



**CONTRACT**

**BETWEEN**

**THE MAERCKER EDUCATION ASSOCIATION**

**AND**

**THE BOARD OF EDUCATION OF  
MAERCKER SCHOOL DISTRICT NO. 60**

**FOR**

**2022 - 2023**

**2023 - 2024**

**2024 - 2025**

**2025 - 2026**

## ARTICLE 1

### RECOGNITION AND DEFINITIONS

#### **1.1 RECOGNITION**

The Board of Education of District 60, DuPage County, Illinois, (hereinafter referred to as the "Employer" or the "Board") recognizes the Maercker Education Association - IEA-NEA (hereinafter referred to as the "Association" or the "MEA") as the sole and exclusive bargaining representative for all full and part-time positions requiring certification under Article 21 of the Illinois *School Code* (hereinafter referred to as the "Teacher" or "Teachers") exclusive of substitutes and supervisors, as defined by the *Illinois Educational Labor Relations Act*.

#### **1.2 DEFINITIONS**

A. DAYS

The term "days" when used in this Agreement, except where otherwise indicated, shall mean days during which Teachers are required to render service.

B. BOARD OF EDUCATION

The Board of Education or "Board" or "Employer" refers to the governing body of Maercker District No. 60 created under the authority of the School Code of Illinois, and Administrators acting on its behalf.

C. PUPIL ATTENDANCE DAYS

Pupil attendance day(s) means any day(s) pupils are present for instruction.

D. DEPENDENT

Dependent means spouse and/or unmarried children, as defined by the District's health insurance plan.

E. DAILY RATE OF PAY

The contractual teaching year for Teachers shall be for the school term established by the official calendar and adopted by the Board. Should it become necessary to prorate a contract, the annual salary shall be divided by the number of days in the Teacher work year, as defined in Section 7.9A.

F. SITE

Site means a building or location where a Teacher works.

G. INSTRUCTIONAL PERIOD

An instructional period at Westview Middle School shall be defined as one-half of a full block time.

H. E-LEARNING DAY

A day of student instruction to be received electronically while students are not physically present at school in lieu of the district's scheduled emergency days, as set forth in Section 10-20.56 of the *School Code* (105 ILCS 5/10-20.56).

I. REMOTE LEARNING DAY

A day of student instruction to be received electronically while students are not physically present at school due to a public health emergency for which the Governor has declared a disaster, as set forth in Section 10-30 of the *School Code* (105 ILCS 5/10-30).

J. WORK YEAR

Teachers must work 100 days in order to move a step on the salary schedule.

## ARTICLE 2

### NEGOTIATIONS

#### 2.1 POWER TO NEGOTIATE

Both parties agree that it is their mutual responsibility to confer upon their respective representatives the necessary power and authority to make proposals, consider proposals, make counter proposals in the course of negotiations, and to reach tentative Agreements which shall be presented respectively to the Board and Association for ratification.

#### 2.2 COMMENCEMENT OF NEGOTIATIONS

Negotiations shall begin not later than March for a successor Agreement, unless both parties agree to an alternate date. Meetings shall be held as necessary at times and places agreed to by both parties.

#### 2.3 MEDIATION

It is agreed that both parties will jointly request the Federal Mediation and Conciliation Service (FMCS) if both parties to this Agreement determine that the assistance of a mediator would be necessary. Should FMCS be unavailable, the parties shall immediately commence discussion as to a replacement.

#### 2.4 FINAL REVIEW

Prior to ratification and approval, the Board and MEA shall have the right to submit the tentative Agreement to legal counsel for review. Either party may renegotiate or withdraw previously agreed-upon provisions judged by its legal counsel to be in violation of the law. All other provisions of the tentative Agreement shall be unaffected by this action.

#### 2.5 PRINTING OF CONTRACT, COSTS AND DISTRIBUTION

Within thirty (30) days after the Agreement is signed, all staff members will be notified via e-mail that the agreement is posted on the District's website.

#### 2.6 CONTRACTUAL AMENDMENTS

The parties may modify or amend this Agreement only by mutual consent. Such changes shall be in writing, ratified and signed by the parties and become an amendment to this contract and considered a part of this Agreement.

## ARTICLE 3

### GRIEVANCE PROCEDURE

#### 3.1 DEFINITIONS

- A. A grievance is any claim by the Association, a Teacher or a group of Teachers, that there has been a violation, misinterpretation, or misapplication of the terms of this Agreement.
- B. All time limits shall be days during which Teachers are required to render service except during the summer recess when days shall mean those when the District office shall be operating.
- C. Association representative(s) shall have the right to be present and to represent the Association and the Teacher at any meeting, hearing, appeal or other proceedings relating to a grievance which has been formally presented. Nothing contained herein shall be construed as limiting the right of any Teacher having a grievance to discuss the matter informally with his or her immediate supervisor with or without intervention of the Association provided the adjustment is not inconsistent with the terms of this Agreement.

#### 3.2 PROCEDURE

The parties hereto acknowledge that it is usually most desirable for a Teacher(s) and his/her immediately involved supervisor to resolve problems through free and informal communications. When requested by the Teacher(s), a representative(s) of the bargaining unit may accompany the Teacher(s) to assist in the informal resolution of the grievance. If, however, such informal process fails to satisfy the Teacher(s) or the Association, a grievance may be processed as follows:

##### A. STEP 1 - SUPERVISOR/PRINCIPAL

The Teacher(s) or the Association shall present the grievance in writing by means of the form attached hereto as Appendix C, within twenty (20) days of the alleged violation, or when the grievant might reasonably have had knowledge thereof, or when the Association should have had knowledge, unless the violation is of a continuing nature. The grievance shall be in writing, identifying the section of the Agreement allegedly violated and specifying the remedy sought, to the supervisor immediately involved who will arrange for a meeting to take place within ten (10) days after the receipt of the grievance. The Association representative(s), the aggrieved Teacher(s), and the immediately involved supervisor(s) shall be present for the meeting. The supervisor shall provide a written answer to the aggrieved Teacher(s) and the Association within ten (10) days after the meeting. This answer shall include the reasons for the decision.

##### B. STEP 2 - SUPERINTENDENT AND/OR DESIGNEE

If the grievance is not resolved at Step #1, then the Association and/or the Teacher(s) shall refer the grievance to the Superintendent or official designee in writing within (10) ten days after receipt of Step #1 answer. The Superintendent shall arrange for a meeting to take place within ten (10) days of his/her receipt of the appeal. Each party shall have the right to include in its representation such witnesses and counselors as it deems necessary to develop facts pertinent to the grievance. Upon conclusion of the hearing, the Superintendent shall have fifteen (15) days in which to provide his/her written decision with reasons to the Association or Teacher.

Time limits to Steps 1 and 2 may be waived upon mutual written agreement of both sides.

C. STEP 3 - THE BOARD

If the grievance is not settled in Step #2 or time limits expire without issuance of Superintendent's written reply, the grievance shall be referred in writing by the Association to the Board President within ten (10) days after the answer in Step #2. The Board shall, at its next regular meeting, at least ten (10) days after receipt of the appeal, discuss the grievance with the Teacher(s) and the Association representative(s). The Board shall give its written answer to the Association within twenty (20) days after the Board meeting.

D. STEP 4 - ARBITRATION

If the Association is not satisfied with the disposition of the grievance at Step #3 or the time limits expire without the issuance of the Board's written reply, the Association may submit the grievance to final and binding arbitration, in writing, with a copy to the Board President. The FMCS shall act as the Administrator of the proceedings. If a demand for arbitration is not filed within thirty (30) days of the date for the Step #3 answer, then the grievance shall be deemed withdrawn.

1. The arbitrator shall have no power to alter, amend, nullify, or modify the terms of this Agreement.
2. The arbitrator is empowered to include in any award such financial reimbursements or other remedies as he/she judges to be proper.
3. Each party shall bear the full costs for its representation in the arbitration. The cost of the arbitrator and of the Federal Mediation and Conciliation Service shall be divided equally between the Board and the Association.
4. If either party requests a transcript of the proceeding, the party shall bear the full costs for the transcript. If both parties order a transcript, the cost of the transcripts shall be divided equally between the board and the Association as well as the cost of the copy of the transcript to be furnished to the arbitrator.

**3.3 BYPASS**

If the Association and Superintendent agree, any step of the grievance procedure may be bypassed or extended.

**3.4 CLASS GRIEVANCE**

Grievances involving more than one Teacher at more than one building or more than one supervisor at more than one building and grievances involving an Administrator above the building level may be initially filed by the Association at Step #2.

### **3.5 NO REPRISALS**

No reprisals of any kind shall be taken by the Board or the Administration against any Teacher because of his/her participation in this grievance procedure.

### **3.6 RELEASE TIME**

Should the processing of any grievance require that a Teacher(s) or an Association representative(s) be released from his/her regular assignment, (s)he shall be released without loss of pay or benefits, provided this release time does not exceed one (1) day.

### **3.7 GRIEVANCE WITHDRAWAL**

A grievance may be withdrawn at any level without establishing precedent and shall be treated as though never filed.

## ARTICLE 4

### TEACHER PROTECTION

#### 4.1 STATE AND FEDERAL RIGHTS

The Employer shall not discriminate against any Teacher with respect to hours, wages, or terms or conditions of employment by reason of his/her membership in the Association, his/her participation in any activities of the Association or in negotiations with the Employer, nor shall the Employer discriminate against any Teacher for the institution of any grievance, complaint, or proceeding under this Agreement, the *Illinois Educational Labor Relations Act*, or any other judicial or administrative agency.

#### 4.2 RIGHTS OF CITIZENSHIP

The Teacher shall be entitled to full rights of citizenship and no religious or political activities of any Teacher or lack thereof shall be grounds for any discipline with respect to the employment of such Teacher, provided that such activities do not impede the educational process or performance of professional responsibilities.

#### 4.3 NON-DISCRIMINATION

The Board and MEA agree that they shall not discriminate against any Teacher by reason of race, color, marital status, political affiliation, national origin, religion, creed, age, disability, or sex except in the positions where a particular sex is a bona fide occupational qualification.

#### 4.4 EMPLOYER HEARINGS/TEACHER RIGHTS

When a Teacher is required to appear before the Board concerning any matter which could reasonably be expected to adversely affect terms and conditions of employment, the Teacher shall:

- A. Be given at least forty-eight (48) hours prior written notice of the reasons for such appearance.
- B. Be entitled to have a representative of the Association present to provide advice.

#### 4.5 PUBLICATION OF RULES AND REGULATIONS

All Board policies must be published and shall be made available to anyone upon request. Copies of Board policy shall be available to all Teachers in each building. Changes in existing Board policy shall be given to the Association and changes in regulations and rules shall be given to each Teacher prior to enforcement. Posting of Board policies on the District website shall suffice for the Board obligations under this provision.

#### 4.6 INSURANCE - LIABILITY

To the extent set forth in applicable provisions of the *School Code*, the Board shall provide indemnification and protection for claims, suits, and liability against the Teacher.



#### **4.7 DISCIPLINE**

The Board agrees that its rules and regulations governing a tenured Teacher's conduct will be reasonable and that the implementation of discipline shall be fair and for just cause.

#### **4.8 STAFF PROTECTION**

The Board will take reasonable steps to insure that Teachers are protected from physical and/or psychological abuse. Any Teacher who, while carrying out assigned teaching duties, believes he/she has been threatened either by an individual or group shall immediately notify the Teacher's building Principal, or Principal's designee. Upon receiving such notice from a Teacher, the building Principal or designee shall notify the Superintendent's office, and school officials will take immediate steps to ensure the Teacher's safety. School officials will communicate next steps and outcomes with the affected Teacher(s).

