniority list within the level as full-time Certified Staff assigned to one building.

3. Temporary contracts have been created for Certified Staff who are: a) less than full-time, b) hired to work fewer than one hundred and twenty (120) days after the start of the school year, c) filling a leave of absence, d) hired for a temporary, one-year position, or e) an Employee working on an Illinois Educator License with Stipulations. These Certified Staff will have a new start date if they are rehired for the following year. The exception to this would be if they were filling a full year leave of absence and were rehired the following year as a full-time permanent Certified Staff. These individuals would then get credit for the full-year, full-time position they worked with regards to tenure and seniority. An Employee working on an Illinois Educator License with Stipulations will not be placed on the tenure track or earn seniority credit until they are hired as a full-time permanent Certified Staff. The term "Certified Staff' when used hereafter in this Agreement shall also include Employees working on an Illinois Educator License with Stipulations for the duration of this Agreement.

4. Certified Staff who hold a career and technical educator endorsement on an Educator License with Stipulations is entitled to all of the rights and privileges granted to a holder of a PEL, pursuant to 105 ILCS 5/21B-20(2)(E), and shall earn tenure as described in 105 ILCS 5/24-11.

B. Reassignment Due to Staffing Allocation

1. Classroom Teachers: Classroom Teachers affected by a staffing allocation reassignment shall be given a listing of vacant positions they are qualified for within their building to choose from. If there are no vacant positions for which the Classroom Teacher is qualified within their building or if the Classroom Teacher chooses not to fill the vacant position for which they are qualified in their current building, they will be given a list of vacant positions within their level District-wide and will be called upon based on seniority after the voluntary internal transfer process has been completed throughout the District.

2. Speech Pathologists, Psychologists, Social Workers and Certified School Nurses: Only those Related Service Providers (RSPs) whose current assignment is impacted by a staffing reallocation will be subject to a reassignment. Based on seniority, affected RSPs will be allowed to choose an open position for which they are qualified. The District will notify the Union and appropriate members when there is a need for temporary RSP assignments.

3. Library/Media Center, Music, Art, PE Teachers (collectively referred to as Specials/Careers Teachers): Only those Specials/Careers Teachers whose current assignment is impacted by a staffing reallocation will be subject to a reassignment. Based on seniority, affected Specials/Careers Teachers will be allowed to choose an open position for which they are qualified.

4. When there is a reduction due to staffing allocations, reassignments out of a category requiring special certification will be avoided whenever possible.

C. Voluntary Transfer

1. In order to be considered for a voluntary transfer, Certified Staff must have received at least a proficient evaluation in their last summative rating or at the conclusion of a professional development plan.

2. When filling vacant Certified Staff positions, it is acknowledged that the District has the responsibility, upon recommendation of the Human Resources Administrator, to evaluate certifications / licensures, qualifications, merit, ability (including performance evaluations if available), and relevant experience when making final judgments. When other factors are equal, seniority shall be utilized as the final and determining factor by the Human Resources Administrator as required by 105 ILCS 5/24-1.5, as amended.

3. A voluntary transfer out of a category requiring special certification will be avoided whenever possible.

4. Any Certified Staff who is placed on remediation will not be allowed to exercise voluntary or involuntary transfer rights and will not receive a raise until they have successfully completed the remediation. Any Certified Staff on a Professional Development Plan will not be allowed to exercise voluntary or involuntary transfer rights until they have successfully completed the Professional Development Plan. If the Building or District Administrator is visiting any Certified Staff for the purpose of making an evaluation, they will adhere to the provisions of the VVSD Educator Evaluation Plan.

D. Reduction in Force (RIF) and Recall

When there is a reduction in the number of Certified Staff assignments which results in the necessity of releasing and recalling Certified Staff, the District will comply with the provisions of 24-12 of the Illinois School Code, 105 ILCS 5/24-12, as amended.

1. Certified Staff: The District, Administration, and the AFT will collaborate and maintain the state mandated performance evaluation plan for Certified Staff consistent with the requirements of the School Code, which can be found at 105 ILCS 5/24A1-20 as amended and 23 Ill. Admin. Code Part 50 as amended. If the state laws addressing Certified Staff evaluation plans are amended, the District will comply with the law in effect at that time. The procedural aspects shall be cooperatively developed and agreed upon based on the Evaluation Study Committee's recommendations. A committee comprised of representatives from both the District and the AFT shall convene on an as-needed basis to review and reach an agreement on procedural changes.

2. The provisions in this section and in the VVSD Educator Evaluation Plan pertaining to Certified Staff will be disseminated to all Certified Staff.

F. Contracted Certified Staff Buy Out

1. If a contracted certified staff person indicates an interest in continued employment with the District and has demonstrated proficient performance during the time they were contracted by the District and the District wishes to hire the contracted certified staff person, the District may enter into an agreement with the contracted certified staff person's contracting agency to sever that agreement and provide compensation to the agency, if applicable or required as part of the agency agreement.

2. The contracted certified staff person must commit to work for the District for a period of two (2) years, subject to receiving continued proficient or higher performance evaluations.

3. If the contracted certified staff person decides to sever their relationship with the District prior to completing the required two (2) year employment period, the contracted certified staff will be required to return a prorated dollar amount to offset the fee the District paid to the contracting agency.

4. If the District decides to sever the contracted certified staff person's employment prior to the expiration of the two (2) year period, the contracted certified staff will not be required to pay a prorated severance

fee.

G. Mentoring for Non-Tenured Teacher

1. All Certified Staff new to the District will be required to participate and complete the New Educator Induction and Mentoring Program. There is no opt out provision. The program consists of New Educator Orientation and two years of trainings; building-level meetings; district-level meetings; face-to-face meetings for reflection on planning, assessment, and classroom environment; instructional methods with a designated mentor; peer observations (in-person and/or video-taped) with reflective collaboration with mentor; and observations of colleagues.
    a. With the exception of peer observations, the New Educator Induction and Mentoring Program activities will occur outside of the contractual workday. New Certified Staff participating in the New Educator Induction and Mentoring Program will not receive additional pay for attendance or participation in the Program activities described above. New Certified Staff will, however, receive professional development clock hours, when applicable, for use towards licensure renewal.
    b. At any time when it is agreed to be appropriate, the AFT and the District may convene a committee to review and amend the Mentoring Program that follows the State requirements and meets the needs of the District and its Certified Staff.

H. Alternative Routes to Licensure – Mentor Teacher

Employees who seek alternative routes to licensure pursuant to ISBE regulations will be assigned a Mentor Teacher by the District.

III. ESP

A. Seniority

Temporary contracts for Maintenance Staff have been created for designated temporary projects and the temporary employee may be dismissed pursuant to the terms of the contract. If a Maintenance Staff Employee on temporary contract is hired for full-time or part-time employment with the District, their start date for seniority is the date upon which they were hired for full-time or part-time employment.

Temporary contracts have been created for Paraprofessionals who do not hold the ISBE paraprofessional educator license or a short-term paraprofessional approval. The temporary employee may be dismissed pursuant to the terms of the contract. If a Paraprofessional on temporary contract is hired for full-time or part-time employment with the District, their start date for seniority is the date upon which they were hired for full-time or part-time employment.

B. Reassignment Due to Staffing Allocation

Paraprofessionals and RNs: Only those Paraprofessionals and RNs whose current assignment is impacted by a staffing reallocation will be subject to a reassignment. Based on seniority, Paraprofessionals and RNs will be allowed to choose from open positions for which they are qualified which includes having the special certification, training, or language proficiency needed for that assignment.

C. Voluntary Transfer

1. ESPs participating in an improvement plan may voluntarily transfer after successful completion of the improvement plan.

2. When filling vacant non-teaching positions, it is acknowledged that the Board has the responsibility, upon recommendation of the Human Resources Administrator, to evaluate licensure/certification, qualifications, merit, ability (including performance evaluations if available), and relevant experience when making final judgments. When other factors are equal, seniority shall be utilized as the final and determining factor by the Human Resources Administrator.

3. Any ESP who is placed on an improvement plan will not be able to exercise voluntary transfer rights and will not receive a raise until they have successfully completed the improvement plan.

D. Reduction in Force (RIF) and Recall

When there is a reduction in the number of ESPs which results in the necessity of releasing and recalling ESPs, the District will comply with the provisions of 10-23.5 of the Illinois School Code, 105 ILCS 5/10-23.5, as amended.

E. Evaluation of Employees

1. The District and the AFT will create a committee comprised of representatives from both parties that shall convene to develop an evaluation program for all ESP.

2. Probationary Employees
   a. A new Paraprofessional, Maintenance Staff, or Security Staff shall work under the provisions of this Agreement but shall be considered a probationary Employee for the first one hundred and twenty (120) workdays of continuous employment after which their seniority shall date back to the date of hire.
   b. A probationary Employee may be evaluated within their 120 workday probationary period if concerns are noted. Before a decision is made to discharge or retain a probationary Employee, a written evaluation shall be made of the Employee by their immediate supervisor and/or the appropriate Director with a recommendation to retain or discharge the Employee. If a Probationary Employees is discharged in accordance with such action shall not be subject to the grievance procedure of this Agreement, except where it is claimed that such discharge was due to discrimination because of membership in the AFT or because of one of the protected categories listed in Article I, Section D.
   c. If a current Maintenance Staff or Security Staff moves to another District position at a higher pay rate, the Employee will be considered a probationary employee during their first sixty (60) workdays of continuous employment in the new position. Prior to the end of the 60-day probation period, a Maintenance or Security Staff may be evaluated, and if it is determined they are not successful at the new position, they will be allowed to return to their former position at their former rate of pay.

ARTICLE IV: Working Conditions

I. All Bargaining Unit Members

A. Classroom Interruptions

Classroom interruptions, by Employees, individuals, or intercom, are to be kept to a minimum and are to be avoided or prearranged whenever possible. When participating in walk-throughs and informal observations, the Building Administration will ensure that there are limited classroom/student interruptions. The District will make every effort to limit the loss of classroom instructional time due to staff attending meetings, workshops and/or committee work.

B. Work Assignment and Job Classification

1. The District agrees to discuss and consider any major changes in existing work rules and job responsibilities or any major changes in job classification or creation of new positions within the bargaining unit with the AFT.

2. Employees are hired to serve the needs of the District in those areas in which they are licensed and/or qualified, consistent with state and federal guidelines.

3. All job descriptions will be posted on the Human Resources website and accessible to all Employees.

4. All Employees new to the District will sign salary verification letters when hired. An error on any salary verification letter does not negate a bargaining unit member's right to receive the appropriate pay rate, including potential back pay or return of overpayment.

5. The District school year calendar which sets forth the dates of employment will be available to all Employees on the District's website.

6. District or Building Administration will determine Employee assignments based on master schedules and District/building needs. Maintenance and Security staff assigned to specific buildings will have their assignments determined by their supervisor in consultation with the District/Building Administration.

7. Based on available information, each Employee shall be notified of a tentative work assignment for the following school year prior to May 1st of the present school year. Changes in assignment occurring after May 1st shall be made only when necessary and any Employee so affected shall be given prompt, written notification of the change.

C. School Calendar

The AFT shall continue to work jointly with the District Administration in establishing the working school year calendar. This provision does not require joint agreement by the parties to this Agreement.

D. Employees' Meetings

1. The Board recognizes the right of the AFT to hold its regular monthly scheduled meeting. Inasmuch as the AFT schedules its monthly meeting on one Wednesday each month, the District agrees that it will not schedule any Employee meetings on this Wednesday.

2. Any deviation from the meeting schedule herein presented may be made by mutual agreement.

E. School Community Activities

The Employees, Building Administration, and the parents of the particular building involved, shall continue to jointly work out the guidelines involving school community activities.

F. Delayed Start

A "Delayed Start" may be called by the District in lieu of canceling school in the event of inclement weather when conditions permit for safe student and staff travel with the passage of additional time.

1. A delayed start would provide for a two-hour delay to the start of the elementary, middle school, high school and STEP school day. Early Childhood staff will report with no student attendance.

2. A delayed start will not be utilized on a designated Early Release Day.

3. Employees will receive a duty-free lunch period on a delayed start day.

4. If an Employee is unable to travel safely to work despite the delayed start, a personal day must be entered into the District's attendance management system one hour prior to the Employee's regular contractual start time.

G. Board Obligation for Legal Support

The Board shall provide all legal support and defense of Employees in cases arising out of the course of employment as may be required by 105 ILCS 5/10-20.20, as amended.

H. Theft of or Damage to Employee Personal Property

1. If, through no fault of the Employee, the personal property (excluding cash) of an Employee is stolen or vandalized on District premises or while the property is being used by the Employee on District business, the Board shall reimburse the Employee for their loss, or shall replace the property, provided that the Employee first reports the loss to the Police Department or fills out a District Personal Property Statement Form for approval and reports to their building administrator the incident and describing the damage. If the Employee fills out only a District Personal Property Statement Form, the District may ask the employee to fill out a police report, depending on the nature of the loss. Reimbursement under this section shall not be unreasonably withheld for failure to file a police report.

2. No claim for loss shall be honored by the Board for any property stolen or vandalized on District premises unless, prior to the loss, the Employee had completed and filed with the Superintendent or designee a Personal Property Statement Form, a copy of which can be accessed on the District's website.

3. To be entitled to reimbursement under this section, the Employee must report the loss within ten (10) business days of discovery.

4. This section shall apply only to property valued in the amount of twenty-five dollars ($25.00) or more.

5. Reimbursement under this section shall be limited to two hundred and fifty dollars ($250) per person per fiscal year, or an aggregate total of ten thousand dollars ($10,000) for the bargaining unit as a whole per fiscal year.

6. To the extent that the Employee may recover their loss through insurance coverage in effect on any property which is stolen or vandalized, the Board shall be relieved of any obligation to reimburse the Employee for their loss. The Teacher shall submit receipts supporting their reimbursement request to the Business Office.

I. Safety

1. Safe Working Environment

The District is committed to providing a safe workplace. Employees must promptly report safety concerns to their Building Administrator, who will investigate and respond. If a risk is confirmed appropriate actions will be taken to support the safety of all involved.

If an employee is threatened verbally, physically, or electronically by a student, the District will notify the employee and take reasonable steps to ensure safety, which may include student support, disciplinary action, or other interventions. Safety measures will be shared with directly impacted employees as permitted by law. This does not require exclusionary discipline or override an IEP or Section 504 Plan.

2. Assault & Battery Upon an Employee

Employees have a right to file a police report if they believe assault and/or battery has occurred. If assault or battery occurs during the employee's performance of their duties, such acts must be reported in a timely manner to the building administration.

The building administration shall take reasonable steps, including but not limited to:

- Restore a safe learning environment.
- Investigate and document the incident.
- Review support and consequences.
- Refer the student to appropriate services or interventions.
- Impose exclusionary discipline, if appropriate, only as a last resort, per law and policy.

3. All Employees will follow all occupational health and safety procedures and no Employee shall be required to work in an unsafe environment as defined by Occupation Safety and Health Administration (OSHA).
4. Safety procedures will be posted on the District's website.
5. Each party to this Agreement shall designate members for a standing safety committee to meet periodically.

J. Employees' Facilities

The Building Administrator of each building will identify a workspace for each Employee with the necessary equipment. This workspace could be shared amongst Employees. The Building Administrator will also identify an employee dining area.

K. Video Surveillance Cameras

1. Video surveillance cameras may be used to record classrooms, hallways, lunchrooms, playgrounds, parking lots and other common areas for the safety of students, staff, and visitors. Video Surveillance Cameras will not be placed in general education classrooms. The videos will be used primarily, but not limited to the following reasons:
   a. Ensure the safety and well-being of students and staff.
   b. Evaluate and address claims of abuse, neglect, or misconduct by students, staff, or community members.
   c. Observe student behaviors and provide feedback and coaching to

staff.

d. Observe and respond to other incidents or needs that may arise related to staff and student security and safety.

2. Video surveillance will not be part of the formal observation process for Employees. However, when appropriate, video observation of surveillance footage may be used for Employee and student misconduct investigations.

L. Traveling Employees

1. Employees traveling in personal vehicles for authorized District business during contractual time shall be reimbursed at a rate equal to the current Internal Revenue Service allowance per mile. This section shall only apply to Employees who are classified as Traveling Employees.

2. The District will make reasonable efforts to secure parking for employees classified as Traveling Employees to secure parking.

II. Certified Staff

A. Employees' Meetings

1. Institute Days for Certified Staff will be 8:00 a.m. to 3:10 p.m.

2. Five (5) School Improvement Days may be scheduled per year in which Certified Staff will engage in grade-level and department meetings, and/or building led professional development as determined by Administration. Certified Staff will be required to work their regular contract hours. Included in this time, staff will receive a thirty **(**30**)** minute release for lunch and thirty (30) minutes of individual plan time.

3. Building Administration may schedule one (1) monthly staff meeting for Certified Staff if necessary. Whenever possible, important information will be disseminated by use of bulletins or e-mails in lieu of calling meetings.

B. School Community Activities

It is required that Certified Staff work open house and/or curriculum night not to exceed two (2) hours annually between the two events.

C. Delayed Start

A "Delayed Start" may be called by the District in lieu of canceling school in the event of inclement weather when conditions permit for safe student and staff travel with the passage of additional time.

1. If plan time is missed due to the delayed start schedule, additional plan time will not be given on that day.

2. Certified Staff's, Paraprofessional's and RN's required arrival time will be two hours later than their contractual start time.

D. Staffing

1. The District will adhere to the Illinois State Board of Education regulations in determining class size and pupil-Teacher ratio.

2. The AFT shall continue to work jointly with the District to resolve class size and pupil-Teacher ratio problems as they arise. This provision does not require joint agreement by the parties to this Agreement.

3. Both the District and the AFT acknowledge that they value the classes

and activities that students experience in Valley View outside of their core content. Representatives from administration and the Union (including members from each level) agree to meet to discuss and collaborate to improve current specials and electives as well as determine potential specials and electives that may be included in the District's offerings. The District will agree to such a meeting, upon the Union's request, not less than one (1) time per year.

E. Daily Schedule

Certified Staff

	Contractual Day	Student Day	Lunch*	Daily Plan Period	Workdays per Year
Elementary	7 hours 10 minutes	6 hours 35 minutes	35 minutes	As described below	182
Middle	7 hours 10 minutes	6 hours 35 minutes	No less than 30 minutes	One Instructional Section	182
High/STEP	7 hours 10 minutes	6 hours 45 minutes	No less than 30 minutes	One Instructional Section	182

*Lunch is duty-free and in accordance with 105 ILCS 5/24-9 and as amended. Certified Staff are permitted to leave school premises for lunch and must notify the office prior to leaving school premises.

1. The District and Union will meet on a yearly basis to determine all Certified Staff's start and end times, no later than June 15th prior to the next school year. The Contractual workday and student contact time for Certified Staff is noted in the above tables.

2. If a block schedule is implemented, Certified Staff will engage in planning at their discretion for one half of a block period and the other half of the block may be used for collaborative instructional planning, professional learning or student support.

3. Elementary level teachers will receive a minimum of one hundred and seventy-five (175) minutes of individual plan time during five (5) teacher workday weeks, and prorated for fewer work days. Thirty (30) minutes per week shall be used for collaborative instructional planning or professional learning on weeks that have four (4) and five (5) work days of staff attendance.

4. Student contact time at Middle School will consist of either three (3)

blocks of academic instruction plus one half a block of designated student support, or, when applicable, up to six (6) academic instructional sections, designated for instruction and student support (or five [5] academic instructional sections and one [1] non-instructional duty), A portion of student contact minutes may be designated for class meetings, student goal setting, post-secondary learning, and school community building during which all Employees will support. The designated student support period does not include assignment as a substitute Teacher in accordance with Article VIII, II. Certified Staff, Section (F) .

5. For the 2025-2029 contract, the work day for Certified Staff at the high school level shall not begin before 7:15 am.

6. Beginning in the 2027-2028 school year, the High School level teacher's work days shall consist of
    - Five (5) academic instructional sections;
    - One (1) lunch that is equivalent to one instructional section;
    - One (1) plan that is equivalent to one instructional section; and
    - One (1) instructional section that is:
        - Two (2) half sections of homeroom supervisory sections;
        - One (1) academic student support section;
        - One (1) homeroom supervisory section and one (1) non-instructional duty;
        - Two (2) half sections of non-instructional duty; or
        - An extension of a course to accommodate section and a half classes (i.e. an AP course), and paired with either a homeroom or non-instructional duty for the other half.

7. A portion of student contact minutes may be designated for class meetings, student goal setting, post-secondary learning, and school community building during which all employees will support.

8. If a law is enacted that limits the start time for any public schools, the parties agree to meet and renegotiate times in order to comply with the new statute.

