

SKOKIE SCHOOL DISTRICT 68

AND

DISTRICT 68 EDUCATION ASSOCIATION

PROFESSIONAL NEGOTIATIONS AGREEMENT

2017 – 2021



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ARTICLE I - RECOGNITION

1.1 General

The Board of Education recognizes the District 68 Education Association as the sole representative for licensed teachers of the District.

1.2 Scope

The parties will negotiate wages, hours, and other terms and conditions of employment.

ARTICLE II - PURPOSE

The broad purposes of this Agreement are to promote the welfare of the professional staff with respect to salary, benefits, and conditions of employment through harmonious, collaborative, and constructive relationships between the Board and the Association. To that end, the Board and the Association will endeavor to maintain a positive, effective, and communicative working relationship.

ARTICLE III - BARGAINING

3.1 Association and Board Negotiating Teams

Unless otherwise agreed between the President(s) of the Association and the Superintendent, the number of Association and Board of Education bargaining team members at the bargaining table will not exceed ten for each team. The Association may request additional at-the-table team members if needed to adequately represent the interests of its members and/or as needed for particular topics.

3.2 Consultants

Consultants may be invited to present information or views for consideration.

3.3 Meetings of Bargaining Teams

Negotiations between the Association and the Board will begin no later than March of the year in which the contract expires, unless the Association President(s) and the Superintendent agree on a later date. Meeting dates and agenda will be determined by the bargaining teams.

3.4 Mediation

If in the course of good faith negotiations, there is no reasonable expectation of reaching an agreement, either party may request in writing to the other that the parties mutually agree to the appointment of a mediator by the Federal Mediation and Conciliation Service (FMCS), as an alternative to the appointment of a mediator through the Illinois Educational Labor Relations Board.

3.5 Completion of Negotiations

Upon the completion of negotiations between the respective negotiations teams, the Agreement will be reduced to writing and will be submitted first to the members of the Association and then to the Board for ratification.

ARTICLE IV - GRIEVANCE PROCEDURE

4.1 Definition

A grievance will mean a complaint by the Association, teacher or group of teachers that there has been an alleged violation, misinterpretation, or misapplication of any provision of this Agreement.

4.2 Statement of Basic Principles

1. Every teacher covered by this Agreement will have the right to present grievances in accordance with these procedures, with or without representation. Nothing contained in this Article or elsewhere in this Agreement will be construed to prevent any individual from discussing a problem with the administration and having it adjusted without intervention or representation of Association representatives.
2. A teacher who participates in these grievance procedures will not be subjected to discipline or reprisal because of such participation.
3. The failure of a teacher or the Association to act on any grievance within the prescribed time limits will act as a bar to filing or to any further appeal and an administrator's failure to give a decision within the time limits will permit the grievant to proceed to the next step. The time limits, however, may be extended by mutual agreement.
4. Any teacher has a right to be represented in the grievance procedure. The teacher will be present at any grievance discussion when the administration and/or the Association deems it necessary.
5. All time limits will consist of school days; however, during summer recess, time limits will consist of days when the central administrative office is open to the public for business.
6. With the agreement of both parties, any of the grievance steps can be bypassed.

4.3 Procedures

1. First Step: An attempt will be made to resolve any grievance in informal, verbal discussion between complainant, accompanied by an Association representative if requested by the complainant, and his/her immediate superior. The Association will be informed by the administration of the outcome achieved at this step.
2. Second Step: If any grievance cannot be resolved informally, grievant(s) will file the grievance in writing with the principal. Within ten (10) days after such written grievance is filed, the aggrieved, representative of the aggrieved as desired, and the principal will meet to resolve the grievance. The written grievance must state the nature of the grievance, note the specific clause or clauses of the Agreement allegedly violated, and state the remedy requested. Any grievance filed by the Association or a group of teachers must specifically state by name each teacher included within the grievance, the nature of the grievance, and the remedy sought for each such teacher at the Step 2 meeting.

The filing of the grievance at the second step must be within twenty-five (25) days from the date of the occurrence of the event giving rise to the grievance, except for grievances pertaining to payroll which must be filed within thirty-five (35) days of the receipt of the initial paycheck involved in the grievance. The principal or other administrator who has authority to make a decision on the grievance will make such decision and communicate it in writing to the teacher(s) and the Superintendent within ten (10) days of the second step meeting, with a summary of reasons for the decision.

3. Third Step: In the event a grievance has not been satisfactorily resolved at the second step, the grievant(s) will file, within ten (10) days of the principal's written decision or answer at the second step, a copy of the grievance with the Superintendent. Within ten (10) days after such written grievance is filed, the aggrieved, representative of the aggrieved as desired, the principal and the Superintendent or designee, will meet to resolve the grievance. The Superintendent, or designee, will file an answer within ten (10) days of the third step grievance meeting and communicate it in writing to the grievant(s), the principal, and the Association, with a summary of reasons for the decision.
4. Fourth Step: If the grievance is not resolved satisfactorily at Step 3, there will be available a fourth step of impartial, binding arbitration. The Association may submit, within thirty (30) days from receipt of the Step 3 answer, a demand for arbitration to the American Arbitration Association (AAA), which will act as the administrator of the proceedings unless the parties can mutually agree on another arbitrator. The parties will operate under the Voluntary Rules of the AAA unless they both agree to the expedited rules. The decision of the Arbitrator will be binding on the parties. The Arbitrator will have no right to amend, modify, nullify, ignore, add to or subtract from the provisions of the Agreement. Expenses for the Arbitrator's services will be borne equally by the District and the Association.

ARTICLE V - TEACHER AND ASSOCIATION RIGHTS

5.1 Teacher Protections

A. Review and Release of Personnel Files

A teacher may request, in writing, permission to inspect his/her personnel file for such non-confidential content as the teacher's application for employment, academic transcripts, pertinent payroll information, work history, performance evaluations, and correspondence with the teacher and related items. A separate file is to contain items such as confidential recommendations not available for review and reports of health examinations.

The review will be held within seven working days of the request at the District office with the personnel officer or designee present. Copies, if requested, are to be furnished at a cost of 15 cents per page.

A teacher involved in a current grievance against the District may designate, in writing, a representative to inspect those personnel records having a bearing on the resolution of the grievance, under the same inspection rights and procedures as for teachers.

Upon written request to the Superintendent, each teacher will be granted an appointment for the purpose of reviewing the contents of his/her own personnel file, except for confidential documents excluded by the Illinois Personnel Record Review Act or other applicable law. A representative of the Association may, at the teacher's request, accompany the teacher in this review. Any material of a disciplinary or evaluative nature placed in a teacher's personnel file will be provided to the teacher within five (5) calendar days of such placement. Within thirty (30) calendar days after receiving any material placed in a teacher's personnel file, the teacher will have the right to file a written response and have such response placed in his/her personnel file.

When the District receives a request for records of a disciplinary report, letter for reprimand, or other disciplinary action in relation to an employee under the Freedom of Information Act (FOIA), the District will send notification to the employee in written form on or before the day the District responds to the FOIA request. The notification will include the name of the person making the request.

Any documents pertaining to a grievance filed by a teacher will be placed in a separate file, not in the teacher's personnel file.

B. Professional Treatment

Teachers, administrators and Board members recognize the importance of treating each other with professionalism, dignity, and respect.

C. Notification and Response to Complaint

Teachers will be advised of any complaint made by any individual to an administrator that requires investigation and may reasonably lead to adverse disciplinary action. Before any such action is taken, the administration will attempt to arrange and participate in a conference with the concerned parties, if desired by the teacher or the complainant. Nothing in this section prohibits the administration from temporarily reassigning a teacher without loss of pay or benefits pending the disposition of any such complaint.

D. Teacher Suspension or Discipline

No teacher will be given a written reprimand or suspended without first having received notice of the basis for the reprimand or suspension, a reasonable amount of time to prepare a response, written or verbal, and an opportunity to respond, with assistance from the Association if requested by the teacher. Any disciplinary action may be appealed to the Superintendent. A suspension without pay must be for just cause. This section does not apply to the suspension of a tenured teacher as part of a dismissal initiated under the applicable tenured teacher dismissal provisions of the Illinois School Code nor does it limit the temporary reassignment of a teacher while a potential disciplinary matter is under investigation.

E. Disciplinary Action

If disciplinary action is to be taken against a teacher as a result of a complaint by any individual, the affected teacher will be notified of the complaint, and the identity of the complainant, unless otherwise requested by DCFS or the police, and must be given the right to respond to the complaint prior to such action being taken, unless the safety and health of the students or other persons are in jeopardy. When any teacher is required to appear before the Board, or any Board committee or Board member, concerning any matter which could adversely affect the continuation of that teacher's employment or salary, the teacher will, reasonably in advance of the meeting, be given written notice of the reasons for the meeting, and will be entitled to have a representative of the Association present to advise and represent him/her during the meeting.

F. Assistance in Cases of Battery or Threat

Any battery or verbal or physical threat against a teacher in pursuit of his or her duties will be promptly reported to the administration. In turn, the administration will promptly report any such verbal or physical threat to each teacher who is the subject of the threat and take reasonable measures to attempt to avoid imminent danger to the teacher.

A teacher who is the victim of such a battery or threat in appropriately carrying out the teacher's responsibilities will be assisted, as appropriate, by the building principal or the Superintendent in communications and conferences with law enforcement and court officials. Consultation with the Board's legal counsel may also be arranged.

with the approval of the Superintendent as part of the assistance provided under this section.

Nothing in this section limits a teacher's right to pursue independent legal action against the perpetrator.

G. Non-Tenured Teacher Dismissal

Non-tenured teachers whose contracts are not renewed will have the right to request a conference with the Superintendent or designee to discuss reasons for non-renewal of contract.

5.2 Equitable Treatment of All Persons

Teachers will not be restricted from filing complaints under applicable state and federal law pertaining to equal treatment and/or prohibited discrimination.

5.3 Right to Organize

The teachers will have the right to organize, join, and assist the Association, and to participate in professional negotiations with the Board through representatives of their own choosing in accordance with the Illinois Educational Labor Relations Act. The Board will not discriminate against any teacher by reason of his/her participation in any such activity.