#### **4.9 COMPLAINTS**

When a complaint requiring an investigation is received, the Teacher shall be notified of the nature of the complaint in a timely manner based on the circumstances. No disciplinary action shall be initiated against a Teacher as a result of a formal complaint prior to the reporting of such complaint to the Teacher by an administrator. Anonymous complaints shall not be placed in the Teacher's personnel file.

This section should not be construed to apply to reports required by the *Abused and Neglected Child Reporting Act*.

## ARTICLE 5

### ASSOCIATION RIGHTS

#### 5.1 BOARD MINUTES - ASSOCIATION COPIES

Upon request, the Association President(s) shall be entitled to obtain a copy of the approved minutes from open Board minutes as soon as they have been prepared. Posting of open Board minutes on the District website shall satisfy the Board obligation under this provision.

#### 5.2 PERTINENT INFORMATION – ASSOCIATION

The Board shall furnish without charge financial reports and audits, a list of Teachers names and addresses, tentative budget, treasurer's reports, and the list of sequence of honorable dismissals, Teachers' positions on the salary schedule, and Teachers' extra-duty assignments and compensation at the request of the Association President. Posting of any of these documents on the District website shall satisfy the Board obligation under this provision. Hard copies shall be made available upon request. Upon request, the names and addresses of newly hired Teachers shall be given to the Association President.

#### 5.3 ASSOCIATION LEAVE

In the event that the Association desires to send a representative to a local, state or national conference or on other business pertinent to Association affairs, a representative shall be excused without loss of salary, with a maximum of ten (10) such days total per year, from which no more than three (3) days may be used per individual employee per year, except that an individual who presently holds a regional or state office with the Illinois Education Association may utilize a maximum of four (4) such days per year. The Board agrees to pay for substitutes for the first two (2) days per year and the MEA agrees to pay the Board for the cost of substitutes for the remaining eight (8) days per year.

The MEA President shall be released one (1) day per week after student dismissal, or twenty-five (25) minutes early one day per week. The scheduling of any Association leave days and MEA President(s) release shall be made by mutual agreement between the MEA President(s) and the Superintendent. At the request of the Association President, additional leave days may be granted under special circumstances, at the sole discretion of the Superintendent.

#### 5.4 ASSOCIATION DUES DEDUCTION

- A. PROCEDURES - Proper authorization for membership dues deductions shall be the signature of the Teacher on an authorization form submitted to the Superintendent or designee.
- B. PAYMENT TO THE ASSOCIATION - For MEA members employed on or before the start of the school year, the specified amount of dues will be deducted in eight (8) equal amounts beginning with the payroll in September and concluding with the December payroll.

The Association shall hold harmless and defend the Board against any action or claim of whatever nature in relation to such dues deduction.

## **5.5 BEGINNING OF THE YEAR MEETING**

The Association shall be provided sixty (60) minutes during the opening Teacher Institute Days for Association purposes. The Association and District will collaborate to schedule the time.

## **5.6 ASSOCIATION USE OF DISTRICT FACILITIES AND EQUIPMENT**

The Board shall allow the Association to use District facilities for meetings. The Association shall be required to obtain permission from the Principal of the building in which the meeting is scheduled to be held. Such permission shall not be unreasonably denied. Association members will be allowed to store Association materials in their rooms or desks.

In addition, the Association shall have the right to use equipment including computers, duplicating machines, paper and audio-visual equipment at reasonable times and in reasonable amounts. A designated member of the Association shall have the right to use the District's fax equipment and electronic mail for official Association business. Long distance telephone charges shall be reimbursed to the District.

## **5.7 BUSINESS BY ASSOCIATION REPRESENTATIVES ON SCHOOL PROPERTY**

With the permission of the building Principal, which shall not be unreasonably denied, representatives of the Association shall be permitted to transact Association business on school property.

## **5.8 BULLETIN BOARDS AND MAILBOXES**

The Association shall have the right to distribute materials in each District facility and the right to use the District's internal mail service, provided that such materials relate to legitimate Association business and do not expose the District to any legal liability. Further, the Association shall have a bulletin board in the Teachers' Lounge in each District facility. The Association agrees to keep these bulletin boards orderly and well-maintained.

## ARTICLE 6

### MANAGEMENT RIGHTS AND GOVERNANCE

#### 6.1 MANAGEMENT RIGHTS

The Board retains and reserves unto itself all powers, rights, duties, and responsibilities to manage the District conferred upon and vested in it by law, except to the extent expressly and specifically limited by this Agreement and/or law.

Said powers, rights, duties, and responsibilities include:

- A. Full and exclusive control of the management of the District, the supervision of all operations and personnel, the control of property and the composition, assignment, and direction of its working forces.
- B. The right to determine the work to be done and the standards to be met by Teachers covered by this Agreement.
- C. The right to hire, the right to determine the qualifications of Teachers, assign, transfer, supervise, and lay off Teachers.

#### 6.2 DISTRICT GOVERNANCE

To facilitate the operations of the School District, three (3) leadership teams shall be established: the District Leadership Team (DLT), the Administrative Leadership Team (ALT), and the Building Leadership Team (BLT). Teachers will participate on the District and Building Leadership Teams.

The membership and the responsibilities of each Leadership Team are defined in the District Governance Document. The Articulation Committee, which is described in Article 8.6, shall review the District Governance Document yearly.

Teachers serving on the Leadership Teams shall receive the stipend indicated on Appendix B.

## ARTICLE 7

### CALENDAR - WORKLOAD

#### **7.1 PROFESSIONAL RESPONSIBILITIES**

Teachers may be required to attend activities such as Curriculum Night,, or certain scheduled curricular events (such as programs or events which are confined to a particular grade level or class).

#### **7.2 LUNCH PERIODS**

All full-time Teachers shall be entitled to a duty-free lunch of no less than thirty (30) minutes.

#### **7.3 PROFESSIONAL PLAN TIME**

Professional plan time includes individual Teacher professional planning and team professional planning and collaboration. Building schedules will be developed to facilitate team professional plan time to the extent possible.

- A. With an early release schedule, one (1) day per week team professional plan time shall be scheduled and required for all Teachers, not to exceed one hundred twenty (120) minutes.
- B. Teachers will receive a minimum of eighty (80) minutes of plan time per full workday, with an approximate lesser amount in proportion to less than full days. Forty (40) minutes of plan time shall be reserved for individual Teacher plan time and forty (40) minutes shall be reserved for team professional plan time.
- C. The District shall make every reasonable effort to limit meetings that reduce Teacher plan time, paying particular attention to the end of the grading period and weeks of parent-teacher conferences.
- D. Part-time Teachers shall be provided non-instructional professional plan time in proportion to their teaching assignment.
- E. Plan time provisions apply to those Teachers required to travel between schools as part of their daily assignment and are outside of travel time.
- F. Recognizing the unique preparation needs of special education Teachers, additional plan time will be provided as needed. This time will be mutually agreed upon by the Teacher and Principal.

#### **7.4 LIMITS ON ACADEMIC SUBJECT PREPARATION - WESTVIEW HILLS**

Every reasonable effort shall be made to minimize the number of different subject preparations a Teacher is required to make.

## **7.5 LIMIT ON TEACHER'S RESPONSIBILITY**

A Teacher shall not be required to assume the responsibility of another Teacher's students simultaneously with his/her own students, except for an emergency. Teachers may, with the approval of the Principal, elect to assume the responsibility of another Teacher's students simultaneously with his/her own students.

## **7.6 TRAVELING TEACHERS**

Adequate travel time, outside provided plan time, shall be provided whenever a Teacher is required to teach at more than one location.

## **7.7 INTERNAL SUBSTITUTION**

- A. Teachers who serve as internal substitutes shall receive additional compensation at the certified staff hourly rate indicated on Appendix B. Every reasonable effort to secure volunteers shall be made; however, in the event that no volunteer comes forward, the Principal will develop a rotation to assign an internal substitute giving that substitute as much notice as possible.
- B. When a non-grade level Teacher at Holmes or Maercker Schools is absent, every possible effort will be made to secure a substitute or arrange for a make-up period. If no substitute is secured or no make-up period has been arranged, and a Teacher thereby loses planning and preparation time, that Teacher shall be considered an internal substitute and compensated at the certified staff hourly rate indicated on Appendix B.

## **7.8 TRAINING COMPENSATION**

Teachers who are approved to present training to District employees outside of their job responsibilities and/or extra-duty stipend positions will be reimbursed at the current certified staff hourly rate indicated on Appendix B for preparation and training time spent outside of their normal working day, or shall be provided with release time. This time shall be approved in advance by the Superintendent or designee.

## **7.9 CALENDAR**

### **A. SCHOOL YEAR**

The school year calendar shall consist of one hundred eighty-five (185) days which shall include one hundred seventy-six (176) student attendance days of which two (2) shall be used for parent-teacher conference days, up to four (4) workshop-in-service days, and five (5) emergency days. Unused emergency days shall not become workdays. The work year for Teachers shall not exceed one hundred eighty (180) days, which shall include up to four (4) workshop-in-service days and two (2) parent-teacher conference days.

### **B. CONSULTATION**

Each fall the Articulation Committee shall be allowed the opportunity to review the school calendar for the upcoming school year.

## **7.10 PLANNING COMMITTEE**

District in-service programs shall be recommended by the DLT, ALT and/or BLT. In-service programs prescribed by law or designed to achieve Board or Administrative goals shall supersede any committee recommendation.

## **7.11 PARENT-TEACHER CONFERENCES**

### **A. SCHEDULE**

The parties agree that Parent-Teacher conferences shall be structured as follows:

Monday prior to Thanksgiving from 1:00 PM - 8:00 PM, and  
Tuesday prior to Thanksgiving from 8:00 AM - 3:00 PM

### **B. CONFERENCE ATTENDANCE**

Both parties will make every effort to encourage parents to conduct parent-teacher conferences during the scheduled dates and times. If additional time must be scheduled to complete parent conferences (i.e., not enough scheduled time slots on those days and/or parent availability), the Board agrees to provide this time by providing substitutes for Teachers or, if the time must be scheduled outside the contractual work day, by compensating Teachers at the certified staff hourly rate.

## ARTICLE 8

### WORKING CONDITIONS

#### **8.1 ADMINISTERING MEDICATION**

Teachers shall not be required to administer medication to pupils. Teachers shall not be required to perform routine medical procedures to pupils. This clause shall not be construed so as to prevent or discourage Teachers from giving needed assistance to pupils in emergencies.

#### **8.2 PHYSICAL FACILITIES**

The Board shall exercise its best efforts to provide adequate physical facilities and basic equipment to each Teacher.

#### **8.3 GRADES**

Teachers shall assign grades and other evaluations of students using their best professional judgment within the grading policies of the District. In general, grading decisions by Teachers shall be final. In the extraordinary circumstance where an Administrator regards it as necessary to change a grade assigned by the Teacher, the Administrator shall produce a written memorandum explaining that he/she is responsible for the changed grade and shall provide a copy to the Teacher.

#### **8.4 SPECIAL EDUCATION - SUBSTITUTE INSTRUCTIONAL ASSISTANTS**

Recognizing that Instructional Assistants are essential to the safe and smooth operation of any special education program, the Board shall make every reasonable effort to provide substitute Assistants when there is a need for such programs.

The Board shall use its best efforts to maintain special education Assistants who are assigned to students on a one-to-one basis according to the Individualized Education Program (IEP) with the student for the full school day and to not use such Assistants as substitute Teachers except in emergency situations.

#### **8.5 CLASS ROSTERS**

Every reasonable effort to include Teacher recommendation into class roster will be considered. The inclusion of children with special needs and English Language Learners in a regular class shall be taken into consideration when determining class size.