9. The Superintendent will establish a working group to include stakeholder voices from community members, families, students, union members, and administration to discuss the implementation of an eight (8) instructional section day for the high school in the 2027-2028 school year. The Union leadership and Administration commit to work collaboratively to collect stakeholder voice, review the feedback, and discuss the best way to account for this feedback in the eight (8) instructional section day

F. Early Childhood Center

Early Childhood Teachers will work 182days per school year and work a 7-hour 10 minute contractual day. Representatives from the Early Childhood Center, and the District Administration shall meet annually at the end of each school year to discuss how best to honor the Early Childhood Center Employees' rights in the following areas: Teacher daily plan time, non-student contact time, floating Individualized Education Program (IEP) Guest Teachers, and staff lunches/breaks for the following year. All discussions will take into account the guidelines of any Early Childhood grant money the District is receiving at that time. If no mutual agreement can be reached, an AFT representative and Superintendent and/or designee will meet to determine a workable solution to meet the needs of the Early Childhood Center.

G. Teacher Led Workdays

1. Activities on Teacher Led Workdays will be determined and scheduled by the individual Certified Staff. No mandatory meetings will be scheduled by the District or Building Administration. Certified Staff may consult, collaborate, or attend optional District professional development that may be available.

2. All buildings will have two (2) Teacher Led Workdays per school year and are required to be on-site for the regular contractual hours

3. All Certified Staff will be required to work a total of five and one half (5 ½) hours on this Teacher-led workday.

H. Parent/Teacher Conferences

1. Early Childhood, Elementary, Middle, High Schools and STEP will be required to have one (1) parent-Teacher conference in the Fall. Each Building Administration will determine the hours for parent-Teacher conferences to take place in the evening for two and one half (2 ½) hours and then for three (3) hours the next day.

2. STEP staff will be required to attend Transition Night for three (3) hours.

I. Special Education Workload Plan

District and Building Special Education Certified Staff may initiate a request for review of their workload plan from their Building Administration based on the District's Workload Plan for Special Education Certified Staff, which can be found on the District's website under the Student Services section.

III. ESP

A. Employees' Meetings

1. Institute Days for Professionals will be 8:00 a.m. to 3:10 p.m.

2. Maintenance and Security will work their normal hours on Institute Days.

3. Building Administration may schedule one (1) monthly staff meeting for Paraprofessionals if necessary. Whenever possible, important information will be disseminated by use of bulletins or e-mails in lieu of calling meetings.

4. Paraprofessionals and Security may be required to attend School Improvement Day meetings. The District will work collaboratively with AFT to identify or develop relevant professional development or collaboration opportunities for Paraprofessionals and Security related to their roles on days on which they are required to attend.

B. School Community Activities

ESPs will be paid their hourly rate if they are required to work open house and/or curriculum night.

C. Delayed Start

1. Paraprofessional's and RN's required arrival time will be two hours later than their contractual start time.

2. Maintenance and Security will arrive per the District's directive or at their regular contractual start time.

D. Staffing

1. The District shall employ a full-time Paraprofessional for each elementary general education class of thirty-five (35) or more students. For class sections (a group of students for one period), of thirty-five (35) or more, Paraprofessional time shall be assigned for the equivalent of each period with said enrollment, said Paraprofessional will be assigned per the above by October 1st of each school year. Specials are excluded from this paragraph.

2. If a Middle School Teacher who is assigned to teach Reading, Mathematics, Language Arts, Science or Social Studies has more than one hundred and seventy-four (174) students per day, five (5) minutes of Paraprofessional time will be allotted for each student in excess of one hundred and seventy-four (174). The total allotted Paraprofessional time in each building will be allotted by the Building Administration to the appropriate individual(s).

3. The AFT and the District shall work together to determine when an exception to paragraphs 1 and 2 is necessary.

E. Daily Schedule

	Contractual Day	Start/End	Lunch*	Breaks	Workdays per Year
Paraprofessional / RN	7 hours 15 minutes	Staggered based on building need Begins not more than 30 minutes prior to student arrival Ends not more than15 minutes after student dismissal Paraprofessionals working in Early Childhood programs may have a different work schedule.	No less than 30 minutes	Scheduled by Administration: Morning 15 minutes Afternoon 15 minutes	182
Security Staff and Lead Security	8 hours	Staggered based on assignment	No less than 30 minutes	One 15-minute break in each 4-hour period and cannot be combined with the lunch period or used at the end of the day	182**
Athletic Trainer	40 hours per week	Varies	No less than 30 minutes*	One 15-minute break in each 4-hour period*	228
Maintenance	8.5 hours	Staggered based on assignment	No less than 30 minutes	One 15-minute break in each 4-hour period and cannot be combined with the lunch period or used at the end of the day	12 months
Supplemental Maintenance - Custodians	8.5 hours	Staggered based on assignment	No less than 30 minutes	Morning 15 minutes Afternoon 15 minutes	10 months
Supplemental Maintenance - Cafeteria Helpers	4 hours	Varies	None	None	9 months

*Lunch is duty-free, and ESPs are permitted to leave school premises for lunch. Athletic Trainer's lunch and breaks are not included as part of their 8-hour day.

** Lead Security works up to forty-eight (48) additional days during the summer months of June, July, and August.

F. Teacher Led Workdays

1. ESPs will follow their assigned daily schedules.

2. All ESPs, except Maintenance Staff and Athletic Trainers, will be required to be on site for their regular contractual hours on this Teacher-led workday, with reasonable flexibility for start and stop times as long as the hours are met. Plan/break time may be required to be taken on site with off-site lunch options if training times require it.

G. Parent/Teacher Conferences

1. All ESPs, except Maintenance Staff and Athletic Trainers, will be required to work a total of five and one half (5 ½) hours on this Teacher-led workday.

2. Paraprofessionals and RNs will be required to attend parent-Teacher conferences and/or workdays according to their building's schedule.

H. Security Staff Work Calendar, Week and Hours

1. The Security Staff shall work the same school calendar as Certified Staff and Paraprofessionals.

2. Lead Security shall be employed forty-eight (48) more days than the Certified Staff's and Paraprofessionals' regular one hundred eighty-two (182) day contract. All hours worked in a week over the regular forty (40) hours will be considered overtime and shall be paid at the rate of time and one-half for said hours worked.

3. Similar to Certified Staff and Paraprofessionals, the Security Staff shall not work contractual holidays, including July 4th, Thanksgiving, and Winter and Spring Breaks.

4. The work week for full-time Security Staff shall normally consist of 40 hours per week on five (5) regularly scheduled workdays within the week. Normally, there shall be two (2) regularly scheduled consecutive days off. Security Staff who work security at graduation and/or registration will be paid at the Event Pay rate of $25.00 per hour. Security Staff who work security beyond their normal workday will be paid at their normal hourly rate for hours worked up to 40-hours a week. For hours worked in excess of 40-hours per week, Security Staff will be compensated at the rate of time and a half of their regular hourly rate.

I. Maintenance Staff Work Calendar, Week and Hours

1. Maintenance Staff shall consist of five (5) regularly scheduled workdays

within the week. Maintenance Staff hired prior to July 1, 2018, shall work Monday through Friday, unless they currently work a different schedule or volunteer for a different schedule. Maintenance Staff hired after July 1, 2018, shall work five (5) regularly scheduled workdays Monday through Sunday with two regularly scheduled consecutive days off. Neither of these two (2) days shall be considered as part of the basic work week even though the Maintenance Staff may be scheduled to work either or both of these days. No Maintenance Staff will be transferred to a different shift to allow for a posting that would replace their vacated shift.

2. Any Maintenance Staff working less than forty (40) hours will be considered a part-time employee.

3. All full-time Maintenance Staff covered under this Agreement will be guaranteed forty (40) hours of work per week.

4. Each Maintenance Staff will have a workday divided into two (2) parts, each separated by an unpaid lunch period of thirty (30) minutes, as determined by the District/Building Administration. A rest period of fifteen (15) minutes shall be permitted once in each four (4) hour part. Lunch period and breaks cannot be combined and used at the end of the day.

5. Working hours for Maintenance Staff will be at the discretion of the District Administration. A twenty-four (24) hour notice for change of regular hours shall be given (see paragraph 1). Such change in regular hours shall be considered temporary, and utilized for such measures as project, substitute, or other similar needs that will allow the Maintenance Staff to return to their regular shift after the need is fulfilled.

6. The twenty-four (24) hour notice for change of regularly scheduled hours may be waived if mutually agreed upon.

J. Time Clocks

1. All Maintenance and Security Staff will observe regular working hours and will use the District's current timekeeper system. When the timekeeper system is not available, the Maintenance and Security Staff will enter the beginning and ending time in a designated manner and have it authorized by the District/Building Administration or designee. Everyone must comply with this regulation. No Maintenance or Security Staff shall enter time in the timekeeper system for any other person. Anyone found entering time for another Maintenance or Security Staff will be subject to immediate dismissal.

2. Each Maintenance Staff shall be allowed to take ten (10) minutes of shift-time at the end of their shift for clean-up of equipment and themselves.

K. Paid Holidays – Maintenance Staff

1. Maintenance Staff who must work on an actual holiday will receive double-time and one-half (1/2) pay for the day. (See Article VIII, III. ESP, Section G, paragraph 1for additional information pertaining to forty (40) hour guidelines.) The instances when the "actual" and "observed" are different days, double time and one-half (1/2) will be paid for time worked on the "actual" holiday. Time worked on the "observed" holiday will count toward the Maintenance Staff's forty (40) hour work week.

2. All Maintenance Staff must have the approval of the Superintendent or designee to take the work day before or the work day after a holiday off.

3. Part-time Maintenance Staff are not eligible for holiday pay. Full-time Maintenance Staff will be given fifteen (15) holidays with full pay. The following eleven (11) holidays are established holidays each year:

    - Independence Day (July 4th or District Observed Date)
    - Labor Day (First Monday in September)
    - Election Day (First Tuesday in November after November 1st) when applicable (or, alternatively, Casimir Pulaski Day (First Monday in March))
    - Indigenous People's Day (Second Monday in October)
    - Day before Thanksgiving Day
    - Thanksgiving Day (Fourth Thursday in November)
    - Friday after Thanksgiving
    - Christmas Eve (December 24th or District Observed Date)
    - Christmas Day (December 25th or District Observed Date)
    - New Year's Eve (December 31st or District Observed Date)
    - New Year's Day (January 1st or District Observed Date
    - Dr. Martin Luther King Jr. (Third Monday in January)
    - President's Day (Third Monday in February)
    - Memorial Day (Last Monday in May)
    - Juneteenth National Independence Day (June 19th)*

    **Maintenance Staff will have June 19th off with pay provided it falls on a weekday. If June 19th falls on the weekend, schools may be closed on either the Monday or Friday in observance of Juneteenth but Maintenance Staff will have the observance day off without pay. 105 ILCS 5/24-2 as amended.*

4. In the event that the Board determines that one of the above days shall not be observed, Maintenance Staff will be able to use a floating holiday on a non-student attendance day as approved by the Director of Facility Operations or designee on the basis of seniority.

L. Paid Vacation- Maintenance Staff

1. Schedule

   Paid vacation periods for full-year Maintenance Staff begin after the completion of one (1) year of service and the anniversary date of July 1st each year thereafter.

   Vacation days are not earned from the previous year and will be prorated if the Maintenance Staff resigns, retires or is terminated mid-year based on the number of days the Maintenance Staff worked for that fiscal year.

LENGTH OF SERVICE	VACATION ENTITLEMENT
Completion of 1 year	5 Days
Completion of 2 years	10 Days
Completion of 5 years	11 Days
Completion of 6 years	12 Days
Completion of 7 years	13 Days
Completion of 8 years	14 Days
Completion of 9 years	15 Days
Completion of 10 years	16 Days
Completion of 11 years	17 Days
Completion of 12 years	18 Days
Completion of 13 years	19 Days
Completion of 14 years	20 Days

2. Vacation Requests

   Vacation requests are to be filed in writing through the Director of Facility Operations or designee at least thirty (30) calendar days prior to the anticipated vacation and will be approved in consultation with the appropriate Building Administrator.

3. Vacation Seniority

   Vacation dates will be according to rank and then according to seniority when Maintenance Staff are from the same building. The intent is that every building has Maintenance Staff on duty at all times. After a Maintenance Staff selects a vacation period, no change will be allowed, except in case of an emergency. Seniority shall not be an excuse for a hold up in deciding on a vacation period.

4. Vacation Time
   a. Vacations will be coordinated with the school program in a way that will provide sufficient Maintenance Staff coverage at all times. The appropriate Building Administrator or designee in consultation with the Director of Facility Operations or designee, shall have the authority to arrange the vacation schedule for the benefit of the

District.

b. Vacation time can be divided or split during the twelve (12) month period with the approval of the Building Administrator or designee in consultation with the Director of Facility Operations or designee.

5. Vacation time cannot be accumulated. That is, if it is not used, it is forfeited.

6. Full-time Maintenance Staff hired prior to August 15, 2022 will receive ten (10) non-workdays annually. Non-workdays may not be used on Emergency Days. Maintenance Staff shall give the Director of Facility Operations or designee fifteen (15) calendar days' notice. Exceptions to the fifteen (15) day notice may be at the District's discretion and the final approval by the Director Facility Operations. Once approved, changes will not be made (i.e., swap a non-workday for a vacation day and vice versa).

7. Any of the ten (10) non-workdays may be converted to paid workdays.
   a. Five (5) of these non-workdays must be taken or converted between July 1st and December 31st.
   b. The remaining five (5) non-workdays must be taken or converted between January 1st and June 30th.
   c. If Maintenance Staff decides to convert non-workdays into paid workdays:
      I. A Maintenance Staff may convert all ten (10) of their non-workday(s) to workdays by notifying the Director of Facility Operations or designee by July 1st of each year.
      II. After July 1st, to convert up to five (5) non-workdays to a workday for payment by December 31st, Maintenance Staff must notify the Director of Facility Operations or designee no later than December 1st.
      III. After December 31st, to convert up to five (5) non-workdays to a workday for payment by June 30th, Maintenance Staff must notify the Director of Facility Operations or designee no later than June 1st.
   d. If a Maintenance Staff does not use or convert one (1) or more of their non-workdays, the District will schedule the Maintenance Staff to be off their remaining non-workdays either during December or June, whichever is applicable.

M. Maintenance Uniforms

The District shall provide each full-time Maintenance Staff with:

1. Four (4) work garments per year, which will be required to be worn.

2. Cloth and rubber gloves which will be replaced on a turn-in system.

3. Coveralls, upon the recommendation of the Director of Facility Operations, for jobs which require them. The District will provide for the maintenance of the coveralls.

4. A safety yellow hooded garment with reflective striping and zip-front closure shall be issued every two (2) years for all Maintenance Staff.

N. Security Leads and Staff Uniforms

The District shall provide each Security Lead and Staff with at least:

1. Five (5) uniforms per year which will be required to be worn.

2. The District's Director of School Safety will provide a District-approved vendor catalog or business from which to purchase five (5) shirts or approved security apparel (i.e., vest, windbreaker) at the District's expense up to predetermined dollar amount. Security Leads and Staff will be able to select from men's or women's garments and choose seasonal long and/or short sleeve shirts. All Security Leads and Staff will be required to wear the supplied District/School/Security Logo shirt every workday.

3. Additional outdoor District/School/Security Logo garments will be provided to those Security Leads and Staff whose assignments include outdoor duties.

ARTICLE V: Leave Policies

A. Sick Day

The granting of sick days shall be subject to the following:

1. Each school year, annual Sick Days, with pay, shall be granted to each full-time and part-time Employee based on one (1) day for each twelve (12) days of contracted work.
   a. For Maintenance Staff, these days will be granted on July 1st of each year for all Maintenance Staff except those on unpaid leave, IMRF disability, or Workers' Compensation who will be granted prorated sick days upon return to work. If the Maintenance Staff resigns, retires, or is terminated mid-year, they will be prorated based on the number of days worked for that fiscal year. Upon leaving the District, unused/unpaid Sick Days are reported to IMRF.
   b. For all other Employees, these days will be granted on the first day of each school year except those on unpaid leave, IMRF disability, TRS disability, or Workers' Compensation who will be granted prorated sick days upon return to work. If the Employee resigns, retires, or is terminated mid-year, they will be prorated based on the number of days worked for that fiscal year. Upon leaving the District, unused/unpaid Sick Days are reported to TRS or IMRF.
   c. Sick Days may be allowed in increments of one-half (1/2) day.
   d. "Sick Days" as used in this section means leave for personal illness, mental or behavioral health complications, pregnancy, birth, adoption, or placement for adoption, injury, quarantine, or serious illness or injury, or death in immediate family or household. "Immediate family" as used in this section means the Employee's parent, spouse, child, brother, sister, grandparent, grandchild, parent-in-law,brother-in-law, sister-in-law, daughter-in-law, son-in-law, party to a civil union pursuant to 750 ILCS 75/10, and legal guardian. "Household" as used herein means any person who resides with the Employee. The Board acknowledges that Employees may have a need to take sick days for mental health, which is a permitted use of sick days under this provision, subject to the same conditions and limitations of use as any other sick day.

2. Employees shall be allowed to accumulate Sick Days subject to the following terms and conditions:
   a. Certified staff may accumulate a maximum of three hundred sixty (360) days. Once they reach the maximum of three hundred sixty (360) days, they will not be given the current year's annual allotment unless their balance has dropped below the three hundred sixty (360) days.
   b. All other Employees may accumulate a maximum of three hundred (300) days. Once they reach the maximum of three hundred (300)

days, they will not be given the current year's annual allotment unless their balance has dropped below the three hundred (300) days.

c. Service Credit Bank: When an Employee reaches their maximum accumulated sick and personal days and if they suffer a documented catastrophic illness that would have qualified them to access the Valley View Council Sick Bank, the Employee will be allowed to access the Service Credit Bank which has recorded the sick and personal days they would have accumulated but were not allowed to because they had reached the 360/300 cap in order to preserve their service credit. At the time an Employee retires from the District, they will be permitted to donate up to ten (10) days to the Valley View Council Sick Bank from the Service Credit Bank.

3. The District may require a physician licensed in Illinois to practice medicine and surgery in all its branches, a mental health professional licensed in Illinois providing ongoing care or treatment to the teacher or employee, a chiropractic physician licensed under the Medical Practice Act of 1987, a licensed advanced practice registered nurse, a licensed physician assistant, or, if the treatment is by prayer or spiritual means, a spiritual adviser or practitioner of the teacher's or employee's faith as a basis for pay during leave after an absence of three (3) days for personal illness or as the school board may deem necessary in other cases. 105 ILCS 5/24-6, as amended. Example: If the Employee is absent Monday, Tuesday, Wednesday, and Thursday, the Employee may need a doctor's or practitioner's certificate when they come back on Friday.

4. Excessive use of Sick Days may result in the Employee being required to obtain a doctor's or practitioner's certificate. The District may question the propriety of using accumulated Sick Days beyond the number of sick days allotted each year provided the convalescence period is not usual and/or customary. Under these circumstances, both the Employee and the District shall each nominate a Doctor; both said Doctors shall agree upon and appoint a third independent Doctor to rule upon the Employee's request that they be allowed to utilize their accumulated sick days for said convalescence period. All costs of said examination shall be borne by the District.

5. A Certified Staff, Nurse, Security Staff, or Paraprofessional who exceed their Sick Days shall be docked on a prorated fraction of one (1) over their contracted days per day absent. Maintenance Staff shall be docked their regular day's pay. The per diem fraction used during the course of the school year shall also be used at the end of the school year. That per diem shall be multiplied times the number of workdays missed (excluding emergency days that are not accessed as workdays at the end of the school year). That amount shall then be subtracted from the Employee's gross salary for the school year to get the docked pay amount. Example: If a Certified Staff's TRS salary is $50,000 and the Certified Staff missed six (6) workdays at the end of the school year (excluding emergency days that

are not accessed as workdays at the end of the school year), the per diem is calculated at one/one hundred eighty-one (1/182) of the TRS column/gross amount.

$50,000 x 1/182 = $274.73
$274.73 x 6 = $1,648.38
$50,000 - $1,648.38 = $48,351.62

The gross pay for the school year for this Certified Staff would be $48,351.62.

6. Maintenance Staff who have paid holidays shall not be charged a Sick Day when one of the paid holidays falls within their Medical Leave.

7. Extended illness cases will be determined individually by the Board to see what relief can be given.

B. Sick Leave Bank

1. The AFT shall design and administer a sick day bank that is governed by policies and procedures developed by the AFT in consultation with the District. Such policies and procedures are subject to the approval of the District.

2. The AFT will publish these policies and procedures on its website or otherwise ensure that all bargaining unit members have access to them.