5.4 Fair Share and Dues Deduction

A. Fair Share

1. During the term of this Agreement, all teachers covered by this Agreement who are not members of the IEA will, commencing sixty days after their employment or sixty days after the effective date of this Agreement, whichever is later, pay a fair share fee to the IEA for services rendered by the IEA in negotiating and administering this Agreement as the exclusive representative of the teachers covered by this Agreement, provided that such fair share fee will not exceed the IEA dues (including NEA dues) uniformly required of members of the IEA. Such fair share fees will be deducted by the Board from the earnings of non-members and remitted to the IEA. The IEA will annually submit to the Board a list of the teachers covered by this Agreement who are not members of the IEA and an affidavit which specifies the amount of the fair share fee as defined above. The fair share fee collected from non-members will not be used for contributions related to the election or support of any candidate for political office, or for a member-only benefit.
2. The Association agrees to assume full responsibility to insure full compliance with all applicable law, including the requirements laid down by the United States Supreme Court in such cases as *Chicago Teacher's Union vs. Hudson*, 105 U.S. 1066 (1986), with respect to the constitutional rights of fair share fee payers.

3. The Association, the Illinois Education Association and the National Education Association agree to defend, indemnify, and hold the Board harmless against any claims, demands, suits, or other form of liability which may arise by reason of any action taken by the Association or the Board in complying with the provisions of this Section, including reimbursement for any legal fees or expenses incurred in connection therewith.
4. Non-members who object to this fair share fee based upon bona fide religious tenets or teachings will pay an amount equal to such fair share fee as defined above to a non-religious charitable organization mutually agreed upon by the teacher and the IEA. If the affected non-member and the IEA are unable to reach agreement on the organization, the organization will be selected by the affected non-member from an approved list of charitable organizations established by the Illinois Educational Labor Relations Board and the payment will be made to said organization.

B. Dues Deduction

1. The Board will deduct from the pay of each teacher all current membership dues of the Association and its affiliates, provided that at the time of such deduction the Board has received a current signed authorization card for dues deduction, voluntarily executed by the teacher. Such authorization will specify the amount of dues to be deducted from each teacher's salary for the current school year. A list of teachers and the amount of dues to be deducted will be annually certified by the Association and submitted, in writing, to the Board by October 1 along with the current year authorization cards from the teachers.
2. The amount specified will be prorated and deducted from paychecks starting in November and ending in May. A termination of employment for any reason will constitute revocation of authorization for dues deduction (if not otherwise provided) on the last day of employment.
3. All dues deducted by the Board will be remitted to the Treasurer of the Association no later than ten (10) days after such deductions are made.

5.5 Use of District Facilities/Equipment

1. The Association will have the right to use during non-instructional time faculty mailboxes, internet and local telephone service, computers, printers and copiers for Association business. No such use may interfere with any facet of the school's educational, administrative, or extracurricular programs. The telephones, computers, printers, and copiers which may be used under this paragraph are those regularly available for teacher use, unless other equipment is approved by the administration. The usage permitted under this paragraph will be substantially consistent with the Association's past usage.
2. The Association will have the right to use school buildings for Association meetings, provided: (1) the building principal is notified two (2) school days before any such meeting; (2) no extra custodial help is necessitated because of such meetings; and (3)

such meetings are during non-school hours and do not interfere with any facet of the school's educational, administrative, or extra-curricular programs.

5.6 Access to District Records

The Board will annually provide the Association, upon request, with regularly prepared public information. This will include, but not be limited to, the current annual financial report, the annual audit, the tentative budget, the adopted budget, staffing scattergram and pupil enrollment figures by grade and by school. Nothing in this paragraph requires the Board to prepare any information not regularly prepared and made available to the public. The Association will reimburse the Board at the rate of 15 cents per page for reproduction of any document other than those specifically referenced in this paragraph.

5.7 Notification of Board and District Meetings

The President(s) of the Association will be provided an electronic copy of the agenda of each regular and special meeting of the Board at the time the notice of the meeting is given to the public.

5.8 Distribution of Board Minutes

An electronic copy of the minutes of the open session portions of all regular and special Board meetings will be made available to the Association President(s) promptly following their approval.

5.9 Teacher Handbook

Each teacher will be provided electronically via email with the Teacher Handbook within ten (10) days after final administrative or Board approval or a new teacher's first day of work, whichever is last to occur.

5.10 Distribution of Contract

Upon ratification of the Agreement, the District will provide the Association with copies of this Agreement so that the Association can distribute such copies to the teachers covered by this Agreement. The District will issue an electronic copy of the Agreement to newly employed teachers at the time of their orientation.

5.11 Bulletin Board

The Association will be provided reasonable space on one bulletin board per school for the posting of official Association notices and materials.

5.12 Association Leave

The Association President(s) or designee will be allowed up to fifteen (15) school days of non-accumulative leave in the aggregate in any school year, with pay, to conduct Association business. The leave will be taken in one-half or full day increments. No teacher may use more than five (5) school days of Association business leave in any

school year. The Association will reimburse the Board for the full cost of the substitutes employed to replace the teacher(s) on Association leave. At least two (2) weeks' notice will be given in writing to the Superintendent of leave to be used for out-of-district conferences. At least two (2) days' notice will be given in writing to the Superintendent of leave to be used for in-district purposes, except in emergency situations.

5.13 Safety

A teacher who encounters a condition in school facilities, such as mold or air quality, which is likely to endanger the health or safety of users of the facility will promptly report the condition to the teacher's supervisor or building principal. The supervisor or principal will promptly investigate the reported condition, and share the results of the investigation with the teacher, and inform the teacher of the action, if any, to be taken in response to the teacher's report.

ARTICLE VI - INSURANCE

6.1 Health Insurance

A. Plan Options

The Board will provide options for comprehensive group medical/hospitalization insurance.

Options to be offered include:

1. A Participating Provider Option (PPO) plan which provides two benefit levels for hospital-related services and doctors, with higher benefits for hospitals and doctors in the network.
2. A qualified High-Deductible Health Plan (HDHP) which provides a Health Savings Plan (HSA) in exchange for higher deductibles and out-of-pocket costs.
3. Health Maintenance Organization (HMO) which requires participants to manage their health care through a primary care physician and provides first dollar coverage for most services.

B. Eligibility and Cost Sharing

Membership in the group insurance plan is optional and teachers may elect to participate:

1. If a full-time teacher elects to participate in the group health insurance plan, the Board will pay the following percentage of the premium:

Single Coverage	80%
Family/Other (any tier other than single) Coverage	70%

2. Family coverage extends to those with domestic partners.
3. Teachers who work at least one-half time throughout the school year will be eligible to participate in the group health insurance plan, in accordance with proration of benefits described in Section 8.1 of this Agreement.

Participating teachers will authorize the District to make payroll deductions for their share of the premium cost.

If the total premium cost for health insurance increases in any of the plans by 8% or more from the previous plan year, the Insurance Committee provided for in 6.6 below will be convened to consider ways to reduce the premium increase. If, by no less than fourteen (14) days before the premium increase takes effect, the Insurance Committee cannot agree on alternatives that would lower the premium increase below 8%, then 50% of the amount over the 8% increase in the overall premium will be paid by the teachers participating in the plan in which the premium increase exceeds 8%.

If the District is projected to become subject to a tax or penalty in the nature of a Cadillac Plan Excise Tax (either directly for self-insured coverage or indirectly through an insurer for fully-insured coverage) under the Affordable Care Act for any calendar year, the Insurance Committee provided for in 6.6 will be convened to consider ways to avoid this tax.

C. Continuation of Coverage

A. Leave of Absence

Teachers on extended personal leaves, in accord with Section 7.4 of this Agreement, may elect to retain their group membership at the time the leave is granted for the duration of the leave. The teacher is responsible for payment of the full premium to the District in advance. This continuation of coverage includes the COBRA continuation period.

B. Medical/Disability Leave

Teachers absent from the District due to a leave covered under the Family and Medical Leave Act, in accord with Section 7.2 of this Agreement, may elect to continue group coverage if they reimburse the District in advance for the teacher's share of the premium.

Teachers absent from the District for reasons of extended temporary disability, in accord with Section 7.3 of this Agreement, will be entitled to retain group coverage provided they reimburse the District for the teacher's share of the premium.

6.2 Dental Insurance

The Board will make available a group dental insurance plan. The plan will pay, to a total annual \$2,000 limit per individual, the usual and customary costs of diagnostic and preventive treatments, and after a \$50 annual deduction, 85% of basic treatments for the preservation of natural teeth and 60% of major treatments and replacements. The plan will also pay 50% of orthodontic costs for dependents under 19 years of age, after a \$100 lifetime deductible to a lifetime limit of \$1,000.

If a regular, full-time teacher elects to participate in the group dental insurance plan, the Board will pay 60% of the premium costs; for part-time teachers the Board will pay a lesser proportion as outlined in Section 8.1 of this Agreement.

Teachers absent from the District due to a leave covered under the Family and Medical Leave Act (in accordance with Section 7.2 of this Agreement) will be entitled to continue group coverage if they reimburse the District in advance for pro rata costs.

6.3 Group Term Life Insurance

The Board will make available group term life insurance in an amount equal to the teacher's annual salary rounded up to the next even thousand but not less than \$5,000 to those teachers eligible for fringe benefits who elect such coverage. If a regular, full-time teacher elects to participate in the group term life insurance plan, the Board will pay 60% of the premium costs; for part-time teachers the Board will pay a lesser proportion as outlined in Section 8.1 of this Agreement.

6.4 Long-Term Disability Insurance

The Board will make available, to those teachers eligible for fringe benefits, long-term disability insurance that pays 70% of the teacher's present gross salary in conjunction with any other group disability benefit coverage or 60% if not coordinated with another group disability program. Benefits are available after a disability that uses all sick leave credit, but not sooner than thirty (30) calendar days after the start of the disability. If a regular, full-time teacher elects to participate in the long-term disability insurance plan, the Board will pay 60% of the premium costs; for part-time teachers, the Board will pay a lesser proportion as outlined in Section 8.1 of this Agreement.

6.5 Health and Dental Insurance Continuation

Federal law, commonly known as COBRA, provides for the continuation, at employee expense, of health and dental insurance benefits in certain circumstances after termination or retirement from employment. The law also requires that specific notice about these rights be given individually upon termination of employment. To facilitate awareness, the Board will provide teachers with a summary of their COBRA rights upon termination of employment.

