

**TOWNSHIP HIGH SCHOOL DISTRICT 211 BOARD OF EDUCATION  
LATEST PROPOSAL OFFERED TO UNION ON NOVEMBER 15, 2018**

**POSTED ON NOVEMBER 28, 2018**

After nearly a year of negotiating with the Northwest Suburban Teacher's Union Local 1211, the Township High School District 211 Board of Education requested the assistance of a federal mediator. After two months of assistance from the federal mediator that ultimately led to the District's latest good-faith proposal, the parties have been unable to reach an agreement and the Union has rejected the Board's latest good-faith proposal.

The Union initiated the public posting process on Friday, November 16. Upon the Union commencing the public posting process, the regulations required both parties to submit their latest proposals no later than Monday, November 26, 2018 to the Illinois Education Labor Relations Board (IELRB), the federal mediator who had previously assisted the parties, and the opposing party. The Board of Education has consistently operated in good faith and fulfilled this requirement.

The Union failed to submit their proposal as required by statute. The Union's failure to submit its proposal to the IELRB would delay the public access to the full proposals that otherwise would have made the documents available to the public by Monday, December 3, 2018.

In its continuing transparency, the Board of Education now makes the full proposal available for public access.

This document includes the specific proposal last offered by the Board of Education. Because the details are extensive, an additional informational document is provided to help the public understand the significance and impact of the Union's many demands.

While negotiations continue, teachers continue to be paid as they were under the previous Agreement, including an increase in salary due to advancement of a step if applicable, the District continues to provide health, dental and life insurance, and to make pension contributions as it had under the previous Agreement. The language of the previous Agreement continues to control the interactions between the District and Union members and the Board will continue to abide by the previous Agreement until a new Agreement is reached. The Board has agreed that salary increases resulting from a new Agreement will be applied retroactively to July 1, 2018.

The Board's Latest Proposal Presented to the Union on Thursday, November 15, 2018 follows. Numerous other articles remain unchanged from the previous contract or included only minimal changes in phrasing.

## ARTICLE VI -- GRIEVANCE PROCEDURE

### A. Definitions

2. **Time Limits** -- All time limits consist of school days; except when a grievance is submitted on or after ~~June 1~~ the last day of the school year, then time limits shall consist of all weekdays so that the matter may be resolved before the close of the school term or as soon as possible thereafter. School days for purposes of the grievance procedure shall mean days on which unit members are present for work. The time limits set forth in this Article may be waived by mutual agreement of the parties, in writing.

### B. Procedure

The parties acknowledge that it is usually most desirable for a unit member and the unit member's immediately involved supervisor assigned administrator to resolve problems through free and informal communications. When requested by the unit member, the grievance representative may intervene to assist in this resolution. However, should such informal processes fail to satisfy the unit member or the Union, then a grievance may be processed as follows:

1. Within ~~fourteen (14)~~ fifteen (15) days after the event which precipitated the grievance, the unit member or the Union shall present the grievance and the requested remedy in writing to the building principal and the immediately involved supervisor assigned administrator who will arrange for a meeting to take place within six (6) days after receipt of the grievance. The Union's representative, the aggrieved unit member, the principal, and the immediately involved supervisor assigned administrator shall be present for the meeting. The immediately involved supervisor assigned administrator must provide the aggrieved unit member and the Union with a written answer on the grievance within four (4) days after the meeting. Such answer shall include the reasons upon which the decision was based.
2. If the grievance is not resolved at Step No. 1, then the unit member and the Union may refer the grievance to the Superintendent, or his official designee, within six (6) days after receipt of the Step No. 1 answer or within ten (10) days after the Step No. 1 meeting, whichever is later. The Superintendent shall arrange for a meeting with the representatives of the Union's Grievance Committee to take place within five (5) days of receiving the appeal. Each party shall have the right to include in its representation such witnesses and counselors as it deems necessary to develop facts pertinent to the grievance. Upon conclusion of the hearing, the Superintendent will have four days in which to provide a written decision to the Union.
3. If the grievance is not resolved at Step No. 2, then, upon mutual agreement, the Union and Board may use a mediator from the Federal Mediation and Conciliation Services (FMCS) to try to resolve the grievance. If the parties agree to use mediation, then

within five days of the Step 2 decision the Union and the Board shall jointly submit a request for mediation services to FMCS. If the parties reach agreement in mediation, the agreement shall be reduced to writing and shall be binding upon the parties.

4. If the Union is not satisfied with the disposition of the grievance is not resolved at Step No. 2, if the parties did not agree to mediation, or at Step No. 3, if the parties agreed to mediation, then the Union may submit the grievance to binding arbitration. ~~with the American Arbitration Association and Board of Education.~~ If a demand for arbitration is not filed within thirty (30) days of the date for the Superintendent's Step No. 2 reply, if the parties do not mediate the grievance, or within 30 days of the last mediation session if used, then the grievance will be deemed withdrawn.

### C. Arbitration

2. Selection Process -- The parties may within ten (10) days after the request to arbitrate, attempt to agree upon an arbitrator. In the event the parties are unable to agree upon the arbitrator within said ten (10) work-day period, the parties shall jointly request the Federal Mediation and Conciliation Service (FMCS) to submit a panel of seven (7) arbitrators, all of whom are members of the National Academy of Arbitrators and selected from the FMCS metropolitan pool. Each party retains the right to reject one panel in its entirety and request that a new panel be submitted. The parties shall alternate striking names. The party requesting arbitration shall strike the first name. The person remaining shall be the arbitrator. The parties shall promptly notify the arbitrator of his/her selection. ~~The parties shall abide by the rules of the American Arbitration Association.~~
3. Costs -- Each party shall bear the full costs for its representation in the arbitration proceedings. The cost of the arbitrator and FMCS ~~or the American Arbitration Association~~ shall be divided equally between the parties.