3. The AFT shall be the sole and exclusive decision-maker and arbiter over Employee use of the sick day bank.

4. The AFT shall defend and indemnify the District and its elected officials, administrators, Employees, and agents from and against any and all grievances, charges, claims, lawsuits, judgments, attorneys' fees, costs, expenses, or other forms of liability or losses directly or indirectly resulting from, by reason of or connected with, any District action arising out of this Section.

C. Workers' Compensation

Workers' Compensation information is available in each building or by contacting the Human Resources Department.

D. Personal Days

1. Each school year at the same time as Sick Days are allocated, personal days with pay and without deduction from Sick Days, shall be granted for each full-time and part-time Employee on the basis of one-half (1/2) day for each thirty (30) days of contracted work. "Personal Days" as used in this section may be taken for one of the following reasons:

a. Doctor or dentist appointment that cannot be scheduled at any other time;
b. Closing a home mortgage;
c. Attorney appointments, tax audits, or court hearings that cannot be set except during school hours;
d. Funeral other than for family who are covered in Section A, paragraph 1(d) above;
e. An emergency, or business over which the Employee has no control and requires their immediate attention.

2. Personal Days may be allowed in increments of one-half (1/2) day.

3. Unused personal days will be credited to cumulative sick days at the end of the school year.

4. If an Employee resigns, retires, or is terminated mid-year, their personal days will be prorated based on the number of days worked for that fiscal year.

5. Employees may only use a personal leave day on the workday prior or on the workday after a holiday, if approved by their District/Building Administrator.

6. If a Personal Day is used in conjunction with Sick Days and the Employee's absence exceeds three (3) consecutive days, they may be required to provide a doctor's or practitioner's certificate.

E. Religious Holidays or Observances Leave

Employees may be granted up to two (2) leave days annually without loss of salary or deduction from other leave days for required observance of a recognized religious denomination based on the official observance date, when such observance is not possible outside working hours. The Human Resources Administrator shall be notified by application form five (5) days prior to the anticipated religious holiday or observance leave. The Human Resources Administrator may request reasonable documentation in support of the leave request if necessary. If the request is outside of the official observance day, the Employee may use one of their paid leave days, if available, or an unpaid day.

F. Civic Duty Leave

1. In accordance with Board Policy 5:80, an Employee will be paid their regular salary for the period of any absences for which they are serving jury duty less the amount received for said duty. Said absences will not be deducted from the Employee's accumulated sick/personal days.

2. Subject to the approval of the Superintendent or designee, an Employee may be allowed time off from their workday without loss of salary or

deduction from accumulated leave for necessary District connected performance of public duties, court appearance, or other services or obligations in accordance with Board Policy 5.80.

G. Military Leave

Employees shall be entitled to all military leave and family military leave benefits in accordance with state and federal law.

H. Professional Days

1. The District will continue its program of allowing any Employee, without deduction in pay or reduction in other sick/personal days, to attend, with approval, professional meetings or visit other educational facilities each year.

2. Permission to attend professional meetings must be requested in writing through the appropriate Building and/or District Administrator.

3. The Superintendent or designee will consider all requests fairly and have the authority to grant or deny said requests. When an Employee's request is rejected, they shall be sent written notification of said decision. In said notification, the reasons for the rejection shall be specified.

I. Sabbatical Leave

Sabbatical leave will be granted in accordance with the applicable provisions of the School Code, 105 ILCS 5/24-6.1, as amended.

1. Eligibility:
   a. Sabbatical leave may be granted after completion of at least six (6) years of satisfactory service as a full-time Employee and shall not exceed twelve (12) months in length. Employees who have never had a leave will have priority over Employees who have already had such a leave.
   b. Ordinarily two (2) percent of the Employees who qualified for Sabbatical leaves may be granted such leave in any year, provided their positions can be satisfactorily filled during such leaves.

2. Application:

   Applications for Sabbatical leave shall be submitted to the Human Resources Administrator by April 1st for the following semester(s) and prior to October 1st for the Spring semester and shall set forth the purpose of the leave and the plans and programs to be pursued, all of which shall be in accordance with the applicable provisions of the School Code.

3. Selection:

   The Human Resources Administrator shall consider applications in the order received and shall submit their recommendations to the Board for approval on or before the first regular Board meeting in April and/or October. The purpose of the leave, seniority, and departmental or grade level representation shall be considered in granting such leaves.

4. General Provisions:
   a. Before such leave is granted, the Employee must agree, in writing, that if at the expiration of such leave, they do not return to and perform contractual continued service in the District for at least one (1) normal one hundred eighty (180) day contract school year after his/her return, all sums of money received from the District during the leave will be refunded to the District unless return and performance are prevented by illness or incapacity.
   b. Before taking such leave, the Employee shall sign a judgment note to the amount of the salary to be received while on leave. The note shall be held by the District until all of the terms and conditions of the leave are fulfilled. If the terms and conditions of the leave are satisfied, the note shall be cancelled one (1) year after their service with the District is resumed.
   c. Evidence of compliance with the purpose, plans, and programs for which such leave was granted, shall be presented to the Human Resources Administrator, in writing, at the completion of the leave. A minimum of eight (8) semester hours of approved undergraduate, except for Certified Staff, or graduate work on campus or the equivalent of each semester will be required where study is the purpose of the leave. If an Employee fails to begin their second semester of work or the equivalent, sabbatical pay will be terminated. If an Employee requests immediate reinstatement in the District, their request will be considered on an individual basis by the Human Resources Administrator.
   d. Any change of plans from those contained in the application and approved by the Board shall not thereafter be made without approval of the Board.
   e. If, because of illness or any other unforeseen contingency either before or after such leave begins, it becomes impossible to utilize the leave for the purpose for which it was granted, notice must be given to the Human Resources Administrator, in writing.
   f. Compensation during the sabbatical leave shall be the legal minimum salary as prescribed by the School Code, 105 ILCS 5/24-6.1, based on an approximate one hundred eighty (180) day work year. The salary prescribed shall be paid in the same manner and at the same time as salaries are paid to other Employees.
   g. Employees on sabbatical leave shall progress on the salary schedule during such leave.
   h. Employees on sabbatical leave will retain their status as members of

the TRS or IMRF.

i. Upon an Employee's return from sabbatical leave, they shall be entitled to the same position as they held at the time they went on leave or if the position is not available, to a comparable position.

J. Leave of Absence

1. Nonmedical Leave: A leave of absence without pay for educational, travel, or political activities, may be granted by the Board upon recommendation of the Human Resources Administrator for not more than twelve (12) months. A written request for such leave must be made prior to April 1st for the following semester(s) and prior to October 1st for the Spring semester.

2. Medical Leave: A leave of absence for physical incapacity, excluding childbirth, or for the adoption of a child, may be granted by the Board upon recommendation of the Human Resources Administrator. This medical leave is inclusive of time utilized under the Family Medical Leave Act (FMLA) and can be with or without pay depending on accumulated sick days. A written request, accompanied by a statement completed by the attending physician, will be submitted as early as possible. If an Employee needs to extend a medical leave beyond the twelve (12) weeks permitted under the FMLA, they must notify the Human Resources Administrator in writing at least thirty (30) days prior to the date the medical leave is set to end. The written notification must include a physician's statement. An extension of a medical leave may be granted by the Board upon recommendation of the Human Resources Administrator for not more than twelve (12) months from the date the medical leave first began.

3. Parental Leave:
   a. Child Birth: An Employee may be granted a medical leave of absence for the birth or adoption of a child under the District's FMLA policy and this leave can be with or without pay depending on accumulated sick days. A written request, accompanied by a statement by the attending physician must be submitted in compliance with FMLA and School Code, 105 ILCS 5/24-6, as amended.
   b. Additional Paid Leave for Birth of Child: A full time Employee may request a paid leave because of the birth of a child absent medical certification pursuant to the School Code, 105 ILCS 5/24-6, as amended.
   c. Additional Paid Leave for Adoption, Placement for Adoption, or the Acceptance of a Child in Need of Foster Care: Upon providing evidence that a formal adoption or foster care process has begun, a full time Employee may request a paid leave pursuant to the School Code 105 ILCS 5/24-6, as amended.
   d. A leave of absence without pay for the birth, or adoption of a child, placement for adoption, or the acceptance of a child in need of foster

care may be granted by the Board upon recommendation of the Human Resources Administrator for a maximum of twelve (12) months from the birth/adoption/placement of the child. A written request for such leave should be made to the Human Resources Administrator at least thirty (30) days prior to the original leave expiring. If the parental leave will extend into the next school year, notice must be given by April 1st.

4. An Employee granted leave of absences without pay under this provision shall not accrue seniority or advance on the salary schedule while on such leave. An Employee granted a leave of absence under this provision who uses their accrued sick days or the Sick Bank to be paid while on leave shall not accrue seniority or advance on the salary schedule if they do not work a minimum of 90-days for tenured staff and 120-days for non-tenured staff during the school year(s) of their leave. Upon return from a granted leave, an Employee shall be entitled to the same position as they held at the time they went on leave for a period of one (1) year or if their position is not available to a comparable position.

5. Prior to reinstatement, the Employee returning from a sick leave must provide the District with a written statement from their attending physician certifying satisfactory health and physical condition which warrants return to normal and customary duties.

6. All Employees, except 12-month Employees, who end the school year on leave of absence without pay will not receive compensation for emergency days. All Employees, except 12-month Employees, who end the school year on a medical leave with pay will be paid for their emergency days.

7.
   A. Employees who are on a leave of absence for one or more semesters with an anticipated end date at any point during the school year shall notify Human Resources prior to March 1 or as soon as possible prior to their anticipated return, whichever is earlier.
   B. Employees who are on a leave of absence of less than one semester, the Employee shall notify Human Resources as soon as possible of their planned return.

K. Bereavement Leave

1. Each new full-time Employee will be granted three (3) days of bereavement leave with pay. At the beginning of the next school year one (1) additional bereavement day with pay will be granted for a total of four (4) days. Each school year the Employee will have four (4) days of bereavement leave available for death in the immediate family or

household as defined in Article V, Section A1(d). Bereavement days do not accumulate.

2. Any additional bereavement leave an Employee is entitled to may be used in accordance with Board policy and 820 ILCS 154/1 et seq.

L. Sick Leave Multiplier

Employees who roll over unused sick days will receive an increased allotment of sick days each year according to the below table, regardless of the length of their work year.

Number of Accumulated Sick Days as of June 30th	Annual Sick Leave Allotment at the Start of the Next School Year
1-50	One (1) day for each twelve (12) days of contract work
51-100	One (1) day for each eleven (11) days of contract work
101-150	One (1) day for each nine (9) days of contract work
151-200	One (1) day for each eight (8) days of contract work
201+	One (1) day for each seven (7) days of contract work

ARTICLE VI: Grievance Procedure

A. General Information

1. Grievance - Definition: a grievance shall mean a complaint that contends
   a. that there has been a violation, misinterpretation, or misapplication of any provision of this Agreement; or
   b. that an Employee has been treated unfairly or inequitably by reason of any act or condition which is contrary to this Agreement.

2. Grievance - Purpose: The primary purpose of these procedures is to secure an equitable solution to the problem of all parties involved at the lowest level.

3. Grievance - Parties: The following individuals have the right to present a grievance and not be subjected to reprisal because of it:
   a. The AFT on behalf of an Employee;
   b. The AFT on behalf of a group of Employees;
   c. The AFT on behalf of the membership as a whole; or
   d. An Employee or group of Employees on their own behalf.

4. Grievance – Principles:
   a. If the time periods specified herein are not adhered to, said grievance is void. It is agreed that all grievance timelines will be waived while school is out of session during the Thanksgiving break, winter break, spring break and summer. Employees wishing to file a grievance during the Thanksgiving break, winter break, spring break, and summer months will not be denied the right to file that grievance once timelines resume when school is back in session.
   b. Unless mutually agreed upon by the AFT and District, this applies to those Employees who work during the summer months.
   c. Discussions shall be confidential during the procedural stages of the grievance. No recordings will be made at any step of the procedure prior to arbitration, or at any other meeting of the Employee and District or Building Administrator, unless there has been prior written agreement between the AFT and the District Administration.
   d. Any Employee who is formally reprimanded, disciplined, or discharged shall have the right of grievance and will be given the option of waiving their right to AFT representation.
   e. The AFT Executive Board has the right to withdraw from any grievance at any level without establishing precedent. This decision shall be communicated in writing to all appropriate parties.
   f. Through mutual agreement, any step of the grievance procedure may be bypassed, and the grievance brought directly to the next step.
   g. Through mutual agreement, time limits may be extended at any step.
   h. A District or Building Administrator's failure to give a decision within the time limits shall permit the grievant to proceed to the next step.
   i. An Employee's failure to file their grievance, at the various steps,

within the time periods shall be deemed a waiver of their right to carry their grievance to the next step.

B. Procedures

Grievant must file within ten (10) calendar days after the Employee becomes aware of an alleged violation which provides the basis for the grievance with the AFT Grievance Chairperson or designee. Written notification of intent to grieve must be filed with the Superintendent or designee within twenty (20) calendar days after the Employee becomes aware of an alleged violation which provides the basis for the grievance. At least twenty four hours, or as soon as possible thereafter, prior to the meeting for each step, both parties shall notify one another who will be present.

1. **Step One:**

   A grievance must be brought to Step One within ten (10) calendar days after the Employee has filed said written notification of intent to grieve with the Superintendent or designee to meet with the Administrator against whom the grievance will be filed with the object of resolving the matter informally. The Employee shall notify the Administrator of the basis of the potential grievance. Both parties shall initial a statement that this meeting was held and the resolution if any. If the complainant desires, an AFT Grievance Committee Member shall be present at this step to facilitate the discussion. If the Administrator, against whom the grievance may be filed wants another Administrator to be present at this step, another Administrator may be present if an AFT Grievance Committee Member is present.

2. **Step Two:**
   a. If the grievance is not satisfactorily resolved in Step One, a meeting shall be held within ten (10) calendar days of the meeting described in Step One. A request for the meeting shall be made in writing by the AFT Chairperson or designee or the grievant to the appropriate District or Building Administrator and the basis of the grievance shall be specifically stated on the grievance form. A copy of said form can be obtained from the AFT President or Grievance Chair.
   b. Present at this meeting shall be the grievant, the Administrator against whom the grievance has been filed, a designee of the Administrator if they so desire, and the AFT Grievance Committee Representative, if they so desire.
   c. Within ten (10) calendar days of the Step Two meeting, the Administrator against whom the grievance has been filed shall communicate their decision, in writing with the supporting reasons to the participants at the Step Two meeting.

3. **Step Three:**
   a. In the event the matter is not resolved in Step Two, within ten (10)

calendar days of the Step Two meeting, the AFT Chairperson or designee or the grievant may file a written appeal to the Superintendent or designee. A meeting with the object of resolving the matter shall be held within ten (10) calendar days after receipt of this appeal letter by the Superintendent or their designee. Present at this meeting shall be the Superintendent or designee, the Administrator against whom the grievance has been filed and their immediate supervisor, the grievant, and the AFT Grievance Committee Representative, if a Waiver has not been filed.

b. Within ten (10) calendar days of the meeting in Step Three, the Superintendent or designee shall communicate their decision, in writing, together with the supporting reasons to the participants at the Step Three meeting and to the AFT President.

4. Step Four:

a. Within ten (10) calendar days after receiving the decision of the Superintendent or designee, the AFT Chairperson or designee or the grievant may file an appeal to the Board. This appeal shall be in writing and shall be accompanied by a copy of the grievance form, the Step Two decision, and the Step Three decision.

b. Within ten (10) calendar days following receipt of the written appeal, the Board shall meet on the matter. Those entitled to be present and participate at this meeting shall be the entire Board, the counsel for the Board, the Superintendent or designee, the grievant, the AFT Grievance Committee Representatives, counsel for the AFT, the AFT President, and the Administrator(s) named in the grievance.

c. Within ten (10) calendar days after the meeting on the appeal, the Board shall communicate its decision, in writing, together with supporting reasons to the participants at the meeting in Step Four.

C. Arbitration

1. If a decision is made to take a grievance to arbitration, a letter specifying this intent shall be filed with the Board within ten (10) calendar days of the receipt of the Board's Step Four decision.

2. Within ten (10) calendar days of the receipt of this letter of intent, the Board and the AFT shall request an arbitration panel from the Federal Mediation and Conciliation Service ("FMCS"). The selection of the arbitrator shall follow the standard operating procedures set forth by the FMCS.

3. The FMCS will be asked to make an administrative appointment; binding on both parties if the Board and the AFT cannot agree on an arbitrator within ten (10) calendar days after the original proposed list of arbitrators is received.

4. If FMCS is not available as an option to request an arbitration panel under this provision, then the parties will first request a panel from Illinois Education Labor Relations Board ("IELRB") or the Illinois Labor Relations Board ("ILRB"), and the parties shall select an arbitrator by alternately striking the panel, with the Union having the first strike. If the parties agree that a request for an arbitration panel from the IELRB or the ILRB is not practical for a particular grievance, the Board and the AFT can request an arbitrator from an alternate organization like the American Arbitration Association ("AAA") or the like.

5. The arbitrator shall issue their decision, in writing, to all parties involved in the arbitration.

6. The arbitrator, in their opinion, shall not amend, modify, nullify, ignore, or add to the provisions of this Agreement. Their authority will be strictly limited to deciding only the issue presented to them in writing by the Board and the AFT, and their decision must be based solely upon their interpretation of the meaning of application of the express relevant language of this Agreement.

7. The decision of the arbitrator, if made in accordance with their jurisdiction and authority under this Agreement, will be accepted as final by the parties and all shall abide by it.

8. Expenses for the arbitrator's services and the expenses which are common to both parties to the arbitration shall be borne equally by the Board and the AFT. Each party to an arbitration proceeding shall be responsible for compensating its own representatives and witnesses.

ARTICLE VII: Fringe Benefits

I. All Bargaining Unit Members

A. Preventive Medicine

Each school year, the Board will provide flu shots to all Employees. Participation by the Employees in this program shall be optional.

B. Group Health Insurance

The Board will provide a Health Plan covering the negotiated benefits in the plan document.

1.
   a. Effective January 1, 2024, full-time Employees hired before July 1, 1996, shall be entitled to receive group health coverage only upon the payment of an agreed contribution. The annual contribution for single coverage will be five hundred sixty (560) dollars; the annual contribution for family coverage will be eight hundred (800) dollars.
   b. Effective January 1, 2024, full-time Employees hired after July 1, 1996 shall be entitled to receive group health coverage only upon the payment of an agreed contribution. The annual contribution for single coverage shall be thirteen (13) percent of the annual experience rate for single coverage and the annual contribution for family coverage shall be eighteen (18) percent of the annual experience rate for family coverage.

3. All Valley View Council members will be subject to a working spouse eligibility provision within their Health/Vision Plan. If their spouse is eligible for health insurance through their employer, that spouse will be ineligible for the District's Health/Vision Plan. An updated Summary of Benefits and Coverage (SBC) for the Health Plan reflecting any negotiated change(s) shall be provided by the District to all eligible employees within sixty (60) days of said changes.

4. The District will provide for one coverage per family in the event that more than one family member works in the District.

5. All full-time Employees participating in the health plan will be provided prescription drug coverage and vision coverage. The Prescription Drug Program and the Vision Program will be in accordance with the benefits and eligibility provisions included in the health plan document.

6. Upon resignation of employment of an Employee effective at the end of a school year, the District will stop coverage for said Employee through the day before the new school year begins. (Example: If an employee resigns

effective the last day of school (June 4), their coverage will stop on August 15 which is the day before the new school year).

7. Upon a mid-year resignation or termination of employment of an Employee, the District will stop coverage for said Employee at the end of the month following termination of employment. (Example: If an employee resigns on Nov. 10, their coverage will stop on Nov. 30). (Employees who are RIF'd - also see Article III, I. All Bargaining Unit Members, Section E, paragraph 2).

8. Upon the death of the Employee, the District shall continue their dependency coverage for at least ninety (90) calendar days after their death.

9. Employees on Sabbatical Leave shall be offered COBRA continuation.

10. Employees who are on a leave without pay for the birth of a child or termination of pregnancy and who do not qualify for FMLA leave may continue their health and hospital coverage for a period of two (2) months after the birth of the child or termination of pregnancy. To keep the insurance in effect, the Employee must make the required contribution, if any, to the District. Within thirty (30) calendar days after the birth of the child or after termination of pregnancy, the Employee shall notify the Insurance Department.

11. Employees on leave without pay may keep their insurance in effect during their leave by requesting COBRA.

12. Benefits will be provided in accordance with The Health Plan Document.

C. Dental Insurance

1. The District shall provide dental plan coverage to full-time Employees in accordance with the benefits listed in the Dental Plan Document.

2. Dental coverage shall be optional and at the discretion of the Employee. The District assumes no responsibility for payment of premiums for Employee or dependent coverage, and each Employee who elects dental coverage shall be fully responsible for payment of premiums. The District will allow dental insurance costs to be payroll deducted over the number of paychecks an Employee receives.

