

NEGOTIATED AGREEMENT

2025 – 2029
between



Community Consolidated School District 15
Board of Education

and



S.E.I.U. Local No. 73

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Community Consolidated School District 15

Board of Education

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Zubair Khan
Lisa Beth Szczupaj

Superintendent of Schools

Laurie Heinz, Ed.D.

MEMORANDUM OF UNDERSTANDING AND WORKING AGREEMENT

THIS AGREEMENT, made and entered into as of February 9, 2026, by and between the BOARD OF EDUCATION OF COMMUNITY CONSOLIDATED SCHOOL DISTRICT 15 of Illinois, hereinafter referred to as the "Board" and SERVICE EMPLOYEES INTERNATIONAL UNION, LOCAL No. 73, hereinafter called the "union."

The Board of Education of Community Consolidated School District 15 and the Service Employees Union Local No. 73, S.E.I.U. agree that the Board has the full and exclusive responsibility for providing high quality education for the children of District 15 and of carrying on vital and continuous programs in the field of education for the benefit of both the children and the community at large.

WITNESSETH:

THAT WHEREAS, it is not intended by the parties to modify any of the discretionary authority vested in the Board by the Statutes of the State of Illinois and the Constitution of the United States; and

WHEREAS, the Board recognizes the Union as the exclusive bargaining representative for the personnel covered by the Agreement as hereinafter provided; and

WHEREAS, it is the intent and purpose of the parties hereto that this Agreement respect and promote the said responsibility and obligation of the Board, as well as the interests of its personnel covered by this Agreement; avoid interruptions and interferences with the Board's services to the children of District 15 and its programs; and set forth herein rates of pay, hours of work, and certain specified conditions of employment for the personnel covered by this Agreement.

NOW, THEREFORE, in consideration of their mutual covenants herein contained, the parties hereto agree in matters relating to wages and hours of employment as follows:

ARTICLE 1 RECOGNITION

1. A union representative shall be notified by the Administration when an investigatory or disciplinary meeting will take place. Union representation at the meeting shall be obligatory and is up to the employee to turn down.
2. The Board recognizes the union as the sole and exclusive bargaining representative for its full-time and regular part-time school year custodial, maintenance, internal services, and transportation mechanic personnel, except for those persons designated as non-working supervisors or in comparable roles. For the purpose of this Agreement, the term employees shall include all personnel listed under the terms of this Agreement. This statement does not exclude any non-certified employee from voluntary union membership subject to the provisions of Section II below. Additional classifications may be added by mutual consent of the parties.

**ARTICLE 2
UNION SECURITY
AND ACCESS**

- A. The employer agrees that it will not discriminate against any employee because of his or her affiliation with the union, nor will the employer in any way discourage any employee from joining the union and/or discriminate because of legitimate union activity. The employer further agrees to inform all present employees and all new employees, hired after the signing of the Agreement, that Local No. 73 Service Employees International Union is the exclusive bargaining representative of employees in the unit and that all matters of grievance must be handled through the procedures required by this Agreement.
- B. CHECK OFF OF UNION DUES: The employer agrees to deduct regular monthly dues uniformly required as a condition of the union membership from the wages of the employees who become or are union members and remit such dues to the union, providing the employee signs and submits to the union a written or electronic authorization to deduct dues.
- C. The Secretary-Treasurer of the union shall certify to the employer the amount of the union dues and initiation fees, which shall be uniform. The union agrees to indemnify the Board for any erroneous collection of dues and to hold the Board harmless for any money turned over to the union.
- D. The Union agrees to hold harmless and indemnify the School District, School Board, and all current, former, and future, directors, employees, and agents thereof ("Indemnitees"), as to all claims that may arise in litigation in any forum resulting from the implementation or attempted implementation of this Article in this and prior Agreements.
- E. The union and the District acknowledge that any and all previous MOUs are null and void upon the ratification of this Agreement by the union membership and approval by the Board. Any future MOU's must be signed off by an officer of SEIU 73 and chief steward or it will not be considered valid. An example of an officer of SEIU 73 is President or Secretary -Treasurer.
- F. The District shall submit a monthly list to the union of all bargaining unit employees, their names, hourly wages, employee ID number, phone number (work, home, and mobile), email address (work and personal), home address, job title, work location, and hire date, hours worked in the prior month, gross pay, and union dues payment. The list will be provided in an agreed upon format and transmitted electronically. This section shall not be subject to the grievance/arbitration provisions of this Agreement.
- G. A union representative is allowed to meet with newly hired employees for up to one hour during the work day within the first two weeks of employment, or at another mutually agreed-upon date, without loss of pay or leave time of employees or union representatives as long as the access does not impede the District's normal operations. The District will notify the union of new employees on or before the employee's first day of work. The union is responsible for contacting the new employee to schedule the meeting after confirming with the District that the proposed dates/times do not impede the District's normal operations. The District's determination that a date/time impedes its normal operations is not subject to the grievance/arbitration provisions of this Agreement.

- H. The District shall provide a physical bulletin board at every job site for use by the union readily accessible to all bargaining unit employees. The union may post material on the bulletin board for any legitimate union purpose.

ARTICLE 3
S.E.I.U. COMMITTEE ON POLITICAL EDUCATION (COPE)

- A. Upon receipt of a lawfully executed, written authorization from an employee, the District shall, during the term of this Agreement or until such authority is revoked by the employee in writing, deduct voluntary employee contributions to the S.E.I.U. Committee on Political Education (COPE), managed and operated by the union, in the amounts designated by the employee. Such deduction or deductions shall be made in twenty-four (24) equal installments and shall be remitted by the District to the union official designated by the union in writing to receive such funds. Employees who are hired after the first pay period of the fiscal year will have the deduction prorated for the remainder of the year. The SEIU Committee on Political Education shall refund to the District or to the employee any contributions which may be deducted erroneously or any monies which may be remitted erroneously.
- B. The union agrees to indemnify and hold harmless the District against any and all claims, suits, orders, or judgments against the District resulting from any action taken or not taken by the District pursuant to the provisions of Section A of this article.

ARTICLE 4
MANAGEMENT
RIGHTS

This Agreement shall not supersede any existing laws or future laws of the State or Federal governments as they affect the regular operation of the school system by the Board. If any article or provision of this Agreement shall be declared invalid by a court of competent jurisdiction or, shall become inoperative because of any State or Federal law, the remaining portions of the Agreement shall continue in full force during the term of this Agreement. The parties understand and agree that the management of the schools of District 15, the control of the premises and the direction of the working force are vested exclusively in the Board and include, but are not limited to, the following: the right to select, hire, transfer, promote, assign, and supervise employees; to suspend, discharge, and discipline employees for just cause; to determine and change starting times, quitting times, and shifts, and the number of hours to be worked by employees; to determine staffing patterns, including, but not limited to, the assignment of employees as to numbers employed, duties to be performed, qualifications required, and areas worked; to make reasonable rules and regulations with respect to employees covered by this Agreement; to determine policies and procedures with respect to the establishment, management, and conduct of its schools; to determine or change the methods and means by which its operations are to be carried on; to carry out all ordinary functions of management, whether or not exercised by the Board prior to the execution of this Agreement, subject only to the provisions specified in this Agreement.