### D. Rights and Responsibilities

6. A unit member shall have the right to request a Union representative to be present and to represent him/her in any meeting or interview with the District that the member reasonably believes is, or has become, investigatory, that might lead to disciplinary action against the member, or regarding discipline of the member, per federal Weingarten Rights.

## ARTICLE VIII -- CURRICULUM AND DISTRICT JOINT COMMITTEES

### B. District Joint Committees

1. The Superintendent shall continue to meet with the Union to discuss matters relevant to terms of the contract and/or of mutual concern. These meetings shall be held at least once

a month or as agreed upon. Either the President of the Union or the Superintendent may initiate such meetings.

2. Joint professional committees shall be established by mutual consent. Committees shall be formed in the following departmental or functional areas: Professional Development; and School Policy Committee.
3. The parties agree that these committees serve an advisory, consultative, and fact-finding capacity.
4. All committees shall consist of an even number of members, with the Union and the Superintendent appointing equal numbers.
5. All committees shall meet regularly.

#### C. Professional Development Committee

The committee shall be comprised of up to three (3) representatives appointed by the Union President and up to three (3) representatives appointed by the Superintendent. The committee shall meet ~~quarterly~~ regularly to share professional development plans and review skill areas within our faculty members that can benefit from professional development. ~~review areas needing professional development.~~

#### D. School Policy Committee

The committee will meet to address proposed policy changes impacting the working conditions of unit members.

#### E. PERA Committee

There will be a PERA joint committee as required by Illinois School Code. The Union PERA Co-Chair will receive a release from supervision to perform PERA related work.

#### F. Student Services Committee

The committee will meet to address factors relating to the workload and working conditions of student services personnel.

### ARTICLE IX - TEACHING ASSIGNMENTS, VACANCIES, TRANSFERS AND RIF

#### A. Notification of Assignments

~~Certificated~~ Licensed unit members shall receive notification of their next year's teaching assignment prior to the end of the school year. Thereafter, if a change of assignment is deemed necessary, the administration will notify the ~~certificated~~ licensed unit member of the change. If the attempt to notify the certificated unit member is unsuccessful, the notification shall be made by registered mail to the certificated unit member's last known address.

**B. C. Vacancies/Voluntary Transfer (~~Certificated~~ Licensed Unit Member)**

1. Notice of known vacancies shall be posted ~~in each school~~ electronically to all unit members via district email between December 1 and January 15 of each year. A copy of the vacancy notice will be sent to the Union President. Applications for transfer will be accepted for five (5) school days after the notice has been posted.
2. Request for transfer shall be made in writing to the principal of the school to which the certificated licensed unit member wishes to transfer. Such request indicates consent to transfer and shall indicate the transfer desired and the reason for requesting the transfer. An informational copy should be sent to the certificated licensed unit member's present building principal.
3. If two (2) or more individuals are seeking a single position, the building principal, when possible, will consult with the department chairs and make a recommendation to the Superintendent, per Illinois School Code 105 ILCS 5/24-1.5. The Superintendent ~~or personnel officer~~, after reviewing the principal's recommendation, will make the final decision to approve or disapprove the ~~certificated~~ licensed unit members' request to transfer.
4. When a reduction in the number of ~~certificated~~ licensed unit members in a school is necessary, all voluntary transfers shall be given first consideration, per Illinois School Code 105 ILCS 5/24-1.5. Before filling vacancies, all voluntary transfers shall be considered before any involuntary transfers are made.
5. The Superintendent or a designated representative will give consideration to all requests and will approve or deny transfers if, in the Superintendent's professional judgment, it is in the best interest of the District. The ~~certificated~~ licensed unit member may request a conference with the Superintendent to discuss the matter.
6. Vacancy notices will be sent to the Union President if vacancies occur during the summer.

**~~C.~~ D. Vacancies/Voluntary Transfer (Teacher Assistants, Occupational Therapists, Physical Therapists, Sign Language Interpreters and Non-Certified ISBE Licensed Nurses)**

- ~~1.~~ Notice of vacancies for positions in the bargaining unit will be posted electronically to all unit members via district email at least five (5) working days prior to the filling of this position, unless such positions must be filled in less time. A copy of such vacancies shall be sent to a designated Union representative.
- ~~2.~~ Employees wishing to be considered for transfer shall give written notice ~~to the personnel department~~ to human resources in accordance with its established rules.

**~~D.~~ E. Involuntary Transfers (~~Certificated~~ Licensed Unit Members)**

1. The parties recognize that in order to meet the staffing needs of the District, it may be necessary to transfer a ~~certificated~~ licensed unit member involuntarily. The Superintendent

may transfer a ~~certificated~~ **licensed** unit member when the Superintendent believes it to be in the best interests of the ~~certificated~~ **licensed** unit member or school(s) affected. In making the decision the Superintendent will review all pertinent considerations, per Illinois School Code 105 ILCS 5/24-1.5, ~~which shall include but not be limited to, choice of available positions and length of service in the District.~~

2. The Superintendent will meet with and notify the ~~certificated~~ **licensed** unit member of the transfer in a personal conference. An administrator (e.g. Principal) may be present also. The union president will be notified of the transfer prior to the conference. ~~The conference participants will include the Superintendent and the certificated unit member directly affected.~~ The Union President, or designee, may be present at the ~~certificated~~ **licensed** unit member's option.
3. A ~~certificated~~ **licensed** unit member involuntarily transferred shall have first consideration in any requested transfer into future vacancies.
4. Prior to making an involuntary transfer, job vacancy notices shall be posted **electronically to all unit members via district email**, for five (5) working days. For involuntary transfers necessary after ~~June~~ **May** 1, this article does not apply.