## **8.6 ARTICULATION COMMITTEE**

The parties agree that in the moment communication and collaboration around an issue can often lead to a quick resolution. To address district wide issues, or issues that have not been resolved at the school level, the parties agree to form an Articulation Committee composed of representatives from the MEA, the Administration, and Board of Education. Meeting attendees will be determined by the agenda topics to discuss so that the necessary individuals needed to resolve the topics are present. This committee shall meet two times per trimester to articulate. This committee shall not discuss any ongoing grievances or any matter that should be a subject for collective bargaining.

## **8.7 CANCELLATION OF SCHOOL ACTIVITIES**

In the event of an emergency, school closing decisions shall be made by the Superintendent and announced to Teachers through established channels of communication. In the event of a catastrophic emergency that would result in the closing of school or the cancellation of extracurricular activities for more than five (5) consecutive school days, the Superintendent will, if time permits, confer with the Union President(s) on the impact of such an emergency.

The Superintendent shall be responsible for making all decisions about closing schools, canceling activities, and dismissing Teachers for the day. Teachers shall be permitted to leave when the site Principal determines their services are no longer necessary to supervise children.

## **8.8 NEW TEACHERS' PROGRESS TOWARD EL ENDORSEMENT**

To help the District maximize its ability to serve all students in the District, new teachers hired in the District after the effective date of this Agreement are expected to work toward obtaining an EL endorsement in addition to their regular endorsement(s). Progress toward obtaining an EL endorsement may be considered in staffing and renewal decisions for such teachers. When obtaining an EL endorsement, the teacher can elect to either (a) pay for the coursework him/herself and have the credit count toward lane advancement on the salary schedule or (b) have the Board pay the cost of the teacher's coursework but not have such credit hours count toward lane advancement on the salary schedule.

## ARTICLE 9

### LEAVES

#### 9.1 PAID LEAVES OF ABSENCE

A paid leave of absence entitles a Teacher to receive wages and all fringe benefits, including, but not limited to, insurance and retirement benefits, return to a teaching assignment, and receive credit for annual salary increments provided during his/her leave (subject to Section 1.2.J). The Board shall afford the following types of paid leaves of absence:

##### A. SICK LEAVE

Full-time Teachers with one (1) to fifteen (15) years of service with the District shall be entitled to a total of sixteen (16) sick leave days per school year without the loss of pay. Full-time Teachers with sixteen (16) or more years of service with the District shall be entitled to a total of eighteen (18) sick leave days per school year without the loss of pay. Eligible part-time Teachers shall be granted sick leave on a pro-rata basis. All unused sick days will be accumulated with no limit.

Sick leave is available for the birth of a child, adoption of a child, placement for adoption, the acceptance of a child in need of foster care, personal illness (including mental health), quarantine at home, or serious illness or death in the immediate family or household. "Immediate Family" includes parents, spouse or domestic partner, brothers, sisters, children, grandparents, grandchildren, parents-in-law, sons-in-law, daughters-in-law, brothers-in-law, sisters-in-law, and legal guardians.

Use of sick leave "for birth" is addressed in more detail in Section 9.4, Parental Leave.

For purposes of this Section, "adoption," "placement for adoption," and acceptance of a child in need of foster care" include those activities reasonably related and essential to the applicable process, including travel time where necessary.

The Board shall furnish each Teacher with a written statement at the beginning of the school year setting forth the Teacher's accrued sick leave.

##### B. PERSONAL LEAVE

The Board shall grant to each Teacher three (3) days (or 6-half days) of leave to be used for personal business or emergency purposes without loss of pay. Such days shall not be cumulative.

It shall be the responsibility of the Teacher to submit a request to the Principal. Personal leave is subject to the approval of the Principal or designee and shall be non-precedential. No more than two (2) Teachers from each school will be approved for personal leave on any given day. Such approval will be on a first-come, first-served basis.

Any unused personal business days shall convert to sick day accumulation at the end of the year

C. BEREAVEMENT FOR DEATH IN THE IMMEDIATE FAMILY

In case of death in the Teacher's immediate family (as defined in Section 9.1(A) above), a maximum of three (3) consecutive days of absence shall be allowed at full pay. Any time required beyond three (3) consecutive days shall require approval of the building Principal and shall be assessed against accumulated sick leave.

Any other days related to death shall be deducted from accumulated sick leave.

D. RECOGNIZED RELIGIOUS HOLIDAYS OF THE TEACHER'S FAITH

Teachers may be granted leave with pay for the observance of religious holidays. No more than two (2) days of leave for observance of religious holidays shall be granted in any school year. If such leave is desired, it shall be the responsibility of the Teacher to submit in writing a request for a leave to the Principal.

E. ACCIDENT OR INJURY LEAVE

Absence due to injury or accident incurred in the course of the Teacher's employment and adjudicated by the Illinois Industrial Commission to be eligible for benefits from District No. 60 under the *Illinois Workers' Compensation Act*, shall not be charged against the Teacher's sick leave days. Rather, the Board shall continue the Teacher's wages and benefits in full until Workers' Compensation Payments begin, at which time the Board shall commence payments to the Teacher equal to the difference between his/her contractual salary, including the usual Board contributions to benefits, and all benefits received under the *Illinois Workers' Compensation Act*, for the duration of the Teacher's disability. Upon the end of such disability, the Teacher shall be returned to a vacant teaching position for which the Teacher is legally qualified.

F. JURY DUTY LEAVE

Any Teacher called for jury duty during working hours shall be paid his/her full salary for such time and suffer no loss of benefits or contractual advantage (i.e., jury duty days shall count towards seniority credit and salary schedule advancement). Daily rates received for such duties shall be reimbursed to the District only for those working days when the Teacher was absent. Such reimbursement shall not include any compensation received for food and travel.

G. PROFESSIONAL DEVELOPMENT LEAVE

Teachers shall be permitted to attend at least one (1) school day conference per year aligned to District priorities, subject to administrative approval. Teachers shall be reimbursed for expenses approved by the Superintendent or designee.

## **9.2 UNPAID LEAVES OF ABSENCE**

### **A. TEMPORARY UNPAID LEAVES**

Where deemed justifiable in the sole judgment of the Superintendent, the Superintendent may grant a Teacher a temporary unpaid leave of up to two (2) weeks. All requests for temporary leave must be submitted as far in advance as possible. All benefits will continue in force on their usual terms during temporary leave. In cases where the Superintendent denies a request for this leave, the Superintendent shall provide to the Teacher a written explanation of the reasons for the denial. The Superintendent's decision shall be final, and a denial of a leave request shall not be subject to appeal to the Board or to the Grievance Procedure of this Collective Bargaining Agreement.

### **B. EXTENDED UNPAID LEAVES**

The Board will consider granting an extended unpaid leave of absence to Teachers during the current school year or for the following year for the following reasons:

1. Furthering education
2. Temporary relocation or transfer of spouse
3. Extenuating circumstances
4. Disability extending beyond the period of temporary disability defined in Section 9.5 below

Each request for a leave of absence must be submitted in writing to the Superintendent and must specify the beginning and ending dates. Extended leaves are subject to the general conditions for all unpaid leaves of absence as set forth in Section 9.6 of this Agreement.

Fringe benefits paid by the Board will be terminated during an extended leave of absence. Teachers may, at their own expense, continue fringe benefits when companies so permit.

### **9.3 FMLA LEAVE**

An eligible employee may take up to twelve (12) work weeks of leave under the *Family and Medical Leave Act* (“FMLA Leave”) in any 12-month period, as calculated under the “rolling” 12-month period measured backward from the date an employee uses any FMLA leave. Such leave is unpaid unless accumulated paid sick leave or personal leave is available to the Teacher for the reason for which FMLA leave is requested, in which case the Teacher must use accumulated sick leave and personal leave, when applicable, concurrently with FMLA leave. At least 30 days’ written notice to the Superintendent is required before a foreseeable FMLA leave is to begin. FMLA leave is available for the following circumstances:

1. The birth of an employee’s child and to care for the child within the first 12 months after birth (See Section 9.4 Parental Leave for more detail.).
2. The placement of a child with an employee for adoption or foster care (See Section 9.4 Parental Leave for more detail.).
3. To care for the spouse, child, or parent of an employee when the family member has a serious health condition.
4. The employee’s inability to perform the functions of the position because of the employee’s own serious health condition (See Section 9.5 Temporary Disability for more detail.)
5. Military-related purposes as specified under the FMLA and for the periods set forth in the FMLA.

## 9.4 PARENTAL LEAVE

Any absence of a Teacher due to (a) the birth of the Teacher's child, (b) the first-year care of the Teacher's child, (c) the Teacher's adoption of a child, or (d) the Teacher's acceptance of a child in need of foster care will be governed by the following combined leaves:

### A. SICK/FMLA LEAVE FOR FIRST 60 DAYS

The Teacher first will use his/her accumulated sick leave concurrently with any available FMLA leave, if eligible, up to a maximum of 60 sick leave days/12 weeks of FMLA leave. If the Teacher has fewer than 60 sick leave days accumulated, all available sick leave days will be used first, and the remainder of the 60-day leave period, if used by the Teacher, will be unpaid.

### B. UNPAID PARENTAL LEAVE AFTER 60 DAYS

Subject to the conditions set forth below, a Teacher wishing to take an extended unpaid parental leave beyond 60 days may take off either (a) the remainder of the current school year or (b) if the birth/arrival of the child necessitating the leave occurs after Winter Break, the remainder of the current school year and the following school year. Any such extended unpaid parental leave by a non-tenured teacher will not count toward acquiring tenure. Paid sick leave can be used during this period (i.e., beyond 60 days) only to the extent accumulated by the Teacher and substantiated by medical documentation of an ongoing serious illness of the Teacher or a member of his/her immediate household (see Section 9.1(A)).

The following conditions apply to parental leaves:

1. A Teacher wishing to use parental leave as described in this Section 9.4 must request it in writing at least thirty (30) calendar days before the beginning date of the leave. In the case of adoption, guardian placement, or foster placement, the application for leave shall be given five (5) calendar days before the leave is to begin where possible. Teachers planning to use this leave for adoption or guardian or foster placement shall notify the Administration of the potential need for such a leave and give the best estimate of the time when the leave shall begin at the earliest practical time in order to assist in planning to maintain educational continuity.
2. The request must contain a statement of the expected date of birth or date of obtaining custody in the case of an adoption, foster placement, or guardianship, the date on which the parental leave is to commence, and the date the Teacher anticipates returning to service.
3. The Administration will make reasonable efforts to provide two (2) days of transition with the Teacher taking a parental leave and his/her substitute at the beginning and end of the parental leave, except when the leave ends at the end of a school year.
4. The Teacher shall confirm in writing prior to the start of Winter Break whether or not he/she intends to return for the following school year. If notification is not received by the start of Winter Break, it will be assumed that the Teacher does not wish to return to

employment with District 60, and that Teacher shall be treated as if he/she had resigned. If the delivery, adoption, or custody occurs after the start of Winter Break in the school year, the Teacher shall inform the Board of his/her intent for the next school year at the time of applying for leave.

## **9.5 TEMPORARY DISABILITY**

A Teacher who is absent because of disability, illness, or incapacity will be deemed “temporarily disabled” if he/she is absent less than 90 consecutive school days (or 90 out of a 120-school-day period) or the exhaustion of paid leave, whichever happens last, and will be entitled to maintain his/her employment rights for the period of temporary disability.

If a temporarily disabled Teacher does not have sufficient accumulated sick leave days or unpaid leave under the federal *Family and Medical Leave Act* to cover the duration of his/her absence, the Board shall grant the Teacher an unpaid leave of absence for the period of temporary disability, but not to exceed the number of days shown above as calculated from the onset of the disability. Any portion of unpaid leave during this period of temporary disability will be in accordance with the terms and conditions applicable to all unpaid leaves as set forth in Section 9.6 of this Agreement.