ARTICLE 5
SENIORITY AND PROBATION

- A. School District Seniority
1. School District seniority is defined as the length of an employee's continuous employment by the Board.

2. All seniority shall be terminated:
 - a. When an employee is discharged for cause.
 - b. When an employee quits.
 - c. When an employee fails to report for work after a layoff, when properly notified in accordance with this Agreement.
 - d. When an employee is laid off for a period of more than two (2) years.
3. Absence due to injury or disease for which Worker's Compensation is payable shall not terminate seniority within the time limits as noted in Paragraph A.2.d above.

B. Probationary Period

1. All new employees shall be considered on a probationary trial basis for a period of ninety (90) work days commencing on their first day of employment with the District, excluding workdays that fall during the summer when the regular school year is not in session. The probationary period may be extended by the employee's direct supervisor for up to ninety (90) work days if the probationary employee has had documented performance issues during the initial 90-work day period. During the probationary period, the employee's work performance will be evaluated by the employer to determine if continued employment is warranted. It shall be the responsibility of the principal, and Director of Facilities and Operations or the immediate supervisor to acquaint them with the manner in which a new employee is performing the work assigned. New employees shall be informed by the head custodian if their work is satisfactory and, if not, how it can be improved. Complaints regarding misconduct of probationary employees shall be directed to the principal or the immediate supervisor. The Director of Facilities and Operations shall be informed of all such complaints regarding employees in the department.
2. A probationary employee may be discharged without cause or recourse at any time prior to the end of the probationary period. If an employee is terminated at any time during the probationary period, such action shall not be subject to the grievance procedure.
3. The seniority of a new employee shall be established at the conclusion of the probationary period and shall begin as of the most recent date hired.
4. All new employees shall be provided with a copy of their job description at the time of hire. Within thirty (30) days of their starting date, the immediate supervisor shall outline the job expectations.
5. One week prior to the expiration date of the probationary period or sooner if warranted, the Director of Facilities and Operations shall recommend, in writing, to the Assistant Superintendent for Personnel and Human Services or designee whether a new employee shall be granted continued employment or terminated.

C. Promotions and Demotions

1. It shall be the general policy of the school district to consider internal applicants for promotional vacancies before advertising and accepting applications from candidates who are outside the district. No internal applicant will be promoted unless he or she can demonstrate the ability to perform the required work of the vacant position.
2. Subject to the Board's right to fill a vacancy on a temporary basis under paragraph F below, when a promotional vacancy occurs or a new position is created, notice will be posted for five (5) working days. Copies of the notice will be sent to each head custodian and to a designated union representative who may post the notice on the designated bulletin board. The posting will describe the position and advise that written applications will be accepted from employees within the bargaining unit. The notice will specify the final date and hour for the receipt of the applications. After the closing date, the Personnel Office will provide the Union Chairperson with a list of all internal applicants who apply for promotional vacancies.

3. The Director of Facilities and Operations will conduct the initial screening and submit a list of qualified applicants to the principal or supervisor for consideration. The Personnel Office will prepare a summary of each candidate's employment history in the school district that includes information on evaluation and absences which shall exclude FMLA qualifying or other legally protected absences. If an internal applicant is not selected as a qualified candidate to be interviewed, he or she may request a meeting with the Director of Facilities and Operations to review the reasons for not being included on the list. All qualified applicants for positions shall be interviewed by the principal or supervisor with the Union Chairperson or designee present. The Director of Facilities and Operations and the Assistant Superintendent for Personnel and Human Services may be included in the interview. No teacher shall be included in the interview.
4. It is agreed that the Board, in exercising its judgment, will give consideration to the employee's entire service record with the school district. The term "entire service record" as herein used shall include the following:
 - Length of service
 - Ability to perform the work assigned
 - All formal evaluations conducted on the employee while working in the school district.
5. When an employee is promoted, he or she will be placed on a 60 working day probationary qualifying period. During that time, the designated employee or the Board may request return to the previous classification.
6. Employee will be paid the new starting wages for the position or the % difference between the category he/she is moving from and the category he/she is moving to, which ever results in a higher wage for the employee.
7. Employee's wages will be reduced by the % difference between the category he/she is moving from and the category to which he/she is moving.

D. Layoff and Rehire

1. In the event the Board of Education decides to reduce the number of classified personnel positions in the bargaining unit or discontinue some particular type of educational support service, the following guidelines will be in effect.
 - a. The Superintendent's recommendation regarding the dismissal or release of classified personnel or reduction in hours worked by classified personnel shall be based upon the length of continuing service with the school district within the respective category of positions.
 - b. The Superintendent may consider the requirements of available positions and the possibility of movement between classifications in reaching his/her recommendation.
 - c. The following categories of positions shall be subject to the provisions of this policy:
 - Custodian
 - Laborer
 - Driver (Internal Services, Nutrition Services, Utility)
 - Warehouse/Delivery Assistant (Nutrition Services)
 - Warehouse (Central Distribution)
 - Apprentice Mechanic
 - Warehouse (Nutrition Services)
 - Head Custodian
 - Maintenance
 - Mechanic
2. The immediate supervisor of any employee whose release or hours reduction is to be recommended to the Board shall schedule an individual conference with that person to inform him or her of the administration's recommendation.

3. Any classified staff member removed or dismissed or has his or her hours reduced under this provision shall be notified in writing of the Board's decision by certified mail at least sixty (60) days before the date of renewal or dismissal or reduction in hours. The notification shall include a statement of honorable dismissal and the reason(s) therefore.
4. Vacancies for the following school term or within one (1) calendar year from the beginning of the following school term within a specific category of position or any other category of position shall be tendered to employees so removed or dismissed from that category of position in order of seniority, so far as they are qualified to hold such positions. When rehiring employees who have been honorably dismissed, the Board will notify them by certified mail at the last known address. If such employees do not notify the Board within five (5) calendar days from the mailing date of such notice that they will report for work on the date specified, or give reasonable and acceptable reasons for unavoidable delay beyond such time, they shall be considered as having resigned and all seniority shall be terminated.
5. Any qualified staff dismissed or released pursuant to this provision shall be paid all earned compensation on or before the next payroll date following his or her last day of employment.

E. Seniority Lists

The Board shall furnish to the union two (2) copies of the current list of employees which shall include the employee's name, hiring date, and classification. The list will be provided to the union and posted in each building by February 1 of each year. If no errors are reported by the union within thirty (30) calendar days, the list shall be considered correct and stand as is without grievance.