#### **I. J. Teacher Preparations**

2. If a teacher in the English, Mathematics, Science, Social Studies, or World Language departments has an assignment requiring a different preparation for four (4) of the teacher's scheduled class periods in one (1) semester, or has an assignment requiring four (4) different preparations because of multiple preparations in the same class period (e.g. Spanish 4 and Spanish 5 scheduled in the same period), the Union President and Superintendent will discuss the teacher's schedule to determine if it is appropriate to release the teacher from supervisory duties for that semester, on a non-precedential basis. If a teacher in the Applied Technology, Art, Business Education, or Family and Consumer Sciences departments has an assignment requiring a different preparation for four (4) of the teacher's scheduled class periods in one (1) semester, the Union President and Superintendent will discuss the teacher's schedule to determine if it is appropriate to release the teacher from supervisory duties for that semester, on a non-precedential basis. The Union President will provide a written list of teachers within 5 days of the start of the year. The discussion between the Superintendent and Union President will occur within five calendar days of the information being presented and a determination will be made by the Superintendent within ten (10) days of the original written submission.

#### **O. P. Hoffman Estates High School Block Scheduling**

3. Each teacher In addition there will have a total of a be a ninety-four (94) minute supervision non-classroom teaching supervision. This **ninety-four (94) minute supervision** would be in the 2-block day of a full-time teacher or it may be in a combination of two forty-seven (47) minute supervisions. ~~No more than 47 minutes of supervision will be assigned during any one (1) block unless requested by the teacher.~~

~~However, there may be circumstances when teachers may be assigned a 94 minute duty to facilitate tutoring centers.~~

9. Whenever requested, when a teacher teaches or has a ninety-four (94) minute supervision during the 1<sup>st</sup> three blocks of the day consecutively, they will have the option to have a lunch Block 3A.

**P. Q. Teacher Supervision Assignment Release**

1. ~~In order to provide additional releases from teacher supervision assignments, the Board will hire two additional Teacher Assistants per building prior to the start of the 2014-2015 school year.~~

2. The following teacher supervision releases will occur:

District Class Size Liaison-one (1) semester supervision release per year,

District Wellness Liaison-full year supervision release, and

Building Licensure Liaison- one (1) semester supervision release per year (one (1) semester supervisory release for each of the five (5) buildings) Note: Liaisons from FHS/PHS will serve ANOR North Campus; Liaisons from SHS/HEHS/CHS will serve ASOU Higgins Education Center.

3. ~~1:1 iPad Liaison (for the 2014-2015 school year only). Instructional Technology Liaisons will assist, as needed, with the implementation of instructional technology and District, school, and department professional development via planned sessions. Each liaison will represent the department support the technology department chair with the technology coordinator regarding any network, hardware, and software issues. Each of the 5 schools will have a minimum of five(5) teachers assigned as instructional technology liaisons as their supervision. An IT representative will visit North Campus and Higgins Education Center one time during each week of the regular school year when students are in attendance for five days. Omit all technology Liaisons~~

- a. ~~Mathematics (one (1) full year supervisory release supervision per building = five (5) district wide)~~

- b. ~~English (one (1) full year supervisory release supervision per building = five (5) district wide)~~

- c. ~~Science (one (1) full year supervisory release supervision per building = five (5) district wide)~~

- d. ~~Social Studies (one (1) full year supervisory release supervision per building = five (5) district wide)~~

- e. ~~World Language and ESL (one (1) full year supervisory release supervision per building = five (5) district wide)~~

- f. ~~Art, Music, and Business Education (one (1) full year supervisory release supervision per building = five (5) district wide)~~
- g. ~~Family Consumer Science and Applied Technology (one (1) full year supervisory release supervision per building = five (5) district wide)~~
- h. ~~Physical Education, Driver Education, and Health (one (1) full year supervisory release supervision per building = five (5) district wide)~~
- i. ~~Special Education (one (1) full year supervision per building = five (5) district wide)~~
- j. ~~Higgins Education Center (one (1) full year supervision per building = five (5) district wide)~~
- k. ~~Academy North (one (1) full year supervision per building = five (5) district wide)~~

**Q. R. Time for Records Completion**

~~The afternoon of College Night (end of 1<sup>st</sup> quarter) and the Morning Work Session prior to the end of 3<sup>rd</sup> quarter shall be identified as records completion time without mandatory attendance at scheduled events. The afternoon of College Night and the afternoon of the day that the SAT is administered shall be identified as time for teachers to use for records completion or state mandated training without mandatory attendance at scheduled events.~~

**S. Business Incubator Teachers will receive a \$250 stipend.**

**ARTICLE X - EVALUATION, CONSULTING TEACHER, AND PERSONNEL FILES**

**A. Evaluation (Certified Unit Members)**

2. The Board and the Union recognize that the basic purpose of evaluation is to improve instruction and the effective operation of the total school. The evaluator's major concern shall be in, but not limited to, the teacher domains of professional practice: planning and preparation, classroom environment, instruction, and professional responsibilities; and the area of student growth so long as mandated by Illinois School Code. ~~the following areas of instruction subject matter, class preparation, methods of instruction, knowledge of individual nature of learning, pupil participation and reaction, pupil-teacher relationships, effectiveness and cooperation in department and school activities, and self-improvement, initiative and growth. It is, therefore, understood that a formal classroom evaluation is but an observation is~~ part of the total evaluation process. To this end, the process and criteria will consist only of the latest revision of the evaluation document as mutually approved by the Union and the Board. ~~It is understood the definition of evaluative criteria in that form will not be subject to grievance.~~



