AGREEMENT

BETWEEN THE

SPECIAL EDUCATION DISTRICT

OF LAKE COUNTY, ILLINOIS

AND THE

SEDOL TEACHERS' UNION

A COUNCIL OF THE
LAKE COUNTY FEDERATION OF TEACHERS
LOCAL NO. 504, IFT-AFT/AFL-CIO

FOR THE SCHOOL YEARS

2026-2029

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PREAMBLE

The Governing Board of the Special Education District of Lake County, Illinois (hereinafter "Board") and the SEDOL Teachers' Union, a council of the Lake County Federation of Teachers, Local 504, American Federation of Teachers, AFL-CIO (hereinafter "Union") agree to the following terms and conditions of employment for all licensed classroom and itinerant teachers and educators, speech-language pathologists, vocational facilitators, social workers, school counselors, educational diagnosticians, licensed school nurses, and psychologists (hereinafter 'Certified Staff Members") employed by the Board. Certified Staff Members shall not include the Director; any members of the Director's staff; any persons employed full- or part-time as audiologists; physical or occupational therapists; paraprofessionals; paraprofessionals or substitutes; or any person having the responsibility to make recommendations for the hiring, promotion, transfer, assignment, discipline or discharge of Board employees.

ARTICLE I

UNION RIGHTS

Section A: Sole Agent

The Board recognizes the Union as sole bargaining agent for the SEDOL employees as defined elsewhere herein. All collective bargaining shall be conducted between the authorized representatives of the Union and the Board. The Board shall negotiate with no other individual, group, or organization purporting to represent a Certified Staff Member or Certified Staff Members, nor with any individual Certified Staff Member for himself/herself on matters covered by this Agreement.

Section B: Directory and Newsletter

The Union and its officers shall be listed on the SEDOL website

Section C: Certified Staff Member Mailboxes and SEDOL Email

The Union shall have the right to use Certified Staff Member mailboxes and SEDOL email for Union communications identified as such. Duly authorized representatives of the Union shall have the right to post Union notices on bulletin boards provided for that purpose in buildings operated and maintained by the Board. A copy of each such notice or items so distributed, posted or emailed shall be concurrently provided to the SEDOL supervisor of such building or to the Superintendent, provided this shall not apply to Union material distributed to Certified Staff Members in sealed envelopes individually addressed to such Certified Staff Members. The Union shall not distribute email related to Union business during student attendance hours. Additionally, the Union shall not use the SEDOL email system for any purpose which is violative of the law *(e.g.,* endorsements in favor of political candidates for elected office).

Section D: Union Meetings

The Union President shall have the right to address Certified Staff at the first in-service of the year. The Union shall submit no later than August a schedule of its regular monthly meetings to the SEDOL administration. No meetings of Certified Staff under the auspices of the Board or administration shall be scheduled simultaneously with these regular monthly meetings unless the Union shall advise the Superintendent or designee that it does not intend to utilize such date, and provided this sentence shall not prohibit the scheduling of any necessary staffing, parent conference, or any other meeting required by this Agreement.

Section E: Dues Deduction

The Board shall deduct from the pay of each Certified Staff Member current membership dues of the Union provided that at the time of such deduction there is in the possession of the Board a current written authorization for dues deduction executed by the Certified Staff Member. Such authorization shall specify the dues to be deducted from each Certified Staff Member's salary for the current school year. Such authorization forms shall be furnished by the Union to the Business Office and shall fully set forth the obligations of this Section. The amount specified shall be prorated and deducted from the Certified Staff Member's paychecks commencing with the last paycheck in September and terminating with the last paycheck in May, provided the amount to be deducted from each paycheck may remain uniform with respect to each individual Certified Staff Member. Any Certified Staff Member who files an authorization for dues deduction after the start of the school term shall have such deduction implemented no later than the paycheck issued in the period following thirty (30) calendar days after such authorization is received, provided the amount to be deducted from each remaining paycheck in

the school year is uniform. Any change in dues deduction for the school year shall be filed in writing with the Business Office within twenty (20) school days following ratification of the Agreement or any subsequent Successor Agreement. Should no Successor Agreement be sought or deemed necessary in any given year, such filing shall take place prior to September 1. A Certified Staff Member who wishes to revoke his/her authorization to withhold union dues may do so on or after August 1st and on or before August 31st in accordance with the Lake County Federation of Teachers policy and procedures. The Lake County Federation of Teachers will notify SEDOL's business office of any revocations it receives by no later than September 15th.

A termination of employment for any reason shall constitute revocation of authorization for dues deduction (if not otherwise provided on the last day of employment). All dues deducted by the Board shall be transmitted to the Treasurer of the Union or designee within thirty (30) calendar days of their receipt. The remittance shall include the name of each Certified Staff Member and the amount deducted from each.

The Union agrees to indemnify and hold harmless the Board of Education, its members, officers, agents and employees from and against any and all claims, demands, actions, complaints, suits or other forms of liability that shall arise out of or by reason of action taken by the Board for the purposes of complying with the above provisions of this Section, or in reliance on any list, authorization form, notice, certification, affidavit or assignment furnished under any such provisions. Additionally, if the Union's practice concerning an Certified Staff Member's right to revoke dues is found to violate the U.S. Constitution or any state or federal statute or regulation, the Board shall no longer be obligated to honor this Article 1, Section E.

Section F: Released Time for Union Officers

The Union officers and senators shall be granted total collective leave up to fifteen (15) days with pay to attend national or state Union meetings, but no more than nine (9) of which may be used by the same individual officer. The Board shall assume no cost with respect to such attendance. Except in the case of emergency, notice for such leave shall be given to the Superintendent or designee at least five (5) Certified Staff employment days in advance of the commencement of such leave.

A Union officer shall, upon request, be granted a two (2) year leave of absence without pay in order to serve in Union office and/or to serve in the employ of the Union on a full-time basis. Such leave may be renewed thereafter on a year-to-year basis at the sole discretion of the Board.

Section G: Dissemination of Information to the Union

The Administration shall furnish the Union with regularly prepared public information germane to matters within the scope of negotiations. It shall include the annual financial reports, audit, tentative budget, adopted budget, information related to insurance, and policy manual, provided the Union shall reimburse the Board for the cost of the reproduction of such information at a cost not to exceed that provided in the Public Records Act. Nothing herein shall require the Administration to research or assemble information. The Administration shall email the Union President a copy of the approved minutes, the agenda or statement or purpose for meetings (if there be such) and approved monthly financial statement. The Administration shall make available to the Union President or designee a copy of the agency's personnel directory as soon as it is prepared each school term.

Within ten (10) calendar days from the beginning of every school term and every payroll cycle thereafter in the school term, the Administration shall furnish the Council and the Lake County Federation of Teachers, Local 504, with the following information for each Certified Staff Member in the bargaining unit: Certified Staff Members' name, job title, worksite location, home address, work telephone numbers, identification number if available, and any home and personal cellular telephone numbers on file with the employer, date of hire, work email address, and any personal email address on file with the Administration. Within the next payroll period following the date of hire of a new Certified Staff Member,

the Administration shall furnish the Council and the Lake County Federation of Teachers, Local 504, with the new hire's name, job title, worksite location, home address, work telephone numbers, identification number if available, and any home and personal cellular telephone numbers on file with the employer, date of hire, work email address, and any personal email address on file with the Administration. All Bargaining Unit (BU) list data shall be transmitted electronically and via Excel format.

The Union shall be notified within three (3) calendar days of the employer's receipt of a Freedom of Information Act (FOIA) request that asks for information about any bargaining unit member, including, but not limited to names, email addresses, any part of a home address, or list of members of the Union, dues payers, or non-members.

Section H: Released Time for Board Meetings

The Union President or designee shall be granted leave, with pay, to attend the regular monthly SEDOL Executive Board meetings and any special meetings the agenda of which indicates will deal in open session with Certified Staff working conditions.

Prior to any Executive, Governing or special Board meeting, the Administration shall furnish the Union President with a copy of the same Board packet materials furnished to the Board members (excluding any closed session materials).

Section I: SEDOL Policies and Procedures

The Board shall publish all policies and procedures on the SEDOL website.

Section J: COPE Deduction

Upon receipt of a voluntary authorization in writing by a Certified Staff Member, the Board shall deduct from the Certified Staff Member's salary the amount authorized by the Certified Staff Member for the Lake County Federation of Teachers Committee on Political Education (COPE). COPE deductions shall be made and remitted in the same manner as dues deductions in Section E above. The Union shall defend and hold the Board harmless for any action properly performed pursuant to this Section.

Union dues and COPE deductions shall be mailed in separate checks.

Section K: SEDOL Gate Clause

The Board shall not record or monitor any Union meeting. The Board shall not record or monitor by electronic means any Certified Staff Member's meeting, conference, or classroom proceeding without the knowledge of the Certified Staff Member(s).

Section L: Joint Labor/Management Committee

A Labor/Management Committee shall meet monthly during the school year for the purpose of discussing issues of mutual concern. The meeting shall be attended by the Assistant Superintendent for Human Resources and the President of the SEDOL Teachers' Union and, by mutual agreement, any other person(s) either party may need. Labor/Management Committee meetings shall generally be held at a time that does not interfere with the delivery of services by the Union President or other bargaining unit personnel. By mutual agreement, meetings may occur during non-student attendance hours during the workday. If the Union President is a classroom teacher, then, for up to four (4) meetings per year, the Union President may request to meet during the work day, and he/she shall be released from duty, and a substitute shall be provided at no cost to the union.

Section M: Employee Orientation

The Union shall be allowed one hour of time to meet with newly hired Certified Staff Members at the new employee orientation.

ARTICLE II

CERTIFIED STAFF MEMBER'S RIGHTS

Section A: Non-Discrimination

(1) The Board shall not discriminate against any Certified Staff Member by reason of Union membership or activities. The Union shall not discriminate against any Certified Staff Member by reason of membership in the Union.

(2) The Board further agrees that it shall not illegally discriminate against any Certified Staff Member on the basis of race, religion, color, sex, age, marital status, sexual orientation, gender identity, national origin or ancestry, creed, arrest record, disability, physical or mental handicap if otherwise able to perform the essential functions of the job with reasonable accommodations, unfavorable discharge for military service, order of protection status, citizenship status, provided the individual is authorized to work in the United States, use of lawful products while not at work, being a victim of domestic or sexual violence or genetic information, provided that as a condition of alleging any violation of the preceding phrase pursuant to Article IX of this Agreement, a waiver and release shall be executed by all the grievants (or if the grievant is the Union, by all persons allegedly discriminated against) from any and all other suits, actions, claims, charges, or complaints which have been theretofore or which may thereafter be brought in or before any court, agency, or other forum based upon such alleged discrimination . If arbitrated, the arbitrator may grant any remedy or relief that a court having jurisdiction of the matter could grant, provided such is not in any respect inconsistent with any other provision of this Agreement, and provided further such remedy or relief shall, 1) be for the direct benefit of the individual grievant only, 2) not be awarded for the benefit of any similarly situated individual(s), group(s), or class(es), and 3) not include any punitive or exemplary damages, or any attorneys' fees or expenses for representation or arbitration.

Section B: Affiliation

Certified Staff shall be free to join or not to join any organization representing Certified Staff without interference or penalty. Certified Staff shall not be encouraged or discouraged by the Board to join the Union.

Section C: Application for Employment Elsewhere

No action shall be taken against a Certified Staff Member by reason of making application to another employer.

Section D: Non-School Activities

The Board shall not seek to intrude upon the activities of a Certified Staff Member, which are not related to, nor interfere with, the Certified Staff Member's responsibilities to the Board. The Board shall not prohibit Certified Staff from providing professional services to any student enrolled in a SEDOL class, or in a member school district, providing that:

(1) Such services are not services, or an extension of services for which the student would normally be eligible for, and entitled to receive, under the law, unless:

(a) Such services are provided under the State Board of Education approved home and hospital instructional services, which have been requested by the student's

resident district Superintendent.

(2) The parents sign a statement indicating that they have sought these services independent of their resident school district and SEDOL; that neither the resident district nor SEDOL was responsible for such services; and that neither the resident district nor SEDOL would be expected to financially support such an arrangement.

(3) Such services do not violate local host and/or member school district policies or procedures.

Section E: Request for Reference

Upon written request by a Certified Staff Member at reasonable intervals, the Administration shall furnish to other employers a confidential appraisal of the Certified Staff Member's services to the Board. Such request shall not be construed as a resignation or adversely affect the evaluation of the Certified Staff Member by the Board.

Section F: Certified Staff Member Protection

(1) The Administration shall support and assist Certified Staff with respect to the maintenance of control and discipline of students in the Certified Staff Members' assigned work area. Certified Staff are required to successfully complete training, provided by the Crisis Prevention Institute ("CPI" or "NCI") or Ukeru Program, or other similar training program, in the use of physical restraint procedures and nonviolent crisis intervention with a student, and may properly use such procedures and techniques as necessary to protect themselves or any other person. New Certified Staff are expected to complete such required training with onboarding, but in no event later than 10 working days after the first day of work. In the event a new Certified Staff Member begins work prior to completing the required training, the Administration will make reasonable efforts to ensure the Certified Staff Member is not alone with students. The required training shall be provided by the District in person. Additionally, existing Certified Staff are required to meet SEDOL's expectations for ongoing training and renewal of the crisis intervention certification. Where refresher training is required after regular working hours, Certified Staff will be paid at the rate of thirty-four dollars ($34.00) per hour, provided, however, that if training is offered during the Certified Staff Member's regular working hours and the Certified Staff Member does not participate at that time, then no compensation shall be provided if the refresher course is completed after regular working hours.

(2) Certified Staff shall report immediately in writing to SEDOL's central office all cases of assault and/or battery suffered by them in connection with their employment, and all facts concerning the incident. If the Certified Staff Member is physically unable to report in writing, he/she shall report orally as soon as possible and thereafter, when possible, confirm the same in writing.

(3) The Board shall act in appropriate ways as liaison between the Certified Staff Member and civil authorities investigating such assault and/or battery. Where circumstances require, the Board shall seek to facilitate necessary communications between the Certified Staff Member and the parents of any student involved in such assault and/or battery.

(4) Pursuant to the provisions of the Illinois School Code, the Board agrees to indemnify and protect Certified Staff against death and bodily injury and property damage claims and suits, including defense thereof, when damages are sought for negligent or wrongful acts allegedly committed during the scope of employment or under the direction of the School Board, and while acting in conformance with Board policy and administrative direction. Under such circumstances, the Certified Staff Member's salary shall not be discontinued during the pendency of any criminal charges before the trial court which may be brought against the Certified Staff Member.

(5) The administering of prescription medication to students by Certified Staff shall be on a voluntary basis except for those Certified Staff who are required to administer medication to students as required by law (e.g., certified school nurses). Certified Staff shall respond to emergency situations and accidents by providing care and comfort until help arrives.

Section G: Worker's Compensation

Whenever a Certified Staff Member suffers an injury that results in an approved workers' compensation claim, then the following procedure shall apply:

(1) For the first three (3) work days of absence due to such injury, the Certified Staff Member shall utilize his or her own accumulated sick leave, if any.

(2) If the Certified Staff Member's absence due to such injury continues for more than three (3) work days, then beginning on the fourth (4th) day of such absence, the Certified Staff Member shall utilize 1/3 sick leave day per full day of absence, if they have accumulated sick leave available.

(3) If the Certified Staff Member's absence due to such injury or illness continues for at least fourteen (14) calendar days, and the Certified Staff Member subsequently receives disability pay from the Board's Workers' Compensation carrier for the first three (3) work days of absence, then to the extent the Certified Staff Member used his/her sick leave for such time period, the Board shall restore 2/3 of the sick leave used and shall deduct the equivalent amount of money from the Certified Staff Member's paycheck in the following pay period.

(4) Any disability payments received from the Board's Workers' Compensation carrier shall be retained by the Certified Staff Member, directly.

(5) Should any period of the Certified Staff Member's absence due to such injury also be designated as FMLA leave, then the use of sick leave for the duration of the FMLA leave shall be at the Certified Staff Member's option, rather than mandatory.

(6) Any use of sick leave shall be subject to regular withholdings including those necessary for payment to the Illinois Teachers' Retirement System (TRS).