6.6 Insurance Committee

The District 68 Insurance Committee will be composed of three administrative representatives designated by the Superintendent and three representatives designated by the Association President(s). Up to three CORE (Classified Organization Representing Employees) representatives will be invited to attend and participate in committee meetings as non-voting members. The Chief School Business Official will be one of the administrative representatives designated by the Superintendent and will serve as the Chair of the Committee. The Committee will meet at least three times each school year.

The primary and continuing functions of the Committee will be the monitoring and the making of recommendations to the Board and the Association regarding employee insurance plans provided for in 6.1 and 6.2 above, so as to maintain modern, cost-effective plans, about which employees are well educated. Such recommendations may include, but are not limited to, the establishment of employee tiers for premium purposes, more extensive and cost-effective usage of current options, and new plan design/benefit change options. Recommendations of the Committee are advisory only and subject to negotiations between the Board and the Association to the extent required by law or the collective bargaining provisions of this agreement. However, recommendations of the committee for plan changes to avoid the Cadillac Plan Excise Tax will be implemented to the fullest extent permitted by the Board's insurance provider and applicable law, including the Affordable Care Act.

ARTICLE VII - LEAVES

7.1 Absences from School

A. Personal Illness

Full time teachers will be granted the following number of sick leave days per year:

- Years 1-4: 12 Days
- Years 5-10: 14 Days
- Years: 11-19: 17 Days
- Years 20+: 20 Days

Teachers joining at mid-term or mid-year will be credited with a pro rata share of sick leave based upon the remaining time left in the school term. Fractions of days so computed will be rounded off to the nearest whole number.

When a teacher is absent for three days or more, he/she may be required, at the discretion of the appropriate administrator, to furnish evidence at the teacher's expense from a qualified physician or practitioner that such leave was for valid reasons. Nothing in this paragraph diminishes the Board's rights under the School Code to require health examinations and reports at its expense.

There is no limit on the number of days that may be accumulated.

Teachers who carry long-term disability insurance may advance on sick leave up to 15 days, limited to the period prior to the date when the teacher becomes eligible for the long-term disability insurance payments.

Once per career, upon resumption of duty, sick leave used for a verified catastrophic illness or accident or childbirth which required 20 or more consecutive sick days, 10 days of such sick leave will be returned to the teacher's sick leave account. Family illness is to be included in this benefit. Teachers who have accessed this benefit prior to this contract will be eligible on the same basis as those who have not going forward.

Pay deductions for absences in excess of available days will be made on the basis of the teacher's daily rate.

B. Family Illness

Leave will be granted to eligible teachers for reasons of serious illness or death in the immediate family. Paid leave and time granted are not to be used to provide childcare or healthcare which would enable the primary care givers of the sick family member to be at work. Immediate family means parents, spouse, domestic partner, brothers, sisters, children, grandparents, grandchildren, parents-in-law, brothers-in-law, sisters-in-law, daughters-in-law, sons-in-law, and legal guardians.

Leave granted under this section will be deducted from the teacher's sick leave and will be limited to a reasonable period of time until other care arrangements can be made. The teacher may be requested by the appropriate administrator to demonstrate evidence of need. All leave granted under this policy is subject to review by the teacher's supervising administrator and approval of the Superintendent.

C. Bereavement

Five days bereavement leave will be allowed for the absence of a teacher due to the death of someone very close to the teacher. Such days, if used, will not be deducted from accumulated sick leave.

D. Business Leave

For business which cannot be conducted on other than a school day, two days of personal business leave will be granted. Personal business which cannot be conducted on other than a school day would include, but not be limited to, the following situations:

1. Legal business, such as court proceedings
2. Unexpected happenings, such as emergencies at home
3. Family ceremonies, such as weddings and graduations of teacher or immediate family members
4. Birth of grandchildren
5. Pressing business appointments scheduled by others, such as moving dates, or house closings
6. Bereavement not covered under family illness.
7. Under unique and non-recurring circumstances, the Superintendent may grant up to 2 additional business days to be deducted from sick leave.

A leave request will be submitted to the appropriate administrator at least two (2) school days in advance of the leave, except in emergency situations for which the request must be submitted in writing to the administrator as soon as reasonably possible. Personal business leave will not be granted on business leave blackout days during the first or last week of school, or on work days immediately preceding or following a school holiday or recess except in emergency situations for which the administrator may require an explanation or, on a one-time per child basis, when transporting or accompanying a child to the initial day of college with the request submitted no later than July 1st. Other exceptions include weddings and graduations for immediate family members (brothers, sisters, sons, daughters, parents), and the birth of grandchildren). At the end of the teacher's work-year, unused business days will be added to accumulated unused sick leave.

E. Religious Observance

When established religious holidays fall on regular working days, affected teachers will be excused for religious observance. Deductions from pay or sick leave will not be made for three days absence due to this reason. Up to eight additional days may be taken as temporary personal absence leave (7.4). All such persons anticipating such absences will inform the appropriate administrator.

F. Jury Duty

Leave of absence will be granted to a teacher who is summoned for jury duty. A teacher serving on a jury will be paid at the normal rate of pay.

G. Absence from Summer School

On those days summer school is in session, summer school personnel who have been employed during the previous school year may use up to two (2) days of sick leave from the regular accrued sick leave by charging one-half day or taking up to two (2) summer school days without pay for each summer school day's absence due to illness.

H. Birth/Adoption Leave

For mothers, fathers, or adopting parents, the Board will provide up to five (5) days non-disability leave at full compensation immediately following the birth or adoption of a child in compliance with the Family and Medical Leave Act without deduction from accumulated sick leave. This leave must be taken within three (3) weeks of the date the child arrives in the home. This benefit is in addition to the benefits provided in section 7.2.

7.2 Family and Medical Leave

A full-time teacher with at least one (1) year of experience in District 68 is eligible for up to twelve (12) weeks per year of unpaid leave pursuant to the Family Medical Leave Act for the following reasons:

1. The birth of a child and to care for a newborn child within one (1) year of birth;
2. The adoption of a child or the placement of a child for adoption and foster care within one year of placement;
3. To care for a spouse, domestic partner, son, daughter, or parent who has a serious health condition;
4. For military leave pursuant to applicable law;
5. A serious health condition that makes the employee unable to perform his/her job;
6. Eligible employees will be granted up to a total of twenty-six (26) workweeks of unpaid leave during any twelve (12) month period to care for a covered service member with a serious injury or illness if the employee is the spouse, domestic partner, son, daughter, parent, or next of kin of the service member.

During the period of family and medical leave, teachers may continue health and dental insurance benefits if they reimburse the District in advance for any pro rata costs of applicable benefits for which they apply.

A teacher may substitute business leave or accumulated sick leave for all or a portion of this unpaid leave if the teacher's situation meets the requirements of personal or family illness as described in Section 7.1 of this Agreement.

A teacher eligible for an Extended Personal Leave under Section 7.4 of this Agreement may incorporate an approved Family Medical Leave into that Personal Leave.

7.3 Temporary Disability Absence, Permanent Disability, and Termination of Employment

After a tenured teacher has exhausted all sick leave and continues to be unable to perform his/her job assignment because of health conditions, the teacher will be on unpaid, extended temporary disability absence for a maximum of one hundred and eighty (180) work days. Additional time may be requested by the teacher. If, upon exhaustion of this extended temporary disability absence, the teacher is found by the Superintendent to be unable to return to work, the teacher will be classified as permanently disabled and employment status will be terminated.

Disability is defined as that condition in which a teacher is incapacitated because of ill health or for any other reason is physically or mentally unfit for performance of his/her duties. Determination of such disability will rest with the Superintendent; however, the Superintendent may at his/her discretion require the teacher to submit medical reports as to the extent of the disability, and provide access to documents about the disability status from the Teachers' Retirement System. In addition, the Superintendent may require independent verification from two District-designated physicians.

After the Superintendent determines that a teacher on disability is able to return to the former job assignment, the teacher will resume regular employment and payroll status. Although the initial reassignment may be to a temporary job classification, return to a job classification similar to that held before disability status is to be scheduled as soon as possible with a view of maintaining effective service in the position.

Health insurance benefits during disability will follow the provisions of Section 6.1 of this Agreement. Access to the District term life insurance premium will be provided in accord with Section 6.3 of this Agreement. The disabled teacher pays 100% of the premium for the first six (6) months of the disability. The premium is waived by the insurance company for any subsequent period.

7.4 Temporary and Extended Personal Absence Leaves

A. Temporary Personal Absence Leave

A teacher may request temporary personal absence leave without pay for religious observance (7.1.6) or for personal circumstances not otherwise described in the District's leave provisions covered in Section 7.1 of this Agreement. Such temporary personal leave will be for a reasonable period of time, usually for a day or several days, and may be granted by the Superintendent with the prior approval of the appropriate administrator. To ensure continuity of the educational program, non-emergency related leaves will be approved only for unique, rare, and non-recurring circumstances.

Requests for leave under this section must be submitted in writing to the Superintendent not less than ten (10) school days in advance of the leave, except in emergencies when the request will be submitted as soon as possible. Nothing requires the Superintendent or Board to grant this type of leave and any grant is not precedential.

B. Extended Personal Absence Leave

Extended leaves of absence without pay may be granted to tenured teachers upon the recommendation of the Superintendent and the approval of the Board. Such leaves may be for a period of one (1) month up to one and one-half (1.5) years. Leave must be requested in writing to the Superintendent at least ninety (90) days in advance of the leave. A tenured teacher desiring an extended leave as a result of becoming an adoptive parent must notify the Superintendent in writing, upon the initiation of such adoption proceedings. It is the responsibility of the applying teacher to keep the Superintendent informed of the status of the proceedings and, as soon as known, the expected date of the delivery of the child. If circumstances change (e.g. the death of a child or a cancelled adoption), the leave request may be rescinded upon approval of the Superintendent if a teaching position in the District for which the teacher is qualified is available.

A leave of less than one-half a year that terminates before or at the end of the school year is considered as one leave. This leave may be extended up through the end of the following year and will still count as one leave. A leave of one-half year or more that ends on the school year is considered as one leave.