F. Temporary Vacancies

1. A job will be considered vacant when an employee has resigned, is discharged, demoted, promoted, transferred, or when it is a newly created position. Any vacancy may be filled on a temporary basis for ninety (90) calendar days. The Board and the union can mutually agree to extend a temporary position beyond the 90-day limit.
2. When the time limit on a temporary vacancy expires, the job will be advertised as a permanent position and filled as per Paragraph D or C.
3. Employees temporarily assigned to a lower paid job shall receive their regular rate of pay.

ARTICLE 6 GRIEVANCE PROCEDURE

A. Definition

A grievance is defined as any controversy between the Board employees and any employee covered by this Agreement, which relates to a violation of any provision of this Agreement. All grievances must include the identification of the specific provision violated and an explanation that shows this Agreement has been violated.

B. For the purpose of representation in negotiations and in the grievance procedure, the Board recognizes the Union Grievance and Negotiations Committee of nine (9) members or stewards.

C. The union will keep the Board informed concerning current officers and representatives of Local No. 73.

D. Should any differences arise as to the meaning or application of any of the provisions of this Agreement, the grievance shall be processed in accordance with the following procedure; it being mutually agreed that an earnest effort shall be made by both parties predicated upon the exercise of good faith to settle such differences as expeditiously as possible pursuant to such procedure.

E. Procedure

1. Step One

Any employee with an alleged grievance, as defined by the provisions of this article, shall, within ten (10) working days of occurrence of the violation or interpretation, discuss the complaint with his/her immediate supervisor. The employee may be accompanied by the union steward and/or a duly authorized union representative, in this or any other level of the grievance procedure. It is agreed that all grievance meetings shall normally be held at a time that does not interfere with the needs of the school; at any rate, employees shall suffer no loss of pay by attending mutually agreed upon meetings. In Step One, the principal and/or the Assistant Superintendent for Personnel and Human Services shall be involved. If the difference is not settled satisfactorily at this level, the grievance shall be reduced to writing and processed to Step Two.

2. Step Two

If the grievance remains unsettled in Step One, the employee may elect to advance the grievance to step 2 by submitting the grievance to the Director of Human Resources within ten (10) working days. The involved parties, union steward, and the Director of Human Resources and an administrative designee shall meet again within ten (10) working days after the receipt of the disposition to discuss the grievance at a mutually satisfactory time. The Director of Human Resources shall give his/her report in writing within ten (10) working days after the meeting.

3. Step Three

If the difference remains unsettled in Step Two, a written report may be submitted to the Assistant Superintendent or Chief School Business Official of District 15 within ten (10) working days. The Assistant Superintendent or Chief School Business Official, the involved parties, union representative of Local No. 73, and the union steward shall meet to discuss the grievance within ten (10) working days after receipt of the written report from the Director of Human Resources. The Assistant Superintendent or Chief School

Business Official shall give his/her report in writing within ten (10) working days after such meeting.

4. Step Four

If the difference still remains unsettled in Step Three, a written report may be submitted within ten (10) working days to the Superintendent of Schools of District 15. A meeting time shall be established that will be satisfactory to the Superintendent or representative, and all parties involved within ten (10) working days, at which time the grievance will be resolved.

5. Step Five

Within ten (10) working days after receiving the decision of the Superintendent, Local No. 73 may submit the grievance to Arbitration.

G. Binding Arbitration

The arbitrator in his/her decision shall not amend, modify, nullify, ignore, or add to the provisions of this Agreement. The arbitrator's authority shall be strictly limited to the issue or issues presented by the parties and his/her decision must be based solely upon interpretation of the meaning of the express language of the Agreement.

H. Selection Process

The Board and the union will select a third party to act as the impartial arbitrator and the administrator of the proceedings which shall be held in a district building unless the parties mutually agree otherwise. The list of names can be provided by the American Arbitration Association or the Federal Mediation and Conciliation Service. Each party shall bear the full costs for its representation in the arbitration proceedings. The cost of the arbitrator, a certified court reporter, a written transcript and the American Arbitration Association shall be divided equally between the parties. However, each party shall be responsible for compensating its own representatives and/or witnesses.

**ARTICLE 7
EMPLOYEE
BENEFITS**

A. Holiday Pay

1. All full-time employees will receive pay for Board approved holidays which fall during regular working schedules. This pay shall be computed at the regular straight time rate.
2. Holidays that fall on weekends when school is not in session shall be observed as follows:
 - a. A holiday falling on a Saturday will be observed the preceding Friday.
 - b. A holiday falling on a Sunday will be observed the following Monday.
3. To qualify for holiday pay, an employee must be present on the last work day before the holiday and the first work day after the holiday unless he or she has received prior approval for personal leave in accordance with Section D - Personal Business or vacation days. If an employee is sick on the day before or after a holiday, he or she may be required to furnish the employer with a doctor's statement in order to receive holiday pay.
4. Employees who are required to report for work on a holiday, but fail to report for and perform such work, shall not be entitled to any holiday pay.
5. Employees, who work on a holiday shall be paid at one and one-half (1-1/2) times their regular straight time hourly rate for the hours actually worked.
6. Paid Holidays: The following are designated paid holidays:

New Year's Day	Labor Day
Dr. Martin L. King's Birthday	Indigenous People Day
President's Day	Thanksgiving Day
Memorial Day	Day after Thanksgiving
Juneteenth	Christmas Day
Fourth of July	

- a. Work performed on Good Friday shall be paid at time and one-half of the employee's regular rate unless it is a designated work day for other employees in the school district.
- b. Other non-work days may be declared by the Board or Superintendent. If these non-work days fall on days when students are not in school, the Director of Facilities and Operations may ask employees to volunteer to work on those days in exchange for another non-work day to be designated by mutual agreement between the Manager and employee. These non-work days are not official holidays and do not qualify for overtime pay.
- c. If the number of holidays combined with paid non-work days falls below thirteen (13) during any year of this Agreement the Board agrees to negotiate the impact of the reduced holidays/paid non-work days on employee work schedules.
- d. Part-time employees shall receive the following paid holidays:

Thanksgiving Day
Christmas Day
Memorial Day
Fourth of July*
*for part-time
employees who work
during the summer

7. Overtime pay for employees will be paid at two times the regular scheduled rate of pay for work performed on the following holidays:

Thanksgiving Day
Christmas Eve, December 24
Christmas Day, December 25
New Years Day, January 1
Independence Day, the designated legal holiday

B. Vacation Schedule

1. Vacation days are non-cumulative.
2. The employee must receive advance approval for all vacations from the principal and, when appropriate, the Director of Facilities and Operations. No vacation request shall be denied in any arbitrary or unreasonable manner. Vacation days may not be combined with personal leave or sick days for the purpose of extending a vacation.
3. No vacation for custodians and maintenance staff will be permitted during the ten (10) workdays before the first day of school each year.
 - a. Requests for vacations shall be received at least 72 hours prior to the requested vacation period. If the employee does not receive a response from the District within 72 hours after the request is submitted to the direct supervisor or designee, the request shall be deemed approved. In the case of a conflict between two or more vacation requests that are received at the same time, the more senior employee's

request shall be approved if the District is unable to approve multiple vacation requests because it would impede the District's normal operations. Once a vacation request is approved, it can only be changed by mutual agreement.