Any Teacher who remains disabled or incapacitated after the period of temporary disability defined above and after the exhaustion of all accumulated paid leave days will be considered “permanently disabled” for District 60 purposes. At that point, the District may initiate dismissal proceedings, or the Teacher may request an additional extended leave of absence without pay. In its sole discretion, and considering any reasonable accommodations as required under the *Americans with Disabilities Act*, the Board may grant or deny such a request in accordance with the terms and conditions applicable to all unpaid leaves as set forth in Section 9.6 of this Agreement.

## **9.6 GENERAL CONDITIONS OF LEAVE**

Unless otherwise set forth in this Article, any leave of absence is subject to the following conditions:

1. Where insurance companies so permit, any Teacher on unpaid leave of absence shall have the option to remain an active participant in all fringe benefit programs by the timely contribution of the full cost of such programs on an individual basis.
2. The tenured status of any Teacher returning from a leave of absence or while on leave shall not be affected.
3. In order to receive advancement on the salary schedule, the Teacher must have worked a minimum of 100 days of the current school year.
4. Upon return from a leave, the Teacher’s assignment, insofar as practicable, shall be comparable to that held prior to the leave.

## ARTICLE 10

### PERSONNEL FILE

#### **10.1 CONDITIONS AND PROCEDURES FOR PLACEMENT OF MATERIALS IN FILE**

The Teacher's personnel file shall be maintained in the District Office. No evaluative, disciplinary or other substantive material shall be placed in the file unless the Teacher has had an opportunity to read such material. The Teacher shall acknowledge that he/she has read any material by affixing his/her signature on the copy to be filed.

Any materials not contained in the Teacher's personnel file which should have been included in the file but which were intentionally excluded, may not be used to evaluate or discipline the Teacher in any manner.

#### **10.2 RIGHT TO RESPOND TO MATERIALS IN FILE**

The Teacher shall have the right to respond to any material which is entered into his/her file and his/her response shall be attached to the file.

#### **10.3 RIGHT TO EXAMINE FILE**

A Teacher shall have the right to examine his/her personnel file within twenty-four (24) hours of request (or, when holidays, vacations or weekends occur the day after the request, on the following working day) and to have a representative of the Association accompany him/her in such review. Exceptions to the examination shall be those exceptions as specified in Section 10 of the *Personnel Record Review Act*.

#### **10.4 RIGHT TO REPRODUCE MATERIALS IN FILE**

Upon request, the District will reproduce any materials in the Teacher's personnel file with the exception of those stipulated in section 10.3. The District shall have the option of charging its usual rate for copies for large copying jobs. Copies shall be made in the usual course of business by District office staff.



## 10.5 RELEASE OF INFORMATION

- A. The District shall not divulge a disciplinary report, letter of reprimand, or other disciplinary action to a third party, to a party who is not a part of the District, or to a party who is not a part of a labor organization representing the Teacher, without written notice as provided in this Section.
- B. The written notice to the Teacher referred to above shall be by first-class mail to the Teacher's last known address and shall be mailed on or before the day the information is divulged.
- C. This section shall not apply if:
  - 1. The Teacher has specifically waived written notice as part of a written, signed employment application with another Employer.
  - 2. The disclosure is ordered to a party in a legal action or arbitration.
  - 3. Information is requested by a government agency as a result of a claim or complaint by a Teacher, or as a result of a criminal investigation by such agency.

The District shall review a personnel record before releasing information to any third party as defined in the *Illinois Personnel Record Review Act*, and delete disciplinary reports, letters of reprimand or other records of disciplinary action which are more than four (4) years old, except as required by law.

## ARTICLE 11

### TEACHER EVALUATION

#### 11.1 EVALUATION COMMITTEE

The Board shall establish a standing Evaluation Committee to assess and recommend revisions to the District's evaluation process for Teachers. Teacher representatives selected by the Association and administrative representatives selected by the Superintendent shall serve on the Evaluation Committee. The Committee shall meet at least once annually to review evaluation procedures and the instrument.

#### 11.2 EVALUATION OF TEACHERS

The Board shall recognize and support the following principles in the process of evaluating Teachers as outlined in the approved Performance Appraisal System:

- A. Evaluation shall be a cooperative process between the Principal and Teacher with the Principal assuming the leadership. The procedures and timelines established in the District's Performance Appraisal System shall be used for the evaluation of all Teachers.
- B. The Teacher shall know what is expected of him/her as outlined in the appropriate certified staff job description and shall be fully acquainted with appraisal techniques.
- C. The Teacher shall be made knowledgeable of the nature of any dissatisfaction and shall be afforded an opportunity to correct such dissatisfaction.
- D. The evaluation of a Teacher will consist of the evaluator's professional assessment as to the effectiveness of the employee as outlined in the appropriate Performance Rubric.
- E. Teacher evaluation, communicated in both written and verbal forms, shall be a continuous process.
- F. Following each summative evaluation, the evaluation form shall be dated and signed by both the Principal and the Teacher with the understanding that the Teacher's signature does not necessarily mean agreement with the evaluation. The Teacher shall be afforded the opportunity to attach a written response to the summative evaluation document. Such written response shall be submitted within ten (10) school days of the summative evaluation conference.
- G. A copy of the completed written evaluation form and Teacher written response, if provided, shall be forwarded to the Superintendent for inclusion into the Teacher's personnel file, and each Teacher shall be given a copy for his/her own file.
- H. All other procedures and requirements shall be according to and consistent with the Illinois *School Code*.

## ARTICLE 12

### REDUCTION IN TEACHERS

#### 12.1 REDUCTION IN FORCE

Reduction in force shall be in accordance with the Illinois *School Code*, including any statutory amendments or revisions to the *School Code* as may occur from time to time.

#### 12.2 SENIORITY LIST

The Board shall, in consultation with the MEA, each year establish a list, categorized by positions, showing the length of continuing service of each Teacher who is qualified to hold any such positions.

#### 12.3 TIES IN SERVICE

In the event that more than one individual Teacher has the same starting date of work, position on the seniority list shall be determined by:

- A. First day of active work as a Teacher.
- B. Date of Board approval of contract.
- C. Drawing lots.

#### 12.4 RECALL PROVISIONS

If a vacancy occurs within the applicable recall period set forth in the *School Code* following the Teacher's release due to reduction in force, the Board shall tender the vacant position to the Teacher eligible in accordance with the Illinois *School Code*, including any amendments or revisions to the *School Code* as may occur from time to time. Any recalled Teacher shall retain his/her accrued rights and all accumulated seniority; however, any period after the honorable dismissal during which the Teacher did not teach shall not be counted toward seniority.

To be eligible for recall, an honorably dismissed Teacher must provide the Board, in writing, with the email address and phone number where the Teacher may be reached in the event of a recall notice from the District. The Teacher must also notify the Board in writing within seven (7) calendar days of receipt of the offer sent by email of the acceptance of any position tendered to the Teacher during the recall period. Failure to notify the Board of acceptance shall constitute rejection of the offer of employment.

## ARTICLE 13

### VACANCIES AND TRANSFERS

#### 13.1 VACANCIES

A vacancy occurs when a current bargaining unit position, a promotional position, or an extra duty position is vacated or an additional position is created after all transfers and reassignments have been made.

A “promotional position” is a non-bargaining unit position which directly supervises Teachers and which is compensated differently than teaching positions.

#### 13.2 PROCEDURES

The Superintendent shall post internally, via District email to all staff, and externally, on the District website, a notice of all vacancies as they occur. Such notice shall be accompanied by a statement of minimum qualifications with starting date and ending date, if appropriate. A statement that a candidate is under consideration may be added as applicable.

Except where a reasonable need for swift action exists, a vacancy will not be permanently filled until such vacancy has been posted for at least five (5) calendar days if the vacancy occurs during the school term or at least ten (10) calendar days if the vacancy occurs during the summer. Any Teacher may apply for reassignment within a building or transfer to another building where a vacancy exists. Such application shall be in writing to the building Principal where the vacancy exists.

Teachers who apply for a bargaining unit vacancy shall be interviewed for that vacancy if they qualify for it. Teachers who are internal candidates need only notify the hiring Administrator in writing. If an internal applicant is rejected for the position, he/she shall be given the opportunity to confer with the hiring Administrator regarding the reasons for the decision to hire another candidate.

#### 13.3 SUMMER SCHOOL VACANCIES

In filling such positions, consideration shall be given to a Teacher’s certifications, qualifications, merit and ability (including performance evaluations, if available), relevant experience and other factors as may be determined by the District, including major and minor field of study and previous experience teaching summer school. If all such factors are equal among Teachers who volunteer, the Teacher with the greatest amount of seniority shall be selected. Summer school assignments shall not be mandatory.

#### **13.4 TRANSFERS AND REASSIGNMENTS**

A transfer is defined as a change in full-time work station from one (1) building to another. Reassignment is any change in grade level or subject area within a building. Teachers who are scheduled in advance to work part of the year in one building and part in another are not to be deemed to have transferred.

With transfers, release time will be provided for the Teacher to prepare to assume the new assignment. This time will be mutually agreed upon by the Teacher and the Principal(s).

Lowest seniority shall be a factor considered when transfer is involuntary if the candidates being considered are determined by the District to be equal with respect to certifications, qualifications, merit and ability (including performance evaluations, if available), relevant experience and other factors as may be determined by the District.

All decisions regarding the filling of new or vacant positions shall not be subject to the grievance procedure, provided the District adheres to the procedural requirements of this Article of the Agreement.

#### **13.5 VOLUNTARY TRANSFERS**

Annually, any Teacher may notify the Superintendent of his/her desire to transfer or be reassigned for the following school year on or before the last work day prior to winter break

#### **13.6 INVOLUNTARY TRANSFERS**

Involuntary transfer is a transfer which a Teacher has not requested but which is initiated by the Administration. The Board and Administration reserve the right to transfer Teachers in the best interests of the District.

The affected Teacher shall be notified in writing with the reasons for the transfer and his/her selection. The Board will make reasonable efforts to avoid involuntarily transferring said Teacher to another building for a period of two (2) years after the transfer.

#### **13.7 NOTIFICATION OF ASSIGNMENTS**

Whenever possible, a Teacher shall be given written notice of any tentative change of his/her assignment(s) for the forthcoming school year no later than May 15<sup>th</sup> annually.

## ARTICLE 14

### COMPENSATION AND RELATED PROVISIONS

#### 14.1 TEACHER BENEFITS

All Teachers included in the bargaining unit shall be provided all benefits and conditions in this Agreement, except as specified to the contrary. The benefits of full-time Teachers apply to part-time Teachers and will be prorated accordingly.

#### 14.2 INSURANCE BENEFITS

The Board shall provide group term life insurance and major medical expense insurance for eligible professional Teachers according to the provisions that follow:

##### A. LIFE INSURANCE

Life insurance and accidental death and dismemberment benefits will be provided to all Teachers, equal to three (3) times the Teacher's basic annual earnings adjusted to the next higher multiple of One Thousand Dollars, if not already a higher multiple thereof and up to a maximum of \$150,000.

##### B. MAJOR MEDICAL INSURANCE

Single major medical insurance benefits will be available to all Teachers of the District who are half-time (.5 FTE) or greater.

Family major medical insurance benefits will be available for those full-time Teachers, and to part-time Teachers as described below:

Full-Time Teachers: The Board will pay 90% of a full-time Teacher's single PPO premium. The Board shall pay 75% of a Teacher's total PPO family premium. The Board will pay 95% of a full-time Teacher's single HMO premium. The Board will pay 95% of a full-time Teacher's family HMO premium. Teacher payment for health insurance will be remitted to the District by a payroll deduction method. This deduction will be made prior to calculations of State and federal taxes.

If health insurance is waived, a One Thousand One Hundred and Fifty Dollar (\$1,150) insurance waiver will be paid to the Teacher.