The beginning and ending dates for extended personal absence leaves will be determined by the Superintendent after consultation with the teacher and the program appropriate administrator. For a teacher's leave, the interest of the pupils in having regular and complete teaching service will be paramount in the establishment of this date. Extended leave for teachers will end at the end of the school year, and usually will not be granted in the middle of a school year. Nothing requires the Board to grant this type of leave and any grant is not precedential.

Leaves may be granted for such reasons as:

1. Child adoption or child care
2. Family affairs
3. Health and hardship
4. Other reasons at the discretion of the Superintendent and the Board wherein the pupils' interests are well served during the leave period.

Teachers on such leaves may continue insurance benefits at their cost for the full premium. Teachers will not advance on the salary schedule while on approved leave of absence without pay nor will they earn sick leave, but will have access to unused accumulated sick leave upon regaining status.

For seniority purposes other than salary, experience will accumulate during such extended personal absence leaves at the proportion of employment in effect at the time the leave is granted.

7.5 Partial Leave for Tenured Teachers with Annual Renewal

1. Upon mutual agreement and where pupils' interest will be well served, a tenured teacher may be granted partial leave along with a part-time assignment without loss of tenure. Such leaves will be for a period of one (1) school year and will be annually renewable by mutual agreement. When on such leave, the teacher will be eligible for Board subsidy of fringe benefits based on the percentage worked.
2. One (1) full year of experience for seniority purposes other than salary will be credited for each year of partial teaching service when combined with partial leave to provide the equivalent of a full-time assignment. Salary credit will be based on the percentage worked.
3. Teachers may make job sharing proposals under this section for consideration by the Superintendent, and if recommended by the Superintendent, by the Board.
4. Nothing requires the Board to grant this leave and any grant is not precedential.

7.6 Reduction in Force

1. Annually, a joint committee will convene by no later than December 1 to address the matters within its authority under Section 24-12 of the Illinois School Code. The joint committee will be composed of six (6) members, three (3) members to be appointed by the Superintendent and three (3) members to be appointed by the Association. The appointments will be made by October 1 of each school year, with appointees serving from October 1 through the following September 30. Any agreements reached by the joint committee must be approved by the affirmative vote of at least four members. Any agreements reached by the Joint Committee will be communicated to the Superintendent and to the Association on or before February 1 of each year. Each year the Board will establish in consultation with the Association a Seniority List showing the name and length of continuing service of each teacher and coded and decoded Sequence of Honorable Dismissal Lists. A copy of all lists will be provided to the Association President(s) each year at least seventy-five (75) days before the end of the school term. The decoded list will be kept strictly confidential by the Association President(s) except to the limited extent required for assessment and proper application of the List.

The Joint Committee must consider topics (1) through (5) listed below, may consider topic (6), may reach agreement on topics (1) through (3) and (6) and may make recommendations on topics (4) and (5).

- a. Criteria for excluding from grouping 2 and placing into grouping 3 a teacher whose last two performance evaluations include a "needs improvement" and either a "proficient" or "excellent."

- b. An alternative definition for grouping 4 which must take into account prior ratings and may take into account other factors that relate to the school district's educational objectives. The alternative definition for Group 4 may not permit the inclusion of a teacher in Group 4 with a "needs improvement" or "unsatisfactory" rating on either of the teacher's last two ratings.
 - c. Including within the definition of a rating a performance evaluation rating administered by a school district other than the school district determining the sequence of dismissal.
 - d. Handling rating systems inconsistent with the ratings specified in subsection d. of Section 24A-5 of School Code.
 - e. Considering whether a disproportionate number of teachers with greater seniority have received recent performance ratings lower than prior ratings. This will not impact the order of reductions in force.
 - f. A definition of ratings to be used to determine the sequence of RIFs as an alternative to the overall rating on the annual or bi-annual evaluations under Article 24A.
2. When the Board deems it necessary to undertake a reduction-in-force (RIF) of teachers, the Superintendent will give the Association President(s) written notice of such determination at least thirty (30) days before the Board takes final action on such reduction.

By no later than March 1 of each school year, the Superintendent will consult with the Association President(s) to develop a list establishing the sequence of honorable dismissals in any RIF in accordance with the positions and the groupings required by Section 24-12(b) of the Illinois School Code. The Superintendent will complete the list and provide the Association President(s) with a copy by no later than 75 days before the end of the school term. Thereafter, the Superintendent will promptly inform the Association President(s) of any changes in the list made between the time of consultation with the Association President(s) and any RIF action taken by the Board, but in any event by no later than forty-five (45) days before the end of the school term.

Teachers dismissed as a result of a RIF and entitled to recall pursuant to Section 24-12 of the Illinois School Code will be notified of recall by certified mail (unless currently employed by the District in another capacity in which case they will receive a hand-delivered hard copy), return receipt requested, to the teacher at the last known address contained in the teacher's personnel file. In addition, such notification will be given to the telephone number and e-mail address provided by the teacher in writing to the Superintendent by no later than the teacher's last employment day. A copy of all such recall notices will be sent to the Association President(s) by the same method. Failure of the teacher to respond to the recall notice within fifteen (15) days of the last date notice is given as provided above, will automatically terminate the teacher's right of recall.

3. Where seniority is to be applied under Section 24-12 of the Illinois School Code and seniority in the District is equal, the following criteria will be applied in descending order to break any ties in seniority:
 - a. The teacher with the least teaching experience in the subject matter of the remaining positions will be RIFed first.
 - b. The teacher with the lowest placement attained on the salary schedule will be RIFed first.
 - c. The teacher with the latest date of action by the Board to hire will be RIFed first.

If a tie remains after application of the above criteria, the tie will be broken by lot as determined by the President(s) of the Association and a designee of the Superintendent.

4. Tenured teachers reduced to less than full-time service as a part of a RIF will retain their tenure and accrue seniority on a pro-rata basis. Acceptance of part-time employment by such teachers will in no way affect their rights to return to a full-time position.

7.7 Employment and Benefit Status of Reinstated Personnel

Teachers honorably dismissed due to a RIF and reinstated within the recall period established under the provisions of Section 24-12 of the Illinois School Code will retain tenure, if applicable, and previously accrued seniority. Such teachers will also be credited with sick leave benefits and salary placement accrued prior to dismissal.

Sick leave benefits and salary placements of RIFed tenured teachers will be restored in the event of reinstatement on non-tenure status within one school year following the expiration of the period during which tenured reinstatement is provided by law.

Non-tenured teachers who are honorably dismissed due to a RIF or who resign due to birth or adoption of a child, and who are rehired within two school years, will receive salary lane placement and the accumulated sick leave that they had at the time of dismissal or resignation.

ARTICLE VIII - WORKING CONDITIONS

8.1 Temporary and Part-Time Personnel

Teachers assigned half-time or more will be subject to all policies and procedures governing full-time employment, except as modified by the provisions of this Agreement. Salary will be prorated based on the percentage of a full time assignment worked. For part-time teachers, the proportion of full-time scheduled salaries paid will be used to determine the percentage of benefits for which the teacher is eligible.

<u>Teacher’s Proportion of Full-Time Salary</u>	<u>% of full-time Board subsidy for health, dental, life, and disability insurance benefits</u>
50%	65%
62%	85%
75%	100%

The following fringe benefits are available to all teachers prorated according to average daily hours:

1. Sick leave
2. Personal business leave

8.2 School Day

1. Teachers will devote sufficient time to meet their professional responsibilities. Meetings of District and building committees on which teachers voluntarily serve, special education student periodic reviews and special education staffings, may extend beyond the normal teacher workday as part of their professional responsibilities. In addition, music concerts, eighth grade graduation, and parent meetings may extend beyond the normal teacher workday as part of their professional responsibilities.

2. For K-5 teachers, the normal teacher workday at school will be as follows:

Monday	Tuesday	Wednesday	Thursday	Friday
8:30 – 4:00	8:30 – 3:30	8:30 – 3:45	8:30 – 3:45	8:30 – 3:15

For 6-8 teachers, the normal teacher workday at school will be as follows:

Monday	Tuesday	Wednesday	Thursday	Friday
8:20 – 4:00	8:20 – 3:30	8:20 – 3:30	8:20 – 3:30	8:20 – 3:30

3. Teachers (K-8) will be required to attend one evening Curriculum Night/Open House and to participate in designated teacher institute days as part of their professional responsibilities without additional compensation. The normal teacher work day for parent-teacher conferences and teacher institute days will be six hours in length. Teachers conducting evening parent conferences will be given a compensatory half-day off for each parent conference evening.

4. Teacher participation in other required meetings and duties that begin within the scope of the normal teacher workday and extend beyond the conclusion of those hours, or which take place entirely outside of the normal teacher workday, will be compensated at the curriculum rate. However, special education staffings and parent meetings may extend beyond the conclusion of the normal teacher workday, and in unusual circumstances may be scheduled before the start of the normal teacher workday, as part of professional responsibilities without additional compensation.
5. Teachers (6-8) may be required to provide one (1) night of evening supervision per year as part of professional responsibilities without additional compensation. Teachers (6-8) may be required to provide bus supervision for which the Supervision stipend will be paid.
6. All teachers will have a duty-free lunch period equivalent to the student lunch period but no less than forty (40) minutes. Teachers will have discretion over their lunch period including leaving the building during the lunch period provided they notify the school office of their departure.
7. Teacher participation in any learning team or curricular committee work outside of the normal teacher workday will be compensated according to the stipend schedule.

Only teachers who apply may be considered for and selected to serve on learning teams. Teachers who choose not to apply for learning teams will not be disciplined or down-graded within Domain Four of their professional practices evaluations.

8. The Board recognizes the importance of instructional continuity. Teachers will be required to attend no more than the equivalent of eight (8) days of required staff development during the student day per school term, and no more than two (2) sessions per month, unless the Superintendent gives written notice to the Association President(s) explaining the need for, and the dates of, any such additional staff development days and, if requested by the Association President(s), discusses the need and the dates with representatives of the Association. Grade level meetings and voluntary committee service are not subject to the above limitations.

If a teacher requests additional staff development during the student day which would exceed the general limitation of eight (8) days referenced above, the teacher will submit a written request to the Superintendent and the Association President(s) explaining the need for, and the dates of, the additional staff development days and, if requested by the Superintendent, discusses the need and dates with the Superintendent or administrative designee.