(7) Payment of sick leave under this provision shall occur only to the extent the Certified Staff Member has accumulated sick leave available for use.

(8) This Section shall cease to be effective on such date, as the Certified Staff Member shall qualify for disability benefit under the TRS.

(9) The Board makes no representation concerning whether any payment it makes to a Certified Staff Member under this provision will be recognized by TRS as creditable earnings, or whether TRS will recognize the corresponding period of absence for which the Certified Staff Member received payment as service credit.

Section H: Strike Policy

If the teachers in any member district should cause or create any form of work stoppage against the member district, no SEDOL Certified Staff shall be required to substitute for or assume any duties normally held by or scheduled for member district personnel, provided this shall not be construed as applicable to the supervision of any student regularly assigned to the SEDOL Certified Staff Member who may typically be assigned during a portion of the day to a teacher employed by the member district. If a strike should occur in any member district on a non-student attendance day, the Certified Staff Member(s) shall report to the

SEDOL Administrative Offices or other location as assigned by the SEDOL Administration.

Section I: Substitution for Member Districts

No Certified Staff Member shall be required to substitute for non-SEDOL personnel except in an emergency. Notification of such substitution shall be given as promptly as possible to the Certified Staff Member's supervisor and/or the Superintendent of SEDOL. Such substitution shall end as soon as member district personnel become available to relieve the SEDOL Certified Staff Member. Such substitution shall be compensated as provided in Article VIII, Section E, and subject to the provisions thereof.

Section J: Right to Health and Safety Information

Subject to any state or federal law governing the disclosure of any confidential information, Certified Staff Members shall be informed of any medical or health conditions and/or any behavioral characteristics of a student which poses an unreasonable safety or health risk on the Certified Staff Member or other students. Certified Staff Members shall advise the Administration of any personal medical or health condition which poses an unreasonable safety or health risk on other Certified Staff or students.

Section K: Damaged Personal Effects

The Board shall reimburse the Certified Staff Member to first attempt to repair then if unable to repair, replace up to three hundred fifty dollars ($350) per school year for damage by students to the Certified Staff Member's personal effects (defined as prescription glasses, hearing aid, clothing, or other personal effects used for instructional purposes) which occurs during the Certified Staff Member's SEDOL duties. The Board will reimburse the Certified Staff Member to replace such personal effects with evidence that the item is irreparable. The Board shall not reimburse a Certified Staff Member for irreparable damage caused by students to any jewelry worn by a Certified Staff Member, except that a fitness/activity device shall not be considered jewelry. In order to be eligible for reimbursement, the Certified Staff Member shall submit a written incident report to the Superintendent or designee not later than five (5) school days after the occurrence. Before receiving the reimbursement amount, the Certified Staff Member must submit a receipt documenting the actual repair or replacement cost to the Superintendent or designee.

Section L: Flexible Time/Compensatory Time

When an IEP conference occurs prior to the start of the workday or after one-half (½) hour following the end of the workday, flexible time will be made available at a time mutually agreeable to the Certified Staff Member and supervisor/building principal, outside of student attendance hours.

Additionally, flex time may be granted by a supervisor, in his/her sole discretion, if exigent circumstances result in a Certified Staff Member working above and beyond the regular call of duty. Flexible time shall be available according to the following guidelines:

(1) The greater of the Certified Staff Member's standard work day or seven (7) hours has been exceeded; and

(2) The opportunity does not exist to provide services during the normal day;

When flexible time is granted due to an IEP conference occurring as described above, it shall be equal to the actual time worked outside the work day. Flexible time shall not be taken during student contact hours. When Flexible time is approved, the supervisor will notify the Certified Staff Member and necessary others.

Section M: Program Take-Backs

Notification of Reductions in Classrooms
SEDOL shall notify all tenured SEDOL Certified Staff of any reduction in classrooms due to a decrease in student enrollment as soon as they are known.

In the event of a member district takeback, SEDOL shall, whenever possible, facilitate the gathering and dissemination of information related to the positions taken back, when an individual inquiry is made for a specific vacancy, including the specifics of the teaching assignment as well as wages, hours, and terms and conditions of employment in the member district involved.

Retention and Reassignment

(1) For purposes of this Article, seniority shall be defined as the total length of continuous service with SEDOL in the affected program.

(2) When a classroom closes due to a decrease in enrollment resulting in the need to transfer a Certified Staff Member, seniority will be considered as between Certified Staff in the same program at the same location. The Certified Staff Member with less seniority will be reassigned first to another position within the District consistent with qualifications and transfer procedures, subject to the need to retain other Certified Staff in the program as determined by the administration.

(3) In the event of a member district take-back, SEDOL Administration, at the request of a tenured SEDOL Certified Staff Member who has received at least a proficient rating on the most recent evaluation, shall provide a Letter of Introduction to the member district to assist with placement in member district positions.

ARTICLE III

PROFESSIONAL RIGHTS

Section A: Recognition of the Certified Staff Member's Professional Judgment

The parties acknowledge that Certified Staff should be permitted to utilize learning materials and other resources in a manner which they deem to be most productive and which is based upon their professional judgment and experience, recognizing their responsibility to intellectual integrity and scholarly objectivity.

As professional educators, Certified Staff shall have significant input in the selection of student curriculum, learning materials and delivery of instruction. These professional decisions shall be consistent with best practice professional literature supported by current, valid educational research, which are consistent with program and policy objectives as established by the Board.

Section B: Field Trips

The Board acknowledges that where adequate funds exist and priorities permit, educational field trips can provide valuable additions to the educational program and shall be considered for inclusion in such programs.

Section C: Parent Conference Days

The Board shall designate a number of days, or fraction thereof, for parent conferences, equal to the number of days, or fraction thereof, necessary to meet the requirements of the Board and the needs of the SEDOL program, but in no event shall this be less than two (2) days in total. The Board shall not increase the required number of parent conferences without also increasing the number of designated days or fraction thereof. Nothing contained herein shall limit the right of the Certified Staff Member to provide for additional parent conferences, outside the course of a normal school day, when necessitated by changes in a student's Individual Education Plan or as the need arises, and such conferences necessitated by changes in an Individual Educational Plan shall not be construed as "required" parent conferences hereunder.

Section D: Student Discipline

(1) The Board acknowledges that in matters of student discipline where a Certified Staff Member is acting in accordance with the policy and procedures of the Board, the Certified Staff Member should receive the support and cooperation of the Board.

(2) The parties acknowledge that many of the students for whom they are responsible are subjected to unusual or attenuated circumstances, which may inhibit the learning process and/or make the maintenance of discipline more difficult. If a behavior intervention plan exists for a student(s) involved in a disciplinary matter, the behavior intervention plan shall be followed. If, after following the steps outlined in the behavior intervention plan, the disciplinary matter still continues, a Certified Staff Member may temporarily exclude a student by having him/her safely placed under the care of an appropriate administrator if the Certified Staff Member believes that to do otherwise would create a serious safety problem or impediment for other students or Certified Staff. If a child so excluded is returned to the classroom by the administrator, the Certified Staff Member shall have the right to call a team staffing, including all team members and a designee of the Superintendent. If the recommendations of the team staffing are not implemented, such recommendations may be concurrently submitted in writing to the President of the Executive Board and to the Superintendent or designee, one of whom shall respond to the Certified Staff Member within five (5) Certified Staff employment days.

(3) SEDOL administration shall meet with SECTOR administration to review possible alternative spaces where SECTOR Certified Staff may relocate in the event it is necessary to temporarily evacuate students due to a safety concern with another student.

(4) When after consulting with the Certified Staff Member and in the opinion of the program supervisor, it is evident that a student(s) threatens the safety of students and Certified Staff, the supervisor shall arrange emergency assistance for the Certified Staff Member. If the Certified Staff Member believes such assistance is inadequate as to result in continuing danger to the person of the Certified Staff Member or students, with notice to the supervisor the Certified Staff Member shall have the right to promptly discuss the circumstances with the Superintendent or designee.

Section E: Testing and Placement

(1) The teacher shall be invited to attend the placement staffing, if any. If the staffing is held during the course of the school day, arrangements shall be made for a substitute for the teacher so that he/she may attend the staffing.

(2) Prior to the placement of a new student in the classroom, the teacher shall receive a verbal description of the known characteristics of the child if the teacher is unable to attend the staffing.

(3) Copies of a student's current IEP, the most recent case study evaluation and the most recent emergency form shall be provided to each teacher prior to student placement.

The teacher shall be given a minimum of three (3) working days written notice before actual placement of a new student in order to adequately prepare, read records, develop IEPs goals, and make any other necessary arrangements. This provision should not be interpreted to override the legal requirement that special education students transferring from another special education program be placed immediately.

It shall be the administrator's responsibility, not the Certified Staff Member's, to follow up with the sending district concerning any missing student paperwork.

(4) When the student's IEP documents are received by SEDOL they shall be immediately made available to the student's teacher.

(5) Notwithstanding any of the above requirements, no student shall be denied access to a free appropriate public education in the least restrictive environment.

Section F: Classroom Interruptions

Unreasonable classroom interruptions shall be discouraged by the Board.

Section G: Alternate Inservice

A Certified Staff Member shall be excused from participating in inservice programs as conducted by the host school district in which he/she is assigned, provided the Certified Staff Member discusses appropriate alternative inservice with the Superintendent or designee and receives pre-approval for such alternative inservice program.

Section H: Staff Collaboration for IEP/Annual Review Preparation

For teachers following the SEDOL calendar, three (3) days during which the teacher shall be free from instructional duties, shall be granted annually for the specific purpose of collaborative team preparation.

One (1) of the above days shall be scheduled on one (1) of the beginning of the year institute days. The remaining two (2) days shall be scheduled in half (1/2) day increments throughout the school year.

For teachers following member district calendars, four half (1/2) day preparation days (i.e., a total of two full days) shall coincide with the member district institute day or a member district early release day as approved in consultation with the member district Superintendent or designee. One full preparation day shall be provided, with the timing of the day to be determined by the teacher after consultation with the IEP Team and approval by the supervisor.

Work on these days will focus on team collaborative work to prepare, modify, and plan student IEPs or prepare for Annual Reviews, or other required paperwork. For purposes of this Section only, "teacher" shall mean regular classroom teachers, itinerant teachers and speech-language pathologists, psychologists, social workers, school counselors, and licensed school nurses who collaborate in the development of the IEP. The preparation days for a part-time teacher shall be consistent with his/her full- time equivalency with SEDOL programs.

Teachers who desire to attend a training and/or meeting on staff collaboration days may request in writing to waive their contractual allotted time in order to attend.

Section I: Availability of Records

Student records in the possession of the Board shall be made available to Certified Staff not later than two (2) business days before the first day of regular student attendance at the start of the school term.

Section J: SEDOL Inservices

If the Board chooses to hold a SEDOL-wide Institute Day, such day shall be scheduled as close as is reasonably possible to the beginning of the school terms for SEDOL and its member districts. Any decision not to hold a SEDOL-wide Institute Day in any given year, shall be non-precedential and shall not constitute a past practice or a waiver on the part of the Board. If such day is scheduled within the Certified Staff Member's regular work year, the Certified Staff Member shall attend the Institute Day. If such Day is scheduled outside the Certified Staff Member's regular work year, Certified Staff Members are highly encouraged to attend, but attendance shall be considered voluntary. Although attendance is voluntary, it is agreed that Certified Staff who do not attend will be expected to learn and demonstrate familiarity with the topic/materials included in any professional development provided that day. The Board shall provide an alternative delivery process for such topics/materials for Certified Staff not in attendance.

At each of SEDOL's facilities, a committee shall be formed consisting of representatives of the Union and the Administration to explore early release in-services.

Section K: Substitutes for Paraprofessionals

Board shall attempt to secure a substitute for a paraprofessional when there is a significant safety or health concern related to the paraprofessional's absence as determined by the program supervisor, or when the length of the anticipated absence of the paraprofessional exceeds four (4) consecutive workdays. For classrooms with only one paraprofessional assigned to the program, the teacher serving without the paraprofessional or a substitute therefor shall be compensated at the daily substitute paraprofessional rate or a prorata thereof. For classrooms with two (2) or more paraprofessionals, after five (5) paraprofessional absences, the teacher shall be compensated at the daily substitute paraprofessional rate or a prorata

thereof. Each individual paraprofessional's absence or unfilled vacancy shall be applied to the threshold of 5.

Example for classrooms with two (2) or more paraprofessionals:

If there are five paraprofessionals assigned to a single classroom, and all five are absent on the same day without a substitute provided as a replacement, then on every subsequent day in that same school year on which one or more paraprofessional(s) is/are absent (or a position is vacant) without a substitute provided as a replacement, the teacher will be paid the daily substitute paraprofessional rate.

For the purpose of meeting the threshold of 5, if 3 paraprofessionals are absent (or 3 positions are vacant) on the same day and no substitutes are provided as replacements, that shall count as 3 absences. Once the threshold is met, the teacher shall be paid only one time the daily substitute paraprofessional rate no matter how many paraprofessionals are absent (or positions are vacant) on the same day without substitutes provided as replacements.

After a teacher receives compensation for ten (10) days of his/her paraprofessional being absent without a substitute (at the paraprofessional substitute rate), then on the 11th day that compensation is being paid, the compensation rate shall increase to the daily substitute paraprofessional rate plus ten dollars ($10) or a prorata thereof. Days when the teacher has no paraprofessional assigned because of a vacancy in the position shall be included in the total.

A digital form will be provided by the District at the beginning of each school year for teachers to track such paraprofessional's absences, which form will be submitted electronically to the Business Office by the 15th of each month for payment. Any teacher who fails to submit the digital form for payment within 30 days of the date of a paraprofessional absence shall forfeit compensation for such absence. Payment will be made by the 15th of the month following the month in which the teacher submits the digital form.

Section L: Student to Staff Ratio and Class Size

The diversity of disciplines and the range and severity and type of student exceptionalities and needs makes defining rigid student to staff ratios and class sizes impractical. However, it is agreed that it is in the best interests of the children and Certified Staff that the Board carefully consider the needs of the students, the requirements of the IEP, the capacities of the Certified Staff Member, and the Illinois *School Code* when determining specific class size and student to staff ratio. In the event a Certified Staff Member has a concern relative to these issues, the Certified Staff Member should utilize the SEDOL Chain of Command to seek resolution. As the Certified Staff Member's sole recourse shall be through the Chain of Command, this Section shall not be subject to the Grievance Procedure.

During this Agreement, the District and Union shall create a committee to study the workload vs. caseload transition. The committee shall be comprised of special education administrators to a maximum of six (6) and teachers and services providers to a maximum of six (6) (example: teachers, social workers, and speech pathologists) chosen by the Union to develop the plan.

Section M: Attendance at Student-Related Events

One extra-curricular activity/opportunity will be offered in each building per school year. Certified Staff interested in attending such extra-curricular activity/opportunity must obtain pre-approval from their supervisor, and the supervisor is entitled to limit the number of staff attending a given event. Certified Staff who attend the extra-curricular activity/opportunity will be compensated at the rate of $34 per hour, or portion thereof, for up to four (4) hours. The four (4) hour limitation is not applicable to CAAEL sponsored events. Compensation shall be made on the next regular payroll date provided the time is submitted by the payroll cutoff date for such pay period.

A Certified Staff Member (assigned to sector) may request approval from her/his supervisor, which the supervisor may grant or deny in her/his sole discretion, to attend one official host-district event each school year for the purpose of student supervision. To request compensated attendance at an event, the Certified Staff Member must submit a request at least thirty (30) calendar days in advance of the event. A Certified Staff Member may not request compensation for parent-teacher conferences, open-house, curriculum night, or graduation. A Certified Staff Member shall receive the same compensation detailed above for attendance at the approved event, however, he/she shall not be eligible for compensation if he/she is receiving compensation from the host district for the event.

ARTICLE IV

RELATED SERVICES AND EARLY CHILDHOOD ASSESSMENT TEAM

Section A: Recognition of the Psychologist(s)/Social Worker(s)/Speech-Language Pathologist(s)/Licensed School Nurse(s)Vocational Facilitator(s) Professional Judgment

(1) Psychologist(s) / social worker(s) / speech-language pathologist(s) / licensed school nurse(s) / vocational facilitator(s) shall have the right to select tests and employ other resources and/or techniques according to their professional judgment consistent with the provision of necessary and sufficient services to children referred for and/or receiving services from the Special Education District and consistent with existing Board policies and objectives.