No vacations for custodians and maintenance staff will be permitted during the 10 workdays before the first day of school of each school year.

4. Vacations may be taken only after an employee has completed at least six months of continuous service as determined below; however, an employee discontinuing his or her service prior to six months will be granted no vacation allowance.
5. Employees who begin service on or before the fifteenth of the month earn full vacation credit for that month. Employees who begin service after the fifteenth of the month begin earning vacation credit from the first day of the next succeeding month.
6. If on June 30 an employee has completed at least six months but less than twelve (12) months of continuous service, the amount of vacation earned, to the nearest full day, is 834 times the months worked in the fiscal year exclusive of legal holidays which fall within the vacation period. If, on June 30, an employee has completed twelve (12) months but not less than five (5) years of continuous service, the amount of vacation earned is ten (10) days exclusive of legal holidays which fall within the vacation period.
7. If, on June 30, an employee has completed at least five (5) years but less than ten (10) years of continuous service, the amount of vacation earned is fifteen (15) days exclusive of legal holidays which fall within the vacation period.
8. If, on June 30, an employee has completed at least ten (10) years of continuous service, the amount of vacation earned is twenty (20) days exclusive of legal holidays which fall within the vacation period.
9. If an employee discontinues service to the district and at that time has not taken all or part of earned vacation, a cash vacation allowance will be paid for the time not taken and computed at the employee's daily rate.
10. Employees are permitted to carry over up to five (5) days of vacation that must be used no later than October 1st of the following school year. Requests to carry over vacation days must be made no later than June 30th of the preceding school year through the Personnel office and specify the number of days to be carried over.

C. Sick Leave

1. All full-time (12-month) employees will be allowed twelve (12) days of absence per year due to personal illness, quarantine at home, serious illness or death in the immediate family or household (as defined in the *School Code*), or birth, adoption, or placement for adoption without loss of pay. All part-time employees who are scheduled to work 600 hours or more per year will be allowed ten (10) sick days per year to be prorated based on hours worked.
2. The maximum amount of accumulated sick leave shall be unlimited. Payment for accumulated sick leave at the time of retirement for any days in excess of 240 days shall be paid at a rate of \$25.00 per day for a maximum of 90 days.
3. The plan of offering a sick leave program to employees should be regarded as a benefit and not taken lightly nor is it to be treated in an unethical fashion. In the administration of this Sick Leave Provision regarding personnel, it shall be the practice to make the twelve (12) days of sick leave available following the first day of work. This practice assumes that the employee will fulfill the annual contract.
4. An employee who is absent due to illness for three (3) or more consecutive days or as the District may deem necessary in other cases may be required to submit a doctor's note.
5. Sick Leave Donation for Catastrophic Illness

- a. In the event a non-probationary full-time Employee is suffering from a “catastrophic illness” and has exhausted all of his/her leave days, Employees in the bargaining unit may make a donation of up to two (2) sick days (a one day donation at a time) to such Employee.
- b. The District will notify Employees of the opportunity to donate days. Any Employee willing to donate such days shall notify the personnel department at the District office no later than one (1) week after the request. The donated sick days must be used in the school year in which the days were donated.
- c. The number of sick days allowed to be donated to and used by an Employee may not exceed thirty (30) per event.
- d. For the purpose of this Section, “catastrophic illness” shall be defined as an Employee’s life-threatening condition which may leave significant residual disability, including but not limited to major burns, trauma with residual paralysis or coma, and cancer.

D. Personal Business

1. Each employee is allowed three (3) personal leave days annually without loss of pay in addition to allowable sick leave. Employees must request use of a personal day at least 48 hours before the use of a personal day except in cases of emergency. This leave is non-cumulative as emergency or legal days with the unused days to be added to the accumulated sick leave at the end of each contract year. The day immediately preceding or immediately following a legal holiday or vacation shall not be approved as personal leave except in the case of an emergency or religious holiday.

E. Reserve Duty

Upon advance notice to the principal and/or the Director of Facilities and Operations, any employee who is a member of one of the reserve components of the armed forces of the United States and who is required by reason of such affiliation to attend a summer camp, take a cruise, or otherwise participate in a reserve function during the employee's contract period, shall be excused at full pay for the purpose of fulfilling this responsibility. This leave shall not exceed fifteen (15) consecutive school days in any fiscal year. The employee shall be obligated to refund to the district any compensation received from the government for such military leave less the travel allowance paid by the government.

F. Jury Duty

Any employee may be excused at full pay for the purpose of fulfilling a summons for jury duty.

G. Bereavement

Four (4) days are allowed without loss of pay for absence due to a death in the immediate family. For the purposes of this Section “immediate family” shall include parents, spouse, brothers, sisters, children, grandparents, grandchildren, parents-in-law, brothers-in-law, sisters-in-law, and legal guardians.

H. Family/Medical Leave

1. Employees are eligible for medical and/or family leave in accordance with the provisions in the Family and Medical Leave Act (FMLA) of 1993. Such leave is unpaid unless accumulated sick leave, vacation days or personal leave is available. To be eligible for FMLA leave, the employee must be employed with the District for at least 12 months and have worked at least 1000 hours in the 12 months prior to commencement of the leave. The total family and medical leave, paid or unpaid under this provision, cannot exceed twelve (12) weeks during any fiscal year or, for service member family leave, twenty-six (26) weeks during any fiscal year. The following reasons are eligible for family/medical leave:

- a. The birth of a child and to care for the newborn child, provided the leave is completed no later than twelve (12) months after the birth of the child;
 - b. The placement of a child with the employee for adoption or foster care, provided the leave is completed no later than twelve (12) months after the placement of the child;
 - c. Because the employee is needed to care for the employee's spouse, child, or parent with a serious health condition; or
 - d. The treatment of a serious health condition that makes the employee unable to perform the functions of the job.
 - e. Any qualifying exigency arising out of the fact that the employee's spouse, child, or parent is a covered member of the military on active duty.
 - f. Service member family leave: Care of a covered service member with a serious injury or illness if the employee is the spouse, child, parent or next of kin of the service member.
2. Any other leave provided for in this agreement which may be taken for any of the above purposes will be credited to the employee's twelve (12) weeks of family/medical leave.
 3. An employee on family or medical leave will continue to be covered under the District's health and dental insurance plans under the same terms as if the employee had been continuously working during the leave period, provided that:
 - a. Coverage shall end when the employee notifies the District of his/her intent not to return to work, fails to return on the scheduled date or exhausts his/her family and medical leave rights under this provision;
 - b. The employee will be required to pay his/her share of applicable premium payments at the same time as such payments would be made if by payroll deductions. Coverage may lapse if an employee's premium payment is more than thirty (30) days late;
 - c. The District may recover its premium cost if the employee fails to return to work following an approved, unpaid leave unless the reason for the failure to return is a serious health condition of the employee, spouse, parent or child or serious injury or illness of a covered service member or other circumstance beyond the employee's control. In this event, the district may require a certification of the existence of a serious health condition which the employee must provide within thirty (30) days of the request.
 4. Upon conclusion of a family/medical leave, the employee will be restored to his/her former position or to an equivalent position as established by school board policies and practices and this agreement (with respect to pay, benefits and other terms and conditions of employment) with any general pay increases or benefit enhancements granted during the leave, provided that:
 - a. An employee will be required to submit a physician's release prior to returning from a personal medical leave;
 - b. An employee returning from family/medical leave has no greater rights to a position than had he/she been continuously working during the leave period (e.g. In case of RIF);
 - c. Where the employee seeks an intermittent/reduced schedule medical leave, the District may temporarily transfer the employee to an available alternative position with equivalent pay and benefits for which the employee is qualified if the transfer better accommodates the requested recurring periods of leave; and
 - d. An employee on an approved family/medical leave may not perform work for another employer during the leave.
 5. Health Coverage and Other Benefits
 - a. The employer must maintain coverage under any group plan that provides health care to the employee or employee's family. The coverage must be continued for the duration of the FMLA leave at the same level and under the same conditions coverage would have been provided if no leave had been taken, provided that:

- b. Coverage shall end when the employee notifies the district of his/her intent not to return to work, does not return on the scheduled date or exhausts his/her family and medical leave rights under this provision;
 - c. The employee will be required to pay his/her share of applicable premium payments at the same time as such payments would be made if by payroll deductions. Coverage may lapse if an employee's premium payment is more than thirty (30) days late.
 - d. The District may recover the premium paid for coverage during the leave if the employee does not return to work. The exceptions are where the employee does not return to work:
 - 1) Due to the continuation, recurrence or onset of a serious health condition of a family member or employee that would otherwise entitle the employee to take leave, or;
 - 2) Due to the serious injury of illness of a covered service member; or
 - 3) Due to other circumstances beyond the control of the employee.
 - e. The District may recover its share of health insurance premiums through deduction from any sums due to the employee (e.g., unpaid wages, vacation pay, etc.) provided such deductions do not otherwise violate applicable federal or state laws.
- I. Absent Without Pay (AWP)
- AWP days may be granted for non-consecutive absences to employees who have exhausted all paid leave and who are not eligible for FMLA leave. Medical documentation from a physician will be required and must be submitted to the Personnel Department no later than twenty-four (24) hours after the absence. If the absence is not for a medical purpose, such AWP days must be pre-approved by the Assistant Superintendent of Personnel and Human Services or designee, and will only be granted in extenuating circumstances. If an employee takes an AWP without approval, the employee will be subject to discipline up to and including termination.

ARTICLE 8 UNIFORMS

- A. New uniforms will be provided at the time of initial employment and replacement uniforms will be provided as needed. The Board will provide uniforms for custodians as follows:
 - 1. Five (5) shirts (long and/or short sleeve, depending on employee's choice).
 - 2. Five (5) pairs of pants.
 - 3. One (1) winter jacket.
- B. The Board will provide uniforms for maintenance personnel as follows:
 - 1. Five (5) long sleeve shirts.
 - 2. Five (5) short sleeve shirts.
 - 3. Five (5) uniform pants.
 - 4. One (1) insulated coverall.
 - 5. One (1) uninsulated coverall.
 - 6. One (1) winter jacket.
 - 7. One (1) spring jacket.
- C. The Board will provide and launder uniforms for mechanics.
 - 1. Thirteen (13) sets of uniforms.
 - 2. Three (3) jackets.
 - 3. Two (2) sets of insulated coveralls.
- D. The Board will provide uniforms to Nutrition Services personnel as follows:

1. Three (3) shirts and three (3) pairs of pants.
 2. Two (2) sets of coveralls, one (1) set to be insulated.
- E. The Board will also provide two (2) sets of coveralls to Head Custodians, one (1) set to be insulated.
- F. Employees who have been furnished with uniforms are required to wear them while on duty.
- G. Employees, with the exception of mechanics, will be responsible for laundering and repairing uniforms.
- H. The district will provide one pair of shoes per year for the maintenance employees and laborers who perform asphalt replacement, repair, seal coating, and striping with input on the specific selection from the employees.

ARTICLE 9 WAGE SCHEDULE – JOB DESCRIPTIONS

A wage schedule according to job classification is attached hereto and marked as Appendix A.

ARTICLE 10 HOURS OF WORK

- A. The standard work week shall be defined as forty (40) hours, Monday through Friday unless an alternate work week has been mutually agreed to between the employee and the supervisor with authorization by the Assistant Superintendent for Personnel and Human Services.
- B. The classification of Utility Service Personnel shall be designed to provide security building checks, substitute custodial service and/or maintenance assistance as may be required. The hours for the Utility Service position(s) will include weekends, holidays, and night work as required and assigned by the Director of Facilities and Operations without overtime pay.
- C. Head custodians shall work an eight (8) hour day from 6:30 a.m. to 3:00 p.m. or from 7:00 a.m. to 3:30 p.m. Custodians working the evening shift will work from 2:30 p.m. to 10:30 p.m. or from 3:00 p.m. to 11:00 p.m., including a half-hour (1/2) paid lunch period. Regardless of which schedule is selected for a school, there shall be a thirty (30) minute overlap between the ending time for head custodians and the beginning time for custodians. The principal and Director of Facilities and Operations will determine the specific hours for each building. When schools are not in session during the regular school year, custodians will work five (5) days per week (excluding holidays) from 7:00 a.m. to 3:30 p.m. When schools are not in session during the summer, the regular work week shall consist of four (4) work days per week with the schedule for the first three (3) days to be from 6:30 a.m. to 5:00 p.m. and the schedule for the fourth days to be from 6:30 a.m. to 4:30 p.m. The first workday shall be established by the District based on the needs of the building or Department.
- D. The work hours for first shift mechanics shall consist of eight consecutive hours between 5:00 a.m. and 5:00 p.m. The work hours for second shift mechanics shall be from 2:00 p.m. to 10:00 p.m. with one-half hour paid lunch period. When schools are not in session during the summer, the regular work week shall consist of four (4) work days per week with the schedule for the first three (3) days to be from 6:30 a.m. to 5:00 p.m. and the schedule for

the fourth day to be from 6:30 a.m. to 4:30 p.m. The first workday shall be established by the District based on the needs of the building or Department. Mechanics regularly assigned to work second shift shall also receive a one-half hour paid lunch period on days when they are required to work on the first shift. Attendance at in-service meeting for the transportation employees scheduled during the first shift shall be optional for mechanics assigned to the second shift. It will be the responsibility of the mechanics to obtain the information that is disseminated at the meeting.