4. Further, the parties recognize the importance and value of developing a procedure for assisting and evaluating the classroom teaching progress and success of probationary and tenure teachers. Therefore, to this end, the following procedure has been agreed to:
  - e. The final ~~written report~~ **summative evaluations** and any recommendations shall be submitted to the Superintendent by March 15 **1** for non-tenure teachers; by **April 15 May 15** for tenure teachers ~~in years 5-7; by May 30 for tenure teachers in years 8 or more, with a copy being furnished to the teacher.~~ In the event the school calendar changes, the aforementioned dates for tenured and non-tenured teacher evaluations shall be modified and agreed upon by the Board and the Union.
  - g. All formal evaluations ~~of classroom teaching performance of a teacher~~ shall be conducted openly with full knowledge of the **teacher person observed.**

## ARTICLE XIII – LEAVES

### A. Parental Leave

1. Following the birth or adoption of the unit member's child, a unit member may use a leave according to the Family Medical Leave Act. As of FMLA sets leave at up to 12 workweeks during the first twelve months the child was born or adopted.
2. Following the birth of the unit member's child the unit member may use 30 school days of accrued sick leave immediately following the birth within the school year of the child's birth. A unit member, recovering from surgery related to the birth, may use an additional 10 school days of accrued sick leave. If medical complications arise related to the birth of the child, additional sick leave may be used.
3. Any unit member who exhausts all of their sick leave while on parental leave may be eligible for an extension of sick leave according to Article XIII, Section D.
4. A unit member may use up to 30 days of sick leave for adoption or the placement of adoption according to 105 ILCS 5/24-6.
5. A non-birth parent may use up to ten (10) days of accumulated sick leave to care for a newborn child or newly adopted child within the first 10 weeks of birth or adoption

### B. A.—Child Care Leave

#### 1.—General Provisions

- a. ~~The Board shall grant a child care leave of absence without pay or loss of accrued sick leave to a (1) certificated unit member or (2) non-certificated unit member who has completed five (5) years of continuous full-time employment, who has submitted a written request for such leave with a physician's certification of pregnancy or who furnishes satisfactory evidence of pending adoption proceedings.~~

- ~~b. Any benefits under the provisions of this Agreement, which would otherwise accrue to a unit member granted child care leave, shall be suspended during the leave of absence. However, any certificated unit member granted child care leave who has completed one (1) semester of the school term prior to the leave shall receive one-half year's credit on the salary schedule. Any certificated unit member who has completed more than one (1) semester of the school term prior to the leave shall be considered to have completed a full year for the purposes of advancement on the salary schedule.~~
- ~~e. For the purpose of determining experience for advancement on the salary schedule, any non-certificated unit member granted child care leave, who (1) completes less than a quarter ( $\frac{1}{4}$ ) of the school year shall be credited with no experience for that year, (2) completes between one quarter ( $\frac{1}{4}$ ) and three quarters ( $\frac{3}{4}$ ) of the school year shall be credited with one-half ( $\frac{1}{2}$ ) year experience, and (3) completes three quarters ( $\frac{3}{4}$ ) or more of the school year shall be credited with a full year of experience.~~
- ~~d. A unit member granted child care leave may make arrangements during the leave to continue health and dental insurance coverage as provided in this Agreement, at their own expense.~~
- ~~e. For a non-certificated unit member's first five (5) years of continuous full-time employment, up to six (6) weeks leave for child birth/care shall be available. Sick leave shall apply towards the six (6) weeks.~~

## 1. 2. Application: Time Parameters Application

The unit member shall apply for leave of absence no later than five (5) months prior to the expected date of birth or adoption of the child. After application is made for a child care leave the unit member, in consultation with her physician, will determine the date at which the child care leave will commence. A doctor's verification of pregnancy and the doctor's recommendation of length of employment during pregnancy will accompany the unit member's request for child care leave. Continued employment during pregnancy may be subject to a monthly recommendation by the unit member's physician.

## 3. 2. General Provisions

- a. The Board shall grant an extended unpaid child care leave of absence without loss of accrued sick leave to a (1) licensed unit member or (2) non-licensed unit member who has completed five (5) years of continuous full-time employment, who has submitted a written request for such leave with a physician's certification of pregnancy or who furnishes satisfactory evidence of pending adoption proceedings.
- b. Any benefits under the provisions of this Agreement, which would otherwise accrue to a unit member granted child care leave, shall be suspended during the leave of absence. However, any certificated unit member granted child care leave who has completed one (1) semester of the school term prior to the leave shall receive one-half year's credit on the salary schedule. Any certificated unit member who has completed more than

one (1) semester of the school term prior to the leave shall be considered to have completed a full year for the purposes of advancement on the salary schedule.

- c. For the purpose of determining experience for advancement on the salary schedule, any non-certificated unit member granted child care leave, who (1) completes less than a quarter ( $\frac{1}{4}$ ) of the school year shall be credited with no experience for that year, (2) completes between one quarter ( $\frac{1}{4}$ ) and three quarters ( $\frac{3}{4}$ ) of the school year shall be credited with one half ( $\frac{1}{2}$ ) year experience, and (3) completes three quarters ( $\frac{3}{4}$ ) or more of the school year shall be credited with a full year of experience.
- d. A unit member granted child care leave may make arrangements during the leave to continue health and dental insurance coverage as provided in this Agreement, at their own expense.

### 3. Duration of Leave

- a. Pursuant to the time of return application dates contained herein, a child care leave shall extend to either: (1) the first day of the school year in the calendar year following the calendar year in which the child is born or adopted, (2) the first day of the school year following the birth or adoption of the child, or (3) the first day of the semester following the birth or adoption of the child unless the unit member and administration agree to a duration of a different length.