(2) In providing services to special education programs, the psychologist(s) / social worker(s) / speech- language pathologist(s) / licensed school nurse(s) / vocational facilitator(s) / the special education teacher and other special education personnel shall work collaboratively in defining their roles and responsibilities in keeping with the provision of necessary and sufficient services to the children served by these programs and consistent with existing Board policies and objectives.

Section B: Assigned Positions

A teacher(s) / psychologist(s) / social worker(s) / speech-language pathologist(s) / licensed school nurse(s)/ vocational facilitator(s) has the right to request, in writing, to be assigned, or not assigned, to any position for which he/she is certified and qualified. Such application shall be submitted to the Superintendent or designee.

Section C: Changes in Assignment

Psychologist(s)/ social worker(s) / speech-language pathologist(s) / licensed school nurse(s) / vocational facilitator(s) involuntarily removed from a specific local district assignment shall be advised in writing with the reasons stated as soon as feasible. At the option of the psychologist(s) / social worker(s) / speech-language pathologist(s) / certified school nurse(s) / vocational facilitator(s,) a conference shall be held between the psychologist(s) / social worker(s) / speech-language pathologist(s) / licensed school nurse(s) / vocational facilitator(s) and his/her immediate supervisor to discuss the reasons for the change in assignment. If the psychologist(s) / social worker(s) / speech-language pathologist(s) / licensed school nurse(s) / vocational facilitator(s) is still dissatisfied and shall so request in writing to the Superintendent or designee, a conference shall be held with his/her immediate supervisor, the building supervisor or designee of the host school (if willing), and the Superintendent or designee.

Section D: Related Services

It is acknowledged that providing growth experiences to children requires a team approach in which teachers have support from personnel from other disciplines. The Board shall make a reasonable effort to provide and make available supportive services that include but are not limited to: speech-language pathologists, vocational facilitators, occupational therapists, physical therapists, itinerant teachers, psychologists, social workers, psychiatric consultants, and supervisory personnel. The Board shall make a reasonable effort to provide school nursing services; such services may be provided by SEDOL or member district personnel as provided by the Illinois *School Code*.

When a related service provider with a full case load as determined by the Administration is asked to cover for another staff member on an extended leave, the related service provider shall be paid at their hourly rate of pay up to a maximum of ten (10) hours.

Section E: Speech-Language Pathologists

As a provider of a supportive service, the speech-language pathologist plays a major role in the diagnosis and remediation of speech and language disorders in the students enrolled for such services. The determination of eligibility for the provision of speech and language services is the responsibility of the state approved speech-language pathologist as is the development of the speech and language IEP.

Section F: Early Childhood Assessment Team

Full-time Early Childhood Assessment Teams ("ECAT") shall service no more than 110 cases per team during the work year. The number of days allocated for assessments shall be prorated based on the number of actual contracted cases each school year. For example, if SEDOL has 15 contracted cases for the 2022-2023 school year, 24 days will be allocated for completing the evaluations (176/110 =1.6 days per case x 15 cases = 24 days). The work year for ECAT team members will be the SEDOL school calendar year. SEDOL will not change the number of work days (i.e., 180 or 185) for any current ECAT member while such member serves on the ECAT team.

ARTICLE V
EVALUATION AND FILES

Section A: Evaluation Instrument

At the start of each school year, each Certified Staff Member shall be apprised of the evaluation procedures and general criteria which are intended for use during that school term. Where it is anticipated a specific evaluation instrument shall be utilized, such instrument shall also be made known to all Certified Staff not previously acquainted with same. Additionally, each Certified Staff Member shall receive a summary, electronic or written, of the manner in which measures of student growth and professional practice to be used in the evaluation relate to the performance evaluation ratings of "unsatisfactory", "needs improvement", "proficient" and "excellent".

Section B: Evaluation Committee

A committee shall be established, of which one-half (1/2) shall be Certified Staff appointed by the Union President, to review such evaluation procedures and criteria. The committee shall submit a majority and/or a minority report to the Superintendent, SEDOL Executive Board, and Union Executive Board as requested by either the SEDOL Administration or the Union. The committee shall meet as necessary to review the evaluation procedures, general criteria and evaluation instruments and to recommend any appropriate changes thereto.

Section C: Evaluation Procedures

(1) Evaluations of Certified Staff shall be done by administrators who have completed the training required by the Illinois *School Code* to evaluate licensed teachers. Such a qualified administrator shall be referred to as "evaluator."

(2) Staff performance shall be evaluated on the basis of direct observation or on the basis of objective measures that can be directly and clearly related to the Certified Staff Member's effectiveness.

(3) Non-tenured Certified Staff shall be formally evaluated a minimum of two (2) times during the school year in accordance with the established evaluation procedures. Tenured Certified Staff who receive a "proficient" or "excellent" rating on their most recent evaluation shall be evaluated one (1) time in the course of the three (3) school years following receipt of the "proficient" or "excellent" rating. Such Certified Staff shall be informally observed at least once in the course of the two (2) school years after receipt of the rating. However, any tenured Certified Staff Member whose performance is rated "needs improvement" or "unsatisfactory" and who continues to be employed by SEDOL in the year following the receipt of such rating must be evaluated at least once in the school year following the receipt of such rating. Certified Staff may request to be evaluated in an "off-cycle" year. Certified Staff who are evaluated in an "off-cycle" year will start a new evaluation cycle beginning with the year of the "off-cycle" evaluation. Nothing in the Agreement shall be construed to limit the administration's ability to evaluate a Certified Staff Member in an "off-cycle" year.

(4) Certified Staff shall be notified that formal observations shall be conducted within a specified ten (10) day period. The Certified Staff Member shall be notified of the observation and the actual observation shall be scheduled at a mutually acceptable time between Certified Staff Member and evaluator. Each observation shall be no less than thirty (30) minutes in duration, or such minimum duration required by law, and an attempt shall be made to commence the observation at the beginning of the class period and conclude at a natural break in the observation. However, if for some reason the Certified Staff Member and evaluator are not able to agree to a mutually acceptable time, or one or the other is absent on a mutually agreeable

date/time, then the evaluator shall have the right to complete the formal observation at his/her convenience, provided the evaluator gives at least two (2) work days' notice to the teacher.

(5) Following each formal observation, the evaluator shall complete a written evaluation. Within ten (10) working days of the observation, the evaluator shall hold a conference with the Certified Staff Member in the Certified Staff Member's classroom or a location mutually agreed upon by the parties, at which time the written evaluation shall be completed. The evaluation conference shall include a discussion of the written evaluation, including strengths and weaknesses, and the evaluator shall identify deficiencies in the Certified Staff Member's performance and recommend and provide remedial help when appropriate. Informal observations may be used in completing the formal evaluation. The evaluation shall not be based on anonymous complaints. Both the evaluator and the staff member shall date and sign all copies of the written evaluation. The signature of the Certified Staff Member shall not necessarily indicate agreement with the written evaluation, but rather shall indicate that the conference and the discussion have been held and that the Certified Staff Member is in receipt of a copy of the written evaluation.

(6) If a Certified Staff Member feels his/her formal written evaluation is incomplete, inaccurate or unjust, or the Certified Staff Member is otherwise not satisfied with the completed evaluation, the Certified Staff Member shall, upon request, be granted a review of the evaluation with the administrator next in the chain of command by submitting a written request to the Assistant Superintendent for Human Resources within five (5) school days following the post-observation conference. The Certified Staff Member may also put any objection in writing within ten (10) working days of receipt of the formal evaluation. Both the Certified Staff Member and evaluator shall date and sign all copies of any written objection. The signature of the evaluator shall not necessarily indicate agreement with the written objection, but rather shall indicate that the evaluator is in receipt of a copy of the written objection. A copy of any written objections shall be attached to the written evaluation. With respect to the content of a formal evaluation, a Certified Staff Member's sole contractual recourse shall be to file a written objection to the evaluation; the content of a formal evaluation shall not be subject to the grievance procedure. A failure to follow the evaluation procedures shall be grievable.

(7) When a Certified Staff Member is evaluated by a supervisory staff person whose training and experience is different and specific concerns are evident as a result of this, then within five (5) school days of receiving the written feedback, the Certified Staff Member may submit a written request to the Assistant Superintendent for Human Resources and shall be assured, in writing by the Assistant Superintendent for Human Resources that the supervisory staff person shall utilize appropriate resources from other SEDOL supervisory staff. The written evaluation shall become part of the official personnel file only after it has been presented to the Certified Staff Member by the evaluator and the Certified Staff Member has had ten (10) working days to provide a written reaction to the evaluation. Such reaction shall be made a part of the personnel file.

(8) A substitute teacher shall not formally evaluate the absent teacher's class organization or instructional work. However, this shall not preclude SEDOL from asking substitute teachers to provide feedback concerning whether lesson plans were provided, and nor shall it preclude a principal/ supervisor from addressing missing or incomplete lesson plans.

(9) If a Certified Staff Member feels the first evaluation observation took place in an atypical setting, the Certified Staff Member shall have the right to request a second observation by submitting a written request to the Assistant Superintendent for Human Resources within five (5) school days following the formal observation. Every effort shall be made to conduct a second observation as soon as practical, but in no event shall a second observation be arbitrarily denied.

(10) A copy of all formal written evaluations and any attached written objections shall be placed in the Certified Staff Member's official personnel file. Performance evaluations that are maintained by SEDOL electronically (e.g., in Talent-Ed) shall be considered to be in the Certified Staff Member's official personnel file. No material used in evaluation of the Certified Staff Member shall be maintained in the personnel file that is not in accordance with the provisions of the evaluation procedures.

(11) A single overall performance rating of:

(a) Excellent,

(b) Proficient,

(c) Needs Improvement, or

(d) Unsatisfactory

shall be assigned to each Certified Staff Member's evaluation by the evaluator.

Section D. Unsatisfactory Appeal

(1) Notice of Appeal

If a Certified Staff Member receives an unsatisfactory summative rating, the first step is to meet with the evaluator who assigned the rating within 5 working days to further discuss the evidence and rating.

If the unsatisfactory rating is upheld at this meeting, the Certified Staff Member may request and file an appeal to the Appeals Panel by submitting the Google Unsatisfactory Appeals form within 5 calendar days from the date of the scheduled meeting with the evaluator.

An appeal form not filed within the 5 calendar days from the date of the meeting with the evaluator will NOT advance to the Appeals Panel.

Note: If the Certified Staff Member who received the unsatisfactory summative rating is tenured, SEDOL is still required by law to create a Remediation Plan, which must commence no later than 30 school days after the summative evaluation is given. Alternatively, the tenured Certified Staff Member who is appealing the unsatisfactory summative evaluation rating, the Union President and the Superintendent may mutually agree to waive the deadline for implementing the Remediation Plan and agree instead to a new deadline, which new deadline shall be no later than the start of the following school year.

(2) Submission of the Appeal

The Certified Staff Member must submit the Appeals Form electronically to the Assistant Superintendent of Human Resources within five calendar days of the review meeting with the evaluator. The form can be found on the SEDOL website or by contacting the Assistant Superintendent of Human Resources.

The Appeals Form includes the Certified Staff Member's name, position, and rationale for appeal.

The Certified Staff Member's rationale must include specific indicators/evidence from the summative evaluation or specific procedural errors on the evaluator's part which the Certified Staff Member believes warrants a different rating.

(3) Panel:

The Panel shall consist of qualified evaluators who have completed the Illinois State Board of Education's (ISBE) teacher evaluation training requirements.

The Panel shall consist of three SEDOL administrators and three SEDOL Teacher's Union members who are qualified evaluators per ISBE guidelines. Beginning with the 2022-2023 school year and every three years thereafter, SEDOL will pay up to a total of $750 for ISBE evaluator training to qualify Certified Staff to serve on the Panel. The administrators will consist of one building administrator, the Director of Instructional Services or Director of Special Services, and the Assistant Superintendent of Human Resources. Neither the immediate administrator who conducted the evaluation nor the Certified Staff Member who was rated unsatisfactory can be on the committee.

(4) Review Process:

The Certified Staff Member and evaluator will provide the Panel with all evaluation documents from the current evaluation cycle, including evaluation procedural deadlines, the Certified Staff Member's appeal summary, and any other relevant documents. All documents must be submitted to the Panel prior to the date the Panel meets to consider the appeal.

The Panel will meet within 5 working days of receipt of the appeal to review all documents.

Upon reaching a decision, the Panel will determine if the evaluator's original rating shall stand unless there is a specific, clear mistake, or lack of evidence to support the original rating.

The determination that an original summative rating is erroneous requires a majority vote of the Panel. In the absence of a majority vote, the original rating shall stand.

In the event that that Appeals Panel determines that the original rating is erroneous, the Panel shall change the Certified Staff Member's summative rating to a "Needs Improvement" rating yielding a Professional Development Plan (PDP) following Illinois statutory guidelines.

The Panel shall issue a written response (emailed and US mail) to the Certified Staff Member who has filed the appeal no more than 10 working days from the receipt of the appeal.

The decision of the Panel is final and is not subject to grievance, arbitration or further review.

Section E: Consulting Teachers and Remediation

(1) A Certified Staff Member shall be eligible to work as a consulting teacher provided the Certified Staff Member meets the following criteria:

(a) Is not a supervisory, managerial, or administrative staff member.

(b) Has at least five (5) years of experience in the appropriate specific discipline.

(c) Has reasonable familiarity with the assignment of the staff member in need of remediation.

(d) Has received an Excellent rating on the most recent evaluation.

(2) The Board shall furnish the Union with a roster of all Certified Staff qualified as consulting teachers and shall update such roster from time to time as names are added or deleted. The roster shall include the discipline and/or qualified teaching area of each Certified Staff Member.

When a consulting teacher is needed and written notice of such is delivered to the Union, the Union shall submit to the Administration a roster of at least five (5) qualified Certified Staff Member or all such qualified Certified Staff Member if that number is less than five (5), from which the Administration shall select the consulting teacher. Should the Union fail to submit a roster within ten (10) working days of receipt of request for such roster, then the Administration may select any consulting teacher, provided however, that the selected consulting teacher is not a newly eligible Certified Staff Member who was unknown to the Union. Any Certified Staff Member may decline to serve as a consulting teacher. To the extent possible, consulting teachers shall be selected on a rotating basis.

(3) A consulting teacher shall receive release time (schedule to be worked out as part of the remediation plan) to perform the duty as a consulting teacher and shall receive compensation to be determined by agreement among the Board, the Administration, the consulting teacher and the Union.

(4) Any tenured Certified Staff Member who receives an overall evaluation rating of unsatisfactory, and the reasons for such rating are deemed remediable, shall be placed on remediation status. It is understood that a Certified Staff Member may be rated unsatisfactory if the documented weakness(es) of the Certified Staff Member is/are major and interfere(s)with the Certified Staff Member's competence.

(5) Any Certified Staff Member who receives an unsatisfactory shall be placed on a formal remediation plan developed in accordance with Article 24A of The School Code. The remediation plan shall require a half-point and final evaluation during the remediation period. While the consulting teacher shall participate in the development and implementation of the remediation plan and shall provide advice and counsel to the Certified Staff Member rated unsatisfactory on how to improve professional skills and to successfully complete the remediation plan, the sole responsibility for the formal evaluations shall rest with the evaluator. If the Certified Staff Member on remediation status is subsequently evaluated with an overall performance rating of Proficient or better, the Certified Staff Member shall be evaluated in the year following the receipt of the "unsatisfactory" rating and, thereafter shall be reinstated to the evaluation cycle set forth in the District's Evaluation Plan. If the Certified Staff Member on remediation status fails to complete the ninety (90) school day remediation plan in accordance with the requirements set forth in The School Code, the Board shall automatically institute dismissal procedures against the Certified Staff Member in accordance with the *School Code*. This provision shall not be construed to guarantee a Certified Staff Member the right to complete a 90 school day remediation plan if, prior to the completion of the remediation plan, his/her employment is terminated pursuant to an honorable dismissal process at SEDOL.

Section F: Supervisory Conference and Discipline

(1) Any substantive complaint regarding a Certified Staff Member shall be brought to the Certified Staff Member's attention before any disciplinary action is initiated with respect to such complaint.