3. There shall be three categories available to those Employees electing dental coverage: Single (Employee only) at an annual premium of sixty-five (65) dollars, Employee +1 dependent (for Employees who have only one eligible dependent) at an annual premium of two hundred fifty (250) dollars, and Family Coverage (Employee +2 or more dependents) at an annual premium of five hundred (500) dollars.

D. Group Life Insurance

Group life double indemnity insurance will be provided by the District for all current full-time Employees while they are employed by the District. This policy shall be in the amount of the Employee's base salary to the nearest thousand, the minimum of which will be thirty thousand (30,000) dollars. Employees hired after June 30, 1993 will receive Life Insurance coverage in the amount of their base salary to the nearest thousand.

E. Disability Insurance

The District shall provide disability insurance for full-time Employees in accordance with the negotiated group long-term disability insurance plan. Up-to-date booklets describing the disability coverage will be provided and distributed by the District. Booklets reflecting any negotiated changes must be distributed to the Employees no later than ninety (90) days from the date of said change.

II. Certified Staff

A. Tuition Reimbursement

Reimbursement shall be calculated from each July 1st, through the following June 30th. There shall be one tuition reimbursement pay period. The pay period shall be no later than the week of the first School Board meeting in June with the deadline for submitting Coursework/Degree Preapproval Form(s) ("Preapproval Form") which can be accessed on the District's website, official transcripts, and receipts to the Human Resources Administrator by the preceding April 15th. A Certified Staff may submit the Preapproval Form provided that all coursework submitted for reimbursement shall be submitted no later than twelve (12) months after the course completion. Tuition reimbursement shall be issued on a separate check from the regular payroll check.

1. **Certified Employees -** During the term of this agreement, $375,000 will be allocated annually for the use of tuition reimbursement. There shall be one (1) tuition reimbursement pay period. When the requests exceed the budget allocation, the per-credit reimbursement shall be adjusted pro-rata, and documentation to that effect shall be provided to the AFT. Any Certified Staff employed on a regular contract who has completed two (2) years of service and who has been notified of reemployment for the succeeding year may apply for reimbursement of tuition cost incurred in a study for credit at an accredited college/university. A Certified Staff who has not completed two (2) years of service may petition the District Human Resource Administrator for tuition reimbursement if the Certified Staff is enrolling in a program to receive an additional PEL endorsement in an area in which the District is experiencing staffing shortages.

    a. Content Area Coursework
        1. Guidelines:
            i. All courses must be pre-approved for reimbursement by the Superintendent or designee.
            ii. Reimbursement will be provided for courses taken in the Certified Staff's current content area or in an area in which the District is experiencing staff shortages, Special Education, the core content areas of Mathematics, English, Science and Social Studies and those courses that, in the opinion of the Superintendent or designee, will enrich the Certified Staff's instructional skills.
            iii. Reimbursement will be provided to Certified Staff who have paid a tuition fee at their own expense. Reimbursement may be given for a course taken with the use of a tuition waiver up to the out-of-pocket cost of the tuition not covered by the waiver.

iv. Certified Staff on a leave of absence will not be eligible for reimbursement. In addition, Certified Staff who submit an irrevocable notice of retirement to the District will not be eligible for tuition reimbursement.
v. Certified Staff will receive tuition reimbursement up to $206.00 per credit hour, to a maximum of twelve (12) credit hours per year. Payment shall not exceed the actual cost per credit. In the event the total approved requests exceed the dollar limitation allocated, payments will be prorated on a per credit basis. The reimbursement rate is based upon the rate in effect at the time of pre-approval.
vi. Video courses, online courses, travel courses, and correspondence courses would be eligible for tuition reimbursement if taken from an accredited college/university, and if pre-approved by the Superintendent or designee. If utilizing these courses for clock hours, Certified Staff should consult with ISBE requirements. The District does not provide clock hours for university courses.
vii. A grade of "B" or better or a "pass", if a pass/fail course is offered, must be earned to qualify for tuition reimbursement.
viii. Video courses, online courses, travel courses, and correspondence courses required within the approved degree program would be eligible for tuition reimbursement as long as they were part of the pre-approved degree program and authorized by the Superintendent or designee. Self-paced courses must be completed within twelve (12) months.

2. Approval Process
   i. The Preapproval Form shall be completed and submitted to the Human Resources Administrator prior to the start of the course. A separate Preapproval Form must be completed for each course submitted for approval. A Preapproval Form submitted after the start of the course will be denied. A copy will be returned to the Certified Staff, and the original will be kept on file. When the course is completed, the Certified Staff shall submit the Preapproval Form, official transcript and the college/university receipt for payment of tuition to the Human Resources Administrator. Cancelled checks, credit card statements, or money order receipts will not be sufficient.
   ii. A Certified Staff may submit the Preapproval Form provided that all coursework submitted for reimbursement shall be submitted no later than twelve (12) months after the course completion. Tuition will be after the course is completed and the Preapproval Form, official transcript,

and receipt showing proof of payment has been submitted to the Human Resources Administrator.

b. Completion of an Approved Degree Program
   1. Guidelines:
      i. All degree courses must be pre-approved for reimbursement by the Superintendent or designee.
      ii. Upon the completion of a pre-approved Master's Degree, Certificate of Advanced Study, or Doctoral Degree in the field of Education or Educational Administration, the District will reimburse Certified Staff up to 24 semester hours at the rate up to $128.75 per hour.
      iii. A Certified Staff who applies for tuition reimbursement must agree in writing to remain a full-time Certified Staff in the District for a minimum of one (1) complete school year after payment of such reimbursement. If through their choice, employment is terminated before completing one (1) full school year of service after each such reimbursement, they will repay the District for such tuition reimbursement.
      iv. Reimbursement will be provided for approved programs in education that lead to additional educational degrees.
      v. Reimbursement will be provided to Certified Staff who have paid a tuition fee at their own expense. Reimbursement may be given for a course taken with the use of a tuition waiver up to the out-of-pocket cost of the tuition not covered by the waiver.
      vi. A grade of "B" or better or a "pass", if a pass/fail course is offered, must be earned to qualify for tuition reimbursement.
      vii. Reimbursement will only be allowable for those credit hours taken as part of the degree program, by the Certified Staff after the pre-approval. Courses taken prior to pre-approval for the degree program or as a content/teaching area course are not eligible as part of the twenty-four (24) semester hours. Payment shall not exceed the actual cost per credit.
      viii. Video courses, online courses, travel courses, and correspondence courses required within the approved degree program would be eligible for tuition reimbursement as long as they were part of the pre-approved degree program and authorized by the Superintendent or designee. Self-paced courses must be completed within twelve (12) months.
      ix. Certified Staff on a leave of absence will not be eligible for reimbursement. In addition, Certified Staff who submit an irrevocable notice of retirement to the District will not be eligible for tuition reimbursement.

2. Approval Process:
    i. The Preapproval Form shall be completed and submitted along with documentation from the College or University showing proof of their enrollment in a degree program and the program requirements to the District Human Resources Administrator prior to the start of the program or portion of the program for which the Certified Staff is requesting tuition reimbursement. A copy will be returned to the Certified Staff, and the original will be kept on file. When the program is completed, the Employee shall submit the Preapproval Form, official transcript, and the college/university receipts for payment of tuition to the District Human Resources Administrator. Cancelled checks, credit card statements, or money order receipts will not be sufficient.

    ii. Tuition will be reimbursed after the course is completed and the Preapproval Form, official transcript, and receipt showing proof of payment has been submitted to the District Human Resources Administrator.

III. ESP

A. Tuition Reimbursement

Reimbursement shall be calculated from each July 1st, through the following June 30th. There shall be one tuition reimbursement pay period. The pay period shall be no later than the week of the first School Board meeting in June with the deadline for submitting Coursework/Degree Preapproval Form(s) ("Preapproval Form"), official transcripts, and receipts to the Human Resources Administrator by the preceding April 15th. A Teacher may submit the Preapproval Form provided that all coursework submitted for reimbursement shall be submitted no later than twelve (12) months after the course completion. Tuition reimbursement shall be issued on a separate check from the regular payroll check.

1. **Educational Support Personnel ("ESP") -** The Board of Education will contribute towards the tuition cost of ESPs for pre-approved undergraduate/graduate level courses. During the term of this agreement $46,000 will be allocated annually for the use of tuition reimbursement. There shall be one tuition reimbursement pay period. When the requests exceed that budget allocation, the per-credit reimbursement shall be adjusted pro-rata, and documentation to that effect shall be provided to the District. Any ESP employed on a regular full-time Employee contract, who has completed two (2) years of satisfactory service and who has been notified of reemployment for the succeeding year may apply for reimbursement of tuition cost incurred in a study of credit at an accredited college/university.

    a. Field of Employment Courses
        1. Guidelines
            i. All courses taken within their field of employment must be pre-approved for reimbursement by the Superintendent or designee.
            ii. Reimbursement will be provided for courses taken within their field of employment as approved by the Superintendent or designee.
            iii. Reimbursement will be provided to ESPs who have paid a tuition fee at their own expense. Reimbursement may be given for a course taken with the use of a tuition waiver up to the out-of-pocket cost of tuition not covered by the waiver.
            iv. ESPs on a leave of absence will not be eligible for reimbursement. In addition, ESPs who submit an irrevocable notice of retirement to the District will not be eligible for tuition reimbursement.
            v. A grade of "B" or better or a "pass", if a pass/fail course is offered, must be earned to qualify for tuition reimbursement.

vi. ESPs will receive tuition reimbursement up to $154.50 per semester hour, to a maximum of six (6) credit hours per year. Payment shall not exceed the actual cost per credit. In the event the total approved requests exceed the dollar limitation allocated, payments will be prorated on a per credit basis. The reimbursement rate is based upon the rate in effect at the time of pre-approval.

vii. Video courses, online courses, travel courses, and correspondence courses would be eligible for tuition reimbursement if taken from an accredited college/university, and if pre-approved by the Superintendent or designee.

2. Approval Process

i. The Preapproval Form shall be completed and submitted to the District Human Resources Administrator prior to the start of the course. A separate Preapproval Form must be completed for each course submitted for approval. A Preapproval Form submitted after the start of the course will be denied. A copy will be returned to the ESP, and the original will be kept on file. When the course is completed, the ESP shall submit the Preapproval Form, official transcript, and the college/university receipt for payment of tuition to the District Human Resources Administrator. Cancelled checks, credit card statements, or money order receipts will not be sufficient.

ii. An ESP may submit the Preapproval Form provided that all coursework submitted for reimbursement shall be submitted no later than twelve (12) months after the course completion. Tuition will be reimbursed after the Preapproval Form, official transcript, and receipt showing proof of payment have been submitted to the District Human Resources Administrator.

b. Completion of an approved Education Degree

1. Guidelines

i. All degree courses must be pre-approved for reimbursement by the Superintendent or designee.

ii. Upon the completion of a pre-approved Associate or bachelor's degree in the field of education, the District will reimburse ESPs up to 24 semester hours at the rate up to $87.50 per semester hour.

iii. An ESP who applies for tuition reimbursement must agree (in writing) to remain in the District for a minimum of one (1) complete school year after payment of such reimbursement. If through their choice, employment is terminated before completing one (1) full school year of service after each such reimbursement, they will repay the

District for such professional reimbursement.

iv. Reimbursement will be provided for approved programs in education that lead toward an education PEL.

v. Reimbursement will be provided to ESPs who have paid a tuition fee at their own expense. Reimbursement may be given for a course taken with the use of a tuition waiver up to the out-of-pocket cost of the tuition not covered by the waiver.

vi. A grade of "B" or better or a "pass", if a pass/fail course is offered, must be earned to qualify for tuition reimbursement.

vii. ESPs who submit an irrevocable notice of retirement to the District will not be eligible for tuition reimbursement.

viii. Video courses, online courses, travel courses, and correspondence courses required within the approved degree program would be eligible for tuition reimbursement if taken from an accredited college/university, and if pre-approved by the Superintendent or designee.

2. Approval Process

   i. Reimbursement shall be calculated from each July 1st, through the following June 30th. There shall be one (1) tuition reimbursement pay period. The pay period shall be no later than the week of the first School Board meeting in June with the deadline for submitting Preapproval Form, official transcripts, and receipts to the District Human Resources Administrator by the preceding April 15th. An ESP may submit the Preapproval Form provided that all coursework submitted for reimbursement shall be submitted no later than twelve (12) months after the course completion.

   ii. Tuition reimbursement shall be issued on a separate check from the regular paycheck.

ARTICLE VIII: Salary Provisions

I. All Bargaining Unit Members

A. Salary Schedules

1. Newly hired employees shall be placed on the applicable Salary Schedule in Appendix A.

2. For the 2028-2029 school year, wage increases will be calculated as one-half (½) of the Consumer Price Index ("CPI") + 1.5%, with a minimum increase of 3.5% and a maximum increase of 4.0%. CPI is determined according to the Property Tax Extension Limitation Law (PTELL) CPI as reported by the Illinois Department of Revenue for December 2026 for the 2028-2029 school year.

B. Pay Periods

1. The salary for an Employee shall begin at the time they report for duty and shall be paid on the 15th of every month and the last day of every month during the length of their contract or work year. If the 15th or final day of the month falls on a holiday/Saturday/Sunday, payday will occur on the workday immediately preceding the holiday/Saturday/Sunday. All Employees are encouraged to participate in Direct Deposit. Individual payroll information will be available via the employee portal.

2. In no case shall the first payday of any school term be later than August 31st of any given year for Certified Staff and ESPs, except for Maintenance Staff which will be no later than July 15th. Certified Staff and ESPs, except for Maintenance Staff, will receive their annual salary in twenty-four (24) pays. They may exercise the further option of receiving the last four (4) paychecks on the last payday in June, providing that notification of this change is entered into the employee portal prior to August 1st.

C. Deductions

1. The District will make payroll deductions upon written request by the Employee on the forms provided by the District for Employee organization dues, Canals and Trails Credit Unions, retirement savings plans, personal life insurance, and loss of income insurance. Two (2) weeks' notice must be provided to the District for such deductions. If deductions for supplemental savings plans are automatic based on IMRF or TRS provisions, the District will make those payroll deductions unless the Employee opts out of any such supplemental savings plan.

II. Certified Staff

A. Salary Schedules

1. Salary Schedule Placement:
   a. Beginning the 2023-2024 school year and thereafter, Certified Staff shall be placed on the Merged Salary Schedule in Appendix A.

2. The Certified Staff's salary shall be the daily rate times (x) 182 days contracted to work.

B. Placement on Salary Schedule

1. Newly employed Certified Staff shall be granted up to ten (10) years' credit for prior full-time school experience under the PEL for which they are being hired on all the M.A. levels and up to nine (9) years' credit for prior full-time school experience under the PEL for which they are being hired on all the B.A. levels. Full-time means a full school year in a full-time position.

2. In addition to the provisions delineated in paragraph 1, Social Workers, Psychologists, and Speech/Language Pathologists hired after July 1, 2022 will be placed on the salary schedule according to their level of education.

3. Exceptions to the provisions delineated in paragraph 1 and 2 will be made as follows:
   a. Annually, the District and AFT will meet to identify hard-to-fill areas for Classroom Teachers and RSPs and the process for placement on the salary schedule and whether any retention or recruitment incentive will be given.
   b. In the event additional funding sources are identified (i.e., grants, etc.), the District will consult with the AFT with respect to supplementing salaries and/or placement on the salary schedule for designated Classroom Teachers and RSPs in hard-to-fill positions.

C. Beyond the Normal Workload Pay

1. For overload assignments, the Certified Staff will be paid at the rate of one-sixth (1/6) of their contractual teaching salary for that period.

2. Whenever Certified Staff attends a meeting sponsored by the District which takes place either before or after the regular school day or on a day not scheduled as a normal work day during the school year in order to perform curriculum or other District-related tasks, or to enhance the development and/or job skills of the Certified Staff, they will be compensated at the rate of thirty-five dollars ($35.00) per hour. This rate is also applicable for an occasion in which Certified Staff misses a plan period or lunch to attend an IEP meeting, another meeting where they are

not directly responsible for the management of students or to respond to a crisis. Whenever Certified Staff attend a meeting described in this paragraph outside of the normal school year (i.e. summer), compensation will be thirty-five dollars ($35.00) per hour.

3. School Counselors at the high school level are annually required to work six (6) full days beyond their normal one hundred eighty-two (182) contractual days at the end of each school year to complete "wrap up" duties and for registration in early August. The number of days dedicated to "wrap up" or registration will be determined by the Building Administration on an annual basis and will be paid at their normal per diem rate. Additional days beyond the six (6) required days worked during the summer will be offered on an as-needed basis and will be paid at the hourly rate of forty dollars ($40.00).

4. Student Resource Team (SRT) leaders may work additional days beyond their one hundred eighty-two (182) contractual days during the summer and paid at their per diem rate upon approval by the Building Administrator.

D. Advancement on the Salary Schedule

Certified Staff will be allowed to advance on the salary schedule only upon completion of a pre-approved master's degree, Certificate of Advanced Study or Doctoral Degree, or upon completion of coursework within the core content areas. Core Content area is defined as courses taken in the Certified Staff's current content area, Special Education, the core content areas of Mathematics, English, Science and Social Studies and those courses that, in the opinion of the Superintendent or designee, will enrich the Certified Staff's instructional skills. Certified Staff will only be allowed to advance one time on the salary schedule within a school year. This advancement may include movement of more than one column or lane.

1. All course work must be pre-approved for salary advancement by the Superintendent or designee prior to the start of the course.

2. All course work will be reported to the District Human Resources Administrator in official transcript form. A grade of B or better, or Pass for a pass/fail class, is required for salary advancement. All graduate hours within the Certified Staff's core content area as defined above, will count toward horizontal advancement on the salary schedules regardless of when they were completed (after completion of bachelor's degree and prior to attainment of the master's degree.) All graduate course work in the core content area, which is not included in the master's degree, shall count toward the master's plus columns.

3. All undergraduate core content courses taken between the bachelor's and master's degrees will be given full credit and will be counted only for

advancement toward the master's degree column. Any further undergraduate core content coursework taken after the master's degree shall count 2/3 credit.

4. To affect current placement on the salary schedule, all credits must be filed with the District Human Resources Administrator by January 15th. All credits filed with the District Human Resources Administrator on or before January 15th will retroactively apply as a salary adjustment from the beginning of the school year.

5. Salary adjustments for longevity or to correct an error are to be made whenever they are submitted and approved. Proof of such shall be filed by the Employee with the District Human Resources Administrator.

E. District Coordinators

1. The Board may establish full-time or part-time District Coordinators as it may deem to be in the best interests of the District.

2. The salary for the District Coordinator position shall be in accordance with the Certified Staff salary schedule. District Coordinators may be required to work beyond the Certified Staff's regular one hundred eighty-two (182) days on a per diem basis for days worked beyond the normal Certified Staff contractual year based on the historical 185 per diem rate.

3. The position of District Coordinator is an annual appointment by the Superintendent or designee and may be renewed based on the District's need and/or the evaluation of the Coordinator during the previous year. Results of the Superintendent's or designee's evaluation and recommendation to the Board shall be given to the District Coordinator involved prior to the end of the regular school year.

F. Classroom Teachers as Substitute Teachers

1. The District Administration will make every effort to obtain qualified Guest Teachers to substitute when Classroom Teachers are absent.

2. When Guest Teachers cannot be obtained, Building Administration will follow the below process for identifying internal substitutes:
   a. In elementary school buildings internal substitutes will be determined first through volunteers as follows:
      i. Coaches/Coordinators may volunteer to serve for a half or full day to substitute in their building. If there is more than one volunteer, the Building Administrator will choose the substitute Teacher based on seniority and on a rotating basis.
      ii. Instructional Paraprofessionals who are qualified to substitute may volunteer to serve for a half or full day in their building. If

there is more than one volunteer, the Building Administrator will choose the substitute Teacher based on seniority and on a rotating basis.

b. In elementary buildings, if no qualified staff volunteers to be a Guest Teacher as described above, the Building Administrator will assign the daily substitute Teacher as follows:
   i. Coach/Coordinator or Specials Teachers, who will be assigned on a rotating basis in the order of inverse seniority. A Coach/Coordinator who volunteers as described above is moved to the bottom of the Internal Substitution Rotation List after each time they volunteer.
   ii. Co-Teachers may only be used as a substitute Teacher in the room to which they are assigned.
   iii. Paraprofessionals who are qualified to substitute and agree to act as a daily substitute Teacher may be assigned to substitute for the room they are assigned. Paraprofessionals may never be assigned as a daily substitute Teacher for any classroom other than the room to which they are assigned except as delineated in this Article VIII, III. ESP, Section F.
   iv. A rotating shift of Classroom Teachers who choose to give up their plan period to cover the classroom for 30-minute increments.

c. At the middle and high school level, any substitute teaching performed by qualified Classroom Teachers shall be on an optional basis when possible.
   i. The Building Administration will establish a list of Classroom Teachers who would like to volunteer as internal substitutes when a qualified substitute is unavailable. This list would be utilized first in trying to fill an open position. Classroom Teachers may become a part of this list at any time during the year or take themselves off the list at any time during the year. If more than one Classroom Teacher volunteers in any given class period, the position will be filled on a rotating basis beginning with the most senior person.
   ii. When Building Administration is unable to obtain a qualified Classroom Teacher to substitute on a volunteer basis, Building Administration shall assign an available qualified Classroom Teacher for the period in question based on inverse seniority.

d. Internal substitutes will be paid for each and every period of substitution.