- 7. 4. Time of return: A unit member returning from child care leave shall resume duty at the beginning of a regular school year unless a position is open at another time. In order to qualify under this section, the unit member must make application to the personnel human resources office by March 1 February 15.

- 8. ~~In cases where both adoptive parents are District 211 employees, only one parent is eligible for the use of sick leave as described above.~~

### 4. Paternity Leave

~~Male unit members may use up to ten (10) days of accumulated sick leave for the purpose of caring for a newborn child.~~

### B. C. Sick Leave and Extensions of Sick Leave

- 1. Each full-time unit member shall be entitled to fourteen (14) days leave for personal illness, disabilities, and quarantine at home with full pay during each school year, the unit member being eligible for such leave after beginning the school year. If such unit member does not use the full amount of annual leave allowed, the amount unused shall accumulate from year to year up to a total of ~~340~~ 380 days, but up to a maximum of 340 days for retirement. This amount shall be available for use in addition to the annual leave of fourteen days (14) allowed each year.

- ~~2. At the commencement of the tenure year a certificated unit member shall be entitled to additional one-time leave up to one (1) calendar year with full pay, in the case of serious~~

~~illness or disability (medical conditions for which a physician confirms to be disabling for a minimum of fourteen (14) days), provided the certificated unit member has exhausted accumulated sick leave and the combination of TRS disability insurance, long-term disability insurance, worker's compensation salary, extended sick leave salary and any other applicable benefits shall not exceed the base salary the individual would have received had the individual been performing regular teaching duties. Continued eligibility for benefits under this Article may be subject to periodic verification by a physician. Any part of the calendar year not originally used up may be used at a later date.~~

- ~~3. A full-time non-tenured certificated unit member shall be entitled to additional leave up to ninety (90) school days per year at full pay in case of serious illness or disability (medical conditions for which a physician confirms to be disabling for a minimum of fourteen (14) days). A part-time non-tenure certificated unit member shall be entitled to additional leave up to ten (10) days per year at their partial pay in case of serious illness or disability (medical conditions for which a physician confirms to be disabling for a minimum of fourteen (14) days). Continued eligibility for benefits under this Article may be subject to periodic verification by a physician.~~
- ~~4. Any certificated unit member who has suffered serious illness or disability (medical conditions for which a physician confirms to be disabling for a minimum of fourteen (14) days) which requires the use of ninety (90) days or one (1) year extended sick leave, or any certificated unit member who adopts a child or is incapacitated due to pregnancy or childbirth, as verified by a physician, who uses less than ninety (90) days sick leave, notwithstanding past practice, shall upon return to the District, have sick leave reinstated based upon the number of accumulated sick leave days lost which were directly related to the illness as follows:
  - ~~a. If the original accumulation was twenty (20) days or more, one half (1/2) of the certificated unit member's accumulated sick leave days will be reinstated<sup>‡</sup>~~
  - ~~b. If the original accumulation was ten (10) to twenty (20) days, ten (10) days will be reinstated~~
  - ~~c. If the original accumulation was less than ten (10) days, the number of days accumulated prior to the illness will be reinstated~~~~
- ~~5. Non-certificated unit members who have accumulated forty (40) sick leave days beyond the annual sick leave allotment shall be entitled to additional one-time leave with full compensation for up to one calendar year after accumulated sick leave has been exhausted. This provision shall apply to cases of serious illness or disability (medical conditions for which a physician confirms to be disabling for a minimum of fourteen (14) days) to the employee and must be verified by a physician. In order to continue to receive benefits under this provision, the individual must provide periodic verification by a physician and submit to examination by a Board-paid physician, if requested. A combination of Illinois Municipal Retirement Fund (IMRF) disability insurance, Social Security (FICA) disability~~

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<sup>‡</sup> Article XIII, Par. B.4. may be revisited pending clarification from TRS.

~~insurance, long term disability insurance, worker's compensation salary, extended sick leave salary and any other applicable benefits shall not exceed the base salary that the individual would have received had the individual been performing regular duties. Upon return to the District the non-certificated unit member will have sick leave re-instated pursuant to Paragraph 4 (for teachers) immediately above.~~

6. In the case of partial-day absence for full-time unit members, fractional sick days will be accounted as follows:

~~1 or 2 periods absent - 1/4 sick day                      5 or 6 periods absent - 3/4 sick day~~

~~3 or 4 periods absent - 1/2 sick day                      7 or 8 periods absent - 1 sick day~~

~~1 period absent - 1/8 sick day. This includes absences during planning periods, but not during lunch periods.~~

- ~~7. In cases where both adoptive parents are District 211 employees, only one parent is eligible for the use of sick leave as described above.~~

#### **C. F. Bereavement Leave**

Up to five (5) days of leave for each incident of death in the immediate family shall be allowed. **Immediate family, as defined in school code 105 ILCS 5\24-6, shall include parents, spouse, brothers, sisters, children grandparents, grandchildren parents-in-law, brothers-in-law, sisters-in-law, and legal guardians** ~~This leave will apply to spouse/domestic partner, children, grandchildren, father, mother, siblings, step parents, step grandparents or grandparents,~~ of either the employee or the employee's spouse/domestic partner. **Bereavement leave does not need to be continuous days.** One (1) day of leave for each incident of death shall be allowed for aunt, uncle, niece or nephew. The unit member shall notify the supervisor as soon as possible to implement the use of bereavement leave. Employees may provide written rationale and request bereavement leave for individuals not listed above or for an additional day(s) of leave in extenuating circumstances for any of the family members listed above. Granting of such leave will be at the discretion of the Superintendent. **In the case a request is denied, the Superintendent will provide a written rationale to the unit member and copied to the union president.**

#### **D. G. Union Leave**

2. The Board will allow the Union ~~thirty~~ **forty (30 40)** days leave annually for ~~teachers~~ **unit members** for the purpose of conducting Union business ~~and three (3) days annually for teacher assistants.~~ The Union will pay the substitute rate for all days used over twenty. Leaves granted will not be used to engage in activities relating to work stoppage, striking, or picketing or political activities related to local elections.