Part-Time Teachers: Part-time Teachers whose assignment requires .5 but less than .8 FTE will be permitted to elect single or family coverage. The Board shall pay a portion of the cost of the Teacher's single coverage equivalent to the Teacher's FTE. The Board shall pay a portion of the cost of the Teacher's total family coverage calculated as the Teacher's FTE (example: .7) times the portion of the cost that the Board would be obligated to pay were the individual a full-time Teacher. The benefits of full-time Teachers apply to part-time Teachers and will be prorated accordingly.

New Teachers will be covered on their first day of active work.

The Board and the Association shall meet to review the terms of this health insurance provision and re-open its terms if federal or state health care reform impacts the District's insurance plan and its costs to the parties.

C. DENTAL AND OPTICAL INSURANCE

The District will establish dental and optical insurance plans if Teacher interest is sufficient and if such plans are available, with the Teacher paying the full insurance premiums. Teacher payment for these insurance plans will be remitted to the District by a payroll deduction method.

A Teacher who applies for an extended leave of absence may be granted, upon request, continuation of current coverage at the Teacher's expense in accordance with applicable state and federal law.

D. 12-MONTH COVERAGE

The Board provided insurance shall be for twelve (12) consecutive months, except that Teachers who terminate their employment or who are released, dismissed or non-renewed from District employment shall remain insured to August 31 of the last year of teaching only, at which time they shall have the option of exercising their COBRA rights. The dismissal of a Teacher for cause under 105 ILCS 5/24-12 shall result in termination of coverage on the last day of the month in which the notice of dismissal is issued, at which time such a Teacher shall have the option of exercising his or her COBRA rights.

E. INSURANCE COMMITTEE

A District Insurance Committee shall be established with a minimum of two (2) members appointed by the Association and two (2) members appointed by the Board. The District's insurance broker representative shall participate as needed. The Insurance Committee shall meet at least one (1) time annually. The Committee will review and discuss insurance trends and options, consider insurance renewals, and prepare any recommendation for plan design changes to be presented to the Board.

The Insurance Committee will recommend plan design changes to effectuate no more than a 5% cost increase in total premium costs.

**14.3 SELECTION OF CARRIER**

Teachers shall be covered by Blue Cross/Blue Shield Insurance. The Insurance Committee may recommend a change in carriers.

#### **14.4 MILEAGE – WITHIN AND OUTSIDE DISTRICT**

Teachers shall be paid at the current mileage rate established by the I.R.S. for all approved mileage to perform their assigned duties within the District and outside the District, provided any change in the I.R.S. mileage rate shall become effective sixty (60) days after the adoption of such change.

#### **14.5 PAY PERIODS AND DEDUCTIONS**

Teachers shall have the option of receiving pay on a 12 month or 10 month basis. Pay will be dispersed on the 15th day of the month and the last day of the month.. In the event these days fall on holidays or the weekend, the immediate preceding work day shall be considered the payday.

Payroll deductions will be made, upon request, for payment of professional dues, health and disability income insurance and credit union obligations.

The District shall authorize a tax shelter annuity payroll deduction in accordance with *Internal Revenue Service Code 457b*. The District will consult with MEA representatives in selecting a company for this annuity.

A tax shelter annuity payroll deduction is also authorized in accordance with the *Internal Revenue Service Code 403b*.

#### **14.6 REIMBURSEMENT FOR NATIONAL TEACHER BOARD CERTIFICATION**

The Board will provide Teachers who achieve National Board Certification (“NBC”) through the National Board for Professional Teaching Standards with a one-time stipend of \$3,000. This stipend shall be paid within sixty (60) days of written notification to the Superintendent.

Teachers who currently hold a National Board Certification as of July 1, 2017 will receive a One Thousand Six Hundred Dollars (\$1,600.00) stipend each year until the last date before the current NBC expiration date.

Teachers who renew their National Board Certification shall be reimbursed for the cost of the recertification fee within sixty (60) days of written notification to the Superintendent.



## 14.7 LANE MOVEMENT/

- A. To qualify for placement on the B.A. plus schedules, graduate hours (semester hours) must have been taken after receipt of the B.A. degree and Teacher's certificate.

Effective July 1, 2017, the Parties agree to delete educational lanes BA+8, BA+24, BA+36, and MA+15 from the salary schedule. Teachers who are in the BA+8, BA+24, and BA+36 lanes on or before the ratification of this Agreement will remain in those lanes until they either advance to BA+16, MA, MA+30, or MA+45, or become eligible for longevity, or enter the retirement track. No other Teachers will be able to move into BA+8, BA+24, or BA+36. Teachers who are in MA+15 on or before the ratification of this Agreement will remain in that lane until they either advance to MA+30 or MA+45, or become eligible for longevity or enter the retirement track. Any Teachers who are in the MA lane AND earning credits towards the MA+15 lane on or before the ratification of this Agreement may enter the MA+15 lane if eligible on or before January 1, 2020. No other Teachers will be able to move into the MA+15 lane. For the Teachers who are eligible to move into MA+15, Teachers will be allowed to receive up to 7.5 semester hours from workshop credit through and beyond MA+15.

Credit must be applicable to the field of teaching and approved by the Superintendent.

To qualify for placement beyond the M.A. schedule, credit must be in graduate hours, specifically applicable to the Teacher's assignment, and approved by the Superintendent. Workshop credit must also be approved by the Superintendent and be applicable to the teaching assignment. Only credit/workshop hours earned after conferral of the M.A. degree will be considered.

In the event a Teacher decides to voluntarily purchase graduate credit in a District-approved course, the Board agrees to honor the graduate credit(s) for the purpose of lane advancement.

- B. When the Board chooses to offer Teacher training or instruction after the work day has ended or on days other than work days, the Board may choose among the following options:
1. Monetary compensation at the negotiated summer school rate may be offered for the time spent in these classes; or
  2. The training may be offered on a strictly voluntary basis, with no compensation or credit offered.

In no event shall Teachers be required to attend training on days other than workdays.

#### **14.8 SALARY SCHEDULE PLACEMENT**

Newly hired Teachers will be placed on the salary schedule with up to five (5) years of credit, as determined appropriate by the Superintendent, based on full-time years of teaching experience outside District 60. However, this cap will not apply to hard-to-fill positions or positions for which there are fewer than five (5) qualified candidates, provided the newly hired Teacher does not surpass any existing teacher with comparable credentials and years of experience.

#### **14.9 SALARY SCHEDULE**

2022-2023 1.25% on base, plus step, plus a one-time non-compounding bonus equal to 2% of their salary, less any unpaid leaves, with the bonus paid at the end of the 2022-2023 school year, except, for teachers who put in a retirement notice pursuant to Section 15.2 and are due to receive a 6% salary increase in 2022-2023, the bonus will be paid as a post-retirement payment after the teacher's last day of employment in the District and the teacher's receipt of his/her final paycheck.

2023-2024 2.00% on base, plus step

2024-2025 1.75% on base, plus step

2025-2026 1.50% on base, plus step

Longevity stipends will be paid on a yearly basis. The stipend amount will be in addition to the dollar amount provided in the final salary schedule cell.

The salary schedules shall be as set forth in Appendix A, and attached to and incorporated in this Agreement.

Lane advancements will be made for a Teacher only once per year. Transcripts must be received by September 15 to qualify for fall lane movement. Transcripts must be received by January 30 to qualify for spring lane movement.

Teachers shall only move one (1) vertical step annually.

#### **14.10 EXTRACURRICULAR ACTIVITIES AND EXTRA DUTIES**

- A. Extracurricular activities and extra-duties are best managed by District No. 60 personnel. If a vacancy exists, members of the District No. 60 teaching staff will be given the first opportunity to be considered for the position.
- B. Except where a reasonable need for swift action exists, extra duty vacancies that occur in a building throughout the school year shall initially be communicated electronically to all Teachers in the District. Such notice shall include a general description of the position and qualifications required. The selection of Teachers to fill extra duty positions shall be at the discretion of the administration.
- C. Teachers may be required to fill an extra duty position only when no other qualified Teacher volunteers to fill the position. Involuntary assignments shall be by reverse seniority, beginning with 2<sup>nd</sup> year Teachers, for qualified Teachers and shall be for only a one (1) year duration. The parties agree that coaching positions may be filled by qualified community members when there are no qualified Teacher volunteers.
- D. For the duration of this Agreement, Teachers shall receive extra duty day compensation for each position as set forth in Appendix B attached to this Agreement.
- E. The District will make extra-duty payments in regular payroll checks for work performed as part of Certified Staff Hourly Rate and Academic and Supervisory Activities. Interscholastic and Extracurricular Activities extra-duty payments will be made following the Teacher's submission and approval of hours and accomplishment of the activity. Full-year extra-duties performed as a part of Interscholastic and Administrative Activities shall be compensated by two (2) equal payments during the school year.

#### **14.11 SUMMER SCHOOL SALARY**

Teachers shall be compensated for summer school by a daily rate per session based on the student schedule, plus one (1) day for planning and preparation per session. Teachers shall be paid only for days worked during summer school. The daily rate will be calculated using the certified staff hourly rate shown on Appendix B as set forth in this Agreement.

#### **14.12 SECTION 125 CAFETERIA PLAN**

The Board will offer a Section 125 Cafeteria Plan ("Plan") under the provisions of Section 125 of the *Internal Revenue Code* to shelter employee insurance premium shares and other qualifying health care related "out-of-pocket" expenses.

A Teacher may annually elect to reduce salary up to the IRS maximum allowed for the reimbursement of qualified medical expenses in any Plan year. The amount elected shall be deducted from the Teacher's compensation through salary reduction. Prior to the beginning day of the Plan year, each Teacher shall, in writing, designate the dollar amount(s) elected for that year pursuant to the terms of the Plan.

#### **14.13 TEACHER RETIREMENT SHELTERING**

In accordance with guidelines set by the U.S. Internal Revenue Service and the Teachers' Retirement System of Illinois, the Board shall reduce salaries of Teachers by the specified amount and submit this amount on behalf of Teachers as the full contribution to the Teachers' Retirement Service.

Salary schedules, notice, and contracts shall reflect each salary listed as the sum of Teacher pay and contributions made on behalf of Teachers to the Teachers' Retirement System of Illinois.

Each Teacher's gross pay reported to the Internal Revenue Service shall be the gross pay listed on the schedule minus the amount contributed to the Teachers' Retirement System of Illinois.

Teachers shall have no right or claim to the Board's sheltering of the full amount paid to the Teachers' Retirement System, except as they may subsequently become available upon retirement or resignation from the State of Illinois Teachers' Retirement System.

The Board shall be held harmless from any and all claims, demands, actions, complaints, suits or other liability by reason of a faithful payment of contributions to the State of Illinois Teachers' Retirement System.

#### **14.14 EMPLOYEE ASSISTANCE PROGRAM**

The Board will provide the Teachers with an Employee Assistance Program ("EAP"). When a request is made for assistance through self-referral, or by recommendation, confidentiality will be maintained between the employee seeking assistance and the Employee Assistance Counselor to the extent permitted by law.

## ARTICLE 15

### TEACHER RETIREMENT

#### 15.1 RETIREMENT INSURANCE BENEFITS

The Board shall reimburse professional retirees retiring under any statutory early retirement plan or TRS regular annuity retirement for individual major medical insurance coverage secured through the Teachers' Retirement System of Illinois on a monthly basis, provided the retiree has served the District for a period of fifteen (15) or more years as a full-time or part-time employee. The amount of the reimbursement shall not exceed Two Hundred Fifty Dollars (\$250) per month, but not to exceed Fifteen Thousand Dollars \$15,000 in total.