(2) A Certified Staff Member shall have the right to be accompanied by a Union representative at any investigatory conference if a Certified Staff Member will be questioned about his or her involvement in an incident and it may reasonably be anticipated that the Certified Staff Member's answers will subject him/her to disciplinary action. If a Certified Staff Member believes that a prior conference with a supervisor with respect the Certified Staff Member's performance was unfair, the Certified Staff Member may request a second conference with such supervisor to discuss the same. Such request shall be in writing and shall specify the nature of the asserted unfairness. The Certified Staff Member and the supervisor may have a representative at such meeting.

(3) A Certified Staff Member shall be apprised in writing in advance of the submission of any recommendation to dismiss and shall be afforded the opportunity of a conference with his/her immediate supervisor to discuss such recommendation. The Certified Staff Member's signature on any discipline or evaluative document shall not signify the Certified Staff Member's agreement but solely that the Certified Staff Member has seen and received a copy of the document(s).

Section G: Psychologist's Evaluation

If a psychologist shall be adversely evaluated for failure to complete a sufficient number of individual student evaluations during a specified period of time, he/she shall have the right to appeal such adverse evaluation to the Superintendent or designee before any public discussion or action is taken by the Executive Board. Such appeal shall include a meeting with the Superintendent or designee at which all of the pertinent factors surrounding the evaluation shall be reviewed, including (but not limited to) the complexity of the particular test and factors interfering with its orderly completion. Should an appeal to the Superintendent or designee concerning the pertinent factors surrounding the evaluation result in a decision that such adverse evaluation was unfounded; all warnings issued by the Board with respect such situations shall be rescinded. Dismissal proceedings shall not be initiated against any psychologist for such failure unless there has been a history or pattern of the same and the psychologist has been appropriately warned. Should proceedings result in the dismissal of a tenured psychologist for the above-mentioned reasons, the psychologist shall be entitled to a hearing before an impartial third party pursuant to the conditions set forth in Section 24-12 of the Illinois *School Code*.

Section H: Personnel files

(1) The Board shall maintain only one (1) official personnel file for each Certified Staff Member. Such file shall contain all evaluative material affecting the Certified Staff Member, provided this shall not preclude the keeping of duplicated copies of such materials in other sources or the temporary collection of data pending submission to the official personnel file.

(2) A Certified Staff Member shall have the right to inspect all materials in the Certified Staff Member's official personnel file except materials furnished on a confidential basis by other employers or references, provided such inspection shall occur during normal business hours. Such inspection may be required to be in the presence of a designated employee of the Board. The Certified Staff Member shall have the right to copy any material, which appears in this file, and secure mechanical reproductions of this file or parts thereof at reasonable cost. Nothing shall be permanently removed from the file without the consent of the Board.

(3) No portions of a Certified Staff Member's file shall be disclosed to third parties except as permitted by law, or as shall be necessary in the performance of the Board's responsibility or as required pursuant to Article II, Section E, of this Agreement.

(4) A copy of all material placed in the Certified Staff Member's personnel file shall be provided to the Certified Staff Member within five (5) Certified Staff employment days. The Certified Staff Member shall acknowledge receipt of such copy. This Paragraph shall not be applicable to materials excluded under Paragraph 2 of this Section or to materials originating with the Certified Staff Member.

(5) Except for objections to formal written evaluations, which must be submitted within ten (10) working days of the Certified Staff Member's receipt of the formal written evaluation, a Certified Staff Member shall have the right within thirty (30) Certified Staff employment days after receipt of such copy to add dissenting or explanatory material to any document, which shall be part of his/her official file. Should new information become available after this time, the Certified Staff Member shall have the right, within twenty (20) Certified Staff employment days following receipt of such information, to attach an addendum to any previously submitted material.

ARTICLE VI

LEAVES

Section A: Sick Leave

Each Certified Staff Member shall, without deduction in pay and whether in attendance the first day of school or not, annually be entitled to sick leave In accordance with the following schedule:

Years of Service with SEDOL	Annual Allotment
Year 1-20	13 days
*Year 21	23 days
Year 22 and beyond	13 days

*For purposes of tier Year 21, Certified Staff Members who reached tier Year 21 prior to or as of the first year of this Agreement shall receive (exclusively) the leave amount of 23 days (tier Year 21) in the first year of this Agreement. For years after the first year of this Agreement, those Certified Staff Members shall revert to the proper tier. At no time shall any Certified Staff Member be awarded more than 23 days of sick leave in any one year or more than one time.

A Certified Staff Member who is first hired by the District after the start of the school year, shall have his/her sick leave pro-rated for the first year. The use of sick leave is subject to the conditions below.

Sick leave shall be utilized as prescribed and/or authorized by the School Code and/or the Family Medical Leave Act. Unused sick leave shall be cumulative to a maximum of three hundred forty (340) days. A Certified Staff Member may access the annual allotment per the schedule above beyond the cumulative maximum each year after reaching three hundred and forty (340) days, but any days beyond the cumulative maximum will not accrue from year to year. Sick Leave may be used in full or half day increments, except that a Certified Staff Member may use a quarter of a day of sick leave at either the beginning or end of the work day provided a morning leave ends before student arrival and an afternoon leave starts after student departure.

Certified Staff Members who have submitted their irrevocable notice of retirement in order to participate in the voluntary Retirement Incentive pursuant to Article VIII, Section U of this Agreement shall only receive an annual allotment of 13 days of sick leave regardless of years of service with SEDOL.

Section B: Bereavement Leave

Each Certified Staff Member shall, without deduction in pay or sick leave, be entitled to up to four (4) days of bereavement leave for each death of a member of the Certified Staff Member's immediate family. The term "immediate family" shall be defined as parents, stepparents, spouses, domestic partners, brothers, sisters, children, step-children, grandparents, grandchildren, parents-in-law, brothers-in-law, sisters-in-law, legal guardians, daughters-in-law, and sons-in-law. Each Certified Staff Member shall be permitted to use two (2) sick leave days, per occurrence, to attend the funeral of anyone outside the immediate family. An additional six (6) days may be taken unpaid or using sick time, if available. The leave must be taken within sixty (6) days of the notification of death. The District may request reasonable documentation to verify the need for the leave.

Illinois *Family Bereavement Leave Act* ("FBLA") also includes bereavement leave for certain circumstances involving loss of pregnancy or fertility issues. Employees may reference Board Policy 2:250, *Leaves of Absence*, or contact Human Resources for further information.

Section C: Personal Business Leave

Each Certified Staff Member shall, without deduction in pay, be entitled to four (4) personal business leave days per school year whether in attendance the first day of school or not. Personal business leave is for the purpose of transacting personal, legal, personal business, household and family emergencies and other personal matters that require absence during school hours. Personal business leave shall not be used on the first or last day of student attendance or on an institute or parent-teacher conference day. No more than three (3) personal leave days may be used consecutively. Additionally, each year a Certified Staff Member may use no more than one (1) of the four (4) personal business leave days on the two (2) days preceding or following a school holiday or vacation period (defined as: Labor Day, Columbus Day, Veterans' Day, school day before Thanksgiving break, Winter Break, Martin Luther King, Jr. Day, Presidents' Day, Casimir Pulaski Day, Spring Break and Memorial Day). If a Certified Staff Member is assigned to a member district and the member district does not observe one of the preceding holidays, then the use of a personal business leave day before or after the "non-observed holiday" shall not count as one (1) of the four (4) personal business leave days. Under extremely extenuating circumstances, the Superintendent, or designee, may grant an exception to the preceding restrictions. Such exception shall be non-precedential, and the grant or denial of any request shall be non-grievable. Certified Staff Members who have a conflict with the preceding restrictions related to moving a child to or from college at the beginning or end of a school year must receive permission for the use of additional personal business leave days for such purpose from Human Resources via email at least two weeks prior to the impacted date. Personal business leave may be used in full or half day increments. Unused personal business leave days at the end of the school year shall accumulate as sick days and shall be subject to the sick leave provisions in Section A of this Article.

Section D: Parental Leave

Parental leave shall be granted without pay to tenured Certified Staff Members who apply therefor in full compliance with the following:

(1) The Certified Staff Member shall notify the Superintendent or designee in writing of the fact of the pregnancy at least one hundred (100) calendar days prior to the anticipated date of delivery. A physician's statement indicating such date shall accompany this notice.

(2) Parental leave pursuant to this Section is a benefit separate and apart from benefits under the *Family and Medical Leave Act*, but shall run concurrent with FMLA leave, to the extent a Certified Staff Member is eligible for FMLA. Under no circumstance shall parental leave serve to extend FMLA leave.

(3) Application for parental leave shall be filed with the Superintendent or designee in writing within one (1) calendar month prior to the beginning of the requested leave. Such application shall indicate the requested starting and ending dates of such leave, provided (1) the total length of such leave shall not exceed the balance of the school term in which it commences (note: any leave which commences in the summer shall be regarded as commencing in the following semester) and one (1) additional school term, (2) such dates are consistent with continuity of instruction of students, and (3) terminates so that the Certified Staff Member shall return to employment at the beginning of a school year. Leave shall commence on the date agreed upon in advance between the Certified Staff Member and Superintendent. Any of the foregoing may be waived by the Superintendent at his/her sole discretion and without precedential effect. If the Superintendent and the Certified Staff Member cannot agree as to what constitutes continuity of instruction, the matter shall be submitted to expedited arbitration procedures of the American Arbitration Association or FMCS if by mutual agreement, the cost to be shared by the Board and the Certified Staff Member.

(4) No benefits of whatsoever nature shall accrue to the Certified Staff Member during the period of leave, provided that, subject to the approval of the insurance carrier for non-FMLA leaves, the Certified Staff Member may maintain all insurance benefits during such period of leave at

the Certified Staff Member's own expense by making timely payment of all premiums due. If the period of leave exceeds one-half (1/2) of the Certified Staff Member's scheduled work year, the leave shall not count as entitlement for advancement on the salary schedule.

(5) A Certified Staff Member who adopts a child shall be entitled to a leave of absence subject to all of the conditions of the preceding Subsections. Application therefore shall be made within five (5) Certified Staff employment days following making application for adoption, and the leave shall commence no later than ten (10) calendar days following placement of the child in the Certified Staff Member's home.

(6) Nothing herein shall be construed as to require any Certified Staff Member to make application for parental leave. Any Certified Staff Member who elects not to apply for parental leave, or who is ineligible therefore, shall be entitled to utilize accumulated sick leave of up to thirty (30) days pursuant to the Illinois *School Code*.

(7) A parental leave may be granted to a non-tenured Certified Staff Member by action of the Board of Education, subject to all the conditions applicable to a tenured Certified Staff Member. However, for a school term to count toward the attainment of tenure, the non-tenured Certified Staff Member must work at least one hundred twenty (120) full time employment days. A school term that is not counted toward attainment of tenure shall not be considered a break in service for purposes of determining whether the non-tenured Certified Staff Member has been employed for the period of time necessary to attain tenure, provided that the non-tenured Certified Staff Member actually teaches or is otherwise present and participating in SEDOL's educational program in the following school term. The granting of such leave to any non-tenured Certified Staff Member shall not constitute a precedent for the granting or withholding of leave to any other Certified Staff Member. Each request shall be judged on its own merits and shall be within the sole discretion of the Board.

Section E: Leave for Jury Duty or Subpoena

Each Certified Staff Member shall receive leave with pay to perform jury duty. Certified Staff Members shall remit their reimbursement for jury duty to the Board. Certified Staff Members shall keep any reimbursement received for transportation. The Board shall not be responsible for any transportation expenses incurred in excess of the amount reimbursed by the jury commissioner. In addition, each Certified Staff Member shall receive leave with pay if required to attend a legal proceeding for which the Certified Staff Member has been served with a subpoena to attend, which relates to their professional responsibility as a SEDOL Certified Staff Member. In the event that a Certified Staff Member receives a jury duty summons but does not actually report to perform the jury duty, they are expected to report to work and are not entitled to paid leave pursuant to this Section.

Section F: Leave of Absence Without Pay

Certified Staff Members may be granted leave of absence without pay for causes deemed appropriate by the Executive Board.

(1) All Certified Staff requesting leave must do so one (1) calendar month prior to the beginning of said leave. Such requests must include the exact duration of leave and be in writing.

(2) The total length of such leave shall not exceed the balance of the school term in which it commences and one (1) additional school year.

(3) Such leave shall be without pay or other benefits, provided during such leave, if the insurance carrier permits, the Certified Staff Member may maintain insurance benefits by timely payment of the entire premium therefor.

(4) The Certified Staff Member shall return to the staff without credit on the salary schedule for the period of absence if such period is in excess of one-half (1/2) of a work year.

(5) No Certified Staff Member shall be granted more than one (1) such leave in any five (5) year period. (6) This Section shall not be applicable to maternity/paternity/childrearing leave.

Section G: Professional Leave

Certified Staff may be granted leave with or without pay to participate in professional activities.

Section H: Assignment Upon Return From Leave

Upon the return of a Certified Staff Member from leave to full-time employment, the Board shall make a reasonable effort to reassign the Certified Staff Member to a position comparable to that previously assigned with respect to age level of student, category of handicap (if applicable), and geographical locale (if available).

Section I: Notification of Intention to Return

As a condition of any leave of more than eight (8) calendar months duration, the Certified Staff Member shall agree to give written notification of intention to return to employment at the conclusion of such leave by no later than February 1st. Failure to give such notification shall be deemed a resignation by the Certified Staff Member. The Board shall send a letter of reminder of this notification to any Certified Staff Member on leave by no later than December 15th prior to termination of such leave. Failure of the Board to do so shall release the Certified Staff Member on leave from any notification deadline regarding such leave.

Section J: Unemployment Compensation

As a condition of any unpaid leave of absence, the Certified Staff Member agrees to waive any claim to unemployment compensation during the term of such leave or any recess or vacation period immediately preceding or following such leave.

Section K: Report of Sick Leave

Each Certified Staff Member shall annually receive written notice of his/her accumulated leave time.

Section L: Sabbatical Leave

The Board may grant to Certified Staff Member's sabbatical leave each school year, subject to the provisions of Section 24-6. 1 of The School Code.

Section M: Certified Staff Member Attendance

To qualify for the Certified Staff Member attendance bonus, a Certified Staff Member may not take any "dock days" or sick leave days. To be eligible for a given trimester, a Certified Staff Member must work for the entire trimester or the entire school year, as applicable to their hiring date. For the purpose of this Section, sick leave does not include the donation of sick leave days to the sick leave bank. If a dock day is taken after a Certified Staff Member receives an attendance bonus, he/she shall not be eligible for any further attendance bonus for the remainder of the year. Additionally, a Certified Staff Member may not use more than four (4) personal leave days.

Zero Sick Leave Days Used	Bonus	Paid
From first work day through November 30th	$175	December 15th
From December 1st through February 28th	$175	March 15th
From March 1st through last work day	$175	June 30th
Worked all eligible days	$275	June 30th
Total Possible Bonus	$800	

Section N: Sick Leave Bank

The Board and the Union agree to establish a voluntary sick leave bank for Certified Staff who elect to participate. The Bank will be administered by a joint labor management committee consisting of two members appointed by SEDOL and two members appointed by the Union.

The sick leave bank shall be operated as follows:

(1) Any Certified Staff Member, including part-time Certified Staff, desiring to participate in the sick leave bank shall donate two (2) accumulated sick leave days before September 1 of a given school term; no additional donation shall be required, except as provided in paragraph (3). Certified Staff hired after September 1 may join the sick leave bank within ten (10) work days from the first day of employment. Certified Staff may annually discontinue their participation in the sick leave bank by submitting a written notice of their decision to the Union by September 1. Certified Staff who choose to rejoin the sick leave bank must donate two (2) sick leave days by September 1 of the year in which they choose to rejoin. By September 30 of each school year, the Union shall provide the Human Resources Department with a copy of the participants' signed authorization forms and a certified list of current participants. The Union will provide an updated list in the event any Certified Staff hired after September 1 elect to participate. Such authorization form shall be included in the Appendix of this Agreement and on the SEDOL website.

SEDOL shall provide a mailbox at the central office for the Union's use in collection of the participants' authorization forms and notices of discontinuation.