- ~~4. The Board will allow the union up to 2 release periods. The Union shall reimburse the board at 20% of base rate of pay per period for the union members periods. The Board will allow the Union President to teach a reduced class load schedule, if so desired, on an annual basis. The President may request one (1) or two (2) released class periods and The union~~

~~must notify the current building principal by March 1<sup>st</sup> in non election years and by May 1<sup>st</sup> in election years. The Union will reimburse the District 20% of the President's base salary for each period of released class time. Payment shall be made within 30 days of being billed by the district. at the end of each semester.~~

5. The Board will allow the Union up to 2 release periods. One release period will be for the Union President and the other as designated by the Union (that is, the second release period may be used by the Union President also or by another Union officer as designated by the Union). The Union shall reimburse the Board at 20% of the released individual's base salary for each period. of released class time. Payment shall be made within 30 days of billing by the district. The Union must notify the appropriate building principal(s) by March 1<sup>st</sup> in non-election years and by May 1<sup>st</sup> in union election years.
6. Leave will be provided by the Board for PERA Committee work.

#### E. H. Emergency Leave

Unit members shall be granted emergency leave. However, the unit member is expected to demonstrate discretion and professional ethics in requesting such leave. Emergency leave will not be granted with pay for unit members who request use of such days for activities related to business interests unrelated to their employment in the District. Application for leave must be made in writing and submitted through the principal to the Superintendent. In cases where 2 unit members are married or are domestic partners, incidents qualifying for emergency leave may be granted to both unit members if the emergency requires both members to be present to address the situation and is subject to administration approval. Approved emergency leave will not result in a loss of pay or accumulated sick leave. Conditions under which the Superintendent shall grant emergency leave are:

#### ARTICLE XV - TUITION REIMBURSEMENT

- A. ~~Certificated~~ Licensed unit members, occupational therapists and physical therapists who earn graduate credit in college and university courses shall be reimbursed ~~at \$457.38~~ per semester hour ~~(2014-2015 school year)~~ for courses where:
  - a. Individual participation in the course has been recommended by the principal;
  - b. The course was approved by the Superintendent prior to the first day of class; and
  - c. A grade of "C B" or higher was earned.

~~The reimbursement rate used in each succeeding school year will be determined in the spring based upon an average of the percentage increase in graduate level course tuition at the following schools: The University of Illinois at Urbana-Champaign, Northern Illinois University, Illinois State University, The University of Illinois at Chicago, and Northeastern Illinois University.~~

During the 2018-2019 school year, college and university courses shall be reimbursed pursuant to the provisions in effect under the 2014-2018 collective bargaining agreement.

As of the beginning of the 2019-2020 school year, and thereafter, the reimbursement rate shall be a maximum of \$400 per credit hour for the college's or university's tuition rates.

Reimbursement for courses not credited on a semester credit basis shall be pro-rated relative to the credit format of the approved course. Coursework may be offered within the standard schedule of the university or college, but each course shall meet for a minimum of three (3) dates per semester credit awarded.

- B. Full-time licensed unit members who already hold a master's degree and who are pursuing coursework toward approval to meet the college credential statement to dual-credit classes shall have tuition reimbursed at 100% up to the rate of \$540 per credit hour.**

~~Non-state universities: If courses are not available in non-school hours within a fifty (50) mile radius, the private school formula will be the District payment of the public university rate plus sixty percent (60%) of the difference in tuition above \$300 per semester hour. The maximum rate will not exceed \$600 \$695.53 per semester hour.~~

- F. Tuition reimbursement is available for full-time teacher assistants, sign language Interpreters, non-ISBE licensed nurses, and head athletic trainers.** Courses, including on-line courses, must be pre-approved by the Superintendent, or designee, and must be relevant to the employee's ~~teacher assistant's~~ position. This reimbursement shall not apply to degree programs, for sign language interpreters or teacher assistants.

- J. Certified Licensed** employees will be allowed to take up to eighteen (21) semester hours of pre-approved online courses that can be applied towards a ~~Master's~~, Master's +30, or Master's +30+12 salary lane advancement. Additional online coursework may be approved by the Superintendent or their designee. In the case a request for additional online coursework is denied, the Superintendent will provide a written rationale to the unit member and copied to the union president.

Indistrict courses will not count towards the hours of online coursework allowed.

- K. If a certified licensed** unit member chooses to qualify for endorsement in an academic department mutually agreed upon between the District and unit member, the individual shall receive tuition reimbursement for courses which are part of a principal and Superintendent approved program to obtain an endorsement in the approved department. Graduate level courses will be considered for Masters +30 and Masters +30+12 approval Undergraduate courses required to accommodate a teaching assignment shall qualify for tuition reimbursement.

- L. Tuition Reimbursement, paragraphs A-C, H and I shall apply to head athletic trainers except as modified:**

- Head athletic trainers are eligible for tuition reimbursement only for the purpose of completing 36 post-professional graduate academic hours in athletic training. No other subjects will be approved and no additional coursework will be approved

beyond the 36 post-professional graduate hours toward an advance degree in athletic training.

- Head athletic trainers will be treated as certificated unit members for purposes of Paragraph H.