Such benefit shall be provided upon retirement and shall continue until the retiree has reached the age of 65 or reached his/her \$15,000 limit. The Board shall pay for retirement insurance directly to the Teachers' Retirement Insurance Program (TRIP).

#### 15.2 SALARY ENHANCEMENT RETIREMENT PLAN

Teachers who meet the following eligibility requirements shall be entitled to a Salary Enhancement Retirement Benefit:

##### A. REQUIREMENTS TO QUALIFY FOR SALARY ENHANCEMENT RETIREMENT BENEFITS

1. Must have completed a minimum of fifteen (15) years of full-time or part-time employment in District 60 by June 30 of the year of retirement. Service need not be consecutive. For the purposes of this requirement, in any year in which a Teacher was granted an approved unpaid leave, the Teacher must have worked a minimum of one hundred (100) days to receive service credit for that year.
2. Must qualify for a TRS regular annuity retirement.
3. Must not be eligible for any statutory early retirement plan.
4. Must have given written irrevocable notice of retirement as provided in Paragraph A.5 and Paragraph C of Section 15.2.
5. No Teacher shall be eligible for the Salary Enhancement Retirement Plan as existed in the 2017-2022 Agreement unless a notice of retirement is received by the District no later than February 1, 2022. Effective upon the ratification of the 2022-2026 Agreement, participation in the new Salary Enhancement Retirement Plan shall be as follows.

The Teacher must submit an irrevocable letter of retirement with an effective date that is at the end of the first school year in which the Teacher becomes BOTH eligible to retire under 15.2 A.1 (*i.e.*, at least 15 years of full-time or part-time employment in the District) AND eligible to retire under the provisions of the TRS without an early retirement option

penalty or without an early age discounted annuity, which for Tier 1 TRS members is as follows:

<b>TRS Creditable Service</b>	<b>Age</b>	<b>Years of District 60 Service</b>
At least 35 years	At least 55 years old	At least 15 years
At least 10 years	At least 60 years old	At least 15 years
At least 5 years	At least 62 years old	At least 15 years

Such notice of retirement shall be submitted no earlier than August 1 and no later than the last work day prior to winter break of the fourth, third, second, or first year prior to the date of retirement.

All other retirees who would otherwise qualify to receive the benefits of and retire under this Section but who choose to forgo this benefit by working beyond when they would have to retire to receive this benefit will not receive this benefit.

6. Must have submitted a signed promissory note (in the form appearing as Appendix D to this Agreement) wherein the Teacher promises to pay back the difference between the total salary enhancements received under this plan and the actual salary the Teacher would have received in accordance with the regular salary schedule of the District if a change in the Teacher’s retirement date results in any TRS penalty to the District.
7. Must have submitted a signed agreement (in the form appearing as Appendix E to this Agreement) wherein the Teacher forfeits his or her eligibility to receive the post-retirement insurance benefit found under Section 15.1 if a change in the Teacher’s retirement date results in any TRS penalty to the District.
8. Must not have received an increase in creditable earnings greater than 6% in any of the Teacher’s projected final four years of employment with the District (so called “look back.”).

**B. SALARY ENHANCEMENT BENEFIT**

If a Teacher gives the Board an irrevocable written notice of retirement by the last work day prior to winter break four (4) years prior to the year of retirement and four (4) years prior to becoming eligible for a non-discounted annuity as described in Section 15.2(A)(5), the Board shall pay him/her a 6% retirement incentive, inclusive of all other increases in TRS creditable compensation, for each of his/her remaining four (4) years of service, less compensation for any services not rendered.

If a Teacher gives the Board an irrevocable written notice of retirement by the last work day prior to winter break three (3) years prior to the year of retirement and three (3) years prior to becoming eligible for a non-discounted annuity as described in Section 15.2(A)(5), the Board shall pay him/her a 6% retirement incentive, inclusive of all other increases in TRS creditable

compensation, for each of his/her remaining three (3) years of service, less compensation for any services not rendered.

If a Teacher gives the Board an irrevocable written notice of retirement by the last work day prior to winter break two (2) years prior to the year of retirement and two (2) years prior to becoming eligible for a non-discounted annuity as described in Section 15.2(A)(5), the Board shall pay him/her a 6% retirement incentive, inclusive of all other increases in TRS creditable compensation, for each of his/her remaining two (2) years of service, less compensation for any services not rendered.

If a Teacher gives the Board an irrevocable written notice of retirement by the last work day prior to winter break one (1) year prior to the year of retirement and one (1) year prior to becoming eligible for a non-discounted annuity as described in Section 15.2(A)(5), the Board shall pay him/her a 6% retirement incentive, inclusive of all other increases in TRS creditable compensation, for his/her remaining one (1) year of service, less compensation for services not rendered.

Once a Teacher submits an irrevocable written notice of retirement by the last work day prior to winter break as provided above, that employee shall be removed from the salary schedules contained in Appendix A of this Agreement. All calculations for increased TRS creditable earnings will be based on the TRS creditable earnings in the year prior to the submission of the irrevocable written notice of retirement, less compensation for services not rendered. Once the employee submits an irrevocable written notice of retirement, in no case will the employee's TRS creditable earnings increase exceed 6% of the previous year.

- C. If, after submitting an irrevocable written notice of retirement by the last work day prior to winter break date provided above, the Teacher resigns from or is dismissed from duties for which the Teacher was paid a stipend or additional compensation in the previous year, the retirement incentive for that employee will be recalculated accordingly.
- D. In the case of a life-changing event, irrevocable letters may, in the Board's sole discretion, be voided in an attempt to help a Teacher who has experienced a catastrophic change in his/her living conditions. Examples of life changing events are death of a spouse or domestic partner, serious illness to spouse, serious illness to employee or change in financial status.
- E. The District, the Association and the Teacher shall enter into an individual retirement agreement in the form attached hereto as Appendix E.

### **15.3 RETIREES AS SUBSTITUTES AND/OR CONSULTANTS**

Teachers who have been retired under the Illinois Teachers' Retirement System may be employed as substitutes and/or consultants.

## ARTICLE 16

### EFFECT OF AGREEMENT

#### **16.1 INDIVIDUAL CONTRACTS**

There shall be no individually bargained contracts.

#### **16.2 SAVINGS CLAUSE**

If any provision of this Agreement or any application of this Agreement to any Teacher or group of Teachers is held to be contrary to law by a court of competent jurisdiction, then such provision or application shall not be deemed valid and subsisting, except to the extent permitted by law; but all other provisions or applications shall be continued in full force and effect.

#### **16.3 NO STRIKE**

Neither the Association nor any of its members, nor its Agents, for any reason will institute, aid, condone, or engage in a slowdown, work stoppage, strike or picketing in any manner which would disrupt the operation of the District's schools during the term of this Agreement.



**ARTICLE 17**

**DURATION AND WHOLE AGREEMENT**

**17.1 DURATION AND RE-OPENER CLAUSE**

This Agreement shall be effective from 12:00 a.m. of July 1, 2022, and shall continue in effect through 11:59 p.m. of June 30, 2026, subject to other provisions of this Agreement.

The parties to this Agreement recognize and acknowledge that legislative and regulatory propositions are under consideration by the State of Illinois, the Federal government and the respective administrative agencies which may significantly impact the economic implications of this Agreement in a quantifiable matter including, but not limited to, funding for public schools, income and property taxes, pension laws and health insurance laws. Therefore, both the Board and the Association reserve the right to demand to reopen this Agreement for renegotiation. If so, such demand shall be in writing and submitted to the other party to this Agreement with an obligation to initiate renegotiations as soon as possible but no later than thirty (30) days following receipt of such demand unless mutually agreed otherwise. In the event the parties are unable to reach an agreement regarding any renegotiated items under this provision, the Agreement may be terminated by either party unless mutually agreed otherwise, and each party shall retain its rights under the *Illinois Educational Labor Relations Act* (IELRA) including the right to initiate the statutory impasse process, the right to strike and any other rights under the IELRA.

**17.2 WHOLE AGREEMENT**

This Agreement shall constitute the full and complete commitments between the parties and may be altered, changed, added to, deleted from, or modified only through the voluntary, mutual consent of the parties in a written and signed amendment of the Agreement and shall be controlling on both parties collectively and individually.

**MAERCKER EDUCATION ASSOCIATION,  
IEA-NEA**

**BOARD OF EDUCATION  
MAERCKER SCHOOL DISTRICT 60**

BY: \_\_\_\_\_  
Co-President

BY: \_\_\_\_\_  
President

BY: \_\_\_\_\_  
Co-President

BY: \_\_\_\_\_  
Secretary

BY: \_\_\_\_\_  
Secretary

BY: \_\_\_\_\_  
Secretary

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

## FY23 SALARY SCHEDULE

Prior year base 49,746.95

Base Inc: 1.25%

	[BA]	BA+8	BA+16	MA	MA+15	MA+30	MA+45
STEP 1	50,368.78	52,272.72	54,176.66	60,931.12	62,870.32	64,809.51	66,748.71
STEP 2	52,272.72	54,176.66	56,080.60	62,870.32	64,809.51	66,748.71	68,687.91
STEP 3	54,176.66	56,080.60	57,984.54	64,809.51	66,748.71	68,687.91	70,627.11
STEP 4	56,080.60	57,984.54	59,888.48	66,748.71	68,687.91	70,627.11	72,566.31
STEP 5	57,984.54	59,888.48	61,792.42	68,687.91	70,627.11	72,566.31	74,505.50
STEP 6	59,888.48	61,792.42	63,696.36	70,627.11	72,566.31	74,505.50	76,444.70
STEP 7	61,792.42	63,696.36	65,600.30	72,566.31	74,505.50	76,444.70	78,383.90
STEP 8	63,696.36	65,600.30	67,504.24	74,505.50	76,444.70	78,383.90	80,323.10
STEP 9	65,600.30	67,504.24	69,408.18	76,444.70	78,383.90	80,323.10	82,262.30
STEP 10	67,504.24	69,408.18	71,312.12	78,383.90	80,323.10	82,262.30	84,201.50
STEP 11	69,408.18	71,312.12	73,216.06	80,323.10	82,262.30	84,201.50	86,140.69
STEP 12		73,216.06	75,120.00	82,262.30	84,201.50	86,140.69	88,079.89
STEP 13		75,120.00	77,023.94	84,201.50	86,140.69	88,079.89	90,019.09
STEP 14			78,927.88	86,140.69	88,079.89	90,019.09	91,958.29
STEP 15			80,831.82	88,079.89	90,019.09	91,958.29	93,897.49
STEP 16				90,019.09	91,958.29	93,897.49	95,836.68
STEP 17				91,958.29	93,897.49	95,836.68	97,775.88
STEP 18				93,897.49	95,836.68	97,775.88	99,715.08
STEP 19				95,836.68	97,775.88	99,715.08	101,654.28
STEP 20				97,775.88	99,715.08	101,654.28	103,593.48
STEP 21				99,715.08	101,654.28	103,593.48	105,532.67
STEP 22				101,654.28	103,593.48	105,532.67	107,471.87
STEP 23				103,593.48	105,532.67	107,471.87	109,411.07
STEP 24				105,532.67	107,471.87	109,411.07	111,350.27
STEP 25				107,471.87	109,411.07	111,350.27	113,289.47
LONGEVITY				2,300.00	2,300.00	2,300.00	2,300.00

The BA+8 and MA+15 lanes are closed for staff to enter.