(2) Certified Staff who are in their final year of employment due to retirement and who have accumulated sick leave days in excess of the maximum amount that TRS will accept for service credit (340 days) may donate up to ten (10) excess sick leave days to the Bank.

(3) If, in any year, the total number of days in the sick leave bank falls below twenty-five (25), each participant shall contribute one (1) additional day, if a participant is unable to contribute an additional day because he or she has exhausted all available leave, the District shall withhold a sick leave day from him or her from the next annual grant of sick leave days;

(4) In order to draw upon the sick leave bank, a Certified Staff Member:

(a) Must be a current participant;

(b) must have exhausted all accumulated and newly granted sick leave and personal business leave; and

(c) shall have been absent without pay due to his/her own serious health condition for at least three (3) days during the school term in which the draw is to be used; *(a Certified Staff Member receiving workers' compensation temporary total or permanent total disability benefits shall not be considered to be absent without pay).

NOTE: "Serious health condition" is defined as catastrophic illness, accident, prolonged illness, or other circumstances as determined by the joint labor management committee that may affect the Certified Staff Member.

(5) The maximum number of days per year any Certified Staff Member may use in a school term is twenty-one (21) sick leave bank days. In the event a Certified Staff Member who has already withdrawn days from the bank earlier in the year experiences a different serious health condition in the same year, he or she may use any of the original twenty-one (21) days that may remain, but must first satisfy a new "three (3) days absent without pay" requirement set forth in Paragraph 4(c).

(6) Once days are donated to the sick leave bank, such donation shall be irrevocable;

(7) In order to draw any day(s) from the sick leave bank, the eligible Certified Staff Member shall make application to the SEDOL Human Resources Department. The Human Resources Department will forward the request to the joint labor management committee. The joint labor management committee will review the request to determine the Certified Staff Member's eligibility for sick leave bank days. The joint labor management committee may require a medical doctor's statement confirming that the participant's illness/injury necessitated absence from work. Certified Staff requesting sick leave bank days may be required to provide medical releases to permit the joint labor management committee to obtain medical records necessary to evaluate the request.

(8) Additional guidelines may be developed and implemented by the joint labor management committee.

Section O: Family and Medical Leave Act

The Board shall comply with the provisions of the Family and Medical Leave Act of 1993.

ARTICLE VII

WORKING CONDITIONS

Section A: Work Day

Prior to the start of the work year, a Certified Staff Member shall receive notice of his or her regular workday. Certified Staff Members who are assigned to a member district shall follow the regular work day for their member district including the member district's practice of a duty free lunch. Any Certified Staff Member who is assigned to multiple work locations who believes his or her regular schedule does not permit a duty free lunch shall immediately notify his/her immediate supervisor who will attempt to address the Certified Staff Member's schedule to provide a duty free lunch. A Certified Staff Member who is occasionally unable to take his or her duty free lunch due to extenuating circumstances shall promptly notify his or her supervisor for consideration and approval of compensation or early release for the day. Prior to adjusting building start and end times, SEDOL will provide written notice to the Union and engage in mid-term bargaining, if requested by the Union.

All Certified Staff, regardless of their work location, may leave on the day before extended breaks (i.e., Winter Break, Spring Break, Thanksgiving Break, and Summer Break) and the Friday before three-day weekends due to a recognized Monday holiday, except for a Friday institute day, a maximum of twenty-five (25) minutes prior to the end of the contractual time or as soon as their last student has been discharged for the day, whichever is later.

SEDOL may, on occasion, permit Certified Staff members to arrive to work after their scheduled start time or leave prior to their scheduled end time. SEDOL's decision to occasionally grant release time under this provision shall be non-precedential and non-grievable.

Section B: Teaching Assignments

(1) In developing Certified Staff assignments, supervisors shall make every effort to develop assignments, which are appropriate to the Certified Staff Member's background and preparation, and in keeping with his/her special area of interest.

(2) Prior to finalizing Certified Staff assignments, if a Certified Staff Member assignment represents a change from the previous school year, the supervisor shall confer with the Certified Staff Member to present the Certified Staff Member with the rationale for such a change. If at any time it becomes apparent that a change in Certified Staff Member assignment is necessary, the supervisor shall notify the Certified Staff Member without delay. In the event the Certified Staff Member is unavailable, every effort shall be made to mail or otherwise communicate such notice of the change in assignment within three (3) SEDOL business days.

(3) Each Certified Staff Member shall be notified in writing of his/her assignment for the following year by May 15th of the current school year.

The notification should include the school, program and level. It should also include the specific classroom(s) (in SEDOL-operated facilities) and co-teacher (if applicable), if known.

If it is not possible, each Certified Staff Member shall be provided with an explanation indicating why it is not possible. As assignments are made throughout the summer recess, each Certified Staff Member shall be notified without delay. In the event the Certified Staff Member is unavailable, every effort shall be made to mail or otherwise communicate such notice of the assignment within three (3) SEDOL business days. Each Certified Staff Member shall be provided with an explanation of any change in assignment.

(4) Each school year, by no later than May 1st, Certified Staff shall be provided a form on which

they may provide input concerning the continued placement of the paraprofessional who was assigned to the Certified Staff Member's classroom. The input will be taken into consideration by SEDOL when paraprofessional assignments are being determined. However, no Certified Staff Member shall be guaranteed that a particular paraprofessional will be assigned or reassigned based on the Certified Staff Member's input or request. Additionally, it is understood that any such input submitted by the Certified Staff Member may not be treated as confidential.

Section C: Transfer Procedures

(1) Certified Staff Members may apply in writing for transfer to any new or vacant position for which they are licensed and qualified. Such application shall be submitted to the Superintendent or designee. Selection of a candidate to fill a new or vacant position shall be made in accordance with 105 ILCS 5/24-1. 5 of the *School Code*.

Such transfer applications shall not be unreasonably withheld.

(2) Certified Staff Members involuntarily transferred shall be advised of the same without delay. In the event the Certified Staff Member is unavailable, every effort shall be made to mail or otherwise communicate such notice of transfer within three (3) Certified Staff employment days. At the option of the Certified Staff Member, a conference shall be held between the Certified Staff Member and the Certified Staff Member's immediate supervisor to discuss such transfer and to explore alternatives. If the Certified Staff Member is still dissatisfied and shall so request in writing to the Superintendent or designee, a conference shall be held with the Certified Staff Member's immediate supervisor, the building supervisor or designee of the host school (if willing), and the Superintendent or designee. If the Certified Staff Member remains dissatisfied after such additional conference, the Certified Staff Member may submit a summary of his/her position, which shall be made available to the Executive Board.

(3) If a Certified Staff Member is involuntarily transferred as a result of the closing of a facility, every effort shall be made to assign the Certified Staff Member to a position reasonably geographically adjacent.

(4) A Certified Staff Member who is transferred from one SEDOL position to another shall have the right to take with him/her all instructional materials prepared exclusively by the Certified Staff Member. The Certified Staff Member may request in writing of his/her supervisor the right to also take instructional materials provided by SEDOL.

(5) If a Certified Staff Member is transferred or if the Certified Staff Member's classroom is moved less than seven (7) business days prior to the commencement of pupil attendance days the Certified Staff Member shall be given two (2) business days to review files and/or set up the classroom. The Certified Staff Member shall be compensated at the Certified Staff Member's per diem rate based on the Certified Staff Member's salary divided by the Certified Staff Member's work year.

If a Certified Staff Member is transferred to a new assignment or if the Certified Staff Member's classroom is moved during the school term, the Certified Staff Member shall be given two (2) school days of release time for familiarization and preparation for the new assignment or location unless by agreement with the Certified Staff Member and the Union, the Certified Staff Member requires less than two (2) school days of release time. If a Certified Staff Member requests transfer to a new classroom during the school term and within the same building, no release time shall be granted.

Section D: Facilities

(1) Facilities operated and maintained by the Board shall be kept free of conditions clearly hazardous to the health and safety of Certified Staff insofar as such shall be reasonably within the control of the Board.

(2) Certified Staff assigned to facilities which are not operated and maintained by the Board shall be given an opportunity to indicate to their immediate supervisor no less often than monthly during the school term any conditions which might be injurious to the health or safety of Certified Staff. Supervisors shall apprise the Certified Staff Member of any action taken in response to the report of such conditions. The Board shall make a reasonable effort to facilitate the removal of any threat to the health or safety of the Certified Staff Member.

(3) The Board acknowledges that where schedules, the physical plant, educational objectives and financial resources permit, Certified Staff shall be provided a separate room or room area for the instruction of students. The Union acknowledges that in facilities not fully operated and maintained by the Board, that the implementation of this principle is contingent upon the acquiescence therein by the host district or cooperating agency.

(4) The Board shall encourage the host district to provide appropriate workspace in which SEDOL supportive staff and itinerant Certified Staff Members can provide educational services, evaluation and therapy services to students. The Board shall make reasonable effort to correct problems involving appropriate workspace as the need arises.

(5) When conditions necessitate a Certified Staff Member moving from one classroom to another, the Board shall make reasonable effort to supply boxes, package material and physical assistance in packing and moving materials and supplies.

(6) Certified Staff shall promptly notify the supervisor of any safety hazard, which exists in the classroom. When the Board determines that a safety hazard exists it shall take all necessary steps to remediate the hazard.

(7) Itinerant staff shall be provided with office space. Space shall be provided at each SEDOL-operated facility geographical location if space permits. In addition, SEDOL shall encourage each host district utilizing itinerant staff to provide office space for the use of SEDOL itinerants, subject to the approval of the building principal.

Section E: Educational Policy Development

(1) An Educational Policy Committee shall be established for purposes of providing input to the Administration on the following matters:

(a) Curriculum Development.

(b) Individualized Educational Program.

(c) Instructional Materials Selection.

(d) Roles of Student Service Personnel.

(e) Inservice development for all SEDOL staff.

(f) Instructional Technology Selection.

(g) Instructional Methodology Criteria.

(2) The Administration shall provide committee members with copies of proposed policies dealing with students and instruction, at approximately the same time that the Executive Board is provided with a copy for the first reading.

The Administration shall consider input from the committee on such proposed policies so long as the input is provided two (2) weeks prior to the next scheduled Executive Board meeting.

(3) Such committee shall be comprised of three (3) supervisory staff to be appointed by the Superintendent and an equal number of Certified Staff appointed by the Union President or designee. One (1) member of the supervisory staff and one (1) Certified Staff Member designated by the Certified Staff on the committee shall serve as co-chairpersons.

(a) The committee shall meet as necessary.

(b) The co-chairpersons shall be responsible for agenda preparation.

(c) Employee(s)of the Board other than Certified Staff or supervisory staff shall be invited to meet with the committee when its agenda include items pertinent to their area(s).

(4) The Board shall reimburse mileage expense for travel between staff assignment and committee meeting for all Certified Staff committee members.

Section F: Substitute Teachers

The Board shall make every effort to provide a substitute for any teacher who reports his/her absence through the District's attendance system by no later than 7:00 a.m. on the day of such absence.

Section G: Medical Examinations

With the exception of required physical examinations upon entering service in the District, the Board shall pay the costs of all medical examinations required by the Board of the Certified Staff Member.

Section H: Preparation Period

The Union and the Board agree that, if possible, each Certified Staff Member should be afforded the same weekly preparation periods as Certified Staff in the SEDOL or member district buildings, or as close to that amount as possible. In any case, every effort shall be made to assure that where the Certified Staff Member's schedule allows, the Certified Staff Member shall be afforded preparation time of not less than thirty (30) consecutive minutes per work day. During preparation time, Certified Staff shall not be required to be present with students and may use the time for professional duties including, but not limited to, lesson planning, grading, preparing instructional materials, communication with families and colleagues. Time before or after students are in attendance shall not be considered preparation time unless such time exceeds thirty (30) consecutive minutes.

Any Certified Staff Member assigned to a sector classroom in the host district who believes he or she is not receiving this minimum preparation time, shall immediately notify the building principal and the Assistant Superintendent of Educational Services who will attempt to rectify the preparation time. When all avenues have been exhausted by the Principal and the Assistant Superintendent of Educational Services and the Certified Staff Member still has less than one (1) preparation period per day, such Certified Staff Member shall be compensated at the rate of $34 per hour. The amount of time for which such Certified Staff Member shall be so compensated shall equal the length of preparation periods in the SEDOL or member district buildings not to exceed forty-five (45) minutes per day. However, if the Certified Staff Member fails to notify the building principal and the Assistant Superintendent of Educational Services to allow for rectification of

any shortfall in preparation time, the Certified Staff Member shall not be eligible for compensation. Any Certified Staff Member claiming additional compensation under this provision must submit his/her timesheet within 30 days of the occurrence for additional compensation, except the month of May and June, which must be submitted by June 15. During the Certified Staff Member's preparation time, the Certified Staff Member need not be present with students.

Section I: Meetings/Trainings Occurring Outside of Regular Work Hours

The compensation and benefits provided to Certified Staff under this Agreement includes recognition for mandatory participation in professional meetings outside the daily work day. Certified Staff participation in mandatory meetings outside of the work day will be limited to twenty (20) times per year, exclusive of IEP and student disciplinary meetings. Of the twenty (20) mandatory meetings, six (6) meetings will be designated for state-mandated trainings and one (1) shall be designated for Curriculum Night. Additional meetings may be convened and a Certified Staff Member may voluntarily participate. However, if Certified Staff are required to attend more than twenty (20) mandatory meetings during the school year, they shall be paid $34 per hour for any mandatory meeting in excess of twenty (20) By no later than September 1st, the Administration shall provide Certified Staff with a schedule of the regular mandatory meetings, which shall identify the meeting dates designated for state-mandated trainings. Certified Staff who complete a scheduled training in advance will not be required to attend the mandatory meeting designated for the training. The Administration shall not be precluded from calling a non-scheduled meeting in the event of an emergency. Mandatory meetings shall not exceed one and one half (1-1/2) hours in length, except for Curriculum Night.

Except for Curriculum Night, if a mandatory meeting exceeds 1-1/2 hours past a Certified Staff Member's work day, he or she may elect to leave the mandatory meeting 1-1/2 hours after his or her work day would end even if the mandatory meeting is not concluded (unless the mandatory meeting is an IEP or student discipline meeting). If a Certified Staff Member is assigned to more than one building or team and receives a list of mandatory meetings that exceeds twenty (20), he or she may request to meet with his/her supervisor to review the list and prioritize the meeting list for the Certified Staff Member. A Certified Staff Member whose work day does not end at the place where the mandatory meeting is being held may consult with the supervisor hosting the mandatory meeting to request whether remote participation in a particular meeting is a viable option.

Section J: Center-Based Substitutes

The Board may consider the use of bargaining unit full-time licensed teachers as center-based full-time substitutes for use at SEDOL operated facilities. This Section does not in any way obligate the Board to implement such use.

Section K: Itinerants Adverse Weather Conditions

During adverse weather conditions which make driving hazardous, the itinerant Certified Staff Member, within the Certified Staff Member 's professional and personal judgment, may alter the schedule for the day, so as to not endanger the Certified Staff Member's personal safety, and to meet with as many of the regularly scheduled students as possible within those parameters. The Certified Staff Member shall make all phone calls made necessary by alterations to the schedule, including to the Certified Staff Member's supervisor.

Section L: Professional Responsibility- Contractual Year

Certified Staff who have accepted the terms and conditions of a one (1) year contract with SEDOL will be expected to fulfill their one (1) year contractual agreement.

Section M. Electronic IEP and SEDOL E-Mail Systems

The District shall provide access to and training for usage of the SEDOL electronic IEP and e-mail systems. The scope and design of the training is at the discretion of the Administration and is not grievable.

Section N: Mentoring Program

All new Certified Staff shall be assigned a mentor by their program supervisor/principal for their first year in the District. Assignments shall prioritize (1) the same worksite or (2) the same discipline, whenever possible.

Orientation and Expectations

(1) To ensure a successful start to a mentoring relationship, prior to the start of the mentoring process, all mentees shall be provided with access to all necessary programs, applications, and systems, including the ability to log in and view class rosters, if applicable.

(2) The District shall be responsible for ensuring that all new Certified Staff Members to the District have functioning log-in credentials and receive basic training or tutorials on any required programs and their basic use on their District provided device.

(3) The mentor shall be responsible for assisting the mentee with the use and application of programs and systems within the teaching and special education framework.