3. Substitute pay for Classroom Teachers who give up their plan period will be $40.00 per hour and prorated for the length of the period for which they substitute. For elementary lunch coverage, the Classroom Teacher will be paid for 45 minutes.

4. Substitute pay for Paraprofessionals in the classroom shall be $10.00 per hour over their regular hourly rate and prorated for the length of the period for which they substitute.

5. Substitute pay for an ESP who gives up their duty-free lunch to cover a lunch period will be paid $40.00 per hour and will be prorated for the length of the lunch period.

6. Study halls and libraries shall be utilized as housing areas for classes (where no Guest Teacher can be obtained) only in emergency situations. When utilized as such, the Classroom Teacher assigned to supervise students during their plan period in either of these areas shall receive the regular $40.00 internal substitute hourly rate to be prorated for the length of the period when the number of students exceeds ten (10). In no case, except by mutual agreement, shall the same Classroom Teacher be assigned to supervise successive classes in these areas.

7. Lists of Internal Substitutes and Volunteers shall be made available to staff.

8. Any Classroom Teacher or Paraprofessional who acts as a substitute Teacher will be required to enter their time in the District's designated time keeping system for approval by the Building Administrator in order to be compensated as a substitute Teacher.

G. Mentoring for Non-Tenured Teacher

1. Mentors will receive the hourly rate of $35.00 for non-student contact time used for face-to-face conferencing with protégés. Any limitations to the number of face-to-face conferencing hours allowable for compensation are subject to the program guidelines. Certified Staff identified by the Human Resources Department to facilitate District-led meetings with New Certified Staff will be compensated at the hourly rate provided for in this Agreement.

2. Mentors are required to attend training meetings to remain eligible to mentor. Mentors will be able to participate in training meetings at their convenience, depending on the availability of training sessions. Training meetings offered only during times outside of the contractual day will be compensated at a daily stipend rate equivalent to the Guest Teacher rate of pay. This daily rate will be prorated based on the number of hours devoted to training.

H. Alternative Routes to Licensure – Mentor Teacher

Mentor Teachers will receive the hourly rate of $35.00 for non-student contact time used for face-to-face conferencing with the Employee seeking an alternative

route to licensure. Any limitations to the number of face-to-face conferencing hours allowable for compensation are subject to ISBE guidelines.

I. Homebound Pay

Pay for homebound instruction shall be $40.00 per hour. All provisions are effective/ applicable August 15, 2022 and each year thereafter. Pay for homebound plan time will be paid at the Classroom Teacher non instructional rate of $35.00 per hour.

J. Summer Programs

1. All Summer positions shall be posted prior to May 15th when practicable and District Employees will be given priority for these positions.

2. Certified Staff teaching in Summer School programs shall receive $40.00 per hour. Paraprofessionals and RNs shall receive their regular hourly rate. Any increase in hourly rate does not go into effect until August 15, 2022 and each year thereafter.

3. Pay for Summer School program plan time will be paid at the Classroom Teacher non instructional rate of $35.00 per hour.

4. Written notice of assignments to summer programs shall be given to all Employee applicants prior to June 1st, when feasible. Any assignment will be contingent upon adequate student enrollment.

K. Academic/Duty Supplemental Pay*

$2,500.00 Stipend	$1,500.00 Stipend	$1,000.00 Stipend
Certified School Nurses CS	Technology Coach** Building Application Support** Digital Content Creator**	Consulting Teachers

*Supplemental pay will be paid in the last pay prior to June 30th.
** Employees may not be allowed to act in multiple Building Technology Support roles.

L. Department Chairperson

1. The supplemental pay of the Department Chairperson for a school year shall be based on the following schedule:

No. of Classroom Teachers in Department	Chairperson Pay
1 to 5	5%
6 to 11	6.75%
12 to 17	7.75%
18 to 25	8.75%
26 and over	9.75%

a. A Teacher shall be considered to be in a department whenever assigned to two (2) or more classes within that department. Three (3) Paraprofessionals shall be considered equivalent to one (1) Teacher.

b. The percent of pay will be based on the Department Chairperson Stipend Schedule in Appendix B, with the number of years as Department Chairperson, determining the exact position on that schedule.

c. Supplemental pay is reserved for only those who teach students on a regular basis during the day.

d. The pay of the Department Chairperson shall be in addition to their salary as a Teacher.

2. A Department Chairperson's release time by period is based on the number of classroom teachers in the department as follows:

No. of Classroom Teachers in Department	Release Time (by period)
1 to 5	1
6 to 11	1.5
12 to 17	2.5
18 to 25	3.5
26 and over	3.5

a. Released time does not include the Department Chairperson's planning/conference period.

3. The position of Department Chairperson is an annual appointment by the Superintendent or designee based on the evaluation of the Chairperson during the previous year. As with other positions, this position of Chairperson will be posted when it becomes vacant. The Department Chairperson's job responsibilities will be determined by the District

Human Resources Administrator in consultation with the AFT and will be posted on the District's website. Department Chairperson Evaluation Form(s) can be found on the District's website.

4. The Department Chairperson shall be paid twice yearly: one (1) installment following the first Board meeting in December and one (1) installment by the last day of school.

M. Middle School and Specialist Key Leaders

1. Middle School and Specialist Key Leaders shall each receive an annual supplemental pay of $2,000 by the last day of school.

2. The Superintendent or designee will appoint Middle School Key Leaders as needed based on subject area content and student enrollment. In addition to Middle School Key Leaders in the core content areas and Physical Education, the Superintendent or designee will appoint one middle school representative as the Key Leader for all of the middle school's career courses in the areas of Art, Music, Band, and Applied Tech.

3. The Superintendent or designee may also appoint a total of seven Specialist Key Leaders across the District in the areas of: Psychologists, Deans, Counselors, Social Workers, Speech and Language Pathologists, Vision Teachers, and Hearing Teachers.

4. The Middle School and Specialist Key Leader is an annual appointment by the Superintendent or designee based on the annual evaluation of the Middle School and Specialist Key Leader's effectiveness in this role during the previous year. Middle School and Specialist Key Leader job responsibilities will be determined by the District Human Resources Administrator in consultation with the AFT and will be posted on the District's website. As with other positions, this position of Middle School and Specialist Key Leader will be posted when it becomes vacant.

N. Elementary Grade Level Representative

The pay for Elementary Grade Level Representatives for a school year shall be an annual supplemental pay of $1,500 by the last day of school. Each building will have six (6) General Education Grade Level Representatives (K-5). In addition, the District Administration will appoint one representative to each of the special areas such as, PE, Art, Music, and LMC. Appointment of the position of the Elementary Grade Level Representative is based on a two (2) year rotation cycle or upon a vacated position. Appointment will be determined by the Building/District Administrator. Elementary Grade Level Representative job responsibilities will be determined by the District Human Resources Administrator in consultation with the AFT and will be posted on the District's website.

O. National Board Certification

The District will allocate up to $100,000 annually to be used by National Board Certified Teachers, Certified Nurses, and equivalent Related Service Providers as listed below. The budgeted allocation shall be split equally among the number of eligible Certified Staff, in an amount not to exceed $2,500 annually. At the request of the eligible Certified Staff, the money may be disbursed in one or more of the following ways:

1. Supplemental pay

2. Reimbursement for recertification costs

3. Reimbursement for attendance at the annual National Board Conference or the approved program annual conference, for the first five (5) Classroom Teachers and five (5) Related Service Providers making this request. When electing to receive reimbursement, the Certified Staff may receive any remaining money, in terms of the Certified Staff's equal share of the $100,000, as a stipend.

4. There will be one payout date each year in June. Proof of up-to-date certification and receipts for reimbursement must be submitted by the Certified Staff to the District's Human Resources Administrator by June 1st, or the Certified Staff will not be eligible for these monies.

III. ESP

A. Salary Schedules

1. Salary Schedule Placement:
   a. Beginning the 2023-2024 school year and thereafter, all ESP staff shall be placed on either Salary Schedule A or B depending on hire date in Appendix A.

2. The ESP's, except for Maintenance, salary shall be the daily rate times (x) 182days contracted to work.

3. ROTC Instructor terms shall be negotiated by the District and the AFT in accordance with the U.S. Department of Defense guidelines

4. Newly hired Athletic Trainers shall be placed on the Salary Schedule at BA +10 plus eight percent (8%). Current Athletic Trainers will receive the same percentage increase as the Certified Staff.

B. Placement on Salary Schedule

1. Newly employed Paraprofessionals and Security Staff shall be granted up to nine (9) years' credit for prior full-time school experience in the role for which they are hired. Full-time means a full school year in a full-time position.

2. All current and newly hired RNs will be granted up to nine (9) years credit for any prior full-time nurse experience. Full-time experience means a full year's employment at a minimum of 35-hours per week.

C. Beyond the Normal Workload Pay

For each hour assigned over the normal Paraprofessional and RN workday, they will be paid their hourly rate. Said hours must be approved by the District Administrator or designee and agreed to by the Employee.

D. Advancement on the Salary Schedule

1. Salary adjustments for longevity or to correct an error are to be made whenever they are submitted and approved. Proof of such shall be filed by the ESP Staff with the District Human Resources Administrator.

2. Paraprofessionals and Security Staff will be allowed to advance on the salary schedule only upon completion of a pre-approved undergraduate coursework. They will only be allowed to advance one time on the salary schedule within a school year. This advancement may include movement of more than one column or lane. The process to follow to be eligible for Salary Adjustment outlined for Certified Staff applies to

Paraprofessionals and Security Staff.

E. Academic/Duty Supplemental Pay*

$2,500.00 Stipend	$1,500.00 Stipend	$1,000.00 Stipend
Lead Security	Technology Coach** Building Application Support** Digital Content Creator** Paraprofessionals providing student personal care (e.g., toileting, feeding, etc.)***	Paraprofessionals who provide CARES behavioral support ESP RNs who earned IEP designation RNs with vision and/or hearing screening certification

*Supplemental pay will be paid in the last pay prior to June 30th.
** Employees may not be allowed to act in multiple Building Technology Support roles.
***Only those Paraprofessionals who receive training and sign the appropriate protocol form are eligible for this stipend.

F. Leave of Absence Coverage by Educational Support Personnel

When requested by a Building Administrator, the District will allow an ESP who has a teaching professional educator license (PEL) to cover a leave of absence substitute assignment for a Classroom Teacher based on the following guidelines:

1. The ESP must mutually agree to the assignment in writing (via email).

2. The assignment cannot be for more than sixty (60) days, unless mutually agreed upon by the AFT and District.

3. The ESP must hold an appropriate substitute or teaching PEL.

4. The ESP will be required to pay into TRS instead of IMRF during the period of assignment.

5. Those ESPs holding a substitute teaching license will be paid the long-term substitute rate or their current rate of pay, whichever is higher, starting on the first day of the assignment.

6. Those ESPs holding a teaching PEL will be paid according to the appropriate sections of the Teacher salary provisions.

7. The ESP's insurance coverage and premium will remain in effect during the length of the assignment.

8. While in the role of Teacher, the ESP will be required to work the contracted Teacher schedule and attend all early release and professional

development without additional pay.

9. The District will try to find a substitute for the Paraprofessional who is filling in a leave of absence for the length of the assignment.

10. The ESP will go back to their same position once the assignment has been completed unless the position is no longer available due to staffing reallocations or a reduction in force.

G. Maintenance Staff Overtime Work

1. When a Maintenance Staff is scheduled for an activity beyond their normal working day, they shall receive the rate of overtime pay in accordance with federal and State law as follows:
   a. Regular Overtime is an extension of a Maintenance Staff's regular duties or scheduled extra duties that go beyond the normal work week and a 40-hour work week will be determined as outlined in paragraph 2 below.
   b. Emergency Overtime – The District's Director of Facilities and Operations or designee will determine when an activity is an emergency call back and Maintenance Staff are guaranteed at least one (1) hour of payment and will receive time and half payment regardless of whether they have worked 40-hours during the week in which the emergency call back occurred.
   c. Remote Overtime is an emergency call back for which the Maintenance Staff is not physically dispatched to the site. The Maintenance Staff who responds to a remote emergency call back is guaranteed at least one half (1/2) hour of payment at time and half regardless of whether they have worked 40-hours during the week in which the remote emergency call back occurred. The remote action must be documented.

2. The following days will count toward meeting the forty (40) hour work week requirement for overtime pay eligibility.
   a. Non-workdays
   b. Paid holidays
   c. Bereavement days
   d. Jury Duty

3. On the first day of an absence, all authorized overtime shall be first allowed to the Maintenance Staff in their building. The Building Administrator or designee will contact the Maintenance Staff in their building to check if they would be able to work before calling the Director of Facility Operations or designee for a substitute.

4. On the second day and subsequent days of absence, Maintenance Staff Substitutes will be provided on a full-time basis to fill the vacancy. The Maintenance Staff Substitutes will be assigned by the Director of Facility

Operations or designee to fill the vacancy. Maintenance Substitutes are not assigned to any one building; they fill in where a need exists.

5. If a Maintenance Staff Substitute cannot be provided by the Director of Facility Operations, the Maintenance Staff of the building involved will be given the opportunity to work overtime for the absent Maintenance Staff, if approved by the Director of Facility Operations.

6. All school and outside organizational activities scheduled to be covered by the absent Maintenance Staff will be covered by the regular Maintenance Staff of the building involved if available.

7. When a Maintenance Staff accepts a building activity beyond the normal working day, the Building Engineer (where they exist) or Building Administrator will assign work to be done during this time period. The Maintenance Staff working this activity will be required to assist the group using the building, and complete as much as possible of the work assigned.

8. The maximum number of hours of overtime allowed shall be no greater than eight (8) hours in any twenty-four (24) hour period, unless specifically authorized by the Director of Facility Operations.

9. A rotating sheet may be used in giving out overtime. The Building Engineer (where they exist) or Building Administrator is responsible to ensure that overtime assignments are offered to all eligible Maintenance Staff based on seniority and on a rotating basis. If the Maintenance Staff is undecided about whether they can work or not, the next Maintenance Staff on the list should be allowed the overtime work.

10. Established Overtime Rotation Procedures:
    a. The Director of Facility Operations or designee will determine when overtime (OT) is necessary for District projects or general maintenance work orders and will determine the nature of the OT needed. Building Maintenance Staff will annually indicate in writing:
        i. "Only want OT work in my building"
        ii. "Interested in all OT work"
        Iii. "Not interested in OT work"

    b. Overtime will be offered on a per-job basis. Once started, that Maintenance Staff or group will see that job to completion. The Maintenance Staff group will not be rotated mid-job.
    c. All overtime hours refused shall be considered equivalent to hours worked. OT rotation will be assigned to the next scheduled OT job.
    d. Opportunities for OT work can occur with two types of maintenance activities:
        i. District projects and work orders
        ii. Saturday/Sunday activities.

e. There are three categories of work orders – emergency, skilled (plumbing, carpentry, HVAC grounds and electric), and general maintenance work orders. Following the OT rotation process, OT jobs shall be assigned with consideration of skills and abilities.
   i. There may be added overtime opportunities for general maintenance under the category, "Skilled Work Orders or Projects."
   ii. Where general house cleaning is required, the Director of Facility Operations may elect to utilize the District cleaning services, provided that such task is limited to the cleaning services normal responsibilities and does not include work that is normally assigned to the District's maintenance staff.
   Iii. Overtime begun on an emergency basis can be completed without regard to rotation.

f. Building overtime that involves light maintenance (things that could be done by custodians – moving chairs, tables, etc...) shall be offered in the following category order: Custodians, Building Maintenance Repairman, Building Supervisor/Engineer, and District Maintenance.

ARTICLE IX: Stipend Provisions

A. Stipends

1. Stipend Committee
   a. A Stipend Committee will be maintained to review current stipends and proposals for new stipends for sports/activities/clubs and make recommendations to the AFT President and Superintendent or designee for final approval. The Stipend Committee cannot override the AFT President's and Superintendent's decision to reject a stipend recommendation. This committee will consist of representatives from the AFT who represent the elementary, middle, and high schools, as appointed by the AFT President, and administrators appointed by the Superintendent. The committee will identify a chairperson to organize the structure and agenda of the meetings.
   b. Stipend Committee Meetings
      i. The Stipend Committee will meet a minimum of two (2) times per school year occurring during the first semester and second semester.
      ii. The Stipend Committee will identify the format and parameters to be used to review and/or modify current stipends for sports/activities/clubs, which may include changes to placement on the stipend schedule and propose potential new or replacement stipends for sports/activities/clubs. This process will include collection of data, statement of equity impact, tracking system, identification of expectations and effectiveness, evaluation process, and requirements for compensation. The Stipend Committee will also develop job descriptions for coaches/sponsors along with guidelines identifying the expectations and demands on the coach/sponsor for each category and/or activity, in addition to other considerations of other resources, such as travel, space, etc.

2. The Stipend Committee shall create guidelines for the proposal, recategorization, and/or elimination of positions that shall receive stipend. The final step of these guidelines shall be to make a recommendation to the Superintendent and AFT President, or their designees, for review, consideration, and final action.
   a. In the event that a stipend position does not have a staff sponsor by September 30 of each year, the position may be referred to the Stipend Committee for review of the position to make a recommendation to the Superintendent or their designee as to whether it needs to be recategorized and/or reallocated, or otherwise altered as recommended by the Stipend Committee.
   b. In the event that a stipend position is temporarily reallocated for a specific school year, the new position shall be paid out at no less than the discretionary category as defined below.

c. A stipend position that is reallocated pursuant to this section may be referred to the Stipend Committee for further review and recommendation to the Superintendent and AFT President, or their designees.

3. The Superintendent or designee shall annually decide who will fill coach and sponsor positions based on an Employee's overall blend of experience and education, suitability for the District's sport/activity/club and reflect the recommendations of the Building Administrator and seniority in that position. When other factors are nearly equal, seniority (in the order listed in Article III, I. All bargaining Unit Members, Section A, paragraph 2) shall be utilized as the final and determining factor by the Superintendent or designee.

4. Notwithstanding any provision in this agreement, the Superintendent or designee may hire any internal or external candidate, regardless of their status as a bargaining unit Employee, as a head coach. The Superintendent or designee is not required to follow the procedures set forth in Article III, I. All Bargaining Unit Members, Section B, paragraph 3 when hiring such coaches. The individuals hired as head coaches may then hire their assistants or other direct reports. The individual may simultaneously solicit both internal and external candidates and will first consider applicants who are bargaining unit Employees. If a highly qualified bargaining unit Employee applies for the position, the individual will offer the position to such Employee. If no such Employee applies, the individual may offer the position to a non-bargaining unit Employee or external candidate

5. To be considered for a stipend position, the interested Employee shall notify the Building Administrator in writing, within 5 days of any posting or reposting of the position.

6. Based on available information, all Employees shall be notified of the tentative Activity Stipend assignments for the following school year prior to the end of the current school year. Changes in assignment shall be made only when necessary to implement the educational program, and any Employee so affected shall be given prompt, written notification of change

7. When an Employee is released from a stipend position , they shall be sent immediate written notification of this decision. An Activity Stipend Staff Evaluation Report, which can be accessed on the District's website, will be completed by the appropriate Building Administrator for all Employees who are being released.

B. Sports/Activities/Clubs ("Activity") Stipends

1. Coaches and sponsors for sports/activities/clubs shall be compensated in

accordance with the Activity Stipend Schedule in Appendix B. Up to five (5) years of previous extracurricular experience outside of the District will be credited with proof of commensurate experience with supporting documentation provided at time of hire. Any adjustments to reflect years of outside service must be made within three (3) months of confirmation of the stipend amount.

2. All off-schedule, Activity Stipends beyond step twenty-five (25) will receive the same percentage increase as is placed on step one (1) of that year's salary schedule or step twenty-five (25), whichever is greater. Beginning in the 2027-2028 school year, all stipends will be capped at step twenty (20), and any stipends above step twenty (20) will be frozen on the salary schedule and receive no further step increases.

3. All activities will be paid at the conclusion of the season/activity. The submission of requisitions for payment for stipends shall be the responsibility of the Building Administration.