M. Salary lane advancement will occur in the semester following the attainment of the next salary lane requirements after the unit member notifies the Department of Human Resources with an official transcript of the attainment of a Master's, Master's +30, or Master's +30+12. This language shall be included on all tuition reimbursement form.

N. Workshop/conference registration or course tuition will be funded, with pre-approval, should the workshop/conference or course be required for the teacher to teach an assigned course.

## ARTICLE XVII – RETIREMENT BENEFITS

A. To be considered for retirement benefits, the certificated unit member must:

1. have completed a minimum of ten (10) years of full-time employment with the District;
2. must be eligible to retire with the Teachers' Retirement System; and
3. must submit an irrevocable letter of application to the Superintendent four years prior to their first eligibility for regular TRS retirement with a retirement date effective on or before July 1, 2025.

~~B. The certificated unit member shall receive a retirement incentive with a value equal to twenty percent (20%) of their annual contracted salary spread over four (4) years in such a way that compounding effects will not exceed this twenty percent (20%) incentive. Amounts that exceed a six percent (6%) per year limitation will be paid in one lump sum as a post retirement severance payment within twelve (12) months after the date of retirement. The six percent (6%) per year limitation includes all compensation paid to the certificated unit member, including payment for extracurricular activities, stipends and retirement benefits.~~

B. A certificated unit member who has submitted an irrevocable letter of retirement will be limited to an increase in creditable earnings over the previous year of 3%. The ~~six percent (6%)~~ three percent (3%) per year limitation includes all compensation paid to the certificated unit member, including payment for extracurricular activities, stipends, step and lane movement, and retirement benefits.

C. The certificated unit member who has submitted a letter of retirement shall receive a retirement incentive with a value equal to twenty percent (20%) of their annual contracted salary spread over four (4) years, and retirement benefits in such a way that compounding effects will not exceed this twenty percent (20%) incentive. Any amount of the retirement incentive that exceeds the ~~Amounts that exceed a six percent (6%)~~ three percent (3%) per year total compensation limitation will be paid in one lump sum as a post-retirement severance payment within twelve (12) months after the date of retirement.



- ~~C. The early retirement option (ERO) provided by the Illinois Teachers' Retirement System (TRS) under Section 16-133.2(d) of the Illinois Pension Code requires the approval of the school board for employees to participate in ERO and is optional for school districts. The Board will not approve any request by an employee to utilize ERO under Section 16-133.2(d). Teachers who submitted a letter of application pursuant to Section A.3 under the 2009-2014 collective bargaining agreement will remain entitled to the benefits allowed under that agreement.~~
- D. A certificated unit member will receive a yearly contribution of three thousand dollars (\$3,000) toward the cost of health insurance until eligible for Medicare. ~~Payment will be made in lump sum payments each year until eligible for Medicare.~~ Except as allowed in paragraph E, retired certificated unit members are not eligible for health insurance benefits through District 211.
- E. Retired certificated unit members may stay on the District's health insurance plan if he/she has a spouse/domestic partner currently employed by the District who has elected and pays for family coverage. The retiree must move from the District health insurance plan once the spouse retires or the retiree is Medicare eligible (whichever comes first).
- F. Retirees choosing to elect health insurance coverage as outlined in paragraph E above will enter into a contract with the District to receive a modified insurance buyout in the amount of one thousand five hundred dollars (\$1,500) per year for the years that their spouse/domestic partner continues to work for the District. A yearly contribution of three thousand dollars (\$3,000) shall be provided to the retirees for all years subsequent to the spouse/domestic partner's agreed upon date to leave the District's insurance coverage, and the retiree's eligible age to receive Medicare. ~~The payment will be made as a lump sum amount.~~
- G. Retirees with a spouse/domestic partner employed by the District have the option to forgo the benefit as defined in paragraph F and receive the three thousand dollar (\$3,000)/year until they are Medicare eligible age if they choose to leave the District's insurance. ~~The payment will be made as a lump sum amount.~~
- H. A certificated unit member may elect to stay with the District dental insurance program provided they pay the full cost of the premium and provided that the insurance carrier writing such coverage continues to approve participation of retirees.
- I. The Board of Education will pay a group term life insurance policy in the amount of the certificated unit member's final contracted salary from the time of retirement until the last day of the month prior to the retiree's employee's sixty-fifth birthday provided that the insurance carrier writing such coverage continues to approve participation of retirees. A member's life insurance benefits shall extend until the retiree's 65<sup>th</sup> birthday.
- J. Any certificated unit member who has completed at least fifteen (15) years of service in the District and has earned a masters' degree shall receive the following additional salary benefit retirement incentive:
1. With 15 – 20 years of service = \$5,000
  2. With 20 – 25 years of service = \$7,500

3. With 25+ years of service = \$10,000

As much of the amount above as is possible without exceeding the ~~6%~~ **3%** limitation shall be paid in June of each year before retirement. The ~~balance of the~~ longevity retirement benefit shall be paid as a post-retirement severance payment within twelve (12) months after the date of retirement.

L. If any changes in retirement legislation are enacted that add or eliminate retirement options, that increase the required TRS contribution of the Board or Union members, or that increase the financial obligation of the Board or Union members **for the term of this agreement in fiscal years 2014-2015 through 2017-2018**, then either the Board or the Union may give notice of intent to reopen and renegotiate the TRS contribution.

M. The Board of Education will not change its retirement policy as it impacts non-certificated unit members.

## ARTICLE XVIII – INSURANCE

### C. Health Insurance

1. The District shall provide a comprehensive health insurance program including outpatient mental health benefits and major medical coverage for all unit members employed at least half-time (.5 or more). All unit members employed less than half-time (less than .5) may elect to participate in the health insurance program paying the full-premium equivalent for single or family coverage.