## FY24 SALARY SCHEDULE

Prior year

base \$50,368.78

Base Inc: 2.00%

	[BA]	BA+8	BA+16	MA	MA+15	MA+30	MA+45
STEP 1	51,376.16	53,318.18	55,260.20	62,149.74	64,127.72	66,105.70	68,083.69
STEP 2	53,318.18	55,260.20	57,202.22	64,127.72	66,105.70	68,083.69	70,061.67
STEP 3	55,260.20	57,202.22	59,144.23	66,105.70	68,083.69	70,061.67	72,039.65
STEP 4	57,202.22	59,144.23	61,086.25	68,083.69	70,061.67	72,039.65	74,017.63
STEP 5	59,144.23	61,086.25	63,028.27	70,061.67	72,039.65	74,017.63	75,995.61
STEP 6	61,086.25	63,028.27	64,970.29	72,039.65	74,017.63	75,995.61	77,973.60
STEP 7	63,028.27	64,970.29	66,912.31	74,017.63	75,995.61	77,973.60	79,951.58
STEP 8	64,970.29	66,912.31	68,854.33	75,995.61	77,973.60	79,951.58	81,929.56
STEP 9	66,912.31	68,854.33	70,796.35	77,973.60	79,951.58	81,929.56	83,907.54
STEP 10	68,854.33	70,796.35	72,738.37	79,951.58	81,929.56	83,907.54	85,885.53
STEP 11	70,796.35	72,738.37	74,680.38	81,929.56	83,907.54	85,885.53	87,863.51
STEP 12		74,680.38	76,622.40	83,907.54	85,885.53	87,863.51	89,841.49
STEP 13		76,622.40	78,564.42	85,885.53	87,863.51	89,841.49	91,819.47
STEP 14			80,506.44	87,863.51	89,841.49	91,819.47	93,797.45
STEP 15			82,448.46	89,841.49	91,819.47	93,797.45	95,775.44
STEP 16				91,819.47	93,797.45	95,775.44	97,753.42
STEP 17				93,797.45	95,775.44	97,753.42	99,731.40
STEP 18				95,775.44	97,753.42	99,731.40	101,709.38
STEP 19				97,753.42	99,731.40	101,709.38	103,687.36
STEP 20				99,731.40	101,709.38	103,687.36	105,665.35
STEP 21				101,709.38	103,687.36	105,665.35	107,643.33
STEP 22				103,687.36	105,665.35	107,643.33	109,621.31
STEP 23				105,665.35	107,643.33	109,621.31	111,599.29
STEP 24				107,643.33	109,621.31	111,599.29	113,577.27
STEP 25				109,621.31	111,599.29	113,577.27	115,555.26
LONGEVITY				2,300.00	2,300.00	2,300.00	2,300.00

The BA+8 and MA+15 lanes are closed for staff to enter.

## FY25 SALARY SCHEDULE

Prior year

base \$51,376.16

Base Inc: 1.75%

	[BA]	BA+8	BA+16	MA	MA+15	MA+30	MA+45
STEP 1	52,275.24	54,251.25	56,227.25	63,237.36	65,249.96	67,262.55	69,275.15
STEP 2	54,251.25	56,227.25	58,203.25	65,249.96	67,262.55	69,275.15	71,287.75
STEP 3	56,227.25	58,203.25	60,179.26	67,262.55	69,275.15	71,287.75	73,300.34
STEP 4	58,203.25	60,179.26	62,155.26	69,275.15	71,287.75	73,300.34	75,312.94
STEP 5	60,179.26	62,155.26	64,131.27	71,287.75	73,300.34	75,312.94	77,325.54
STEP 6	62,155.26	64,131.27	66,107.27	73,300.34	75,312.94	77,325.54	79,338.13
STEP 7	64,131.27	66,107.27	68,083.27	75,312.94	77,325.54	79,338.13	81,350.73
STEP 8	66,107.27	68,083.27	70,059.28	77,325.54	79,338.13	81,350.73	83,363.33
STEP 9	68,083.27	70,059.28	72,035.28	79,338.13	81,350.73	83,363.33	85,375.92
STEP 10	70,059.28	72,035.28	74,011.29	81,350.73	83,363.33	85,375.92	87,388.52
STEP 11	72,035.28	74,011.29	75,987.29	83,363.33	85,375.92	87,388.52	89,401.12
STEP 12		75,987.29	77,963.30	85,375.92	87,388.52	89,401.12	91,413.72
STEP 13		77,963.30	79,939.30	87,388.52	89,401.12	91,413.72	93,426.31
STEP 14			81,915.30	89,401.12	91,413.72	93,426.31	95,438.91
STEP 15			83,891.31	91,413.72	93,426.31	95,438.91	97,451.51
STEP 16				93,426.31	95,438.91	97,451.51	99,464.10
STEP 17				95,438.91	97,451.51	99,464.10	101,476.70
STEP 18				97,451.51	99,464.10	101,476.70	103,489.30
STEP 19				99,464.10	101,476.70	103,489.30	105,501.89
STEP 20				101,476.70	103,489.30	105,501.89	107,514.49
STEP 21				103,489.30	105,501.89	107,514.49	109,527.09
STEP 22				105,501.89	107,514.49	109,527.09	111,539.68
STEP 23				107,514.49	109,527.09	111,539.68	113,552.28
STEP 24				109,527.09	111,539.68	113,552.28	115,564.88
STEP 25				111,539.68	113,552.28	115,564.88	117,577.47
LONGEVITY				2,300.00	2,300.00	2,300.00	2,300.00

The BA+8 and MA+15 lanes are closed for staff to enter.

## FY26 SALARY SCHEDULE

Prior year

base \$52,275.24

Base Inc: 1.50%

	[BA]	BA+8	BA+16	MA	MA+15	MA+30	MA+45
STEP 1	53,059.37	55,065.01	57,070.66	64,185.92	66,228.71	68,271.49	70,314.28
STEP 2	55,065.01	57,070.66	59,076.30	66,228.71	68,271.49	70,314.28	72,357.06
STEP 3	57,070.66	59,076.30	61,081.95	68,271.49	70,314.28	72,357.06	74,399.85
STEP 4	59,076.30	61,081.95	63,087.59	70,314.28	72,357.06	74,399.85	76,442.64
STEP 5	61,081.95	63,087.59	65,093.24	72,357.06	74,399.85	76,442.64	78,485.42
STEP 6	63,087.59	65,093.24	67,098.88	74,399.85	76,442.64	78,485.42	80,528.21
STEP 7	65,093.24	67,098.88	69,104.52	76,442.64	78,485.42	80,528.21	82,570.99
STEP 8	67,098.88	69,104.52	71,110.17	78,485.42	80,528.21	82,570.99	84,613.78
STEP 9	69,104.52	71,110.17	73,115.81	80,528.21	82,570.99	84,613.78	86,656.56
STEP 10	71,110.17	73,115.81	75,121.46	82,570.99	84,613.78	86,656.56	88,699.35
STEP 11	73,115.81	75,121.46	77,127.10	84,613.78	86,656.56	88,699.35	90,742.14
STEP 12		77,127.10	79,132.75	86,656.56	88,699.35	90,742.14	92,784.92
STEP 13		79,132.75	81,138.39	88,699.35	90,742.14	92,784.92	94,827.71
STEP 14			83,144.03	90,742.14	92,784.92	94,827.71	96,870.49
STEP 15			85,149.68	92,784.92	94,827.71	96,870.49	98,913.28
STEP 16				94,827.71	96,870.49	98,913.28	100,956.06
STEP 17				96,870.49	98,913.28	100,956.06	102,998.85
STEP 18				98,913.28	100,956.06	102,998.85	105,041.64
STEP 19				100,956.06	102,998.85	105,041.64	107,084.42
STEP 20				102,998.85	105,041.64	107,084.42	109,127.21
STEP 21				105,041.64	107,084.42	109,127.21	111,169.99
STEP 22				107,084.42	109,127.21	111,169.99	113,212.78
STEP 23				109,127.21	111,169.99	113,212.78	115,255.56
STEP 24				111,169.99	113,212.78	115,255.56	117,298.35
STEP 25				113,212.78	115,255.56	117,298.35	119,341.14
LONGEVITY				2,300.00	2,300.00	2,300.00	2,300.00

The BA+8 and MA+15 lanes are closed for staff to enter.

2022 - 2023 School Year							
BA / Step 3		\$54,176.66			Hr. Rate	\$38.84	
Category A = Interscholastic Activities		Weeks	1-6 Yrs	7+ Yrs	Information		
Activities Director		22	\$6,408	\$8,030	<p>All Interscholastic Activities may have the number of weeks adjusted based on how the season is actually scheduled, and/or how far teams advance in postseason competition. The AD and principal will make this determination.</p> <p><b>Categories A, B, and C Formula:</b></p> <p>Hourly Rate * 1.5 * 5 * # of Weeks</p> <p>Assistant Coaches / Sponsors at 80% of formula</p> <p>Assistant coaches added for teams of 25 or more</p> <p>Years 7+ = 25.32% higher stipend than Years 1-6 stipend</p> <p><b>Category D:</b></p> <p>Lunch Duty = 80% of hourly instructional rate</p> <p>All other supervisions = 75% of hourly instructional rate</p>		
Basketball, Boys Junior Varsity		7	\$2,039	\$2,549			
Basketball, Boys Varsity		7	\$2,039	\$2,549			
Basketball, Girls Junior Varsity		7	\$2,039	\$2,549			
Basketball, Girls Varsity		7	\$2,039	\$2,549			
Cheerleading		10	\$2,913	\$3,641			
Chess		9	\$2,621	\$3,277			
Cross Country, Boys (Assistant Coach)		9	\$2,097	\$2,621			
Cross Country, Boys (Head Coach)		9	\$2,621	\$3,277			
Cross Country, Girls (Assistant Coach)		9	\$2,097	\$2,621			
Cross Country, Girls (Head Coach)		9	\$2,621	\$3,277			
Future Problem Solvers - Assistant Sponsor		7	\$1,631	\$2,039			
Future Problem Solvers - Lead Sponsor		7	\$2,039	\$2,549			
Golf, Boys and Girls		5	\$1,456	\$1,820			
Scholastic Bowl		8	\$2,330	\$2,913			
Soccer, Boys		8	\$2,330	\$2,913			
Soccer, Girls		8	\$2,330	\$2,913			
Softball, Girls		8	\$2,330	\$2,913			
Softball, Girls (Assistant Coach)		8	\$1,864	\$2,330			
Swimming, Boys		1	\$291	\$364			
Swimming, Girls		1	\$291	\$364			
Track & Field, Boys (Assistant Coach)		7	\$1,631	\$2,039			
Track & Field, Boys (Head Coach)		7	\$2,039	\$2,549			
Track & Field, Girls (Assistant Coach)		7	\$1,631	\$2,039			
Track & Field, Girls (Head Coach)		7	\$2,039	\$2,549			
Volleyball, Boys		7	\$2,039	\$2,549			
Volleyball, Girls Junior Varsity		7	\$2,039	\$2,549			
Volleyball, Girls Varsity		7	\$2,039	\$2,549			
Wrestling (Assistant Coach)		9	\$2,097	\$2,621			
Wrestling (Head Coach)		9	\$2,621	\$3,277			
Category B = Academic Activities		Weeks	Stipend	Category C = Leadership Activities		Weeks	Stipend
Band (Per Band Instructor)		2.5	\$728	BLT Member		9	\$2,621
Jazz Band		7	\$2,039	Mentor		2	\$583
Musical (Director) - Westview		15	\$4,369				
Musical (Assistant Director) - Westview		15	\$3,495				
Musical (Director) - Maercker/Holmes		2	\$583	<b>Category D = Supervisory Activities</b>			<b>Rate</b>
Choir Director - Westview		6	\$1,748	Lunch Duty			\$31.07
Choir Director - Maercker		4	\$1,165	Bus, Recess, Sports, & other supervisions			\$29.13
Science Fair District Chairperson		3	\$874				
Science Fair School Liaison - Westview		3	\$874				
Science Fair School Liaison - Maercker		2	\$583	<b>Category E = Instructional Rate</b>			<b>Rate</b>
Science Fair School Liaison - Holmes		2	\$583	Instructional Rate			\$38.84