4. A season is considered to be extended when a team qualifies for the state playoffs or when other sports or activities advance beyond the first round of a state tournament or competition. Only those coaches/sponsors directly involved are to be paid. This will always include the head coach/sponsor and may include other(s) as determined by the Athletic Director/Assistant Principal. Coaches/sponsors will be paid for involvement in practice and scouting in addition to actual competition when determined to be necessary by the Athletic Director/Assistant Principal. The additional stipend will be computed at the rate of one-sixth (1/6) of the coaches/sponsors weekly Activity Stipend for each day of involvement in extended season activities as described in this paragraph.

5. The following list contains the sports, activities and clubs approved as of the date of this Agreement that may be annually approved for compensation by the Superintendent or designee. When the same person coaches/supervises two teams/related activities at the same time, that person will receive an additional 50% of the listed stipend. The following list may be subject to change based on the recommendations of the Activity Stipend Committee.

High School Sports/Activities/Clubs – Stipends

Category A – 17.4%	Band – 40-week session
Category B – 14.8%	Assistant Athletic Director
Category C – 13.2%	Head Basketball Head Football
Category D – 12%	Head Wrestling

	Head Volleyball
Category E – 11.5%	Head Speech
Category F – 10.8%	Head Baseball Head Soccer Head Softball Head Outdoor Track Assistant Football Assistant Basketball
Category G – 9.6%	Assistant Wrestling Head Math Team Head Scholastic Bowl Team Chess Team Head Golf Head Tennis Assistant Volleyball Head Bowling Head Badminton Head Cross Country Head Swimming/Diving Head Esports
Category H – 8.6%	Head Winter Competitive Cheerleading Head Yearbook
Category I – 8.4%	Assistant Baseball Assistant Softball Assistant Outdoor Track Assistant Soccer Assistant Speech
Category J. – 7.2%	Assistant Math Team Assistant Scholastic Bowl Team Detention Head Student Government Assistant Tennis Assistant Golf Head Fall Cheerleading Assistant Bowling Assistant Badminton Assistant Cross Country Head Winter Competitive Dance/Pom Pons Assistant Swimming/Diving Assistant Esports
Category K – 6.0%	Head Debate Fall Play Director

	Spring Musical Director Head National Honor Society Head Newspaper Assistant Winter Competitive Cheerleading Head Fall Pom Pons Choir Pep Band Non-Student Activity Assembly Coordinator Art Fest/Art Club Assembly Coordinator Madrigals/Vocal Jazz Ensemble
Category L – 4.8%	Publicity – Student Junior Class Sponsor Senior Class Sponsor Publicity – Non-Student Assistant Newspaper Assistant Fall Cheerleading Assistant Yearbook Assistant Winter Competitive Dance/Pom Pons Head Indoor Track Intramural/Conditioning (Fall, Winter [2 stipends], Spring)
Category M – 4.2%	Color Guard (ROTC) Drill Team Rifle Team Sabre Team Best Buddies Assistant Fall Pom Pons
Category N – 3.6%	Crisis Counseling Assistant Debate Assistant Fall Play Assistant Spring Musical Assistant Student Government Ticket Sellers Media Club
Category O – 3.2%	Peer Mediation DECA (Distribution Education Clubs of American) American Field Service Cooperative Education Club Freshman Class Sponsor Sophomore Class Sponsor Foreign Language Radio Control Key Club

	Interact Letterman Students Against Destructive Decisions (SADD) Science Club Snowball Assistant Indoor Track Clubs (5 Discretionary per building) Literary Magazine (1st Semester) Literary Magazine (2nd Semester) Business Professionals of America Thespians
Category P – 2.5%	Arrival Safety Supervisor* Dismissal Safety Supervisor*
Category Q – 2.0%	Junior Engineering Technical Society Head Summer Varsity Athletic Coach
Category R – 1.6%	Assistant Summer Varsity Athletic Coach

*Number of Arrival/Dismissal Safety Supervisors per building will be determined on an as needed basis.

Activities Paid $25.00 Per Hour
Bus Chaperone Track Meet Helper Crowd Control Clock Operator – Athletic Events Scorekeeper – Athletic Events Supervision-Crowd Control/Any Co-curricular or School Activity Needed Box and/or Chain Football

Middle School Sports/Activities/Club Stipends

Category A – 17.4%	Athletic Director
Category G – 9.6%	Band
Category I – 8.4%	Wrestling
Category J – 7.2%	Intramural Basketball

	Volleyball - Girls Cheerleading Yearbook
Category K – 6%	Track Choir
Category L – 4.8%	Math Club Scholastic Bowl Newspaper Soccer Detention Baseball Softball Cross Country Volleyball - Boys
Category M – 4.2%	Eighth Grade Sponsor Family and Consumer Science Club Industrial Technology Club Science Club Student Council National Junior Honor Society
Category N – 3.6%	Seventh Grade Sponsor Sixth Grade Sponsor Drama – Fall Play Drama – Spring Musical
Category O – 3.2%	Dance/Social Chair Jazz/Pep Band Art/Craft Club Literary Writer Book Club Clubs (5 Discretionary per building Spirit Club Homework Club (Study Skills) STARS (Students Taking a Responsible Stand)
Category P – 2.5%	Arrival Safety Supervisor* Dismissal Safety Supervisor*

*In case of emergency or sports cancellation, Building Administration will provide necessary release time for Athletic Directors.
**Number of Arrival/Dismissal Safety Supervisors per building will be determined on an as needed basis.

Elementary School/Early Childhood Sports/Activities/Clubs Stipends

Category L – 4.8%	
Category M – 4.2%	Safety Patrol
Category O – 3.2%	Clubs (5 Discretionary per building) Reading Club
Category P – 2.5%	Arrival Safety Supervisor* Dismissal Safety Supervisor*

*Number of Arrival/Dismissal Safety Supervisors per building will be determined on an as needed basis.

ARTICLE X: Retirement Benefits

I. Certified Staff

A. Certified Staff - Salary Enhancement and Severance Pay

1. Requirements to qualify for Salary Enhancement Retirement Benefits are as follows:Must have completed a minimum of fifteen (15) years of full-time employment as a Certified Staff in the District by June 30th of the year of retirement. Service need not be consecutive.Must qualify for an applicable TRS retirement annuity.
    a. Must have given irrevocable written notice of retirement as provided in this Article X, I. Certified Staff, Section A, paragraphs 2, 3, or 4 below; whichever is applicable.
    b. Must have submitted a signed promissory note wherein the Certified Staff promises to pay back the difference between the total salary enhancements received under this plan and the actual salary the Certified Staff would have received in accordance with the regular salary schedule of the District if a change in the Certified Staff's retirement date results in any TRS penalty to the District.
    c. If a Certified Staff gives the Board an irrevocable written notice of retirement by the first Board meeting in January, three (3) years prior to the year of retirement, the Board shall pay a 6% retirement incentive, inclusive of all other increases in TRS creditable compensation, for each of their remaining three (3) years of service, less compensation for any services not rendered. The school year notice approved by the Board is regarded as Year one (1) of the incentive.
    d. If a Certified Staff gives the Board an irrevocable written notice of retirement by the first Board meeting in January, two (2) years prior to the year of retirement, the Board shall pay them a 6% retirement incentive, inclusive of all other increases in TRS creditable compensation, for each of their remaining two (2) years of service, less compensation for any services not rendered. The school year notice approved by the Board is regarded as Year one (1) of the incentive.

2. If a Certified Staff gives the Board an irrevocable written notice of retirement by the first Board meeting in January, one (1) years prior to the year of retirement, the Board shall pay them a 6% retirement incentive, inclusive of all other increases in TRS creditable compensation, for the their remaining year of service, less compensation for any services not rendered. The school year that the notice is approved by the Board is regarded as Year One (1) of the incentive.

3. Once a Certified Staff submits an irrevocable written notice of retirement before the first Board meeting in January, as provided in this ArticleX, I.

Certified Staff, Section A, paragraphs 2, 3 or 4 above, that Certified Staff shall be removed from the salary schedules contained in Appendix A of this Agreement. All calculations for increased TRS creditable earnings will be based on the TRS creditable earnings in the year prior to the submission of the irrevocable written notice of retirement, less compensation for services not rendered.

4. Once the Certified Staff submits an irrevocable written notice of retirement, in no case will their TRS creditable earnings increase exceed 6% of the previous year.

5. If, after submitting an irrevocable written notice of retirement before the first Board meeting in January, provided in this ArticleX, I. Certified Staff,, Section A, paragraphs 2, 3, or 4 above, the Certified Staff resigns from or is dismissed from duties for which they were paid a stipend or additional compensation in the previous year, the retirement incentive for that Certified Staff will be recalculated accordingly.

6. Certified Staff 6% Ineligibility for Retirement Benefits in this Article X, I. Certified Staff, Section A. No retirement benefits as provided under this Article shall be available to any Certified Staff if they received an increase in creditable earnings of greater than 6% in any year which, if combined with the years under plan A, would have resulted in a TRS penalty to the District (so-called "look back").

7. Those Certified Staff who qualify for the annuity retirement benefits shall be paid a severance payment of $1,500 for each year of written advance notice of retirement given to the Board under paragraph 2 of Section A of this Article up to a maximum of three (3) years or $4,500.

8. This compensation shall be paid as a post-retirement severance payment within thirty (30) days after the Certified Staff's last day of TRS creditable service or the Certified Staff's receipt of their last regular paycheck, whichever occurs later. The Certified Staff shall have no actual or constructive right to the receipt of this payment until such time. Withholdings required by law or authorized by the Certified Staff shall be deducted from this payment.

9. For those Certified Staff who qualify for annuity retirement benefits, the Board will pay the cost of the health insurance premium for group hospitalization major-medical coverage under TRS for five (5) years up to three thousand dollars ($3,000) annually. The Certified Staff must elect health insurance coverage upon entering the retirement plan. Should the Certified Staff elect to drop insurance coverage, either upon entering the retirement plan or at some later date, coverage may not thereafter be reinstated.

B. Certified Staff - Re-Opener

The parties agree that if legislation is enacted or administrative rules adopted during the life of this agreement that materially and adversely affects the Board's obligations or Certified Staff's rights under any of the benefits set forth in this Article, the parties agree to meet within thirty (30) days of the passage of the legislation to renegotiate the provision and the impact on any and all Certified Staff.

C. Certified Staff - Payment for Unused Sick Leave Days

1. A Certified Staff who qualifies for participation in any of the District's Retirement Plan as set forth in this Article X, I. Certified Staff, , Section A above is eligible to apply their District earned unused sick leave accumulation to the Illinois Teachers' Retirement System to receive additional creditable service for retirement purposes. The Certified Staff is also entitled to receive the District's incentive program stipend for their unused sick leave days, (see this Article X, I. Certified Staff,, Section E, paragraph 3 below), which are not used for additional creditable service.

2. Payment for unused sick leave days pursuant to this Article X, I. Certified Staff, , Section E, paragraph 3 and not used for additional TRS creditable service shall be made as a post-retirement severance payment within thirty (30) days after the Certified Staff's last day of TRS creditable service or the Certified Staff's receipt of their last regular paycheck, whichever occurs later. The Certified Staff shall have no actual or constructive right to the receipt of this payment until such time. Withholdings required by law or authorized by the Certified Staff shall be deducted from this payment.

D. Certified Staff-Retirement Contracts

Prior to the Board's payment of any retirement benefits pursuant to the provisions of this Article X, the terms of a Certified Staff's retirement, including the effective date of the Certified Staff's retirement, including the effective date of their resignation of employment, shall be set forth in writing, signed by the Certified Staff and the Superintendent or designee, and submitted to the Board for action.

E. IMRF and TRS Pension or Retirement Fund

1. The retirement policy of the District follows the regulations of FICA, IMRF, and the Illinois Teachers' Retirement System.

2. Upon retiring from the District, in accordance with the regulations of the appropriate provisions of the Illinois Retirement Act, a full-time Employee shall receive $29.00 per day for all unused accumulated sick leave paid out in their last check so long as the payout does not exceed the current

6% limit by TRS. Part-time Employees will receive a prorated payout based upon their FTE status. If the 6% TRS cap changes, the reduced limit shall apply.

3. Payment for all unused sick leave days is subject to TRS regulations and will not cause the District to incur penalty costs due to increasing the Employee's pay that are above the 6% TRS limit and shall be made as a post-retirement severance payment within sixty (60) days after the Employee's last day of service or the Employee's receipt of their last regular paycheck, whichever occurs later. Employees shall have no actual or constructive right to the receipt of this payment until such time. Withholdings required by law or authorized by the Employee shall be deducted from this payment.

II. ESP

A. Education Support Personnel (ESP) Retirement Incentive

1. The Early Retirement incentive set forth below will be offered to ESPs every year during the length of the contract. Requests to take advantage of the retirement incentive must be submitted, in writing, to the District's Human Resources Administrator by the first Board Meeting in January prior to the 3rd, 2nd or 1st year of retirement. To qualify for this retirement incentive, the ESP must:
   a. Have reached age 55
   b. Have at least eight (8) years of full-time service with the district
   c. Must qualify for an applicable IMRF retirement annuity
   d. Have not received retirement benefits from the District previously as a Certified Staff

2. For those ESPs who qualify and give the Board an irrevocable written notice of retirement by the first Board meeting in January three (3) years prior to the year of retirement, the Board shall pay them a retirement incentive, inclusive of all other increases in IMRF creditable compensation, for each of their remaining three (3) years of service, less compensation for any services not rendered. The school year notice approved by the Board is regarded as Year one (1) of the incentive.

3. If an ESP gives the Board an irrevocable written notice of retirement by the first Board meeting in January, two (2) years prior to the year of retirement, the Board shall pay them a 6% retirement incentive, inclusive of all other increases in IMRF creditable compensation, for each of their remaining two (2) years of service, less compensation for any services not rendered. The school year notice approved by the Board is regarded as Year one (1) of the incentive

4. If an ESP gives the Board an irrevocable written notice of retirement by the first Board meeting in January, one (1) year prior to the year of retirement, the Board shall pay them a 6% retirement incentive, inclusive of all other increases in IMRF creditable compensation, for their remaining one (1) year of service, less compensation for services not rendered. The school year notice approved by the Board is regarded as Year one (1) of the incentive.

5. Once an ESP submits an irrevocable written notice of retirement before the first Board meeting in January, as provided in this ArticleX, II. ESP, Section E, paragraphs 2, 3, or 4 above, that ESP shall be removed from the salary schedules contained in Appendix A of this Agreement. All calculations for increased IMRF creditable earnings will be based on the IMRF creditable earnings in the year prior to the submission of the irrevocable written notice of retirement, less compensation for services not rendered. Once the ESP submits an irrevocable written notice of

retirement, in no case will the ESP's IMRF creditable earnings increase exceed 6% of the previous year.

6. If, after submitting an irrevocable written notice of retirement before the first Board meeting in January, provided in this ArticleX, II. ESP , Section A, paragraphs 2, 3, or 4 above, the ESP resigns from or is dismissed from duties for which the ESP was paid a stipend or additional compensation in the previous year, the retirement incentive for that ESP will be recalculated accordingly.

7. Those ESPs who qualify for the retirement benefits shall be paid a severance payment of $1,500 for each year of written advance notice of retirement given to the Board up to a maximum of three (3) years or $4,500.

8. This compensation shall be paid as a post-retirement severance payment within thirty (30) days after the ESP's last day of IMRF creditable service or the ESP's receipt of their last regular paycheck, whichever occurs later. The ESP shall have no actual or constructive right to the receipt of this payment until such time. Withholdings required by law or authorized by the ESP shall be deducted from this payment.

9. The ESP must have submitted a signed promissory note wherein the retiring ESP promises to pay back the difference between the total salary enhancements received under this plan and the actual salary the retiring ESP would have received in accordance with the regular salary schedule of the District if a change in the ESP's retirement date results in any IMRF penalty to the District.

10. The Board will pay the cost of the health and dental insurance premium for coverage under the Districts major medical/dental carrier for five (5) years up to $3,000 annually. If the cost rises above an annual premium of $3,000, the ESP will be required to pay the difference to the District. At the end of the five (5) years, the ESP may pick up the cost of the insurance at the IMRF Retiree Health Coverage premium at that time. Should the ESP elect to drop insurance coverage, either upon entering the retirement plan or at some later date, coverage may not thereafter be reinstated.

B. ESP - Re-Opener

The parties agree that if legislation is enacted or administrative rules adopted during the life of this agreement that materially and adversely affects the Board's obligations or ESP's rights under any of the benefits set forth in this Article, the parties agree to meet within thirty (30) days of the passage of the legislation to renegotiate the provision and the impact on any and all ESP.

C. ESP-Retirement Contracts

Prior to the Board's payment of any retirement benefits pursuant to the provisions of this Article, the terms of an ESP's retirement, including the effective date of the ESP's retirement, and including the effective date of the ESP's resignation of employment, shall be set forth in writing, signed by the ESP and the Superintendent or designee, and submitted to the Board for action.

D. IMRF and TRS Pension or Retirement Fund

1. All new full-time ESPs are automatically members of the Illinois Municipal Retirement Fund. Monthly contributions are withheld from salaries on a percentage basis. Each ESP receives notice of any change in the amount of deductions at the time such change is determined by the Fund. Further information is available from the District concerning the operation of and benefits available under the Retirement Fund. The parties agree that if there is new case law, legislation enacted, or administrative rules adopted during the life of this agreement that materially and adversely affects the Board's obligations or ESP's rights under any of the benefits set forth in this Article and the parties agree to meet within thirty (30) days of the passage of the legislation to renegotiate the provision and the impact on any and all affected ESPs.

2. The retirement policy of the District follows the regulations of FICA, IMRF, and the Illinois Teachers' Retirement System.

3. Upon retiring from the District, in accordance with the regulations of the appropriate provisions of the Illinois Retirement Act, a full-time Employee shall receive $29.00 per day for all unused accumulated sick leave paid out in their last check so long as the payout does not exceed the current 6% limit by IMRF. Part-time Employees will receive a prorated payout based upon their FTE status. If the 6% IMRF cap changes, the reduced limit shall apply.

4. Payment for all unused sick leave days is subject to IMRF regulations and will not cause the District to incur penalty costs due to increasing the Employee's pay that are above the 6% IMRF limit and shall be made as a post-retirement severance payment within sixty (60) days after the Employee's last day of service or the Employee's receipt of their last regular paycheck, whichever occurs later. Employees shall have no actual or constructive right to the receipt of this payment until such time. Withholdings required by law or authorized by the Employee shall be deducted from this payment.

ARTICLE XI: Conformity to Law

A. Conformity to Law-Saving Provision

1. The AFT recognizes that the authority for the administration of the schools is vested in the Superintendent and District/Building Administration by the Board except limited by the provisions of this Agreement.

2. If any provisions of this Agreement are, or shall be at any time, contrary to statutory law or decisions of the courts, or adversely affect the payment of state or federal funds to the District, or the recognition or accreditation of the District by the State of Illinois, then that provision shall be unenforceable while all other provisions of this Agreement shall continue in effect. However, this invalidation of any provision of this Agreement shall be contingent upon the official written notification from the Superintendent of the Illinois State Board of Education.

ARTICLE XII: Memoranda of Understanding

In the event a Memorandum of Understanding (MOU) arises, the District and the AFT representatives will meet and confer over whether or not said Memorandum of Understanding (MOU) is in effect. In the absence of an agreement, the parties agree to negotiate the newly found MOU.

ARTICLE XIII: Duration and Acceptance of Agreement

A. Duration of Agreement

1. The language of this Agreement shall be effective as of August 15, 2025, and shall continue in full force through August 15, 2029. Wage and salary schedules for all Employees covered herein shall be in effect from the first day of the 2025-2026 school year through the last day of the 2028-2029 school year, with the exception of Maintenance Staff whose contracts begin July 1.

2. Items to be negotiated for the next Agreement shall be submitted by either the Board or the AFT by February 1, 2029 and negotiations shall commence on or before March 1, 2029 and shall continue until a new or revised Agreement is reached.

B. Ratification of Agreement

Ratification of this Agreement shall be accomplished by the simple majority vote of the Board and the simple majority of the Employees voting.

C. Expenses of Printing Agreement

1. The cost of printing this Agreement shall be shared equally by the Board and the AFT.

2. A complete copy of this Agreement is available on the District's website, however, any Employee requesting a hard copy may obtain one through Printshop.

D. No Strikes or Lockouts

1. The AFT shall not call a strike, work stoppage or cessation of or other interference with work during the term of this Agreement and the Employees covered hereunder shall not participate in a strike, work stoppage or cessation of or other concerted interference with work during the term of this Agreement.