(4) Two (2) hours, including the lunch break time during New Teacher Orientation, shall be dedicated to mentors and mentees working together.

(5) Mentors are required to attend the joint time portion of the New Teacher Orientation.

(6) Mentors and Mentees shall have two (2), ½ days per year (one (1) prior to winter break and one (1) after winter break) to work together in a mentorship capacity at a SEDOL or member district building. Such meetings may include matters such as observing each other in the classroom, review of curriculum, IEP and related document review. Due to both teachers' absence from class on the specific half day, the meetings are subject to the arrangement of a substitute for each teacher and only with the prior approval of the supervisors.

(7) Mentors and mentees shall meet on a monthly basis to plan and complete the activities contained in the appropriate Mentor Activity Checklist Log provided by the District.

(8) Mentors and Mentees shall complete, sign and submit the appropriate log to the designated administrator no later than the day prior to winter break and the last day of school.

(9) Prior to serving as a mentor, Certified Staff must attend the annual mentor training. Returning mentors may attend the annual training on a voluntary basis.

Mentor Stipend

(1) Mentors shall receive an annual stipend in recognition of their responsibilities, inclusive of participation in the New Teacher Orientation.

(2) Mentors shall be paid a stipend of $500 for the first mentee and an additional $100 for each additional mentee up to a maximum of $800.

(3) The Mentor stipend shall be paid in two parts. Half on the first pay period following winter break and the remainder on the June 30th paycheck each year.

The District and Union shall jointly review the mentorship program annually to ensure compliance with this Agreement and to recommend improvements.

This Section shall not be subject to Article IX Grievance Procedure of this Agreement

ARTICLE VIII

COMPENSATION AND FRINGE BENEFITS

Section A: Method of Compensation

Each Certified Staff Member shall receive compensation payments on the basis of twenty-four (24) pay periods. Paychecks shall be issued on the fifteenth (15th) of each month or the last business day prior thereto, and the last Certified Staff workday or business day of each month. The first paycheck of the school year shall be August 31st. It is understood, however, that SEDOL will not issue any paychecks to Certified Staff whose first scheduled day of work is after August 31st. In such event, the Certified Staff will receive the first paycheck on the next payroll date.

Section B: Payment

During the summer months and during the school year, the Board shall, one (1) business day before the designated payday, electronically transmit for deposit each Certified Staff Member's compensation payment to the Certified Staff Member's designated financial institution of record. Additionally, the Board shall electronically mail each Certified Staff Member's record of compensation payment (voided paycheck and pay stub) to the Certified Staff Member's SEDOL e-mail address.

A newly employed Certified Staff Member shall receive only the first compensation payment by mail to the Certified Staff Member's address of record. In the event that a newly employed Certified Staff Member's first compensation payment does not arrive at the Certified Staff Member's address of record by the close of business on the day immediately following a payday, the Board, upon request of the newly employed Certified Staff Member, shall issue a substitute compensation payment to the Certified Staff Member the next business day (the second business day following payday). In such case, if and when the original compensation payment does arrive, the Certified Staff Member shall immediately return it to the Board. If the Certified Staff Member fails to immediately return the check, or cashes the check, the Certified Staff Member shall be charged with the maximum interest available pursuant to law until either reimbursement is made or the issuance of the next check, which may be withheld.

During the school year, when the payday falls over winter break or spring break, the Board shall electronically deposit each Certified Staff Member's compensation two (2) business days before the payday.

As a condition of employment, newly employed Certified Staff will be required to provide, within the first week of employment, their designated financial institution of record, in order for compensation to be processed on their behalf.

Section C: Insurance/ Fringe Benefit Fund

Subsection 1: Insurance

Certified Staff who are employed at least thirty (30*) hours per week ("eligible Certified Staff Member") may enroll and participate in a SEDOL-offered health insurance program:

(*Any Certified Staff Member who, during the 2014-2015 school term, worked at least 21, but less than 30 hours per week and who was also enrolled in one of the health insurance options offered by SEDOL shall be considered an "eligible Certified Staff Member" on a "grandfathered basis" and may continue to enroll and participate in one of the health insurance options so long as he/she works a minimum of 21 hours per week. However, if at any time in the future, said Certified Staff Member ceases to participate, he/she shall lose "grandfathered status" and may not enroll or participate in one of the health insurance options offered by SEDOL until such time as said Certified Staff Member meets the minimum hours requirement.)

Single

(1) For enrollment in a standard group hospital/major medical policy of insurance (PPO) as selected by the Board, the Board shall annually contribute 100% of the cost of single coverage.

(2) For enrollment in a Health Maintenance Organization (such as HMO-IL), as selected by the Board, the Board shall annually contribute 100% of the cost of single coverage.

(3) For enrollment in a Health Maintenance Organization (such as HMO-Blue), as selected by the Board, the Board shall annually contribute 100% of the cost of single coverage.

Except as otherwise provided herein, such coverage shall be for the twelve (12) month period commencing September 1 of each year. Nothing herein shall imply that the Board guarantees insurability of any Certified Staff Member.

Certified Staff Members hired by SEDOL to begin working before the 2011-2012 school year

For each Certified Staff Member who is eligible and wishes to enroll in the dual or family HMO coverage, the Board shall contribute the following amount toward the cost of the monthly premium:

For enrollment in the HMO-IL Plan, an amount not to exceed:

$504.07

For enrollment in the HMO-Blue Plan, an amount not to exceed:

$498.81

Family

For enrollment in the HMO-IL Plan, an amount not to exceed:

$633.52

For enrollment in the HMO Blue Plan, an amount not to exceed:

$628.26

Certified Staff Members hired by SEDOL to begin working for or after the 2011-2012 school year

For each Certified Staff Member who is eligible and wishes to enroll in dual or family HMO coverage, the Board shall contribute the following amount toward the cost of the monthly premium:

$425.00 for enrollment in dual or family coverage in either the HMO-IL or HMO-Blue Plan

Except as otherwise provided herein, such coverage shall be for the twelve (12) month period commencing September 1 of each year. Nothing herein shall imply that the Board guarantees insurability of any Certified Staff Member.

(4) The Board shall pay the premium cost for each Certified Staff member who works twenty-one (21) or more hours per week for fifty thousand dollars ($50,000) in life insurance. Nothing herein shall imply the insurability of any Certified Staff Member.

(5) In addition, a dental insurance plan selected by the Board will be made available at each Certified Staff Member's expense.

(6) The Board and the Union shall maintain a joint insurance committee of equal membership not to exceed a total of 16 members, of which there shall be three (3) administrators, three (3) STU members, three (3) SSSA members and seven (7) other members who represent other employment groups in SEDOL but are not part of the bargaining unit. The Union shall appoint its members, all other members shall be selected by the Board. The purpose of the committee shall be to review and analyze current medical policies; claims data; proposals from any competitive bidding process; information concerning potential carriers; health insurance trends in the insurance and educational industries; legal changes affecting the provision of insurance benefits; insurance reserves; stop loss/reinsurance policies and limits; as well as other policies, with the goal being to make recommendations for a district-wide insurance plan likely to deliver medical coverage in the most cost-effective manner. The role of the committee shall be advisory only. SEDOL reserves the right, in its sole discretion, to modify its health, dental or vision insurance plans and its flexible spending account if SEDOL determines such modifications are necessary to avoid imposition of the "Cadillac Tax"; to comply with any provisions of the Affordable Care Act; or to insure SEDOL is not subject to fines, fees or excise taxes because any of its employees are eligible to obtain coverage on an insurance exchange. However, prior to implementing any modifications, the administration shall convene a joint insurance committee meeting to receive input concerning the proposed modifications. Such modifications may include, but are not limited to:

(a) changes in plan design, or adding additional plans;

(b) replacing or adding additional insurance carriers;

(c) changes in benefit levels, deductibles, co-payments, Rx coverage. out-of-pocket maximums; or

(d) limiting the amount of salary reduction amounts under the Flexible Spending Accounts, etc.

(7) If the spouse of a SEDOL Certified Staff Member is eligible for insurance coverage from his/her own employer- regardless whether the spouse actually enrolls in such insurance coverage - the spouse shall not be eligible to participate in SEDOL 's insurance coverage effective July 1, 2016. SEDOL reserves the right to require verification of the spouse's eligibility for insurance coverage from his/her own employer.

Subsection 2: Selection

(1) Eligible Certified Staff shall elect the option(s) which he/she desires to utilize by designating insurance/fringe benefit elections in writing on a SEDOL approved form with the Business Office no later than the last business day of the open enrollment period. A Certified Staff Member's failure to make any changes to his/her health or dental plan elections during the open enrollment period shall be deemed to be a confirmation to maintain the previously selected options. However, a Certified Staff Member must complete a new enrollment form each year to continue to participate in the SEDOL's flexible spending account plan. Eligible Certified Staff employed after the start of the school term shall file such election within thirty (30) employment days of commencing employment with SEDOL.

(2) Such election shall be irrevocable during the twelve (12) month period, unless the eligible Certified Staff experiences a qualifying event.

Subsection 3: Miscellaneous Provisions

(1) For eligible Certified Staff employed less than full-time (i.e., 35 hours per week), the Board shall contribute an allowance pro rata based upon the percentage of employment.For eligible Certified Staff working less than the full work year, the Board shall contribute an allowance pro rata based upon the percentage of full-year employment.

(2) Premiums and costs shall be allocated to the year (commencing July 1) in which the coverage or event occurs, and without regard to billing date or date of presentation or invoice.

(3) Anything in this Agreement to the contrary notwithstanding, the Board's obligation to continue any insurance coverage or other program hereunder shall cease as of August 31st of the year in which a Certified Staff Member's employment with SEDOL terminates. However, if a Certified Staff Member's employment terminates "mid-year *(i.e.*, anytime other than the end of a school year) or terminates at the end of a school year as a result of a Certified Staff Member's retirement; then insurance coverage shall cease as of the last day of the month in which termination of employment occurs.

(4) If at any time during the term of this Agreement an insufficient number of Certified Staff Members elect to participate in either the group major medical policy of insurance(PPO) or the Health Maintenance Organization so as to endanger or preclude the continuation of the group, such participation shall be mandatory for such number of Certified Staff as shall be required to maintain the group policy, Certified Staff to be selected for such mandatory participation on a basis inverse to their seniority as defined in SEDOL policy.

Subsection 4: Employee Assistance Program

The Board shall provide an Employee Assistance Program ("EAP"). The selection of the particular EAP, including, but not limited to, the benefits provided and the provider, shall be in the sole discretion of the Board or its designee.

Section D: Extended Calendar Compensation

Certified Staff shall be paid additional compensation for required days of attendance in excess of one hundred eighty-five (185) days, pro rated on the basis of each individual Certified Staff Member's annual salary. For the purpose of calculating a Certified Staff Member's per diem, regardless whether it is used to calculate additional days of pay, or to calculate a dock day, the Business Office shall use the number of work days in the Certified Staff Member's scheduled work year (not including the +/- adjustment.)

Section E: Internal Substitution Compensation

If the Certified Staff Member is required to supervise a majority of the students of an absent teacher, additional compensation shall be paid to the supervising Certified Staff Member at the rate of $34 per clock hour, but not to exceed the daily substitute's rate of pay. If more than one (1) Certified Staff Member shall each supervise a portion of the students present of an absent teacher, such additional compensation shall be shared proportionately. Any Certified Staff Member claiming additional compensation under this provision must submit his/her timesheet within 30 days of the occurrence for additional compensation, except the month of May and June, which must be submitted by June 15.

This Section shall apply to a Certified Staff Member who is required to substitute for an absent interpreter, teacher aide, or paraprofessional, provided said Certified Staff Member is on planning time. This Section shall apply to a licensed school nurse who is required to substitute for an absent nurse, for all lost planning time.

This Section shall not apply if a teacher is assigned teaching duties and must assume responsibility for

his/her students due to the absence of supportive service personnel.

Section F: Credit for Military Experience

Credit for experience in the armed services of the United States shall be allowed as credit "elsewhere" up to three (3) years. A year of military service is defined to include no less than nine (9) months of any twelve (12) month period. The dates of induction and separation from active duty shall determine the period of service. Credits for military service shall be allowed only when the applicant has taught one (1) or more full years before his/her military service, except in the case of a Certified Staff Member who has been drafted into military service prior to assuming his/her teaching duties, in which case credit shall be granted as described above.

Section G: Notification and Time of Movement to New Compensation Bracket

Movement to a higher compensation bracket by reason of increased professional training shall occur only on the first and thirteenth paydays of the school year subject to the following conditions:

(1) The Certified Staff Member has notified the SEDOL Human Resources Department of his/her intent to advance on the compensation schedule by the last teaching day in the prior school term for compensation to be received on the first payday in the new year or notify the Human Resources Department by January 31 to receive compensation on the 13th payday.

(2) The Certified Staff Member submits official transcripts and/or official certificates of attendance for Continuing Education Units (CEU's) certifying the completion of coursework justifying advancement no later than thirty (30) calendar days after the first payday or thirteenth (13) payday.

Certified Staff who are on the step schedule may move a step or a lane, but not both, except that, one time every three years a Certified Staff Member may receive both a step increase and one lane change during the same year. (For example, to receive both a step increase and one lane change for the 2026-2027 school year, a Certified Staff Member must not have received both during the 2024-2025 and/or the 2025-2026 school years.) An exception shall be made for Certified Staff who receive a Master's Degree who were on the BA Lane; these Certified Staff may advance two (2) horizontal lanes and one step that year, but shall not be allowed to receive both a step increase and a lane change for the immediately following two school years.

Section H: Longevity Compensation

Subsection 1: Stipend

One (1) year after the Certified Staff Member has reached the top of the compensation schedule, he/she shall be removed from the salary schedule and shall receive his or her last scheduled salary plus any scheduled longevity compensation. Such compensation shall continue until resignation or retirement from the district; provided, however, that if a Certified Staff Member in longevity is eligible to, and elects to participate in the retirement incentive, than he or she shall receive the retirement incentive salary increases in lieu of longevity increases.

If a Certified Staff Member in longevity earns additional educational credits and qualifies for a lane change, then he/she may elect to receive the increase in the longevity stipend, or the differential between his/her current base salary and the base salary that was in effect for his/her "new lane" on the salary schedule. (Note: One time every three years, a Certified Staff Member in longevity that is eligible to change a lane may receive both a lane change increase and a longevity increase during the same year.)

Part-time Certified Staff in longevity shall receive the increase in the longevity stipend every year, and the

amount of the longevity increase shall be pro-rated according to their percentage of full-time employment.

Beginning with the 2013-2014 school year, only licensed staff in the MA, MA+15, MA+30, MA+45, MA+60, MA+75, MA+90, MA+105 or MA+120 lanes will be eligible for longevity compensation. However licensed staff who were at the top of the BA and BA+15 lanes and who received longevity compensation during the 2012-2013 school year shall be considered "grandfathered" and shall continue to receive longevity compensation until resignation or retirement from the district.

For each year of this agreement, Certified Staff in longevity shall have their prior year's salary (salary shall not include any extra earnings for internal substitution, missed prep periods, etc., but shall include any previously earned longevity pay) increased by the following percentages:

Year in Longevity:	**1st through 6th**	**7th or more**
	3.5%	3.0%

Section I: Compensation to Certified Staff Members for Supervising Student Teachers

If the college or university participating with SEDOL provides compensation for student teacher supervision, such compensation shall be provided directly to the Certified Staff Member providing supervision.

Section J: Certified Staff Member Mileage

Certified Staff Member shall be reimbursed for the actual miles driven for all job related travel, in accordance with the following procedures:

(1) All job related mileage to be approved for reimbursement shall be either pre-approved, or, the direct result of an assignment directed by the Administration.

(2) Job related mileage shall be approved only after the Certified Staff Member has reached his/her first business stop, and shall end when the Certified Staff Member has reached his/her last business stop, of any working day. Mileage shall not be paid between the Certified Staff Member's home and his/her first stop, or between the Certified Staff Member's last stop and his/her home.

(3) Certified Staff shall keep a mileage log on the appropriate form provided by the Business Office. This form shall be turned in to the Certified Staff Member's supervisor once each month on a date specified by the Business Office.