- E. The work hours for night maintenance employees shall consist of eight consecutive hours between 2:00 p.m. and 10:00 p.m. with one-half hour paid lunch period. The work hours for other employees not covered by this agreement shall consist of eight consecutive hours within the time frame of 6:00 a.m. and 6:00 p.m. as determined by the immediate supervisor with input from the affected employees.
- F. Upon mutual agreement between the employee and the Director of Facilities and Operations or designee, the work hours for maintenance employees may be adjusted in order to work on a specific project. If an employee's shift is adjusted such that his quitting time is after 6:00 p.m., the employee will qualify for one-half hour paid lunch period. Such adjustments shall be scheduled at least one week in advance. When schools are not in session during the summer, the regular work week shall consist of four (4) work days per week with the schedule for the first three (3) days to be from 6:30 a.m. to 5:00 p.m. and the schedule for the fourth day to be from 6:30 a.m. to 4:30 p.m. The first workday shall be established by the District based on the needs of the building or Department. Each leave day during the summer—including vacation, personal and sick days—shall be deducted as one day.
- G. During the summer recess, the forty (40) hour work week may be achieved by four (4) ten (10) hours days or five (5) eight (8) hour days, as determined jointly by each SEIU employee and his/her supervisor. For those SEIU employees who work four (4) ten (10) hour days during the summer recess, approved days off will be deducted as full 1.0 days (rather than 1.25 days). SEIU employees in the Nutrition Services Department will continue working 8.25 hours per day during the school year and will then will not be scheduled to report to work for nine (9) Fridays during the summer recess.
- H. The specific times detailed above are a general guideline. At the District's sole discretion, work schedules may be adjusted in order to assure the efficiency and effectiveness of the department. The decision to adjust work schedules shall not be arbitrary or capricious and will be made for legitimate business reasons.
- I. All overtime must be approved in advance by the Director of Facilities and Operations or immediate supervisor.
- J. When a custodian is assigned to clean a section of an absent full-time or part-time custodian in addition to his or her own assigned section, the Director of Facilities and Operations will evaluate the work load of the staff at the school and authorize whether overtime is required, how much shall be assigned and to whom.

ARTICLE 11 DISCIPLINARY PROCEDURES FOR NON-PROBATIONARY EMPLOYEES

From time to time it may be necessary to initiate disciplinary action against an employee for misconduct. Discipline shall not be initiated without just cause. A union representative shall be notified by the Administration when an investigatory or disciplinary meeting will take place. Union representation at the meeting shall be obligatory and is up to the employee to turn down..

Notice to the union representative shall be given at least forty-eight (48) hours in advance unless impractical due to the seriousness of the employee misconduct.

A. Misconduct Procedures:

1. The employer shall provide progressive discipline for incidents of misconduct. For certain serious misconduct incidents or offenses, suspension or immediate termination may be the first step in the disciplinary process with the approval of the Director of Facilities and Operations or the Assistant Superintendent for Personnel and Human Services.
2. Upon an Employee's request, written complaints or letters of discipline will be expunged from the Employee's file two (2) years after the date they are placed in the file and cannot be used for future disciplinary purposes unless there is another complaint or letter of discipline of a similar nature against the Employee during the two (2) year period. However, any written complaints or letters of discipline, which address behavior that has jeopardized the health or safety of others, shall remain in the Employee's file permanently and may be used for future discipline.
3. Employees who demonstrate a pattern of exceeding their accumulated sick leave benefits under this Agreement may be subject to progressive discipline up to and including termination.

ARTICLE 12 LABOR/MANAGEMENT MEETINGS

Joint labor/management committee meetings will be regularly scheduled on a quarterly basis as appropriately agreed to by both parties. The committee shall consist of the District administration and the union representatives. Each party may have up to five (5) representatives on the committee. The committee will discuss and make a good faith effort to make recommendations designed to resolve any problems on an advisory basis only.

ARTICLE 13 TRAINING COURSES AND CAREER DEVELOPMENT

A. Professional Growth Reimbursement

1. Eligibility

Any employee in an SEIU bargained position who has completed one (1) year of employment in the District shall be eligible for continuing education reimbursement. An employee may request reimbursement of up to \$1,500 per year. There is a \$25,500 annual cap for the cost of tuition to complete any work related course, workshop, or seminar designed to increase skills and knowledge pertaining to professional development that has been pre-approved by the Department Head or designee.

Other Requirements:

- Satisfactory annual evaluations

2. Pre-Approval Process

- a. To apply for coursework/training reimbursement, an employee shall submit a request PRIOR to beginning any coursework/training. Requests will be routed to applicable Department Head or designee for consideration.
- b. Within one week of submission, the employee shall receive notification regarding the approval for coursework/training. If not approved, the notification will include an explanation.

- Time sensitive submissions should be presented to the Department Head or designee for prompt review when possible.
- c. Through the pre-approval process, the employee will sign a Promissory Note to repay any tuition reimbursement issued if the employee's employment is terminated within three (3) years of the reimbursement date.
 - d. Repayment amounts will be prorated by year following tuition reimbursement
3. Eligible Reimbursement
 - a. Proof of Successful Completion of Course/Program Submitted as defined by the District.
 - b. Voluntary Coursework/Training

In recognition of professional learning needs and to reward personal initiative, reimbursement may be approved upon submission of evidence of successful completion of the coursework/training or achievement of certification. When recommended by the employer, employees shall be permitted to attend approved classes during work hours without loss of pay. For all other programs, participation will be done during non-business hours and is unpaid.
 4. Application for Reimbursement
 - a. A detailed receipt of payment, confirmation of the coursework completed, and final grade or Certificate of Completion must be submitted to the Human Resources department for approval.
 - b. A minimum grade of B or better must be attained if a letter grade is given. If no letter grade is given, a Certificate of Completion or proof of passing will be necessary before the cost is reimbursed.
 - c. Reimbursements will be processed three times each fiscal year, July 1 to June 30, in September, January, and June. Required documentation is due to Human Resources by August 1, December 1, and May 1, respectively, for review.
 - d. Each of the three reimbursement periods will have a limit of \$8,500. If the total reimbursement requests exceed the allotted amount, priority will be given per category (and seniority within the categories) listed below:
 1. Maintenance/Laborers
 2. Mechanics
 3. Head Custodians
 4. Night Custodians/Warehouse
 5. Substitute Custodians
 - e. In the event that an employee is not eligible for reimbursement due to reimbursements exceeding the cap per reimbursement period, such applications will be moved to the next reimbursement period, provided such reimbursement period is within the same fiscal year.
 5. Required Training

When an employee is required by the district to complete mandatory training, the District shall pay for the cost of tuition and mileage. IRS mileage rate of reimbursement at time of course applies. The District will not pay for additional courses due to lack of successful completion.