The Association President(s) will be given written notice of the Superintendent's final decision under the first paragraph of this Section and the Association President(s) and the teacher will be given written notice of the Superintendent's final decision under the second paragraph of this Section.

8.3 Calendar

The school calendar will consist of one hundred eighty-seven (187) days including five (5) emergency days. During the first week of both fall and winter conference periods, Monday will be designated for parent-teacher conference preparation. However, parent-teacher conferences may be scheduled on that Monday afternoon as needed. During the week prior to report card due dates, Monday will be designated for report card preparation. To allow for classroom preparation time at the start of the school year, a teacher plan day will be scheduled prior to the first day of school. In addition to this, adequate time for planning will be provided on the Institute Day of a Curriculum Night/Open House.

All institute days must meet the minimum number of hours required for the approval of institute days by the North Cook Intermediate Service Center or such other authority charged by law with the approval of institute days. Any time remaining in the work day after meeting the required number of hours for the institute day may be allocated for teacher-directed preparation time.

8.4 Class Size

The Board acknowledges the interest of teachers in the maintenance of reasonable class size consistent with the financial and physical resources of the District. Concerns with class size or make-up will be discussed by the teacher with the building principal. In considering such concerns, the importance of maintaining the lowest teacher/pupil ratio at the K-2 grade levels, next at the 3-5 grade levels, and then at the 6-8 grade levels should be recognized. The inclusion of Special Education students will also be taken into consideration when determining class size.

8.5 Planning Time

1. Full-time K-5 teachers will be provided a minimum of one hundred and eighty (180) minutes of aggregate individual planning time during a regular school week. Full-time 6-8 teachers will be provided a minimum of two hundred (200) minutes of aggregate individual planning time during a regular school week. Teachers who manage caseloads may request assistance from building administration to ensure that the required one hundred and eighty (180) minutes of individual planning time are present within their schedule. If this required planning time cannot be scheduled by the teacher and building administrator, the teacher may request that the Director of Special Services and/or the Assistant Superintendent for Instruction assist in scheduling planning time. When new students are added to caseloads who significantly impact existing planning time structures, an informal caseload review will be initiated. If these steps do not result in a resolution, a subsequent meeting with the Superintendent will be scheduled.
2. Part-time teachers will be entitled to pro-rated individual planning time per week.
3. If the Administration is unable to obtain a substitute, teachers may voluntarily substitute for the absent teacher during their planning time. Grades 6-8 teachers who substitute during their planning time will be compensated at the curriculum stipend rate for the amount of time they substitute.

8.6 Assignment and Transfer of Teachers

It will be the responsibility of the Superintendent to assign, or transfer, teachers to positions within the school system in which the Superintendent feels they can render the greatest service to the system. In doing so, the following procedures will be observed:

1. Vacancies in teaching positions will be announced or posted for at least seven (7) days before a final decision is made on the selection of the person to fill the vacancy, unless a shorter period is necessary to fill the vacancy to minimize disruption of the delivery of educational services to students. Vacancy notices will be announced via email. The Association President(s) will be provided with an electronic copy of each vacancy notice at the time of announcement or posting. Internal building reassignments are not considered vacancies and need not be posted.
2. Teachers requesting transfers to vacant teaching positions must file a written transfer request with the person designated and within the time provided in the notice of vacancy. A written acknowledgement must be sent to the teacher that the proper administrator has received this request. If the principal chooses not to honor the teacher's request, the teacher may request a conference with the administrator to discuss the decision. An Association representative may accompany the teacher. If not given the transfer, and upon request after the conference, the teacher must be given a letter summarizing the reasons for denial.
3. The Administration will consider all internal candidates who apply for any vacant teaching position for which they are qualified and internal candidates will be notified of the final decision concerning their application.
4. Except in emergency situations, a building administrator or the Superintendent will meet with any teacher proposed for an involuntary transfer at least fourteen (14) days before a final decision on the transfer. The administrator will consider the opinions of the affected teacher as part of the transfer decision-making process and notify, in writing, the teacher of any decision to involuntarily transfer the teacher, with a summary of the reasons for doing so, if requested by the teacher. Any teacher who is involuntarily transferred may have a conference with the Superintendent or central administrative office designee to review the involuntary transfer decision.

ARTICLE IX - SALARY

9.1 Salary, Teacher Benefits, and Other Considerations

1. The Salary schedules for the 2017-18, 2018-19, 2019-20, and 2020-21 school years are attached as Appendices 1 through 4. Salary increases for the four years of the contract are as follows:

2017-18:	Base salary increases 1.10%, step increases awarded based on the 2016-17 salary schedule
2018-19:	Base salary increases 1.10%, step increases awarded based on the 2017-18 salary schedule
2019-20:	Base salary increases 1.10%, step increases awarded based on the 2018-19 salary schedule
2020-21:	Base salary increases 1.10%, step increases awarded based on the 2019-20 salary schedule

If the combination of the base salary increase and step increase provides an annual increase of less than 2.60% for steps 1-15 or less than 2.30% for steps 16 through 30, the step increment for that cell of the schedule will be increased to reflect a total increase of 2.60% for steps 1-15 and 2.30% for steps 16 through 30.

If the combination of the base salary increase and step increase provides an annual increase of more than 3.70% for steps 1-15 or more than 2.85% for steps 16 through 30, the step increment for that cell of the schedule will be reduced to reflect a total increase of 3.70% for steps 1-15 and 2.85% for steps 16 through 30.

Once a teacher has reached the top step of the schedule in any lane, the teacher's salary increase will be limited to the base salary increase.

A joint Board/Association Compensation Committee will be established to study current developments in the salary component of teacher compensation and report to the Board and Association. The committee will consist of four (4) persons appointed by the Superintendent, at least one (1) of whom will be a Board member, and four (4) teachers appointed by the Association President(s). The committee will begin meeting no later than February 1 2020, and deliver its written report to the Association and Board by no later than November 1, 2021.

2. Credit for teaching experience prior to employment by School District 68 may be granted at the recommendation of the Superintendent. Such credit may be given on the basis of recent experience and quality of the teaching experience and may be credited up to 100%.
3. 3. Credit for experience that falls into the general category of teaching, but is not commonly considered school teaching, will be given at the discretion of the Superintendent and the Board.

4. All college training must be acceptable toward a District-approved advanced degree program, or it must be approved for salary credit in advance by the Superintendent or designee if credit toward salary is to be given.
5. Credit for training is cumulative and salaries will be adjusted semi-annually, with full year credit earned for coursework completed by the first day of school, and one-half year credit for coursework completed by January 31. All course completion or satisfaction of degree requirements must be verified by official university documents submitted to the personnel office.
6. For teachers who participate in the National Board Certification program, the District will provide two (2) release days over the course of the initial certification process and pay a one-time stipend of \$2,000 to the teacher upon completion of the certification. Teachers who have National Board Certification and choose to recertify will be provided with two release days over the course of the recertification process.

9.2 Salary Checks and Deductions

Beginning with the applicable period of service, the annual salary of teachers will be paid in bi-weekly installments over twelve (12) months unless the person completes the work year in a shorter period of time. If the work year is completed within ten (10) months, the teacher will be given the option of being paid in bi-weekly installments from September through the last day of school in June or over twelve months with the summer pay amounts included in the pay distributed on the last day of school.

Deductions will include compulsory deductions for retirement, Social Security, Medicare, state and federal income taxes, and any other deductions required by law or provided for in this agreement. No other salary deductions will be made without the expressed written request of the teacher.

9.3 Payroll Deduction for Teacher Retirement

As a condition of employment of each licensed teacher who is eligible to participate in the Teachers' Retirement System, payments for licensed teachers will be deducted from salary payments and made to the Teachers' Retirement System in the percentage amount required by Illinois law.

9.4 Activities

Compensation for activities will be as shown in the attached Stipend Appendix.

Fully qualified volunteers will be solicited for activities. If a fully qualified volunteer bargaining unit member cannot be found for the activity it will be assigned to a suitably qualified teacher with compensation as shown in the Stipend Appendix or to a non-bargaining unit staff member. Required service in this category will be limited to one (1) school year, subject to reassignment after a one school year break. Teachers receiving activity stipends must reapply after two (2) years of service.

At OOH, a building activity committee consisting of a building administrator and teacher representatives will meet each year to review proposals for activities for the school year. Based on the annual building unit allocation, the committee will allocate units to support such activities. A unit is an activity or club that meets eight (8) times after school or before school.

At the elementary schools, principals will work with teachers to develop an ongoing homework club based on student needs.

9.5 Teacher Leadership

Teacher Leadership positions will be described in Administrative Procedure. Compensation for all Teacher Leadership positions will be included in the attached Stipend Appendix.

A. Elementary Team Leaders

Team Leaders will be appointed on a two (2)-year cycle at each school with one (1) team leader from each grade level, as well as one (1) from Special Education (including Speech and ALP), one (1) from ELL, one (1) from the Specialists group (instructional coach, reading specialist, math specialist), and one (1) from the Specials team (P.E.; Art; Music; and LMC.) Elementary Team Leaders will participate on district curriculum implementation teams.

B. Junior High Department Chairs and Team Leaders

Department Chairs and Team Leaders will be appointed on a two (2)-year cycle. Department Chairs will, as requested, participate on district curriculum implementation teams, and will also serve as New Teacher Mentors whenever a newly employed full or part-time teacher joins the department.

C. District Specials (Instrumental Music and ALP) Coordinators

Specials Coordinators will be appointed on a two (2)-year cycle.

D. District Learning Team Member

Learning Team Members will be selected upon formation of a District Learning Team and will be actively involved in the process.

E. New Teacher Mentors

Whenever a new teacher is hired, they will be assigned a mentor. Additionally, current district teachers that make a significant change in position will be assigned a mentor upon request.

Teacher mentor candidates will be appointed to serve on a one (1)-year basis. Ideally teacher mentor candidates are tenured and have successfully taught in the position of the person they will be mentoring.

Mentors will participate in and/or help facilitate district-sponsored orientation/induction meetings, as well as provide individualized assistance to newly-hired teachers on their team or within their department during the new teacher's first

year of employment and will receive an additional stipend as indicated in the Stipend Appendix.