(4) Mileage reimbursement shall be paid in accordance with the above at the current rate allowable as a deduction by the Internal Revenue Service, provided that should the Internal Revenue Service change such rate during the life of this Agreement, the Board and Union agree to do likewise as soon thereafter as is practicable, but in any event within sixty (60) calendar days.

Section K: Credits Applicable for Advancement

A full-time Certified Staff Member who is eligible shall advance a step for the 2026-2027, 2027-2028, and 2028-2029 school year. Alternatively, if he/she has credits applicable for advancement, he/she may elect to move a lane instead of a step (except that, one time only during a three year period, a Certified Staff Member, who has credits applicable for advancement and room for step movement, may elect to move both a step and a lane - See Article VIII, Section G., Notification and Time of Movement for New Compensation Bracket. Certified Staff who are "frozen" in a lane for multiple years and then attain additional

education, shall only be permitted lateral lane movement and may not advance multiple steps. For example, if a Certified Staff Member was frozen on Step 10 of the BA lane for 5 years and then earned 15 additional education credits, he/she shall only be permitted to move to Step 10 of the BA+15 lane.

(a) The Certified Staff Member shall provide evidence that he/she is enrolled, and accepted, in a Master's Degree program leading toward a Master's Degree in Special Education or a pre-approved related Master's Degree.

(b) New Certified Staff shall be given compensation credit beyond the Bachelor's Degree, in accordance with the approved compensation schedule, providing that (i) such hours are graduate hours that have been earned after the completion of the BA degree, and (ii) the new Certified Staff Member can provide evidence that he/she is enrolled, and accepted, in a Master's Degree program leading toward a Master's Degree in Special Education, or a related Master's Degree.

(2) Coursework beyond the BA, but prior to the MA

(3) Coursework above the MA

(a) New Certified Staff shall be granted credit for courses beyond the MA in accordance with approved compensation schedules, providing that such courses are graduate courses in Special Education or a related field, and such credits have been earned after the Master's degree has been granted.

(b) All courses granted for credit beyond the Master's Degree must be earned after the Master's Degree has been granted.

(c) All courses taken for credit beyond the Master's Degree must be pre-approved prior to enrollment.

(d) Pre-approved continuing education programs which are directly related to a Certified Staff Member's duties may be approved for salary schedule advancement. Fifty (50) contact hours in a continuing education program or programs or five (5) Continuing Education Units (C. E. U. s) shall be considered the equivalent of three (3) semester hours of graduate credit. The Certified Staff Member will present certification of the successful completion of the program from the program sponsor and document the contact hours or C. E. U. s awarded or granted. Credit will not be approved under this paragraph if SEDOL grants release time with pay to attend the program.

(4) Review of Requests to Pre-Approve Coursework for Compensation Advancement:

A committee shall consist of one (1) member of the Union and one (1) member of the Administration to review staff requests to pre-approve coursework leading to advancement.

(5) Alternatively, a Certified Staff Member may be granted credit for undergraduate or graduate coursework **if** such coursework is directly related to the Certified Staff Member's assignment, and if such coursework is so approved by the SEDOL Superintendent or Superintendent's designee.

Section L: Payment to Illinois Teachers' Retirement System

(1) From the amount set forth in the Compensation Schedules, the Board shall remit for each Certified Staff Member the required percentage of the amount stated therein to the Illinois Teachers' Retirement System to be applied for the retirement account of such Certified Staff Member. It is the intent of the parties by this Agreement to qualify these payments as employer payments under Section 414(h) of the Internal Revenue Code.

(2) The balance of the compensation due each Certified Staff Member pursuant to such Compensation Schedule shall be payable to the Certified Staff Member in installments as otherwise provided herein, provided the Board shall deduct therefrom all monies as required by law or as authorized by the Certified Staff Member pursuant to the Certified Staff Member's request. Such withholding shall include any and all additional amounts required to be paid to the Illinois Teachers' Retirement System for the account of such Certified Staff Member.

(3) The Union and each Certified Staff Member shall indemnify and hold harmless the Board of Education, its members, its agents, and its employees from any and all claims, demands, actions, complaints, suits or other liability by reasons of a faithful payment of contributions to the Illinois Teachers' Retirement System pursuant to the provisions of this Section. No claim, demand, action or suit which shall assert liability of the Board and/or the Union shall be settled or compromised in any manner without the express written consent of both parties.

(4) The Board shall pay to the Illinois Teachers' Retirement System any amount due the Illinois Teachers' Retirement System on the amount contributed by the Board toward the Insurance/Fringe Benefit Fund stated in Section C above. This payment to Illinois Teachers' Retirement System shall be above and beyond any other compensation provided for elsewhere in this Agreement.

Section M: Compensation Schedules

The Board reserves the right to reopen this Agreement to address salary and/or any other economic provisions with the Union if Illinois state legislation is enacted, or a court decision related to such Illinois state legislation is rendered, which affects SEDOL so as to "significantly impact"* its ability to provide the pay and benefits set forth under this Agreement. In the event of such an occurrence, the Board shall notify the Union in writing and the parties agree to reopen the economic provisions and commence negotiations. *The phrase "significantly impact" shall be defined as the loss of revenue or new expenditures of one million dollars ($1,000,000) during the life of this Agreement.

Part-time Certified Staff shall be eligible for pay increases every year and their salary shall be pro-rated according to their percentage of full time employment. In the event of a decrease in the step/ lane on which a part-time Certified Staff Member is placed, the District shall continue to pay the prior year's base pay, pro-rated according to the part-time Certified Staff Member's percentage of full-time employment.

Certified Staff who at hire date hold a Master's Degree which requires sixty (60) or more hours of credit shall be initially placed in the MA +30 Column. Certified Staff may be required to present certification of the requirement for the sixty (60) Hour Masters.

Certified Staff who at hire date hold a sixty (60) hour Masters shall have a one hundred eighty five (185) day work year. All other Certified Staff shall have a one hundred eighty (180) day work year, unless the host district in which the Certified Staff Member is placed conducts a regularly scheduled work year which is longer than one hundred eighty (180) days (excluding "snow" days); in such case, the Certified Staff Member shall have a standard work year equal in length to the host district's.

The Board may place new hires on the Compensation Schedules at a Step equal to their years of experience outside of SEDOL up to Step 11. For hires with more than ten (10) years of experience, the

Board may grant one (1) additional Step above Step 11 for every two (2) years of experience above ten (10) years (e.g., a new hire with 20 years of experience could be placed at Step 16).

Section N: Tuition Reimbursement

The Board shall establish a fund in the amount of eighty thousand dollars ($80,000) annually for payment for tuition reimbursement (inclusive of all required fees and/or charges). Up to $10,000 of unused funds may be rolled over to the following year. A Certified Staff Member may make application for tuition reimbursement for up to eighteen (18) semester hours per school year for pre- approved graduate coursework upon successful completion of the course.

Certified Staff requesting reimbursement shall fulfill the requirements listed below in order to be eligible for graduate course tuition reimbursement:

(1) Request and receive signed pre-approval for the graduate course(s) from the Human Resources Department and the Union prior to the beginning date of the graduate course.

(2) Submit official receipts for the pre-approved graduate course(s) on or before September 30 of the school year following completion of the studies to the Human Resources Department. Graduate courses eligible for pre-approval shall be defined as:

(a) Graduate coursework leading to the completion of a Post-Graduate Degree program in special education or related field of study.

(b) Graduate coursework leading to licensure in special education or a related field.

(c) Graduate coursework in special education or a related field, or in a field related to the Certified Staff Member's assignmen.t

(3) Submit official transcripts for the pre-approved graduate course(s) to the Human Resources Department on or before October 15 of the school year following completion of the studies.

(4) Resubmit for pre-approval any graduate coursework that is not completed during the year for which it was applied, in order to be eligible for reimbursement in the subsequent year.

Failure to submit the required documentation (pre-approval form on file, official transcripts, and receipts) for reimbursement by October 15 shall result in the inability of the Certified Staff Member to receive reimbursement. To qualify for tuition reimbursement the Certified Staff Member must return as a regular employee of SEDOL the September following completion of their coursework, or in the event a Certified Staff Member has an approved leave of absence commencing that September, upon that Certified Staff Member's return to regular employment. he/she will be reimbursed.

From the fund designated by the Board, if all requests for reimbursements do not exceed the amount in the Tuition Reimbursement Fund, then and only then shall all Certified Staff Member submitting reimbursement requests receive the lesser of the actual cost of tuition (inclusive of all required fees and/or charges), or the hourly rate (inclusive of all required fees and/or charges) charged by Northern Illinois University (NIU) for graduate coursework during the year in which the Certified Staff Member completed the course(s) for which reimbursement is being requested. Certified Staff who were not fully reimbursed because their tuition costs exceeded the NIU rate will then receive a prorata portion of any remaining funds. In no case will reimbursement exceed the actual cost of tuition.

If, however, the sum total of reimbursement requests exceeds the amount in the Tuition Reimbursement Fund then all Certified Staff shall receive a prorated percentage of the

reimbursement to which they are entitled, rounded to the highest tenth of percent that does not use up the fund, to be determined annually by the Union.

Certified Staff employed less than full-time shall receive reimbursement pro rata based upon the percentage of employment.

Certified Staff shall not be eligible for tuition reimbursement for coursework completed while on an approved leave of absence, including sabbatical leaves.

Certified Staff shall receive reimbursement as soon as is practicable following November15 of each year.

All Certified Staff shall receive notice of the amount of reimbursement, if any, to which they are entitled (before any percentage reduction because of claims in excess of the fund total) no later than October 31.

Section O: Placement on Compensation Schedule for Certified Staff Members Who Have Resigned or Retired

In the event a Certified Staff Member resigns from SEDOL and seeks to return to SEDOL as an employee, said Certified Staff Member shall be placed no lower than the same salary step as when the Certified Staff Member resigned, less one (1) step for each year in excess of (1) years absence (e.g., an eleven (11) step Certified Staff Member resigns and returns three (30 years later; therefore, the Certified Staff Member is placed no lower than step nine (9) of the salary schedule).

In the event a Certified Staff Member retires from SEDOL and seeks to return to SEDOL as a Certified Staff Member, said Certified Staff Member shall be placed on the salary schedule at the lower of step twelve (12) or actual placement in final year prior to retirement.

Section P: Status Quo Upon Expiration of the Agreement

If in the event the contract expires and neither a new contract has been ratified nor the old contract renewed or rolled over, each Certified Staff Member shall remain on the salary schedule and receive the benefits under the expired contract. Only upon renewal or ratification of a new contract shall the Certified Staff advance on the salary schedule or receive any other additional benefits.

Section Q: Wisconsin State Taxes

All Certified Staff who are residents of Wisconsin shall file a Wisconsin W-4 form (or equivalent) with the Business Office. The Board will allow payroll deduction for Certified Staff subject to Wisconsin State taxes.

Section R: Direct Deposit

Unless a Certified Staff Member provides SEDOL with a letter stating that the Certified Staff Member does not utilize any financial institution, all Certified Staff Members' paychecks will be forwarded through electronic direct deposit to an account in a financial institution of the Certified Staff Member's choice. The cost shall be borne by SEDOL. Those Certified Staff who do not utilize a financial institution shall have their paycheck mailed to their residence on record at SEDOL.

Section S: Section 125 Plan

A joint committee consisting of three (3) members of the Union and three (3) members of the Board (or its designees) shall be formed as needed to interview and recommend to the Board a third-party administrator for a Section 125 Plan. The costs of the plan shall be charged to the participating employees.

Section T: Recruitment Incentives

For professional employee categories in which recruitment efforts have failed to fill a vacancy, the Superintendent or designee shall have the discretion to provide a signing bonus incentive to new hires not to exceed seven thousand five hundred dollars ($7,500) to be paid out equally over a three school year period. The administration shall notify the Union of any incentives provided pertaining to their members.

Certified Staff who successfully refer a candidate who is hired by the District shall receive a referral bonus of $250 once the referred candidate completes their first year of employment. The referring employee shall receive another $250 referral bonus if the referred candidate completes their second year of employment.

Section U: Retirement Incentive

To be eligible to participate in the Retirement Incentive Plan, a Certified Staff Member shall have completed 5 years of teaching service to SEDOL upon the date of his/her resignation for the purpose of retirement. Additionally, the Certified Staff Member must not have received a greater than 6%* increase in creditable earnings for any of the years that will be used by TRS to calculate his or her final average salary.

If these requirements are met, a Certified Staff Member who submits an irrevocable notice of intent to resign for the purpose of retirement to the Human Resources office in accordance with the guidelines below shall receive the following retirement incentive:

From August 16, 2026, until August 15, 2027, a Certified Staff Member may elect to retire at the end of the 2027-2028, 2028-2029, 2029-2030, or 2030-2031 school term and receive up to four years of retirement incentive.

From August 16, 2027, until August 15, 2028, a Certified Staff Member may elect to retire at the end of the 2028-2029, 2029-2030, 2030-2031, or 2031-2032 school term and receive up to four years of retirement incentive.

From August 16, 2028, until August 15, 2029, a Certified Staff Member may elect to retire at the end of the 2029-2030, 2030-2031, 2031-2032, or 2032-2033 school term and receive up to four years of retirement incentive.

The retirement incentive shall be calculated by increasing the base salary paid to the retiring Certified Staff Member during the prior year by five and one quarter percent (5.25%) for one, two, three or four years, depending on the length of retirement incentive selected. The Certified Staff Member must actually work or use paid leave time to receive his/her salary and retirement incentive, any change in employment circumstances, such as transferring to a part-time from a full-time position, will result in an adjustment to the salary and retirement incentive.

Base salary is defined as salary plus longevity (if applicable) as shown on the compensation schedule.

In no event may such Certified Staff Member's total creditable earnings, as defined by ITRS, exceed six percent (6%) of the prior year's total creditable earnings such that the Board will incur funding liabilities on behalf of the Certified Staff Member. A Certified Staff Member shall not receive horizontal and vertical lane advancement in any year during which a retirement incentive is received. Should extra pay or duties result in an amount in excess of six percent (6%) in any retirement incentive year, adjustments will be made to such Certified Staff Member's salary so as not to exceed the six percent (6%) ITRS limit.

Nothing herein shall limit the right of the Board to offer additional retirement incentives to Certified Staff Members. The Union shall consider any such additional incentives offered by the Board as non-precedential with respect to individual Certified Staff Members and future contractual agreements between the Board and the Union.

Legislative Changes: In the event any legislation is enacted that would impose a penalty or any cost on SEDOL for providing this retirement incentive, the benefit shall cease to exist in its present form, for Certified Staff who submitted their notice of intent to retire under the terms of this 2026-2029 Agreement, effective upon the imposition of such penalty. However, prior to the cessation of the retirement incentive, the parties agree to reopen this Article VIII. U and bargain over any modifications that would enable SEDOL to provide an alternative retirement benefit to Certified Staff. It is expressly understood that any such alternative retirement benefit shall not require SEDOL to incur any greater costs than are already contemplated under this Article.

Section V: Tax Sheltered Annuity (403b Plan)

All Certified Staff may enroll for deduction of compensation and payment to a tax sheltered annuity or other approved program in accordance with SEDOL's 403(b) Plan.

Section W: State and National Board Certification Stipend

Each Certified Staff Members who holds the National Board for Professional Teacher Standards (NBPTS) certification and provides notice of such certification to the District no later than the first day of a school year shall be entitled to an annual stipend of two thousand dollars ($2,000).

Each Certified Staff Members who holds certain other national or state certification/licensure shall be entitled to reimbursement for certification/licensure fees up to a maximum of two hundred fifty dollars ($250) per year if the Certified Staff Members provides notice of fees payment to the District no later than the last day of the school term in which fees were paid. Such certifications/licensures eligible for fees reimbursement are limited to the following: Academy for Certification of Vision Rehabilitation and Education Professionals' Certified Low Vision Therapist (CLVT), Certified Orientation and Mobility Specialist (COMS), and Certified Vision Rehabilitation Therapist (CVRT); American Speech-Language-Hearing Association's Certificate of Clinical Competence (CCC); National Association of School Psychologists' Nationally Certified School Psychologist (NCSP); The Illinois Department of Financial & Professional Regulation's Licensed Clinical Social Worker (LCSW); National Association of School Nurses' National Board Certified School Nurse (NCSN); National Board for Certified Counselors' National Board Certified School Counselor (NBCC); and, Commission on Certification of Work Adjustment and Vocational Evaluation Specialists' Certified Vocational Evaluation Specialist (CVE).