**ARTICLE 14
MECHANICS
TOOLS**

- A. The Board recognizes that the district mechanics incur expenditures to maintain and purchase tools and equipment. It is agreed that a committee will be established with representation from the Transportation Department and the mechanics to determine the purchase of work-related items including, but not limited to

- Tools
 - Tool Box
 - Lighting
 - Boots/Gloves
- B. The committee will recommend the number and type of tools to be purchased. Final approval of all purchases will be made by the Director of Transportation Services.
- C. Beginning July 1 of each year, mechanics that have completed 12 months as a District 15 mechanic will be provided a tool allowance. Mechanics shall provide the District a receipt confirming such purchase. The reimbursement shall be equal to the amount paid, not to exceed \$1,000 annually.

ARTICLE 15 IMRF

All employees, except as otherwise specified, shall come under the provisions of the Illinois Municipal Retirement Fund as provided by state statute.

ARTICLE 16 INSURANCE

The health, dental, and vision insurance benefit plans for employees in the SEIU bargaining unit will be the same as those that are provided to the teachers in the District. During the term of this Agreement, the employee premium payment for dependent health insurance will be 50% of the total premium.

ARTICLE 17 MISCELLANEOUS

- A. Duly authorized representatives of the union shall have the right to use the District mail service, staff mailboxes, District emails, and bulletin boards for the following purposes:
- notices of union meetings
 - minutes of meetings
 - union election notifications
 - results of elections
 - social, educational, and recreational activities of the union.
 - union authorization forms
 - union surveys
 - union contracts
- B. All visitors to schools and/or facilities who are not employed at that school or facility are required to report to the main office upon arrival.
- C. Employees required by the employer to attend training sessions shall be compensated for attendance plus any expenses in connection thereto.
- D. Appropriate in-service training meetings for employees covered by this Agreement will be held as determined by the administration.

- E. The Board understands it has a responsibility to provide employees with a safe and healthy work environment. Employees are expected to follow suggestions and recommendations established by the District Safety Committee, provided employees are properly notified of suggestions and recommendations of the committee.
- F. Employees temporarily assigned to work other than their own and at a higher classification as established by the starting salary rate shall be paid an additional \$5.00 per hour.
- G. Overtime pay for callbacks outside an employee's regular work schedule will be guaranteed at a minimum of three (3) hours.
- H. Employees in the bargaining unit will be evaluated once annually.
- I. Overtime pay shall be at the rate of 1.5 times the regular rate of pay for work hours that exceed 40 in a work week. Paid holidays or other paid leave days, with the exception of paid sick leave days, pursuant to this Agreement, shall be included as actual time worked for purposes of computing eligibility for overtime pay. Paid sick leave days shall not be included as actual time worked for purposes of computing eligibility for overtime pay.
- J. Employees called into work for an emergency before or after their 8 hours shall receive pay at 1.5 times the regular rate of pay for the additional work hours regardless of whether they have exceeded 40 hours in a work week as defined immediately above in Section I. An emergency is defined as an unplanned weather or building related problem for which the employee is called into work with less than 12 hours of prior notice.

Any hours outside of the employee's regularly scheduled time will be compensated at the rate of time and a half. Once their regular hours commence, staff will be paid at their regular rate. Staff will not be required to work beyond eight (8) hours and are not required to stay until the regularly scheduled end of their work day. However, the staff member may voluntarily remain past eight (8) hours if requested by a supervisor. Any additional hours will contribute to their total hours and may be considered overtime if they surpass 40 hours for the week.

- K. Employees covered by this Agreement may submit input to the District Health Insurance Committee for consideration.
- L. The Board agrees to permit the Union Chairperson or designee to use up to eight (8) hours per month for the purpose of conducting official union business related to District 15, with the approval of the employee's immediate supervisor and the Director of Facilities and Operations.

ARTICLE 18 INJURY ON THE JOB

- A. Employees who are injured while working for the District and who qualify for Worker's Compensation will receive full pay for absences due to injury on the job with 1/3 day deducted from their accumulated sick, personal or vacation leave. Employees who have exhausted all of their sick, personal and vacation leave or who do not qualify for sick leave will receive 2/3 pay for absences due to injury on the job.

**ARTICLE 19
NO STRIKE CLAUSE**

- A. During the term of this Agreement, the union shall not, directly or indirectly, call, sanction, encourage, finance, and/or assist in any way, nor shall any employee in the bargaining unit covered by the Agreement instigate or participate directly or indirectly, in any strike, concerted sick call, concerted withdrawal of services, slow down, walkout, work stoppage, picketing, or other interference with any operation of the Board. The union shall cooperate with the Board throughout said period in continuing operations in a normal manner and shall actively discourage and endeavor to prevent or terminate any violation of this article. Employees covered by this Agreement will not honor nor recognize any picket line which may at any time or for reason be placed at the premises of School District 15.

- B. The Board agrees that during the term of this Agreement, it will not lock out any of its employees covered hereby.

- C. Participation during the term of this Agreement in any strike, concerted sick call, concerted withdrawal of services, slow down, walkout, work stoppage, picketing, or other interference with the Board's operation in violation of this article, shall be just cause for dismissal or other disciplinary action by and in the sole discretion of the Board for any or all employees participating therein. In the event any violation of this article occurs, the union shall promptly notify all employees covered by the Agreement that the strike, concerted sick call, concerted withdrawal of services, slow down, walkout, work stoppage, picketing, or other interference with the Board's operations is prohibited by this article and is not in any way sanctioned or approved by the union. The union shall promptly order all employees covered by this Agreement to return to work at once.

**ARTICLE 20
SUBCONTRACTING**

- A. The District agrees that upon considering subcontracting of any work presently performed by an employee in the bargaining unit, but that will not result in a reduction-in-force, it shall:
 - 1. Notify the union in advance of subcontracting, and
 - 2. Upon request, meet with the union prior to letting contracts for the purpose of discussing alternatives to subcontracting of bargaining unit work.
 - 3. Bargaining unit members are expressly prohibited from making subcontracting decisions.

- B. If the District is considering subcontracting any work presently performed by an employee in the bargaining unit which will result in a reduction-in-force, the District will notify the union no later than six (6) months prior to entering into the subcontract.

**ARTICLE 21
RATIFICATION**

This Agreement, upon ratification by both parties, replaces and supersedes in entirety any and all other prior Agreements in effect between the parties and will remain in effect until June 30, 2029. Notification to change or modify this Agreement shall be made in writing prior to June 30, 2029.