Mentors will be supplied with a list of all meeting dates and list of responsibilities by July 1st of each year. Notification of mentor assignments will be made by August 10th of each school year or as soon as practical following the hiring of a new teacher.

Only teachers who apply may be initially considered for selection to serve in teacher leadership positions. If a fully qualified volunteer teacher cannot be found for a leadership position it will be assigned to a suitably qualified teacher with compensation as shown in the Stipend Appendix. Required service in this category will be limited to two (2) school years, subject to reassignment after a two (2) school year break.

ARTICLE X - BENEFITS

10.1 Health Care Expense Program

A Health Care Expense Program is available to District 68 teachers. The program includes premium conversion and a health care expense reimbursement account. Through this program, teachers may elect to have the cost of their District insurance premiums excluded from gross income for Medicare and income tax purposes. Benefit-eligible employees who are not participating in the High Deductible Health Plan (HDHP) may also contribute up to \$2,500 per year to a Health Care Reimbursement Account which is excluded from gross income for Medicare and income tax purposes and can be used for qualified health care expenses.

The premium conversion portion of the program covers the teacher share of dental and health insurance offered by the District.

The medical expense reimbursement account may be used only for those expenses allowable as tax deductions by the Internal Revenue Service (IRS). Any amount not so used will revert to the District, as provided for in Federal regulations.

This program is subject to IRS non-discrimination provisions of the Internal Revenue System (IRS) code. Therefore, if at any time the program does not meet these provisions, the amount deducted under the program may become subject to treatment under then-current IRS regulations.

10.2 Dependent Care Assistance Program

The Board of Education will make a Dependent Care Assistance Program available to teachers. Through this program, teachers may elect to have up to the lesser of \$5,000 (\$2,500 if married and filing separately) or maximum amount permitted under Section 129 of the Internal Revenue Code (IRC) per year deducted through a salary reduction agreement and exclude this amount from gross income for Medicare and income tax purposes. This money is to be used only to reimburse the teacher for dependent care expenses incurred under the program. Any amount not so used will revert to the District, as provided for in Federal regulations.

This program is subject to the non-discrimination provisions of the Internal Revenue System (IRS) code. Therefore, if at any time the program does not meet these non-discrimination provisions, the amount deducted under the program may become subject to treatment under then-current IRS regulations.

10.3 Tax-Deferred Savings Plans

The Board will sponsor 403(b) and 457(b) plans to be available to all eligible teachers of School District 68. To participate in the plans, teachers must complete a salary reduction agreement provided by the plan administrator and must select a 403(b) or 457(b) investment provider recognized by the plan.

10.4 Tuition Assistance

The Board will pay fees for tuition and workshops and accredited degree programs taken outside the regular work day which are directly related to the teacher's current assignment and can be expected to enhance and improve the ability of the teacher to serve the educational needs of the District. In order to be eligible for reimbursement, a teacher must have completed three consecutive school years of full time teaching or, if part time, a teacher must have completed a minimum of four consecutive school years in at least a 50% teaching assignment.

The Board will pay 70% of the tuition for eligible teachers engaged in accredited degree programs or other approved college courses up to an annual maximum of \$2,500 per teacher except that teachers in the Loyola University-Chicagoland Partners for English Language Learners (CPELL) ESL endorsement program or an approved Master's Degree program at any accredited college or university may receive up to \$4,500 per year.

The Board will pay 100% tuition reimbursement for undergraduate and graduate courses for teachers who are required by the District to take course work for retraining for full licensure.

The Board will pay registration fees required to receive credit for prescribed courses being pursued by all eligible teachers. Textbook, material, miscellaneous graduation fees, health, library, recreation, parking, transportation, and housing fees are not paid.

All requests for tuition reimbursement described above will be submitted in advance. A Tuition Reimbursement Committee will review all requests for tuition reimbursement and make recommendations for approval to the Superintendent or designee. The committee will be comprised of two administrative representatives appointed by the Superintendent and two teacher representatives from each building appointed by the Association.

Teachers whose classes have been pre-approved by the tuition reimbursement committee and/or the Superintendent will be reimbursed upon providing proof of payment and transcripts demonstrating satisfactory course completion (grade of B or better.)

When a teacher does not render services for at least 120 working days after completion of a reimbursable workshop or college course, a refund will be made by the teacher to the District as follows:

1. 100% refund for service of less than sixty (60) working days after workshop or course completion;
2. 50% refund for service of sixty-one (61) to one hundred and twenty (120) working days after workshop or course completion .

Teachers who become disabled or leave employment at the initiative of the District will not be required to return tuition payments.

Teachers who are awarded tuition waivers for supervising student teachers may apply those waivers toward payment of their personal tuition costs. In the event that the teacher chooses not to use the waiver, the waiver will be forwarded to the Association representative responsible for administering the dispersal of vouchers.

10.5 Retirement Service Recognition Benefit

A. Introduction

The following Retirement Service Recognition Benefit (the “Benefit”) recognizes the contributions of teachers who have provided extended service to the students of District 68. The Benefit is designed to provide such teachers with the opportunity to increase the earnings which the Illinois Teachers’ Retirement System (TRS) will use to calculate the teacher’s pension up to the limit above which TRS will impose penalties on the Board. Currently the TRS limitation is a 6% increase in creditable earnings over the previous school year. The Benefit and all other pre-retirement benefits for teachers will sunset at the conclusion of this contract.

B. Eligibility and Application

To be eligible for the Benefit, a teacher must give timely and irrevocable notice of resignation and retirement effective at the end of the applicable school term and, as of the effective date of resignation and retirement:

1. have completed at least the equivalent of fifteen (15) years of full-time active service or twenty (20) years of part-time active service to the District, of which the last eight (8) must be continuous on either a full or part-time basis. An unpaid extended leave of absence under Section 7.4.2 of this Agreement will not be deemed to interrupt continuous service for purposes of receipt of the benefits of this section;
2. be at least fifty-eight (58) years of age or have at least thirty-five (35) years of creditable service with the Teachers’ Retirement System of the State of Illinois (TRS) at the time of resignation from the District and retirement with TRS (Note: Teachers with less than 35 years of service will incur a 6% penalty per year for every year under age 60 from TRS);
3. have filed for participation in the TRS retirement program.

A retiring teacher must provide the Superintendent with an irrevocable, written notice of resignation and retirement by February 1 of the year in which the Benefit is to be first paid or as provided in C. below, but in any event not later than February 1 of the last year of this Agreement. The last year for resignation and retirement under this section and receipt of a pre-retirement creditable earnings increase will be three (3) years after the expiration of this Agreement.

C. Determination and Payment of the Benefit

1. Starting with, and including, the school year in which the notice is given, and ending with the year of resignation and retirement up to a maximum for four (4) years, the teacher’s creditable earnings shall be increased by the maximum percentage without the Board incurring an excess salary penalty from TRS (currently, and not to exceed, 6%). This amount will be paid in two (2) equal installments each applicable school year, the first in December and the second in June. If necessary, the final paycheck will be adjusted to insure that the TRS limitation is not exceeded.

2. In the event the current 6% TRS limit is lowered, a lump sum payment will be made to the teacher after the date of the teacher's retirement and last regular paycheck but in any event no later than thirty (30) days after the later of these dates. The amount of this payment will be the total amount the teacher would have received had the TRS limit remained at the current 6% level, less the amount actually received due to the lowered TRS limit.
3. Once a teacher starts receiving the Benefit, the teacher will no longer receive increases in compensation under Section 9.1.1 or any other provision of this Agreement and may not take on any assignments for which additional compensation is paid and which would cause the teacher's creditable earnings to exceed the TRS limit. If a teacher voluntarily leaves an extra-duty assignment performed in the school year before the school year in which the teacher starts receiving the Benefit, the teacher's total creditable earnings will be commensurately reduced through the period during which the Benefit is received.

D. Sick Leave

A teacher who gives the irrevocable, written notice of resignation and retirement by February 1 of the fifth year before resignation and retirement will be credited in such fifth year with the lesser of eighty-five (85) days or the number of days sufficient to bring the teacher's accumulated sick leave up to three hundred and forty (340) days as of the date of receipt of the written notice of resignation and retirement. A teacher retiring at the close of the 2020-21 school term may access this benefit by giving notice of resignation and retirement by no later than June 28, 2017.

E. Creditable Earnings Limitations and Changes in a Teacher's Retirement Plans

If a teacher participating in the Benefit resigns prior to the date originally approved for his/her retirement for any reason other than physical or mental disability which permanently renders the teacher unable to perform his/her duties, the Board will have no obligation to pay the remaining retirement enhancements which would otherwise have been due under the Benefit. Additionally, the teacher will repay to the Board all amounts of creditable earnings necessary to avoid, or which would have avoided, the Board being subject to TRS penalties. Repayment will be made by salary withholding to the extent possible, but in any event, the teacher will make full repayment within thirty (30) days after the date of the teacher's resignation or, if later, after the Board's receipt of notice of penalties from TRS. If the teacher fails to make repayment when due and the Board incurs attorney's fees to collect such repayment, through litigation or other collection efforts, the teacher will reimburse the Board for its reasonable attorney's fees and other costs and expenses of collection. Upon repayment, an amended creditable earnings report will be made by the Board to TRS. Finally, the Board will pay to the teacher before retirement one dollar (\$1.00) for each of the sick leave days provided for in subparagraph D. above that was not used, which days will then not be reported to TRS and for which the teacher will not seek service credit from TRS.

If a teacher participating in the Benefit or a member of the teacher's immediate family becomes ill or injured, resulting in the teacher's use of sick leave which then subjects the teacher to a discounted pension, the teacher may request, and the Board, in its sole discretion, may grant an extension of the retirement date by a minimum of one (1) school term.

If a teacher participating in the Benefit begins to receive the Benefit and a catastrophic life event (such as the death or serious illness of a spouse) causes the teacher to request to continue teaching in the District and the Board, in its sole discretion, accepts such request, the Board will not be obligated to continue payment of the Benefit. The teacher will then repay the entire amount of the Benefit paid to date. Such repayment may either be made in one lump sum or through a series of deductions from the teacher's salary, with final repayment to be made by the date which reflects the length of time the teacher received the retirement enhancement (i.e., a teacher who received the Benefit for one (1) year and then was permitted to rescind his/her retirement, must repay the retirement enhancements within one (1) year). The teacher may also include in the request modification of the retirement date.