Section X: Compensation for Extended School Year

Teachers/Social Workers/Psychologists/Speech Language Pathologists/Certified School Nurses

2026-2027: $202.86 per day

2027-2028: $210.97 per day

2028-2029: $219.40 per day

Such payment shall be based on a 4-hour work day.

Certified Staff working ESY shall also be compensated for a total of 2 hours of preparation time based on the applicable daily rate.

Certified Staff working as a paraprofessional for ESY shall be paid a total of $115 per day.

Section Y: Lump Sum Bonuses

Returning Certified Staff who were employed with SEDOL during the 2025-2026 school year and are on the salary schedule in the 2026-2027 school year will receive a one-time lump sum bonus of $500 in the 2026-2027 school year. Such payment shall be received in a separate check on December 15, 2026.

Returning Certified Staff who were employed with SEDOL during the 2026-2027 school year and are on the salary schedule in the 2027-2028 school year will receive a one-time lump sum bonus of $500 in the 2027-2028 school year. Such payment shall be received in a separate check on December 15, 2027.

Certified Staff receiving the longevity stipend during the 2026-2027 and 2027-2028 school years will receive a one-time lump sum bonus of $500 each year. Such payment shall be received in a separate check on December 15, 2026, and December 15, 2027, respectively.

ARTICLE IX

GRIEVANCE PROCEDURE

Section A: Primary Purpose

The primary purpose of this procedure is to secure the lowest level possible equitable solution to the problems of the parties covered by this Agreement.

Section B: Definition

A grievance shall be a complaint that there has been a violation or a misinterpretation of any of the provisions of this Agreement.

Section C: Procedure - Formal

The parties hereto acknowledge that it is usually most desirable for a Certified Staff Member and his/her immediately involved supervisor to resolve problems through free and informal communications.

An informal meeting may occur between the immediate supervisor and:

(1) A Certified Staff Member in person on the Certified Staff Member's own behalf.

(2) A Certified Staff Member accompanied by a Union representative.

(3) A Union representative if the Certified Staff Member so requests.

(4) A Union representative in the name of the Union.

If, however, such informal process fails to satisfy the Certified Staff Member, a grievance may be processed as follows:

Step 1

The problem stated in writing may be submitted as a grievance to the immediate supervisor, provided such shall be filed no later than one calendar month (e.g., a grievance occurring February 15 must be filed on or before March 15) from the date of the occurrence of the incident or event giving rise to the grievance. Within seven (7) school days after receipt of the grievance, the supervisor shall meet with the grievant, who may be accompanied thereat by a representative of the Union. Within ten (10) school days of such meeting, the supervisor shall submit a written response to the grievant. A copy of such response shall be concurrently submitted to the Union President or designee.

Step 2

If the grievance is not resolved at Step 1, then within fifteen (15) school days after receipt of the supervisor's decision, the Union may appeal the supervisor's decision to the Superintendent. Within seven (7) school days after receiving the appeal, the Superintendent or designee shall meet and confer with the grievant and the Union on the grievance with the view to arriving at a mutually satisfactory adjustment. Within ten (10) school days of such meeting, the Superintendent or designee shall submit a written response to the grievant, and a copy of such response shall be concurrently submitted to the Union President or designee.

Step 3

The Union may appeal from the determination of the Superintendent by submitting a demand in writing the Superintendent within fifteen (15) school days of such decision that the matter be carried forward to final and binding arbitration. If the Union makes a demand to arbitrate, a representative from the Union shall contact the Employer's representative within seven (7) calendar days of the submission of the demand, to attempt to select an arbitrator. Each party may submit a panel of five (5) arbitrator's names to the other. If the parties are unable to agree on an arbitrator within fourteen (14) calendar days of the Union's initial contact, the parties shall request a panel of arbitrators from the American Arbitration Association, or if the parties mutually agree, the arbitrator may be secured from the Federal Mediation and Conciliation Service. The cost of the arbitrator and of his/her selection shall be shared equally by the Board and the Union.

Section D: General Provisions

(1) The grievant may be present at all steps of the grievance procedure.

(2) In all steps of the grievance procedure when it becomes necessary for any Certified Staff Member to be involved in any meeting or hearing prescribed herein during school hours, such Certified Staff Member shall be excused with pay for that purpose. In pursuing the grievance procedure, all parties shall present all known relevant information at the lowest possible level.

(3) No Certified Staff Member at any stage of the grievance procedure shall be required to meet with an administrator without Union representation.

(4) If a grievance arises from the action of any authority higher than the area supervisor, the Union may present such grievance at the appropriate step of the grievance procedure.

(5) Failure at any step of this procedure to properly communicate the decision on the grievance within the specified time limits shall permit lodging an appeal at the next step. Failure to appeal a decision within the specified time limits shall be deemed a withdrawal of the grievance.

(6) The time limits specified in this procedure may be extended in any specific instance by mutual agreement in writing.

(7) Certified Staff shall be free to lodge and to persevere in a grievance without interference or penalty.

(8) All documents dealing with the processing of a grievance shall be filed separately from the personnel files of the participants.

ARTICLE X

DURATION AND RELATED TECHNICAL CLAUSES

Section A: Complete Understanding

The terms and conditions set forth in this Agreement represent the full and complete understanding and commitment between the parties and may be modified only by the mutual consent of the parties in writing.

Section B: Separability

Should any provision of this Agreement be declared illegal by a court of competent jurisdiction, said provision shall be deleted from this Agreement to the extent that it is contrary to law. The remaining provisions shall remain in full force and effect to the extent permitted by law.

Section C: Board Policy

This Agreement shall supersede any Board policy with which it is in conflict. Individual Certified Staff Member contracts shall conform to the provisions of this Agreement and shall hereafter so state. It is acknowledged such individual Certified Staff Member contracts represent not only a commitment by the Board to provide employment but a professional commitment by the Certified Staff Member to remain in employment during the full term of such contract.

Section D: Future Negotiations

The parties agree to commence negotiations for a Successor Agreement at a mutually acceptable date following the Union's request to do so, but in no event later than April 15 of the year of termination of this Agreement.

Section E: Effective Date

This Agreement shall be effective August 16, 2026.

Section F: Duration

This Agreement shall terminate August 15, 2029.

Section G: No Strike Clause

The Union, its members, or its representatives or any employee covered by this Agreement, agree not to engage in, authorize or instigate any strike, slowdown, or other refusal to render full and complete services to SEDOL during the life of this Agreement or any extension thereof.

Section H: Management Rights

It is expressly understood and agreed that all functions, rights, powers or authority of the administration of the Board which are not specifically limited by the express language of this Agreement are retained by the Board provided, however, that no such right shall be exercised so as to violate any of the specific provisions of this Agreement.

Section I: Typing and Printing of Agreement

The Board shall assume responsibility and cost related to the typing of this Agreement for execution by the parties.

The Union and the Board shall alternately assume responsibility and cost for duplicating the Agreement in a sufficient quantity to meet the needs of the parties, the number of which shall be mutually agreed between the Board and the Union. The format of the Agreement shall be similar to that of the 2012-2015 Agreement.

[SIGNATURE TO FOLLOW]

IN WITNESS WHEREOF:

President
SEDOL Governing Board

Dated: 8/5/26

President
SEDOL Teachers' Union

Dated: 8-11-26

STU/IFT Bargaining
Committee Member

Dated: 18AUG26

STU/IFT Bargaining
Committee Member

Dated: 08/19/26

STU/IFT Bargaining
Committee Member

Dated: 8/26/26

STU/IFT Bargaining
Committee Member

Dated: 8/27/26

STU/IFT Bargaining
Committee Member

Dated: 8/27/26

APPENDIX A

SEDOL DISTRICT 825

Compensation Schedule – Index

							MA60	MA75	MA90	MA105	MA120
STEP	BA	BA15	MA	MA15	MA30	MA45	QPE	QPE15	QPE30	QPE45	QPE60
1	1.000	1.060	1.120	1.180	1.240	1.300	1.360	1.420	1.480	1.540	1.600
2	1.037	1.100	1.162	1.224	1.286	1.349	1.411	1.473	1.535	1.598	1.660
3	1.076	1.141	1.205	1.270	1.334	1.399	1.464	1.528	1.593	1.657	1.722
4	1.116	1.183	1.250	1.317	1.384	1.451	1.518	1.585	1.652	1.719	1.786
5	1.158	1.228	1.297	1.367	1.436	1.506	1.575	1.645	1.714	1.784	1.853
6	1.202	1.274	1.346	1.418	1.490	1.562	1.634	1.706	1.778	1.850	1.922
7	1.246	1.321	1.396	1.471	1.546	1.620	1.695	1.770	1.845	1.920	1.994
8	1.293	1.371	1.448	1.526	1.603	1.681	1.759	1.836	1.914	1.991	2.069
9	1.341	1.422	1.502	1.583	1.663	1.744	1.824	1.905	1.985	2.066	2.146
10	1.392	1.475	1.559	1.642	1.726	1.809	1.893	1.976	2.060	2.143	2.227
11		1.530	1.617	1.704	1.790	1.877	1.963	2.050	2.137	2.223	2.310
12		1.588	1.677	1.767	1.857	1.947	2.037	2.127	2.217	2.306	2.396
13		1.647	1.740	1.833	1.927	2.020	2.113	2.206	2.299	2.393	2.486
14		1.709	1.805	1.902	1.999	2.095	2.192	2.289	2.385	2.482	2.579
15		1.772	1.873	1.973	2.073	2.174	2.274	2.374	2.475	2.575	
16			1.943	2.047	2.151	2.255	2.359	2.463	2.567		
17			2.015	2.123	2.231	2.339	2.447	2.555			
18			2.091	2.203	2.315	2.427	2.539				
19			2.169	2.285	2.401	2.518					

APPENDIX B

SEDOL DISTRICT 825

2026-27 Salary Schedule

							MA60	MA75	MA90	MA105	MA120
STEP	BA	BA15	MA	MA15	MA30	MA45	QPE	QPE15	QPE30	QPE45	QPE60
1	**45,631**	48,369	51,107	53,845	56,582	59,320	62,058	64,796	67,534	70,272	73,010
2	47,319	50,194	53,023	55,852	58,681	61,556	64,385	67,214	70,044	72,918	75,747
3	49,099	52,065	54,985	57,951	60,872	63,838	66,804	69,724	72,690	75,611	78,577
4	50,924	53,981	57,039	60,096	63,153	66,211	69,268	72,325	75,382	78,440	81,497
5	52,841	56,035	59,183	62,378	65,526	68,720	71,869	75,063	78,212	81,406	84,554
6	54,848	58,134	61,419	64,705	67,990	71,276	74,561	77,846	81,132	84,417	87,703
7	56,856	60,279	63,701	67,123	70,546	73,922	77,345	80,767	84,189	87,611	90,988
8	59,001	62,560	66,074	69,633	73,146	76,706	80,265	83,778	87,338	90,851	94,411
9	61,191	64,887	68,538	72,234	75,884	79,580	83,231	86,927	90,578	94,274	97,924
10	63,518	67,306	71,139	74,926	78,759	82,546	86,379	90,167	94,000	97,787	101,620
11		69,815	73,785	77,755	81,679	85,649	89,574	93,544	97,513	101,438	105,408
12		72,462	76,523	80,630	84,737	88,844	92,950	97,057	101,164	105,225	109,332
13		75,154	79,398	83,642	87,931	92,175	96,418	100,662	104,906	109,195	113,439
14		77,983	82,364	86,790	91,216	95,597	100,023	104,449	108,830	113,256	117,682
15		80,858	85,467	90,030	94,593	99,202	103,765	108,328	112,937	117,500	
16			88,661	93,407	98,152	102,898	107,643	112,389	117,135		
17			91,946	96,875	101,803	106,731	111,659	116,587			
18			95,414	100,525	105,636	110,746	115,857				
19			98,974	104,267	109,560	114,899					

APPENDIX C

SEDOL DISTRICT 825

2027-28 Salary Schedule

							MA60	MA75	MA90	MA105	MA120
STEP	BA	BA15	MA	MA15	MA30	MA45	QPE	QPE15	QPE30	QPE45	QPE60
1	45,768	48,514	51,260	54,006	56,752	59,498	62,244	64,990	67,736	70,483	73,229
2	47,461	50,345	53,182	56,020	58,857	61,741	64,578	67,416	70,254	73,137	75,975
3	49,246	52,221	55,150	58,125	61,054	64,029	67,004	69,933	72,908	75,837	78,812
4	51,077	54,143	57,210	60,276	63,343	66,409	69,476	72,542	75,609	78,675	81,741
5	52,999	56,203	59,361	62,565	65,723	68,926	72,084	75,288	78,446	81,650	84,808
6	55,013	58,308	61,604	64,899	68,194	71,489	74,785	78,080	81,375	84,671	87,966
7	57,027	60,459	63,892	67,325	70,757	74,144	77,577	81,009	84,442	87,874	91,261
8	59,178	62,748	66,272	69,842	73,366	76,936	80,506	84,030	87,600	91,124	94,694
9	61,375	65,082	68,743	72,451	76,112	79,819	83,481	87,188	90,849	94,556	98,218
10	63,709	67,508	71,352	75,151	78,995	82,794	86,639	90,437	94,282	98,081	101,925
11		70,025	74,007	77,988	81,925	85,906	89,842	93,824	97,806	101,742	105,724
12		72,679	76,753	80,872	84,991	89,110	93,229	97,348	101,467	105,541	109,660
13		75,380	79,636	83,893	88,195	92,451	96,708	100,964	105,220	109,523	113,779
14		78,217	82,611	87,051	91,490	95,884	100,323	104,763	109,156	113,596	118,035
15		81,101	85,723	90,300	94,877	99,499	104,076	108,653	113,275	117,852	
16			88,927	93,687	98,447	103,207	107,966	112,726	117,486		
17			92,222	97,165	102,108	107,051	111,994	116,937			
18			95,701	100,827	105,953	111,079	116,205				
19			99,271	104,580	109,889	115,244					

APPENDIX D

SEDOL DISTRICT 825

2028-29 Salary Schedule

							MA60	MA75	MA90	MA105	MA120
STEP	BA	BA15	MA	MA15	MA30	MA45	QPE	QPE15	QPE30	QPE45	QPE60
1	45,905	48,659	51,414	54,168	56,922	59,677	62,431	65,185	67,940	70,694	73,448
2	47,604	50,496	53,342	56,188	59,034	61,926	64,772	67,618	70,464	73,356	76,203
3	49,394	52,378	55,316	58,300	61,238	64,221	67,205	70,143	73,127	76,065	79,049
4	51,230	54,306	57,381	60,457	63,533	66,608	69,684	72,760	75,835	78,911	81,987
5	53,158	56,372	59,539	62,752	65,920	69,133	72,301	75,514	78,681	81,895	85,062
6	55,178	58,483	61,788	65,094	68,399	71,704	75,009	78,314	81,619	84,925	88,230
7	57,198	60,641	64,084	67,527	70,969	74,366	77,809	81,252	84,695	88,138	91,535
8	59,355	62,936	66,471	70,051	73,586	77,167	80,747	84,282	87,863	91,397	94,978
9	61,559	65,277	68,950	72,668	76,340	80,059	83,731	87,449	91,122	94,840	98,513
10	63,900	67,710	71,566	75,376	79,232	83,042	86,899	90,709	94,565	98,375	102,231
11		70,235	74,229	78,222	82,170	86,164	90,112	94,106	98,099	102,047	106,041
12		72,897	76,983	81,114	85,246	89,377	93,509	97,640	101,772	105,857	109,989
13		75,606	79,875	84,144	88,459	92,728	96,998	101,267	105,536	109,851	114,120
14		78,452	82,859	87,312	91,764	96,171	100,624	105,077	109,484	113,937	118,389
15		81,344	85,980	90,571	95,161	99,798	104,388	108,979	113,615	118,206	
16			89,194	93,968	98,742	103,516	108,290	113,064	117,839		
17			92,499	97,457	102,414	107,372	112,330	117,288			
18			95,988	101,129	106,270	111,412	116,553				
19			99,568	104,893	110,218	115,589					