2. There shall be no lockout during the term of this Agreement.

APPENDIX A: Salary Schedules

Certified Staff
Salary schedule

2025-2026

Step	BA	BA+10*	BA+20*	MA*	MA+10*	MA+20*	MA+30*	MA+40*
01	52,471	53,722	55,683	58,276	61,219	62,771	64,166	67,926
02	53,542	54,818	56,819	59,465	62,468	64,052	65,476	69,312
03	54,613	55,914	57,955	60,654	63,718	65,333	66,785	70,698
04	55,705	57,032	59,114	61,868	64,992	66,640	68,121	72,112
05	56,819	58,172	60,297	63,105	66,292	67,973	69,483	73,555
06	57,955	59,336	61,502	64,368	67,618	69,332	70,873	75,027
07	59,114	60,522	62,732	65,654	68,971	70,718	72,290	76,526
08	60,297	61,732	63,986	66,969	70,349	72,133	73,736	78,057
09	61,502	62,969	65,267	68,307	71,756	73,575	75,211	79,619
10	62,731	64,228	66,572	69,673	73,192	75,047	76,716	81,211
11	63,986	65,512	67,903	71,067	74,656	76,547	78,251	82,835
12	65,265	66,823	69,262	72,489	76,150	78,079	79,815	84,491
13	66,572	68,159	70,646	73,938	77,673	79,640	81,411	86,181
14	67,903	69,522	72,059	75,418	79,226	81,233	83,040	87,904
15	69,262	70,912	73,500	76,926	80,811	82,857	84,699	89,663
16	70,646	72,331	74,970	78,464	82,428	84,514	86,393	91,456
17	72,059	73,777	76,469	80,032	84,074	86,205	88,122	93,285
18	73,500	75,254	78,000	81,634	85,757	87,929	89,885	95,151
19	74,970	76,759	79,560	83,266	87,472	89,688	91,682	97,054
20	76,469	78,293	81,151	84,931	89,222	91,481	93,515	98,995
21	78,000	79,858	82,773	86,631	91,005	93,311	95,386	100,974
22	79,560	81,456	84,430	88,362	92,825	95,178	97,294	102,994
23	81,151	83,086	86,118	90,130	94,683	97,081	99,238	105,054
24	82,773	84,747	87,840	91,933	96,576	99,022	101,224	107,155
25	84,430	86,442	89,596	93,771	98,507	101,002	103,249	109,299
26	86,118	88,172	91,388	95,647	100,478	103,023	105,313	111,485
27	87,840	89,936	93,216	97,560	102,486	105,084	107,420	113,714
28	89,596	91,734	95,080	99,510	104,537	107,185	109,567	115,989
29	91,387	93,569	96,982	101,502	106,628	109,329	111,760	118,308
30	93,216	95,440	98,922	103,531	108,760	111,515	113,995	120,675
31	95,080	97,349	100,900	105,602	110,935	113,745	116,274	123,087
32	96,981	99,296	102,918	107,714	113,154	116,020	118,600	125,549
33	98,922	101,281	104,975	109,868	115,417	118,342	120,971	128,061
34	100,900	103,308	107,077	112,066	117,726	120,708	123,392	130,622
35	102,918	105,374	109,218	114,306	120,080	123,122	125,859	133,235
36	104,975	107,481	111,402	116,594	122,481	125,584	128,376	135,899
37	107,077	109,631	113,630	118,924	124,931	128,096	130,944	138,617

Notes:

Salaries above include all required TRS contributions.

Schedule closed to all new employees hired after June 30, 2013.

Beginning with the 2014-15 SY, entrance to lanes marked with asterisk are limited to hours in core content areas as defined in Article I.21 of the contract.

Employees off schedule will receive a 4.50% increase over their 2024-2025 salary.

Certified Staff

Salary schedule

2026-2027

Step	BA	BA+10*	BA+20*	MA*	MA+10*	MA+20*	MA+30*	MA+40*
01	53,607	54,885	56,888	59,537	62,544	64,130	65,556	69,397
02	54,701	56,005	58,049	60,752	63,820	65,439	66,894	70,813
03	55,818	57,148	59,234	61,992	65,123	66,774	68,259	72,258
04	56,934	58,290	60,418	63,232	66,426	68,110	69,623	73,703
05	58,072	59,456	61,626	64,497	67,754	69,472	71,016	75,177
06	59,234	60,644	62,860	65,787	69,109	70,862	72,436	76,681
07	60,418	61,858	64,116	67,104	70,492	72,279	73,885	78,216
08	61,626	63,094	65,398	68,444	71,902	73,724	75,362	79,778
09	62,860	64,356	66,705	69,815	73,339	75,199	76,870	81,374
10	64,116	65,645	68,041	71,210	74,806	76,702	78,407	83,003
11	65,397	66,958	69,401	72,634	76,303	78,236	79,976	84,662
12	66,705	68,296	70,789	74,087	77,829	79,800	81,577	86,355
13	68,039	69,663	72,206	75,570	79,386	81,397	83,207	88,082
14	69,401	71,056	73,648	77,080	80,974	83,025	84,871	89,844
15	70,789	72,477	75,122	78,623	82,593	84,685	86,569	91,640
16	72,206	73,926	76,624	80,195	84,245	86,378	88,299	93,474
17	73,648	75,405	78,156	81,799	85,931	88,106	90,065	95,343
18	75,122	76,913	79,719	83,433	87,647	89,869	91,867	97,250
19	76,624	78,452	81,315	85,103	89,402	91,666	93,705	99,195
20	78,156	80,021	82,941	86,805	91,190	93,500	95,578	101,179
21	79,719	81,620	84,600	88,541	93,014	95,369	97,489	103,202
22	81,315	83,252	86,291	90,313	94,873	97,277	99,440	105,265
23	82,941	84,918	88,018	92,117	96,770	99,223	101,429	107,371
24	84,600	86,617	89,778	93,961	98,707	101,207	103,456	109,519
25	86,291	88,349	91,573	95,840	100,680	103,230	105,526	111,709
26	88,018	90,116	93,404	97,756	102,694	105,295	107,637	113,944
27	89,778	91,919	95,272	99,712	104,748	107,401	109,789	116,223
28	91,573	93,758	97,178	101,706	106,842	109,550	111,985	118,547
29	93,404	95,633	99,121	103,739	108,980	111,740	114,224	120,919
30	95,271	97,546	101,104	105,816	111,160	113,975	116,510	123,336
31	97,178	99,496	103,126	107,931	113,382	116,254	118,840	125,804
32	99,121	101,486	105,188	110,090	115,650	118,579	121,216	128,318
33	101,103	103,516	107,292	112,292	117,963	120,951	123,641	130,885
34	103,126	105,585	109,436	114,537	120,322	123,372	126,112	133,504
35	105,188	107,699	111,628	116,829	122,729	125,838	128,636	136,173
36	107,292	109,852	113,860	119,164	125,183	128,355	131,208	138,897
37	109,436	112,049	116,137	121,549	127,686	130,921	133,832	141,675

Notes:

Salaries above include all required TRS contributions.

Schedule closed to all new employees hired after June 30, 2013.

Beginning with the 2014-15 SY, entrance to lanes marked with asterisk are limited to hours in core content areas as defined in Article I.21 of the contract.

Employees off schedule will receive a 4.25% increase over their 2025-2026 salary.

Certified Staff

Salary schedule

2027-2028

Step	BA	BA+10*	BA+20*	MA*	MA+10*	MA+20*	MA+30*	MA+40*
01	55,161	56,476	58,537	61,264	64,358	65,990	67,457	71,410
02	56,287	57,629	59,732	62,514	65,671	67,337	68,834	72,867
03	57,436	58,805	60,951	63,790	67,011	68,711	70,239	74,354
04	58,609	60,005	62,196	65,092	68,379	70,113	71,672	75,871
05	59,781	61,205	63,439	66,394	69,747	71,516	73,104	77,388
06	60,976	62,429	64,707	67,722	71,142	72,946	74,567	78,936
07	62,196	63,676	66,003	69,076	72,564	74,405	76,058	80,515
08	63,439	64,951	67,322	70,459	74,017	75,893	77,579	82,127
09	64,707	66,249	68,668	71,866	75,497	77,410	79,130	83,767
10	66,003	67,574	70,040	73,306	77,006	78,959	80,714	85,443
11	67,322	68,927	71,443	74,771	78,546	80,537	82,327	87,153
12	68,667	70,306	72,871	76,266	80,118	82,148	83,975	88,895
13	70,040	71,711	74,328	77,791	81,720	83,790	85,656	90,673
14	71,441	73,146	75,816	79,349	83,355	85,467	87,367	92,486
15	72,871	74,609	77,330	80,934	85,023	87,176	89,115	94,336
16	74,328	76,101	78,878	82,554	86,723	88,919	90,897	96,222
17	75,816	77,622	80,455	84,205	88,457	90,697	92,714	98,148
18	77,330	79,175	82,064	85,889	90,228	92,511	94,568	100,110
19	78,878	80,759	83,705	87,605	92,029	94,362	96,460	102,113
20	80,455	82,375	85,381	89,358	93,872	96,249	98,390	104,155
21	82,064	84,022	87,088	91,145	95,750	98,175	100,357	106,238
22	83,705	85,701	88,830	92,968	97,665	100,137	102,363	108,362
23	85,381	87,415	90,606	94,829	99,617	102,141	104,412	110,528
24	87,088	89,164	92,419	96,723	101,609	104,184	106,500	112,740
25	88,830	90,948	94,267	98,659	103,642	106,267	108,629	114,995
26	90,606	92,766	96,152	100,632	105,714	108,392	110,802	117,294
27	92,419	94,622	98,074	102,644	107,829	110,560	113,019	119,641
28	94,267	96,515	100,036	104,698	109,985	112,771	115,278	122,034
29	96,152	98,446	102,037	106,791	112,184	115,028	117,584	124,474
30	98,074	100,415	104,077	108,926	114,429	117,327	119,935	126,965
31	100,035	102,423	106,159	111,107	116,718	119,674	122,336	129,503
32	102,037	104,471	108,282	113,328	119,051	122,067	124,782	132,094
33	104,077	106,560	110,447	115,595	121,433	124,508	127,277	134,734
34	106,158	108,692	112,657	117,907	123,861	126,999	129,823	137,429
35	108,282	110,864	114,908	120,264	126,338	129,541	132,418	140,179
36	110,447	113,084	117,209	122,670	128,865	132,130	135,068	142,982
37	112,657	115,345	119,553	125,122	131,442	134,773	137,768	145,842

Notes:

Salaries above include all required TRS contributions.

Schedule closed to all new employees hired after June 30, 2013.

Beginning with the 2014-15 SY, entrance to lanes marked with asterisk are limited to hours in core content areas as defined in Article I.21 of the contract.

Employees off schedule will receive a 5.00% increase over their 2026-2027 salary.

CLASSIFIED NURSE

Hourly Rate Schedule
2025-2026

Step	Hours 30-59	Hours 60-89	Hours 90-119	Hours 120+
1	32.49	32.74	33.01	33.28
2	33.15	33.41	33.68	33.96
3	33.81	34.07	34.35	34.64
4	34.49	34.76	35.04	35.33
5	35.18	35.45	35.74	36.04
6	35.87	36.15	36.45	36.75
7	36.58	36.87	37.17	37.48
8	37.31	37.60	37.91	38.23
9	37.92	38.21	38.53	38.85
10	38.53	38.83	39.16	39.49
11	39.15	39.47	39.80	40.14
12	39.80	40.12	40.45	40.81
13	40.46	40.78	41.13	41.48
14	40.78	41.13	41.48	41.86
15	41.13	41.48	41.86	42.25
16	41.48	41.86	42.25	42.70
17	41.86	42.25	42.70	43.13
18	42.25	42.70	43.13	43.57
19	42.70	43.13	43.57	44.00
20	43.13	43.57	44.00	44.50
21	43.57	44.00	44.50	44.94

Note 1: Employees off schedule will receive a 4.50% increase over their 2024-2025 salary

CLASSIFIED NURSE

Hourly Rate Schedule
2026-2027

Step	Hours 30-59	Hours 60-89	Hours 90-119	Hours 120+
1	35.49	35.74	36.01	36.28
2	36.15	36.41	36.68	36.96
3	36.81	37.07	37.35	37.64
4	37.49	37.76	38.04	38.33
5	38.18	38.45	38.74	39.04
6	38.87	39.15	39.45	39.75
7	39.58	39.87	40.17	40.48
8	40.31	40.60	40.91	41.23
9	40.92	41.21	41.53	41.85
10	41.53	41.83	42.16	42.49
11	42.15	42.47	42.80	43.14
12	42.80	43.12	43.45	43.81
13	43.46	43.78	44.13	44.48
14	43.78	44.13	44.48	44.86
15	44.13	44.48	44.86	45.25
16	44.48	44.86	45.25	45.70
17	44.86	45.25	45.70	46.13
18	45.25	45.70	46.13	46.57
19	45.70	46.13	46.57	47.00
20	46.13	46.57	47.00	47.50
21	46.57	47.00	47.50	47.94

Note 1: Employees off schedule will receive a $3.00 increase over their 2025-2026 salary

CLASSIFIED NURSE

Hourly Rate Schedule
2027-2028

Step	Hours 30-59	Hours 60-89	Hours 90-119	Hours 120+
1	36.51	36.78	37.05	37.33
2	37.26	37.53	37.81	38.09
3	37.96	38.23	38.51	38.81
4	38.65	38.92	39.22	39.52
5	39.36	39.65	39.94	40.25
6	40.09	40.37	40.68	40.99
7	40.81	41.11	41.42	41.74
8	41.56	41.86	42.18	42.50
9	42.33	42.63	42.96	43.29
10	42.97	43.27	43.61	43.94
11	43.61	43.92	44.27	44.61
12	44.26	44.59	44.94	45.30
13	44.94	45.28	45.62	46.00
14	45.63	45.97	46.34	46.70
15	45.97	46.34	46.70	47.10
16	46.34	46.70	47.10	47.51
17	46.70	47.10	47.51	47.99
18	47.10	47.51	47.99	48.44
19	47.51	47.99	48.44	48.90
20	47.99	48.44	48.90	49.35
21	48.44	48.90	49.35	49.88

Note 1: Employees off schedule will receive a 5.00% increase over their 2026-2027 salary

ParaProfessional

Hourly Rate Schedule

Schedule A-Applies to staff hired prior to July 1, 2013

2025-2026

Step	0-29 Hours	30-59 Hours	60-89 Hours	90-119 Hours	120+ Hours
1	23.43	23.74	24.06	24.41	24.78
2	23.91	24.22	24.55	24.91	25.29
3	24.39	24.71	25.05	25.41	25.80
4	24.87	25.20	25.55	25.92	26.31
5	25.37	25.71	26.06	26.43	26.84
6	25.87	26.22	26.57	26.96	27.37
7	26.39	26.74	27.10	27.49	27.91
8	26.91	27.26	27.63	28.03	28.46
9	27.44	27.80	28.18	28.59	29.02
10	27.98	28.35	28.74	29.15	29.60
11	28.54	28.91	29.31	29.73	30.19
12	29.10	29.49	29.89	30.32	30.78
13	29.69	30.07	30.49	30.92	31.40
14	30.27	30.67	31.09	31.54	32.03
15	30.67	31.09	31.54	32.03	32.51
16	31.09	31.54	32.03	32.51	33.02
17	31.54	32.03	32.51	33.02	33.56
18	32.03	32.51	33.02	33.56	34.12
19	32.51	33.02	33.56	34.12	34.70
20	33.02	33.56	34.12	34.70	35.26
21	33.56	34.12	34.70	35.26	35.78
22	34.12	34.70	35.26	35.78	36.31
23	34.70	35.26	35.78	36.31	36.82
24	35.26	35.78	36.31	36.82	37.37
25	35.78	36.31	36.82	37.37	37.87
26	36.31	36.82	37.37	37.87	38.35
27	36.82	37.37	37.87	38.35	38.92
28	37.37	37.87	38.35	38.92	39.46
29	37.87	38.35	38.92	39.46	40.01
30	38.35	38.92	39.46	40.01	40.49

Note 1: Paraprofessional personnel with 30 or more years of service will receive a longevity increase of .20 per hour.

Note 2: Employees off schedule will receive a 4.50% increase over their 2024-2025 effective rate/salary

ParaProfessional

Hourly Rate Schedule

Schedule B - Applies to staff hired after June 30, 2013

2025-2026

Step	0-29 Hours	30-59 Hours	60-89 Hours	90-119 Hours	120+ Hours
1	19.79	20.05	20.33	20.62	20.93
2	20.19	20.46	20.74	21.04	21.36
3	20.59	20.87	21.15	21.46	21.78
4	21.01	21.28	21.57	21.89	22.22
5	21.43	21.71	22.01	22.32	22.66
6	21.85	22.14	22.44	22.77	23.12
7	22.29	22.59	22.89	23.22	23.58
8	22.73	23.04	23.35	23.69	24.05
9	23.19	23.50	23.82	24.16	24.53
10	23.65	23.96	24.29	24.64	25.01
11	24.12	24.44	24.77	25.13	25.51
12	24.59	24.92	25.26	25.62	26.02
13	25.09	25.42	25.77	26.13	26.54
14	25.58	25.92	26.28	26.65	27.07
15	25.92	26.28	26.65	27.07	27.48
16	26.28	26.65	27.07	27.48	27.91
17	26.65	27.07	27.48	27.91	28.36
18	27.07	27.48	27.91	28.36	28.83
19	27.48	27.91	28.36	28.83	29.33
20	27.91	28.36	28.83	29.33	29.80
21	28.36	28.83	29.33	29.80	30.24
22	28.83	29.33	29.80	30.24	30.69
23	29.33	29.80	30.24	30.69	31.12
24	29.80	30.24	30.69	31.12	31.59
25	30.24	30.69	31.12	31.59	32.00
26	30.69	31.12	31.59	32.00	32.41
27	31.12	31.59	32.00	32.41	32.89
28	31.59	32.00	32.41	32.89	33.35
29	32.00	32.41	32.89	33.35	33.82
30	32.41	32.89	33.35	33.82	34.22

Note 1: Paraprofessional personnel with 30 or more years of service will receive a longevity increase of .20 per hour.

Note 2: Employees off schedule will receive a 4.50% increase over their 2024-2025 effective rate/salary

ParaProfessional

Hourly Rate Schedule

Schedule A-Applies to staff hired prior to July 1, 2013

2026-2027

Step	0-29 Hours	30-59 Hours	60-89 Hours	90-119 Hours	120+ Hours
1	26.43	26.74	27.06	27.41	27.78
2	26.91	27.22	27.55	27.91	28.29
3	27.39	27.71	28.05	28.41	28.80
4	27.87	28.20	28.55	28.92	29.31
5	28.37	28.71	29.06	29.43	29.84
6	28.87	29.22	29.57	29.96	30.37
7	29.39	29.74	30.10	30.49	30.91
8	29.91	30.26	30.63	31.03	31.46
9	30.44	30.80	31.18	31.59	32.02
10	30.98	31.35	31.74	32.15	32.60
11	31.54	31.91	32.31	32.73	33.19
12	32.10	32.49	32.89	33.32	33.78
13	32.69	33.07	33.49	33.92	34.40
14	33.27	33.67	34.09	34.54	35.03
15	33.67	34.09	34.54	35.03	35.51
16	34.09	34.54	35.03	35.51	36.02
17	34.54	35.03	35.51	36.02	36.56
18	35.03	35.51	36.02	36.56	37.12
19	35.51	36.02	36.56	37.12	37.70
20	36.02	36.56	37.12	37.70	38.26
21	36.56	37.12	37.70	38.26	38.78
22	37.12	37.70	38.26	38.78	39.31
23	37.70	38.26	38.78	39.31	39.82
24	38.26	38.78	39.31	39.82	40.37
25	38.78	39.31	39.82	40.37	40.87
26	39.31	39.82	40.37	40.87	41.35
27	39.82	40.37	40.87	41.35	41.92
28	40.37	40.87	41.35	41.92	42.46
29	40.87	41.35	41.92	42.46	43.01
30	41.35	41.92	42.46	43.01	43.49

Note 1: Paraprofessional personnel with 30 or more years of service will receive a longevity increase of .20 per hour.