Notwithstanding any provision of this collective bargaining agreement other than as permitted in the paragraph immediately below, a teacher within four (4) years of eligibility for TRS retirement will be limited to an increase in creditable earnings over the previous year if the payment of such creditable earnings could result in the Board being required to make a penalty payment to TRS. The limitation is the reduction in creditable earnings to an amount sufficient to avoid any penalties. Any adjustments necessary to meet this limitation will be made to the teacher's creditable earnings in the teacher's final paychecks for the school year in which the TRS limitation could be exceeded.

If a teacher is within four (4) years of eligibility for TRS retirement but is not ready or eligible to participate in the Plan, the teacher may avoid the limitation set forth in the paragraph immediately above by signing an agreement with the Board. The agreement will provide that if the teacher resigns and the Board becomes subject to penalties from TRS, the teacher must repay to the Board all amounts of creditable earnings necessary to avoid the penalties. Repayment will be made by salary withholding to the extent possible, but in any event, the teacher will make full repayment within thirty (30) days after the date of the teacher's resignation or, if later, after the Board's receipt of notice of penalties from TRS. If the teacher fails to make repayment when due and the Board incurs attorney's fees to collect such repayment, through litigation or other collection efforts, the teacher will reimburse the Board for its reasonable attorney's fees and other costs and expenses of collection. Upon repayment, an amended creditable earnings report will be made by the Board to TRS. Entry into the agreement does not preclude the teacher from participation in the Benefit, so long as the teacher meets the eligibility requirements and makes any repayments necessary for the Board to avoid penalties.

Nothing in this part E. relieves the Board of its obligation to pay penalties for excess sick leave or creditable earnings in the event TRS does not recognize the amended creditable earnings reports or the payment for sick leave as provided for above, after exhaustion of all review/appeal processes available to the Board to contest an adverse penalties decision by TRS.

F. Changes in TRS Laws or Regulations

If the TRS law or regulations change in such a way: 1) that teachers would lose money toward their pensions or otherwise be financially burdened if they hold to their retirement year obligations made previously to the District; or 2) that cause the Board to become subject to penalties or unanticipated contributions to TRS, then the Board and the teachers, with Association representation, will have the option to amend the retirement date and/or modify the timing of payments under the Plan to achieve the least amount of monetary hardship to the teacher and the District.

10.6 Workers' Compensation

All work related injuries must be reported to the person designated by the Superintendent. A teacher receiving workers' compensation temporary total disability payments will retain the check from the Board's insurer for such benefits. If the teacher has available sick leave, the Board will pay the teacher one-third of the teacher's regular salary amount per work day of absence and charge the teacher's sick leave one-third of a day.

ARTICLE XI - EVALUATION

11.1 Evaluation Procedures

The evaluation procedures set forth in Sections 5 through 9 of the “Skokie School District 68 Teacher Evaluation Plan” in effect and dated as of the effective date of this Agreement, are incorporated into, and made a part of, this Agreement, except for those provisions of such sections which set forth rating expectations, call for judgment regarding the sufficiency of evidence or involve decisions on assignment of a rating. The forms set forth in Appendix A to the Plan will be used, subject to modification by the Board in cooperation with the Association through the Joint Evaluation Plan Committee provided for in Section 11.2 below to keep the forms consistent with the substantive provisions of the Plan. These sections and Appendix A will be updated, without amendment of this Agreement, to incorporate changes resulting from the Committee process provided for in 11.2 below.

Additionally, a teacher who has significant concerns that his/her summative rating has been downgraded by the evaluator’s failure to follow the procedural requirements of the evaluation plan may present the concerns to the Superintendent for review. The Superintendent will promptly meet with the teacher and respond to the concerns.

11.2 Joint Evaluation Plan Committee

The Board and the Association agree that the Teacher Evaluation Plan is primarily designed to improve teacher performance and, thereby, student achievement. An essential element of the teacher evaluation plan is to promote professional growth and lifelong learning based on a positive, collaborative approach among educational staff members, administrators, and other professionals within the School District. To help achieve these goals, the Teacher Evaluation Plan should be revised and updated periodically.

At least twice each school year during the term of this Agreement, a Joint Evaluation Plan Committee will review and evaluate the existing teacher evaluation plan under Article 24A of the Illinois School Code, including, but not limited to, the ongoing use of data and indicators on student growth as a significant factor in the rating of teacher performance. The Joint Evaluation Plan Committee will be composed of sixteen (16) members, with eight (8) members appointed by the Superintendent and eight (8) members appointed by the Association President(s). The Committee will strive to reach consensus on all procedural and substantive issues in a manner similar to that of previous evaluation plan committees.

If the Joint Evaluation Committee is unable to reach consensus on proposed changes to the existing student growth model, then the existing model shall remain in place.

ARTICLE XII - EFFECT OF AGREEMENT

12.1 No Strike

During the term of this Agreement, neither the Association nor any teacher will instigate or participate in any strike, sympathy strike, picketing, or other concerted activity which interrupts the operations of the District.

12.2 Understanding

The terms and conditions set forth in this Agreement represent the full and complete understanding and commitment between the parties. This Agreement will constitute a binding obligation of both the Board and the Association and for the duration hereof may be altered, changed, added to, deleted from, or modified only through the voluntary, mutual consent of these parties in a written and signed amendment to this agreement. The Board will not change any express term or condition contained in this Agreement without negotiating the change with the Association.

ARTICLE XIII - DURATION OF AGREEMENT

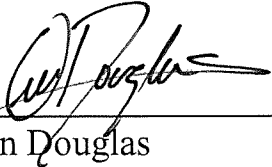
This Agreement becomes effective on May 31, 2017, with respect to the retirement benefits of Section 10.5 for those teachers not participating in the retirement program under the 2014-2017 Agreement and on August 21, 2017, with respect to all other provisions, and terminates at the close of the day before the start of the 2020-2021 school term. However, the process described below may be initiated by the Board by giving written notice to the Association Co-Presidents at least one-hundred-thirty-five (135) calendar days before the end of the 2017-2018, 2018-2019 or 2019-2020 school years if any of the following changes to Illinois or federal law take effect during the term of the Agreement and are not substantially offset by revenue increases in the same year as the changes financially impact the School District:

1. responsibility for the normal cost of teacher pensions is shifted in whole or in part to the Board; or
2. the amount of general state aid or the primary source of state aid to the Board over the previous school year decreases by more than 5%; or
3. the Board's revenue from local property taxes is limited more than is currently the case under the Property Tax Extension Limitation Law; or
4. the Affordable Care Act, or its successor, substantially contributes to a projected year-over-year increase of more than 10% in the Board's health insurance costs after application of Section 6.1.2 or results in the application of a tax or penalty in the nature of a Cadillac Excise Tax which is not resolved through the process identified in Section 6.6; or
5. the threshold for excess salary penalties from TRS is reduced below the current 6% limitation and this Agreement is not grandfathered from such change.

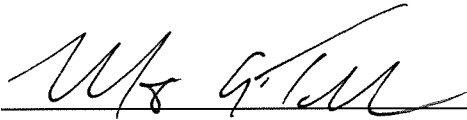
If initiated as provided above, the Association and the Board shall meet and consider, in an interest-based process, options to address the legislative actions, including, but not limited to, re-opening the contract provisions impacted by the legislation or modifying the Agreement through a memorandum of understanding. If agreement is not reached within thirty-five (35) days (unless extended by agreement) after the Association's receipt of notice from the Board, the Board may terminate the Agreement at the end of any of the 2017-2018, 2018-2019, or 2019-2020 school years by giving written notice to the Association Co-Presidents at least ninety (90) calendar days (unless extended by agreement) before the end of the applicable school year with respect to any of the legislative issues. If notice of termination is given for any of the above reasons, negotiations for a successor Agreement shall begin within thirty (30) calendar days.

Education Association

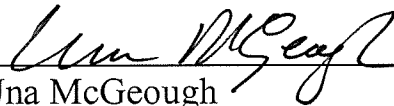
**Skokie School District 68
Board of Education**



Owen Douglas
Co-President, Education Association




Matt Tomenillie
Co-President, Education Association



Una McGeough
President, Board of Education

Attest:



Richard Berk
Secretary, Board of Education

5/30/17

Date

5/30/17

Date

2017-18 SALARY SCHEDULE

	BA	BA+16	MA	MA+8	MA+16	MA+24	MA+32
Steps	Amount	Amount	Amount	Amount	Amount	Amount	Amount
0	49,465	51,939	55,400	56,390	57,380	58,368	59,357
1	50,702	53,237	56,786	57,800	58,814	59,829	60,842
2	52,006	54,607	58,247	59,286	60,327	61,367	62,407
3	53,343	56,011	59,745	60,811	61,878	62,945	64,012
4	54,715	57,451	61,281	62,375	63,469	64,564	65,658
5	56,122	58,929	62,857	63,979	65,102	66,225	67,346
6	57,806	60,611	65,102	66,225	67,346	68,469	69,591
7	60,611	62,857	67,908	69,030	70,153	71,275	72,398
8	63,418	65,663	70,714	71,837	72,958	74,081	75,204
9	66,225	68,469	73,520	74,642	75,765	76,887	78,010
10	68,469	71,275	76,887	78,010	79,133	80,254	81,377
11	70,982	73,518	80,254	81,377	82,500	83,622	84,745
12	72,503	75,039	83,622	84,745	85,866	86,989	88,112
13	73,579	76,560	86,989	88,112	89,234	90,357	91,480
14	74,671	78,081	90,357	91,480	92,601	93,724	94,846
15	75,779	79,602	93,724	94,846	95,969	97,092	98,213
16			96,296	97,408	98,522	99,635	100,748
17			98,818	99,923	101,027	102,130	103,235
18			100,560	101,607	102,655	103,702	104,750
19			101,754	102,813	103,873	104,933	105,993
20			102,813	103,873	104,933	105,993	107,053
21			103,873	104,933	105,993	107,053	108,113
22			104,933	105,993	107,053	108,113	109,173
23			105,993	107,053	108,113	109,173	110,232
24			107,053	108,113	109,173	110,232	111,293
25			108,113	109,173	110,232	111,293	112,353
26			109,173	110,232	111,293	112,353	113,412
27			110,232	111,293	112,353	113,412	114,473
28			111,293	112,353	113,412	114,473	115,533
29			112,353	113,412	114,473	115,533	116,592
30			113,412	114,473	115,533	116,592	117,653