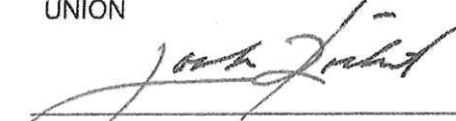
IN WITNESS WHEREOF, the parties hereto, acting by their respective duly authorized representatives have executed and delivered this Agreement on February 9, 2026.

BOARD OF EDUCATION OF
COMMUNITY CONSOLIDATED
SCHOOL DISTRICT NO. 15

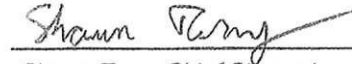

Samantha Ager, Board President

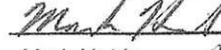

James Taylor, Board Secretary

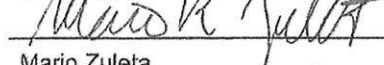
LOCAL NO.73, SERVICE
EMPLOYEES INTERNATIONAL
UNION


Officer

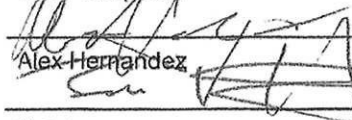
Negotiating Team for SEIU:


Shawn Terry, Chief Steward


Mark Heide



Mario Zuleta



Drew Chapman


Alex Hernandez


Tai Ho


Adam Schmidt


Chris Eckardt


Michael Mueller, SEIU Local 73
Representative

**APPENDIX A
STARTING WAGES**

2025-2026

	Description	Hourly	Salary
Maintenance			
	Apprentice (See Appendix D for criteria)	\$20.43	\$42,500
	Journeyman (See Appendix D for criteria)	\$27.64	\$57,500
	Experienced (See Appendix D for criteria)	\$31.25	\$65,000
	Specialized (HVAC, Plumbing, Electrical, Carpenter certification/license; Appendix D for additional criteria)	\$38.46	\$80,000
Mechanics			
	Mechanic Laborer (Parts runner/has a CDL)	\$20.43	\$42,500
	Apprentice Mechanic	\$21.63	\$45,000
	Mechanic (0 - 5 Years Experience)	\$27.64	\$57,500
	Experienced Mechanic (5+ Years Experience)	\$31.25	\$65,000
	Lead Mechanic	\$32.69	\$68,000

Custodial / Warehouse				
	Night Custodians current \$38,483	\$19.15	\$39,827	
	Head Custodians current \$48,334	\$24.05	\$50,031	
	Sub Custodians current \$33,800	\$16.82	\$34,983	
	Warehouse - Central Distributions \$38,914	\$21.15	\$44,000	
	Warehouse - Nutrition Services \$43,914	\$21.15	\$44,000	

2026-2027

Starting pay increases by half of the annual wage increase.

2027-2028

Starting pay increases by half of the annual wage increase.

2028-2029

Starting pay increases by half of the annual wage increase.

ANNUAL INCREASE

2025-2026

Custodians

- Increased to new starting salary **and \$50/year of service** with the District or 4.0% increase **and \$50/year of service**, whichever is higher.
- To be eligible for the \$50/year of service, the employee must have been employed for a fill work year. This is no proration of this payment.

Maintenance

- Increased to new starting salary **and \$50/year of service** with the District or 4.0% increase **and \$50/year of service**, whichever is higher.
- Locksmith is not considered a specialized position.
- Current employees are eligible to be categorized as specialized if they are qualified and employed in a position that requires the qualifications.
- To be eligible for the \$50/year of service, the employee must have been employed for a fill work year. This is no proration of this payment.

Mechanics

- Increased to new starting salary **and \$50/year of service** with the District or 4.0% increase **and \$50/year of service**, whichever is higher.
- To be eligible for the \$50/year of service, the employee must have been employed for a full work year. This is no proration of this payment.

Warehouse/Nutrition Services

- Increased to new starting salary **and \$50/year of service** with the District or 4.0% increase **and \$50/year of service**, whichever is higher.
- To be eligible for the \$50/year of service, the employee must have been employed for a full work year. This is no proration of this payment.

2026-2027

CPI as used for PTELL with floor of 2.5% and ceiling of 4%.

2027-2028

CPI as used for PTELL with floor of 2.5% and ceiling of 4%.

2028-2029

CPI as used for PTELL with floor of 2.5% and ceiling of 4%

APPENDIX B STIPENDS

I. Winston Campus Head Custodian Stipend

The head custodian at Winston Campus will receive a stipend for the additional duties required to maintain the building and grounds.

The amount of the Winston Campus Head Custodial stipend is **\$5,000/year**.

II. CDL Stipend

A CDL stipend shall be available to maintenance employees who are required to do CDL duties that are not a part of their normal job description, the number of employees which is up to the District to decide.

The amount of the CDL stipend is **\$2,000/year**.

III. Asbestos Abatement Stipend

An Asbestos Abatement stipend shall be available to maintenance employees, the number of employees which is up to the District to decide.

The amount of the Asbestos Abatement stipend is \$2,000/year.

A. Asbestos Abatement Requirements:

1. Applicants must successfully complete an Illinois Department of Public Health (IDPH) accredited asbestos training program.
2. Any and all annual requirements must be met in order to maintain certification
3. Other Requirements (applicable to internal candidates)
 - a) Satisfactory Evaluations
 - b) Excellent work record
 - c) Good attendance record

APPENDIX C JOB DESCRIPTIONS

The District will notify the union of any changes to union employees' job descriptions and allow them the opportunity to impact/effects bargain such changes.

**APPENDIX D
MAINTENANCE WORKER SKILLED
TRADES LEVELS CRITERIA**

Apprentice

- 0-4 years of experience
- Possess basic trade skills and training
- Has on the job training relevant to position

Journeyman

- 5-10 years of specific experience and/or other relevant skilled trade experience and knowledge
- Journeyman's card (of specific trade) **or** demonstrated equivalent trade skills, knowledge, and ability:
 - Demonstrates craftsmanship and quality of work
 - Demonstrates proper techniques for trade
 - Letters of reference from past employers confirming specific trade work experience and proficiency

Experienced

- 11+ years of specific experience and/or other relevant skilled trade experience and knowledge
- Journeyman's card (of specific trade) **or** demonstrated equivalent trade skills, knowledge, and ability:
 - Demonstrates craftsmanship and quality of work
 - Demonstrates proper techniques for trade
 - Letters of reference from past employers confirming specific trade work experience and proficiency

Specialist

- 10+ years of specific trade experience and/or other relevant skilled trade experience and knowledge
- Journeyman's card (of specific trade) **or** demonstrated equivalent trade skills, knowledge, and ability which will be determined based on the following:
 - Documentation verifying completed coursework in specific trade to obtain the equivalent of a Journeyman's card as determined by the District
 - Demonstrates craftsmanship and quality of work
 - Demonstrates proper techniques for trade
 - Letters of reference from past employers confirming specific trade work experience and proficiency

Management reserves the final right to place employees at the appropriate levels for all categories of position.