Note 2: Employees off schedule will receive a $3.00 increase over their 2025-2026 effective rate/salary

ParaProfessional

Hourly Rate Schedule

Schedule B - Applies to staff hired after June 30, 2013

2026-2027

Step	0-29 Hours	30-59 Hours	60-89 Hours	90-119 Hours	120+ Hours
1	22.79	23.05	23.33	23.62	23.93
2	23.19	23.46	23.74	24.04	24.36
3	23.59	23.87	24.15	24.46	24.78
4	24.01	24.28	24.57	24.89	25.22
5	24.43	24.71	25.01	25.32	25.66
6	24.85	25.14	25.44	25.77	26.12
7	25.29	25.59	25.89	26.22	26.58
8	25.73	26.04	26.35	26.69	27.05
9	26.19	26.50	26.82	27.16	27.53
10	26.65	26.96	27.29	27.64	28.01
11	27.12	27.44	27.77	28.13	28.51
12	27.59	27.92	28.26	28.62	29.02
13	28.09	28.42	28.77	29.13	29.54
14	28.58	28.92	29.28	29.65	30.07
15	28.92	29.28	29.65	30.07	30.48
16	29.28	29.65	30.07	30.48	30.91
17	29.65	30.07	30.48	30.91	31.36
18	30.07	30.48	30.91	31.36	31.83
19	30.48	30.91	31.36	31.83	32.33
20	30.91	31.36	31.83	32.33	32.80
21	31.36	31.83	32.33	32.80	33.24
22	31.83	32.33	32.80	33.24	33.69
23	32.33	32.80	33.24	33.69	34.12
24	32.80	33.24	33.69	34.12	34.59
25	33.24	33.69	34.12	34.59	35.00
26	33.69	34.12	34.59	35.00	35.41
27	34.12	34.59	35.00	35.41	35.89
28	34.59	35.00	35.41	35.89	36.35
29	35.00	35.41	35.89	36.35	36.82
30	35.41	35.89	36.35	36.82	37.22

Note 1: Paraprofessional personnel with 30 or more years of service will receive a longevity increase of .20 per hour.

Note 2: Employees off schedule will receive a $3.00 increase over their 2025-2026 effective rate/salary

ParaProfessional

Hourly Rate Schedule

Schedule A-Applies to staff hired prior to July 1, 2013

2027-2028

Step	0-29 Hours	30-59 Hours	60-89 Hours	90-119 Hours	120+ Hours
1	27.20	27.52	27.84	28.20	28.59
2	27.75	28.08	28.41	28.78	29.17
3	28.26	28.58	28.93	29.31	29.70
4	28.76	29.10	29.45	29.83	30.24
5	29.26	29.61	29.98	30.37	30.78
6	29.79	30.15	30.51	30.90	31.33
7	30.31	30.68	31.05	31.46	31.89
8	30.86	31.23	31.61	32.01	32.46
9	31.41	31.77	32.16	32.58	33.03
10	31.96	32.34	32.74	33.17	33.62
11	32.53	32.92	33.33	33.76	34.23
12	33.12	33.51	33.93	34.37	34.85
13	33.71	34.11	34.53	34.99	35.47
14	34.32	34.72	35.16	35.62	36.12
15	34.93	35.35	35.79	36.27	36.78
16	35.35	35.79	36.27	36.78	37.29
17	35.79	36.27	36.78	37.29	37.82
18	36.27	36.78	37.29	37.82	38.39
19	36.78	37.29	37.82	38.39	38.98
20	37.29	37.82	38.39	38.98	39.59
21	37.82	38.39	38.98	39.59	40.17
22	38.39	38.98	39.59	40.17	40.72
23	38.98	39.59	40.17	40.72	41.28
24	39.59	40.17	40.72	41.28	41.81
25	40.17	40.72	41.28	41.81	42.39
26	40.72	41.28	41.81	42.39	42.91
27	41.28	41.81	42.39	42.91	43.42
28	41.81	42.39	42.91	43.42	44.02
29	42.39	42.91	43.42	44.02	44.58
30	42.91	43.42	44.02	44.58	45.16

Note 1: Paraprofessional personnel with 30 or more years of service will receive a longevity increase of .20 per hour.

Note 2: Employees off schedule will receive a 5.00% increase over their 2026-2027 effective rate/salary

ParaProfessional

Hourly Rate Schedule

Schedule B - Applies to staff hired after June 30, 2013

2027-2028

Step	0-29 Hours	30-59 Hours	60-89 Hours	90-119 Hours	120+ Hours
1	23.45	23.72	24.01	24.30	24.63
2	23.93	24.20	24.50	24.80	25.13
3	24.35	24.63	24.93	25.24	25.58
4	24.77	25.06	25.36	25.68	26.02
5	25.21	25.49	25.80	26.13	26.48
6	25.65	25.95	26.26	26.59	26.94
7	26.09	26.40	26.71	27.06	27.43
8	26.55	26.87	27.18	27.53	27.91
9	27.02	27.34	27.67	28.02	28.40
10	27.50	27.83	28.16	28.52	28.91
11	27.98	28.31	28.65	29.02	29.41
12	28.48	28.81	29.16	29.54	29.94
13	28.97	29.32	29.67	30.05	30.47
14	29.49	29.84	30.21	30.59	31.02
15	30.01	30.37	30.74	31.13	31.57
16	30.37	30.74	31.13	31.57	32.00
17	30.74	31.13	31.57	32.00	32.46
18	31.13	31.57	32.00	32.46	32.93
19	31.57	32.00	32.46	32.93	33.42
20	32.00	32.46	32.93	33.42	33.95
21	32.46	32.93	33.42	33.95	34.44
22	32.93	33.42	33.95	34.44	34.90
23	33.42	33.95	34.44	34.90	35.37
24	33.95	34.44	34.90	35.37	35.83
25	34.44	34.90	35.37	35.83	36.32
26	34.90	35.37	35.83	36.32	36.75
27	35.37	35.83	36.32	36.75	37.18
28	35.83	36.32	36.75	37.18	37.68
29	36.32	36.75	37.18	37.68	38.17
30	36.75	37.18	37.68	38.17	38.66

Note 1: Paraprofessional personnel with 30 or more years of service will receive a longevity increase of .20 per hour.

Note 2: Employees off schedule will receive a 5.00% increase over their 2026-2027 effective rate/salary

Security Personnel
Hourly Rate Schedule
Schedule A-Applies to staff hired prior to July 1, 2013

2025-2026

Step	0-29 Hours	30-59 Hours	60-89 Hours	90-119 Hours	120+ Hours
1	23.43	23.74	24.06	24.41	24.78
2	23.91	24.22	24.55	24.91	25.29
3	24.39	24.71	25.05	25.41	25.80
4	24.87	25.20	25.55	25.92	26.31
5	25.37	25.71	26.06	26.43	26.84
6	25.87	26.22	26.57	26.96	27.37
7	26.39	26.74	27.10	27.49	27.91
8	26.91	27.26	27.63	28.03	28.46
9	27.44	27.80	28.18	28.59	29.02
10	27.98	28.35	28.74	29.15	29.60
11	28.54	28.91	29.31	29.73	30.19
12	29.10	29.49	29.89	30.32	30.78
13	29.69	30.07	30.49	30.92	31.40
14	30.27	30.67	31.09	31.54	32.03
15	30.67	31.09	31.54	32.03	32.51
16	31.09	31.54	32.03	32.51	33.02
17	31.54	32.03	32.51	33.02	33.56
18	32.03	32.51	33.02	33.56	34.12
19	32.51	33.02	33.56	34.12	34.70
20	33.02	33.56	34.12	34.70	35.26
21	33.56	34.12	34.70	35.26	35.78
22	34.12	34.70	35.26	35.78	36.31
23	34.70	35.26	35.78	36.31	36.82
24	35.26	35.78	36.31	36.82	37.37
25	35.78	36.31	36.82	37.37	37.87
26	36.31	36.82	37.37	37.87	38.35
27	36.82	37.37	37.87	38.35	38.92
28	37.37	37.87	38.35	38.92	39.46
29	37.87	38.35	38.92	39.46	40.01
30	38.35	38.92	39.46	40.01	40.49

Note 1: Security Personnel with 30 or more years of service will receive a longevity increase of .20 per hour.
Note 2: Employees off schedule will receive a 4.50% increase over their 2024-2025 effective rate/salary

Security Personnel
Hourly Rate Schedule
Schedule B - Applies to staff hired after June 30, 2013

2025-2026

Step	0-29 Hours	30-59 Hours	60-89 Hours	90-119 Hours	120+ Hours
1	19.79	20.05	20.33	20.62	20.93
2	20.19	20.46	20.74	21.04	21.36
3	20.59	20.87	21.15	21.46	21.78
4	21.01	21.28	21.57	21.89	22.22
5	21.43	21.71	22.01	22.32	22.66
6	21.85	22.14	22.44	22.77	23.12
7	22.29	22.59	22.89	23.22	23.58
8	22.73	23.04	23.35	23.69	24.05
9	23.19	23.50	23.82	24.16	24.53
10	23.65	23.96	24.29	24.64	25.01
11	24.12	24.44	24.77	25.13	25.51
12	24.59	24.92	25.26	25.62	26.02
13	25.09	25.42	25.77	26.13	26.54
14	25.58	25.92	26.28	26.65	27.07
15	25.92	26.28	26.65	27.07	27.48
16	26.28	26.65	27.07	27.48	27.91
17	26.65	27.07	27.48	27.91	28.36
18	27.07	27.48	27.91	28.36	28.83
19	27.48	27.91	28.36	28.83	29.33
20	27.91	28.36	28.83	29.33	29.80
21	28.36	28.83	29.33	29.80	30.24
22	28.83	29.33	29.80	30.24	30.69
23	29.33	29.80	30.24	30.69	31.12
24	29.80	30.24	30.69	31.12	31.59
25	30.24	30.69	31.12	31.59	32.00
26	30.69	31.12	31.59	32.00	32.41
27	31.12	31.59	32.00	32.41	32.89
28	31.59	32.00	32.41	32.89	33.35
29	32.00	32.41	32.89	33.35	33.82
30	32.41	32.89	33.35	33.82	34.22

Note 1: Security Personnel with 30 or more years of service will receive a longevity increase of .20 per hour.
Note 2: Employees off schedule will receive a 4.50% increase over their 2024-2025 effective rate/salary

Security Personnel
Hourly Rate Schedule
Schedule A-Applies to staff hired prior to July 1, 2013

2026-2027

Step	0-29 Hours	30-59 Hours	60-89 Hours	90-119 Hours	120+ Hours
1	26.43	26.74	27.06	27.41	27.78
2	26.91	27.22	27.55	27.91	28.29
3	27.39	27.71	28.05	28.41	28.80
4	27.87	28.20	28.55	28.92	29.31
5	28.37	28.71	29.06	29.43	29.84
6	28.87	29.22	29.57	29.96	30.37
7	29.39	29.74	30.10	30.49	30.91
8	29.91	30.26	30.63	31.03	31.46
9	30.44	30.80	31.18	31.59	32.02
10	30.98	31.35	31.74	32.15	32.60
11	31.54	31.91	32.31	32.73	33.19
12	32.10	32.49	32.89	33.32	33.78
13	32.69	33.07	33.49	33.92	34.40
14	33.27	33.67	34.09	34.54	35.03
15	33.67	34.09	34.54	35.03	35.51
16	34.09	34.54	35.03	35.51	36.02
17	34.54	35.03	35.51	36.02	36.56
18	35.03	35.51	36.02	36.56	37.12
19	35.51	36.02	36.56	37.12	37.70
20	36.02	36.56	37.12	37.70	38.26
21	36.56	37.12	37.70	38.26	38.78
22	37.12	37.70	38.26	38.78	39.31
23	37.70	38.26	38.78	39.31	39.82
24	38.26	38.78	39.31	39.82	40.37
25	38.78	39.31	39.82	40.37	40.87
26	39.31	39.82	40.37	40.87	41.35
27	39.82	40.37	40.87	41.35	41.92
28	40.37	40.87	41.35	41.92	42.46
29	40.87	41.35	41.92	42.46	43.01
30	41.35	41.92	42.46	43.01	43.49

Note 1: Security Personnel with 30 or more years of service will receive a longevity increase of .20 per hour.
Note 2: Employees off schedule will receive a $3.00 increase over their 2025-2026 effective rate/salary

Security Personnel
Hourly Rate Schedule
Schedule B - Applies to staff hired after June 30, 2013

2026-2027

Step	0-29 Hours	30-59 Hours	60-89 Hours	90-119 Hours	120+ Hours
1	22.79	23.05	23.33	23.62	23.93
2	23.19	23.46	23.74	24.04	24.36
3	23.59	23.87	24.15	24.46	24.78
4	24.01	24.28	24.57	24.89	25.22
5	24.43	24.71	25.01	25.32	25.66
6	24.85	25.14	25.44	25.77	26.12
7	25.29	25.59	25.89	26.22	26.58
8	25.73	26.04	26.35	26.69	27.05
9	26.19	26.50	26.82	27.16	27.53
10	26.65	26.96	27.29	27.64	28.01
11	27.12	27.44	27.77	28.13	28.51
12	27.59	27.92	28.26	28.62	29.02
13	28.09	28.42	28.77	29.13	29.54
14	28.58	28.92	29.28	29.65	30.07
15	28.92	29.28	29.65	30.07	30.48
16	29.28	29.65	30.07	30.48	30.91
17	29.65	30.07	30.48	30.91	31.36
18	30.07	30.48	30.91	31.36	31.83
19	30.48	30.91	31.36	31.83	32.33
20	30.91	31.36	31.83	32.33	32.80
21	31.36	31.83	32.33	32.80	33.24
22	31.83	32.33	32.80	33.24	33.69
23	32.33	32.80	33.24	33.69	34.12
24	32.80	33.24	33.69	34.12	34.59
25	33.24	33.69	34.12	34.59	35.00
26	33.69	34.12	34.59	35.00	35.41
27	34.12	34.59	35.00	35.41	35.89
28	34.59	35.00	35.41	35.89	36.35
29	35.00	35.41	35.89	36.35	36.82
30	35.41	35.89	36.35	36.82	37.22

Note 1: Security Personnel with 30 or more years of service will receive a longevity increase of .20 per hour.
Note 2: Employees off schedule will receive a $3.00 increase over their 2025-2026 effective rate/salary

Security Personnel
Hourly Rate Schedule
Schedule A-Applies to staff hired prior to July 1, 2013

2027-2028

Step	0-29 Hours	30-59 Hours	60-89 Hours	90-119 Hours	120+ Hours
1	27.20	27.52	27.84	28.20	28.59
2	27.75	28.08	28.41	28.78	29.17
3	28.26	28.58	28.93	29.31	29.70
4	28.76	29.10	29.45	29.83	30.24
5	29.26	29.61	29.98	30.37	30.78
6	29.79	30.15	30.51	30.90	31.33
7	30.31	30.68	31.05	31.46	31.89
8	30.86	31.23	31.61	32.01	32.46
9	31.41	31.77	32.16	32.58	33.03
10	31.96	32.34	32.74	33.17	33.62
11	32.53	32.92	33.33	33.76	34.23
12	33.12	33.51	33.93	34.37	34.85
13	33.71	34.11	34.53	34.99	35.47
14	34.32	34.72	35.16	35.62	36.12
15	34.93	35.35	35.79	36.27	36.78
16	35.35	35.79	36.27	36.78	37.29
17	35.79	36.27	36.78	37.29	37.82
18	36.27	36.78	37.29	37.82	38.39
19	36.78	37.29	37.82	38.39	38.98
20	37.29	37.82	38.39	38.98	39.59
21	37.82	38.39	38.98	39.59	40.17
22	38.39	38.98	39.59	40.17	40.72
23	38.98	39.59	40.17	40.72	41.28
24	39.59	40.17	40.72	41.28	41.81
25	40.17	40.72	41.28	41.81	42.39
26	40.72	41.28	41.81	42.39	42.91
27	41.28	41.81	42.39	42.91	43.42
28	41.81	42.39	42.91	43.42	44.02
29	42.39	42.91	43.42	44.02	44.58
30	42.91	43.42	44.02	44.58	45.16

Note 1: Security Personnel with 30 or more years of service will receive a longevity increase of .20 per hour.
Note 2: Employees off schedule will receive a 5.00% increase over their 2026-2027 effective rate/salary

Security Personnel
Hourly Rate Schedule
Schedule B - Applies to staff hired after June 30, 2013

2027-2028

Step	0-29 Hours	30-59 Hours	60-89 Hours	90-119 Hours	120+ Hours
1	23.45	23.72	24.01	24.30	24.63
2	23.93	24.20	24.50	24.80	25.13
3	24.35	24.63	24.93	25.24	25.58
4	24.77	25.06	25.36	25.68	26.02
5	25.21	25.49	25.80	26.13	26.48
6	25.65	25.95	26.26	26.59	26.94
7	26.09	26.40	26.71	27.06	27.43
8	26.55	26.87	27.18	27.53	27.91
9	27.02	27.34	27.67	28.02	28.40
10	27.50	27.83	28.16	28.52	28.91
11	27.98	28.31	28.65	29.02	29.41
12	28.48	28.81	29.16	29.54	29.94
13	28.97	29.32	29.67	30.05	30.47
14	29.49	29.84	30.21	30.59	31.02
15	30.01	30.37	30.74	31.13	31.57
16	30.37	30.74	31.13	31.57	32.00
17	30.74	31.13	31.57	32.00	32.46
18	31.13	31.57	32.00	32.46	32.93
19	31.57	32.00	32.46	32.93	33.42
20	32.00	32.46	32.93	33.42	33.95
21	32.46	32.93	33.42	33.95	34.44
22	32.93	33.42	33.95	34.44	34.90
23	33.42	33.95	34.44	34.90	35.37
24	33.95	34.44	34.90	35.37	35.83
25	34.44	34.90	35.37	35.83	36.32
26	34.90	35.37	35.83	36.32	36.75
27	35.37	35.83	36.32	36.75	37.18
28	35.83	36.32	36.75	37.18	37.68
29	36.32	36.75	37.18	37.68	38.17
30	36.75	37.18	37.68	38.17	38.66

Note 1: Security Personnel with 30 or more years of service will receive a longevity increase of .20 per hour.
Note 2: Employees off schedule will receive a 5.00% increase over their 2026-2027 effective rate/salary

Custodian, Maintenance, and Transportation
Hourly Rate Schedule
Schedule A -Applies to staff hired after June 30, 1991

Custodian	2025-26	2026-27	2027-28
Custodian 10 month	38.32	41.32	43.39

Maintenance	2025-26	2026-27	2027-28
Lead Workman - Electrical HVAC	60.76	63.76	66.95
Lead Workman - Grounds/Buildings	56.69	59.69	62.67
Building Engineer	56.45	59.45	62.42
Building Maintenance Repairman	45.97	48.97	51.42
District Maintenance Repairman	45.97	48.97	51.42
Helper	26.77	29.77	31.26
Electrician	55.50	58.50	61.43
Control Electrician/Electronic Technician	55.50	58.50	61.43
Plumber	55.50	58.50	61.43
HVAC Technician	55.50	58.50	61.43

Transportation	2025-26	2026-27	2027-28
Lead Mechanic	58.28	61.28	64.34
Mechanic	55.50	58.50	61.43
District Delivery man	34.53	37.53	39.41
Warehouseman/ Driver	35.83	38.83	40.77
Bus Washer	26.77	29.77	31.26
Vehicle Maintenance Assistant	37.36	40.36	42.38
Assistant Mechanic	38.83	41.83	43.92

Longevity increases are paid in the following amounts:
Lines 5 through 9 - 15 cents per hour
Lines 10 through 14 - 20 cents per hour
Lines 15 through 19 - 25 cents per hour
Lines 20 and over - 30 cents per hour

Shift differential is paid in the following amounts:
Second Shift - 15 cents per hour
Third Shift - 20 cents per hour

Custodian, Maintenance, and Transportation
Hourly Rate Schedule
Schedule B - Applies to staff hired after June 30, 2013

Custodian	2025-26	2026-27	2027-28
Custodian 10 month	32.39	35.39	37.16

Maintenance	2025-26	2026-27	2027-28
Lead Workman - Electrical HVAC	51.38	54.38	57.10
Lead Workman - Grounds/Buildings	47.94	50.94	53.49
Building Engineer	47.74	50.74	53.28
Building Maintenance Repairman	38.84	41.84	43.93
District Maintenance Repairman	38.84	41.84	43.93
Helper	22.64	25.64	26.92
Electrician	46.94	49.94	52.44
Control Electrician/Electronic Technician	46.94	49.94	52.44
Plumber	46.94	49.94	52.44
HVAC Technician	46.94	49.94	52.44

Transportation	2025-26	2026-27	2027-28
Lead Mechanic	49.72	52.72	55.36
Mechanic	46.94	49.94	52.44
District Delivery man	29.19	32.19	33.80
Warehouseman/ Driver	30.28	33.28	34.94
Bus Washer	22.64	25.64	26.92
Vehicle Maintenance Assistant	31.59	34.59	36.32
Assistant Mechanic	32.84	35.84	37.63

Longevity increases are paid in the following amounts:
Lines 5 through 9 - 15 cents per hour
Lines 10 through 14 - 20 cents per hour
Lines 15 through 19 - 25 cents per hour
Lines 20 and over - 30 cents per hour

Shift differential is paid in the following amounts:
Second Shift - 15 cents per hour
Third Shift - 20 cents per hour