2018-19 SALARY SCHEDULE

	BA	BA+16	MA	MA+8	MA+16	MA+24	MA+32
Steps	Amount	Amount	Amount	Amount	Amount	Amount	Amount
0	50,009	52,510	56,009	57,011	58,011	59,010	60,010
1	51,260	53,823	57,411	58,436	59,461	60,487	61,511
2	52,578	55,207	58,887	59,938	60,990	62,042	63,093
3	53,930	56,627	60,402	61,480	62,559	63,638	64,716
4	55,317	58,083	61,955	63,061	64,168	65,274	66,380
5	56,739	59,577	63,549	64,683	65,818	66,953	68,087
6	58,199	61,109	65,183	66,346	67,510	68,675	69,838
7	59,945	62,854	67,510	68,675	69,838	71,003	72,166
8	62,854	65,183	70,421	71,584	72,749	73,912	75,076
9	65,764	68,092	73,330	74,495	75,658	76,822	77,987
10	68,675	71,003	76,241	77,404	78,568	79,732	80,896
11	71,003	73,912	79,732	80,896	82,060	83,224	84,388
12	73,301	75,864	83,224	84,388	85,553	86,716	87,880
13	74,388	77,402	86,716	87,880	89,043	90,208	91,372
14	75,492	78,940	90,208	91,372	92,536	93,700	94,864
15	76,612	80,478	93,700	94,864	96,028	97,192	98,355
16			96,395	97,549	98,704	99,859	101,013
17			99,040	100,185	101,330	102,474	103,620
18			101,634	102,725	103,784	104,843	105,902
19			102,873	103,944	105,016	106,087	107,159
20			104,094	105,178	106,263	107,346	108,431
21			105,178	106,263	107,346	108,431	109,516
22			106,263	107,346	108,431	109,516	110,599
23			107,346	108,431	109,516	110,599	111,684
24			108,431	109,516	110,599	111,684	112,768
25			109,516	110,599	111,684	112,768	113,852
26			110,599	111,684	112,768	113,852	114,937
27			111,684	112,768	113,852	114,937	116,021
28			112,768	113,852	114,937	116,021	117,105
29			113,852	114,937	116,021	117,105	118,190
30			114,937	116,021	117,105	118,190	119,274

2019-20 SALARY SCHEDULE

	BA	BA+16	MA	MA+8	MA+16	MA+24	MA+32
Steps	Amount	Amount	Amount	Amount	Amount	Amount	Amount
0	50,559	53,088	56,626	57,638	58,649	59,659	60,671
1	51,823	54,415	58,043	59,078	60,115	61,152	62,188
2	53,156	55,814	59,535	60,598	61,661	62,725	63,787
3	54,523	57,250	61,066	62,156	63,247	64,338	65,428
4	55,925	58,722	62,637	63,755	64,873	65,992	67,110
5	57,364	60,232	64,248	65,394	66,542	67,690	68,836
6	58,839	61,781	65,900	67,076	68,253	69,430	70,606
7	60,352	63,370	67,595	68,801	70,008	71,216	72,422
8	62,163	65,180	70,008	71,216	72,422	73,630	74,836
9	65,180	67,595	73,027	74,233	75,440	76,647	77,854
10	68,198	70,612	76,043	77,251	78,457	79,665	80,872
11	71,216	73,630	79,062	80,268	81,475	82,682	83,889
12	73,630	76,647	82,682	83,889	85,097	86,303	87,510
13	75,207	78,254	86,303	87,510	88,718	89,924	91,132
14	76,322	79,808	89,924	91,132	92,338	93,546	94,753
15	77,455	81,363	93,546	94,753	95,959	97,167	98,374
16			96,370	97,568	98,764	99,962	101,158
17			99,143	100,329	101,517	102,705	103,891
18			101,863	103,040	104,218	105,395	106,573
19			103,972	105,087	106,171	107,254	108,338
20			105,239	106,335	107,431	108,527	109,624
21			106,488	107,597	108,707	109,815	110,925
22			107,597	108,707	109,815	110,925	112,035
23			108,707	109,815	110,925	112,035	113,143
24			109,815	110,925	112,035	113,143	114,253
25			110,925	112,035	113,143	114,253	115,361
26			112,035	113,143	114,253	115,361	116,471
27			113,143	114,253	115,361	116,471	117,581
28			114,253	115,361	116,471	117,581	118,689
29			115,361	116,471	117,581	118,689	119,799
30			116,471	117,581	118,689	119,799	120,909

2020-21 SALARY SCHEDULE

	BA	BA+16	MA	MA+8	MA+16	MA+24	MA+32
Steps	Amount	Amount	Amount	Amount	Amount	Amount	Amount
0	51,115	53,672	57,248	58,272	59,294	60,316	61,338
1	52,393	55,014	58,681	59,728	60,776	61,825	62,872
2	53,741	56,428	60,190	61,264	62,339	63,415	64,489
3	55,123	57,880	61,738	62,840	63,943	65,046	66,147
4	56,541	59,368	63,326	64,456	65,587	66,718	67,848
5	57,995	60,895	64,954	66,113	67,274	68,434	69,593
6	59,486	62,461	66,625	67,814	69,004	70,194	71,383
7	61,016	64,067	68,338	69,558	70,778	71,999	73,219
8	62,585	65,715	70,096	71,347	72,599	73,851	75,102
9	64,463	67,591	72,599	73,851	75,102	76,354	77,605
10	67,591	70,096	75,729	76,979	78,232	79,483	80,735
11	70,721	73,224	78,857	80,109	81,360	82,612	83,865
12	73,851	76,354	81,987	83,238	84,490	85,741	86,993
13	76,034	79,114	85,741	86,993	88,245	89,496	90,748
14	77,162	80,686	89,496	90,748	92,001	93,251	94,504
15	78,307	82,258	93,251	94,504	95,755	97,007	98,259
16			96,212	97,454	98,694	99,936	101,178
17			99,117	100,349	101,579	102,811	104,041
18			101,968	103,189	104,410	105,632	106,852
19			104,766	105,976	107,162	108,245	109,328
20			106,363	107,504	108,613	109,721	110,830
21			107,660	108,781	109,902	111,023	112,145
22			108,938	110,072	111,207	112,341	113,476
23			110,072	111,207	112,341	113,476	114,611
24			111,207	112,341	113,476	114,611	115,745
25			112,341	113,476	114,611	115,745	116,881
26			113,476	114,611	115,745	116,881	118,015
27			114,611	115,745	116,881	118,015	119,150
28			115,745	116,881	118,015	119,150	120,285
29			116,881	118,015	119,150	120,285	121,419
30			118,015	119,150	120,285	121,419	122,554

STIPEND APPENDIX

Leadership Stipends	2017-18	2018-19	2019-20	2020-21
Elementary Team Leaders	1,575	1,575	1,575	1,575
Junior High Team Leaders	2,850	2,850	2,850	2,850
District Learning Team Member	350	350	350	350
Department Chair - Math, LA, Social Studies, Science, Sped.	2,300	2,300	2,300	2,300
Department Chair - PE	1,550	1,550	1,550	1,550
Department Chairs - Encore	1,250	1,250	1,250	1,250
District Specials Coordinators - Instrumental Music	1,565	1,565	1,565	1,565
District Specials Coordinators - ALP	750	750	750	750
Mentor	400	400	400	400
Activity Stipends				
Sports				
Volleyball (7th and 8th Grade)	2,400	2,400	2,400	2,400
Basketball (7th and 8th Grade)	2,400	2,400	2,400	2,400
Volleyball (6th Grade) (d)	1,185	1,185	1,185	1,185
Basketball (6th Grade) (d)	1,185	1,185	1,185	1,185
Soccer	2,400	2,400	2,400	2,400
Track & Field	835	835	835	835
Cross Country	835	835	835	835
Cheerleading	2,400	2,400	2,400	2,400
Intramurals - OOJH	2,936	2,936	2,936	2,936
K-5 After School Sports	3,912	3,912	3,912	3,912
Elementary Activities				
Outdoor Education 5th Grade Teacher	776	776	776	776
Outdoor Education Chaperone Teacher	633	633	633	633
Homework Club (a)	755	755	755	755
Student Council	350	350	350	350
OOJH Activities				
6th Grade Play	1,000	1,000	1,000	1,000
All School Play (f)	1,600	1,600	1,600	1,600
Science Olympiad (per event) (c)	425	425	425	425
Snowflake Coordinator	1,020	1,020	1,020	1,020
Snowflake Teacher (a)	261	261	261	261
Student Leaders	1,566	1,566	1,566	1,566
Yearbook Editor	1,300	1,300	1,300	1,300
After School Academic Program (a)	2,579	2,579	2,579	2,579
Other Activities - per unit (b)	265	265	265	265
Hourly Work				
Curriculum development, staff development meetings	33.06	33.06	33.06	33.06
Supervision, other (e)	29.05	29.05	29.05	29.05

- (a) Stipend to be paid on time sheet - academic program at the curriculum development hourly rate and Snowflake and homework club at the supervision hourly rate
- (b) A unit is an activity or club that meets 6 times at the K-5 Schools and 8 times at OOJH. Stipend to be paid on a time sheet at the supervision hourly rate
- (c) One additional stipend (\$425) to be paid per coach if team qualifies for state tournament regardless of number of events handled by that coach
- (d) When the number of students exceeds 24, an additional stipend will be offered so that the students can be split into two groups
- (e) The category "Supervision, other" includes lunch/recess supervision (except for indoor recess), morning supervision at OOJH, computer lab supervision, bus supervision at OOJH, all-school detention supervision and any required evening supervision beyond contract expectations
- (f) On years when a musical is performed, an additional stipend of \$1600 will be offered for musical leadership
- (g) Stipends are paid at the end of each trimester