2023 - 2024 School Year						
BA / Step 3		\$55,260.20			Hr. Rate \$39.61	
Category A = Interscholastic Activities		Weeks	1-6 Yrs	7+ Yrs		
Activities Director		22	\$6,536	\$8,191	<p>All Interscholastic Activities may have the number of weeks adjusted based on how the season is actually scheduled, and/or how far teams advance in postseason competition. The AD and principal will make this determination.</p> <p><b>Categories A, B, and C Formula:</b></p> <p>Hourly Rate * 1.5 * 5 * # of Weeks</p> <p>Assistant Coaches / Sponsors at 80% of formula Assistant coaches added for teams of 25 or more Years 7+ = 25.32% higher stipend than Years 1-6 stipend</p> <p><b>Category D:</b></p> <p>Lunch Duty = 80% of hourly instructional rate</p> <p>All other supervisions = 75% of hourly instructional rate</p>	
Basketball, Boys Junior Varsity		7	\$2,080	\$2,606		
Basketball, Boys Varsity		7	\$2,080	\$2,606		
Basketball, Girls Junior Varsity		7	\$2,080	\$2,606		
Basketball, Girls Varsity		7	\$2,080	\$2,606		
Cheerleading		10	\$2,971	\$3,723		
Chess		9	\$2,674	\$3,351		
Cross Country, Boys (Assistant Coach)		9	\$2,139	\$2,681		
Cross Country, Boys (Head Coach)		9	\$2,674	\$3,351		
Cross Country, Girls (Assistant Coach)		9	\$2,139	\$2,681		
Cross Country, Girls (Head Coach)		9	\$2,674	\$3,351		
Future Problem Solvers - Assistant Sponsor		7	\$1,664	\$2,085		
Future Problem Solvers - Lead Sponsor		7	\$2,080	\$2,606		
Golf, Boys and Girls		5	\$1,485	\$1,862		
Scholastic Bowl		8	\$2,377	\$2,979		
Soccer, Boys		8	\$2,377	\$2,979		
Soccer, Girls		8	\$2,377	\$2,979		
Softball, Girls		8	\$2,377	\$2,979		
Softball, Girls (Assistant Coach)		8	\$1,901	\$2,383		
Swimming, Boys		1	\$297	\$372		
Swimming, Girls		1	\$297	\$372		
Track & Field, Boys (Assistant Coach)		7	\$1,664	\$2,085		
Track & Field, Boys (Head Coach)		7	\$2,080	\$2,606		
Track & Field, Girls (Assistant Coach)		7	\$1,664	\$2,085		
Track & Field, Girls (Head Coach)		7	\$2,080	\$2,606		
Volleyball, Boys		7	\$2,080	\$2,606		
Volleyball, Girls Junior Varsity		7	\$2,080	\$2,606		
Volleyball, Girls Varsity		7	\$2,080	\$2,606		
Wrestling (Assistant Coach)		9	\$2,139	\$2,681		
Wrestling (Head Coach)		9	\$2,674	\$3,351		
Category B = Academic Activities		Weeks	Stipend	Category C = Leadership Activities		
Band (Per Band Instructor)		2.5	\$743	BLT Member	9	\$2,674
Jazz Band		7	\$2,080	Mentor	2	\$594
Musical (Director) - Westview		15	\$4,456			
Musical (Assistant Director) - Westview		15	\$3,565			
Musical (Director) - Maercker/Holmes		2	\$594	Category D = Supervisory Activities		Rate
Choir Director - Westview		6	\$1,783	Lunch Duty		\$31.69
Choir Director - Maercker		4	\$1,188	Bus, Recess, Sports, & other supervisions		\$29.71
Science Fair District Chairperson		3	\$891			
Science Fair School Liaison - Westview		3	\$891			
Science Fair School Liaison - Maercker		2	\$594	Category E = Instructional Rate		Rate
Science Fair School Liaison - Holmes		2	\$594	Instructional Rate		\$39.61

**2024 - 2025 School Year**

BA / Step 3		\$56,227.25		Hr. Rate		\$40.31	
<b>Category A = Interscholastic Activities</b>		<b>Weeks</b>	<b>1-6 Yrs</b>	<b>7+ Yrs</b>			
Activities Director	22	\$6,651	\$8,334	All Interscholastic Activities may have the number of weeks adjusted based on how the season is actually scheduled, and/or how far teams advance in postseason competition. The AD and principal will make this determination.  <b>Categories A, B, and C Formula:</b>  Hourly Rate * 1.5 * 5 * # of Weeks  Assistant Coaches / Sponsors at 80% of formula Assistant coaches added for teams of 25 or more Years 7+ = 25.32% higher stipend than Years 1-6 stipend  <b>Category D:</b>  Lunch Duty = 80% of hourly instructional rate  All other supervisions = 75% of hourly instructional rate			
Basketball, Boys Junior Varsity	7	\$2,116	\$2,652				
Basketball, Boys Varsity	7	\$2,116	\$2,652				
Basketball, Girls Junior Varsity	7	\$2,116	\$2,652				
Basketball, Girls Varsity	7	\$2,116	\$2,652				
Cheerleading	10	\$3,023	\$3,788				
Chess	9	\$2,721	\$3,410				
Cross Country, Boys (Assistant Coach)	9	\$2,177	\$2,728				
Cross Country, Boys (Head Coach)	9	\$2,721	\$3,410				
Cross Country, Girls (Assistant Coach)	9	\$2,177	\$2,728				
Cross Country, Girls (Head Coach)	9	\$2,721	\$3,410				
Future Problem Solvers - Assistant Sponsor	7	\$1,693	\$2,121				
Future Problem Solvers - Lead Sponsor	7	\$2,116	\$2,652				
Golf, Boys and Girls	5	\$1,511	\$1,894				
Scholastic Bowl	8	\$2,418	\$3,031				
Soccer, Boys	8	\$2,418	\$3,031				
Soccer, Girls	8	\$2,418	\$3,031				
Softball, Girls	8	\$2,418	\$3,031				
Softball, Girls (Assistant Coach)	8	\$1,935	\$2,425				
Swimming, Boys	1	\$302	\$379				
Swimming, Girls	1	\$302	\$379				
Track & Field, Boys (Assistant Coach)	7	\$1,693	\$2,121				
Track & Field, Boys (Head Coach)	7	\$2,116	\$2,652				
Track & Field, Girls (Assistant Coach)	7	\$1,693	\$2,121				
Track & Field, Girls (Head Coach)	7	\$2,116	\$2,652				
Volleyball, Boys	7	\$2,116	\$2,652				
Volleyball, Girls Junior Varsity	7	\$2,116	\$2,652				
Volleyball, Girls Varsity	7	\$2,116	\$2,652				
Wrestling (Assistant Coach)	9	\$2,177	\$2,728				
Wrestling (Head Coach)	9	\$2,721	\$3,410				
<b>Category B = Academic Activities</b>		<b>Weeks</b>	<b>Stipend</b>	<b>Category C = Leadership Activities</b>		<b>Weeks</b>	<b>Stipend</b>
Band (Per Band Instructor)	2.5	\$756	BLT Member		9	\$2,721	
Jazz Band	7	\$2,116	Mentor		2	\$605	
Musical (Director) - Westview	15	\$4,534					
Musical (Assistant Director) - Westview	15	\$3,628					
Musical (Director) - Maercker/Holmes	2	\$605	<b>Category D = Supervisory Activities</b>		<b>Rate</b>		
Choir Director - Westview	6	\$1,814	Lunch Duty		\$32.25		
Choir Director - Maercker	4	\$1,209	Bus, Recess, Sports, & other supervisions		\$30.23		
Science Fair District Chairperson	3	\$907					
Science Fair School Liaison - Westview	3	\$907					
Science Fair School Liaison - Maercker	2	\$605					<b>Category E = Instructional Rate</b>
Science Fair School Liaison - Holmes	2	\$605	Curriculum Work		\$40.31		



2025 - 2026 School Year						
BA / Step 3		\$57,070.66		Hr. Rate		\$40.91
Category A = Interscholastic Activities		Weeks	1-6 Yrs	7+ Yrs		
Activities Director	22	\$6,750	\$8,459	<p>All Interscholastic Activities may have the number of weeks adjusted based on how the season is actually scheduled, and/or how far teams advance in postseason competition. The AD and principal will make this determination.</p> <p><b>Categories A, B, and C Formula:</b> Hourly Rate * 1.5 * 5 * # of Weeks</p> <p>Assistant Coaches / Sponsors at 80% of formula Assistant coaches added for teams of 25 or more Years 7+ = 25.32% higher stipend than Years 1-6 stipend</p> <p><b>Category D:</b> Lunch Duty = 80% of hourly instructional rate All other supervisions = 75% of hourly instructional rate</p>		
Basketball, Boys Junior Varsity	7	\$2,148	\$2,692			
Basketball, Boys Varsity	7	\$2,148	\$2,692			
Basketball, Girls Junior Varsity	7	\$2,148	\$2,692			
Basketball, Girls Varsity	7	\$2,148	\$2,692			
Cheerleading	10	\$3,068	\$3,845			
Chess	9	\$2,761	\$3,461			
Cross Country, Boys (Assistant Coach)	9	\$2,209	\$2,769			
Cross Country, Boys (Head Coach)	9	\$2,761	\$3,461			
Cross Country, Girls (Assistant Coach)	9	\$2,209	\$2,769			
Cross Country, Girls (Head Coach)	9	\$2,761	\$3,461			
Future Problem Solvers - Assistant Sponsor	7	\$1,718	\$2,153			
Future Problem Solvers - Lead Sponsor	7	\$2,148	\$2,692			
Golf, Boys and Girls	5	\$1,534	\$1,923			
Scholastic Bowl	8	\$2,455	\$3,076			
Soccer, Boys	8	\$2,455	\$3,076			
Soccer, Girls	8	\$2,455	\$3,076			
Softball, Girls	8	\$2,455	\$3,076			
Softball, Girls (Assistant Coach)	8	\$1,964	\$2,461			
Swimming, Boys	1	\$307	\$385			
Swimming, Girls	1	\$307	\$385			
Track & Field, Boys (Assistant Coach)	7	\$1,718	\$2,153			
Track & Field, Boys (Head Coach)	7	\$2,148	\$2,692			
Track & Field, Girls (Assistant Coach)	7	\$1,718	\$2,153			
Track & Field, Girls (Head Coach)	7	\$2,148	\$2,692			
Volleyball, Boys	7	\$2,148	\$2,692			
Volleyball, Girls Junior Varsity	7	\$2,148	\$2,692			
Volleyball, Girls Varsity	7	\$2,148	\$2,692			
Wrestling (Assistant Coach)	9	\$2,209	\$2,769			
Wrestling (Head Coach)	9	\$2,761	\$3,461			
Category B = Academic Activities		Weeks	Stipend	Category C = Leadership Activities		Stipend
Band (Per Band Instructor)	2.5	\$767	BLT Member	9	\$2,761	
Jazz Band	7	\$2,148	Mentor	2	\$614	
Musical (Director) - Westview	15	\$4,602				
Musical (Assistant Director) - Westview	15	\$3,682				
Musical (Director) - Maercker/Holmes	2	\$614	Category D = Supervisory Activities		Rate	
Choir Director - Westview	6	\$1,841	Lunch Duty		\$32.73	
Choir Director - Maercker	4	\$1,227	Bus, Recess, Sports, and other supervisions		\$30.68	
Science Fair District Chairperson	3	\$920				
Science Fair School Liaison - Westview	3	\$920				
Science Fair School Liaison - Maercker	2	\$614	Category E = Instructional Rate		Rate	
Science Fair School Liaison - Holmes	2	\$614	Curriculum Work		\$40.91	