Each covered employee shall contribute, on a per-pay-period basis, a percentage of the unit cost for each health insurance plan option as described below:

| Plan-Options | Single | Family |
|--------------|--------|--------|
| PPO-300      | 20%    | 29%    |
| PPO-500      | 15%    | 24%    |
| PPO-750      | 10%    | 15%    |
| H.S.A.-1500  | 10%    | 15%    |
| HMO          | 10%    | 10%    |

| Plan Options | 2019   |        | 2020   |        | 2021   |        | 2022   |        |
|--------------|--------|--------|--------|--------|--------|--------|--------|--------|
|              | Single | Family | Single | Family | Single | Family | Single | Family |
| PPO-300*     | 20%    | 29%    | 20%    | 30%    | 20%    | 30%    | N/A    | N/A    |
| PPO-500      | 15%    | 24%    | 15%    | 25%    | 15%    | 25%    | 15%    | 25%    |
| PPO-750      | 10%    | 15%    | 10%    | 15%    | 10%    | 15%    | 10%    | 15%    |
| H.S.A.-1500  | 10%    | 15%    | 10%    | 15%    | 10%    | 15%    | 10%    | 15%    |
| HMO-BA       | 10%    | 10%    | 10%    | 11%    | 10%    | 12%    | 10%    | 13%    |
| HMO-IL**     | 10%    | 10%    | 10%    | 11%    | 10%    | 12%    | 10%    | 13%    |

*\*PPO-300 will sunset December 31, 2021*

*\*\*plan discontinued except for 14 grandfathered employees*

The unit cost for each health insurance plan option shall be determined by the claims administrator on a yearly basis and shall be effective January 1 of each year, for each year the Agreement is in effect.

The District and the Union, upon mutual agreement, may add or otherwise change additional plan options other than those listed above on a yearly basis and implement those changes effective January 1, for each year the Agreement is in effect.

2. The District will make an annual contribution of one thousand five hundred dollars (\$1,500) (single) or three thousand dollars (\$3,000) (family) directly to Health Savings Accounts for employees enrolling in the HSA-1500 plan effective January 1 each plan year. Employees enrolling in the HSA-1500 after January 1 will receive prorated contributions to their Health Savings Account.
3. **For calendar year 2019, the employee total dollar contribution for each plan will remain at the 2019 calendar year levels.** For calendar years ~~2015, 2016, 2017, and 2018,~~ **2020, 2021, and 2022,** the employee share of the premium cost will be capped at an amount not greater than five percent (5%) more than the previous year.

## G. Wellness and Preventative Screenings

1. ~~Effective January 1, 2015,~~ Employees electing coverage under District health insurance plans are eligible for wellness credits applied directly to their insurance premium cost with participation in the District's wellness screening program, defined as a wellness blood screening. ~~Credits of \$1,620 per family and \$600 per individual~~ **\$1,858.50 per family and \$688.80 per single** will be applied against the annual premium cost of all plans on a pro-rated, monthly basis. Wellness credits will not decrease during the term of the contract. Wellness credits will be prorated for employees enrolling in a District health insurance plan after January 1 of each plan year. Employees hired after the annual wellness screening participation deadline will receive the wellness credits upon hire and will have three months to complete the wellness screening. If they do not complete the wellness screening in three (3) months, they will no longer receive the wellness credits and they will be required to reimburse the District for the wellness credits they received.

## H. Insurance Committee

Upon execution of this Agreement, ~~an insurance committee shall be established~~ The District shall continue to retain an insurance committee for the duration of the contract. It shall be comprised of three representatives appointed by the Union and up to three representatives appointed by the Superintendent. The committee shall meet quarterly to review issues with the insurance plans. Should the District's claims costs increase by a rate greater than 10% in a given year, the insurance committee shall convene to determine adjustments to the insurance plans intended to mitigate cost increases for subsequent years. Additionally, should any of the District's current healthcare plans be subject to additional tax or non-compliance with the Patient Protection and Affordable Care Act (the Act) or Internal Revenue Service Procedures, the District's insurance committee shall convene to determine adjustments to the plans to ensure that the District remains compliant with the Act.

## ARTICLE XIX – SALARY POLICIES

### H. Internal Substitution Pay

Qualified unit members who volunteer, at the request of the principal, to substitute during their preparation period for a teacher will be compensated at the gross rate of \$25.00 per period. one dollar (\$1.00) per hour higher than the established substitute rate. Such a procedure is not encouraged and should be used only if a substitute cannot be obtained.

### I. Salary Payments

1. A teacher's annual salary will be computed on the basis of twenty-four (24) payments, the first payment to the teacher to be made on or before August 31<sup>st</sup>. September 15. Teachers will receive final payments on or about the last day of school Beginning the 2016-2017 school year, the first payment to the teacher will be made on or before August 31.

### K. Salary Schedule Calculations

The figures set forth in this compensation schedule are the aggregate of:

1. The basic sum the Board is to pay to the teacher, and
2. The 9.4% 9.0% TRS "member contribution" applicable to the teacher which the Board is paying from its funds directly to TRS. This 9.4% 9.0% payment is being made by the Board from its funds in accordance with the negotiated agreement.
3. Should the Board be charged with any income tax amount or penalty by virtue of failing to withhold income taxes on the amount of the Board contribution to TRS for a teacher pursuant to this agreement with the Union, each teacher shall reimburse the Board for the amount of the tax or penalty applicable to the particular teacher payment (which may be withheld by the Board at its option on any amounts due to particular teacher) and if the Board is unable to recoup such amount, the Union shall be responsible for the amount which was not recovered from the teacher.

4. Base raises for unit members on a schedule will be:

- 2018-2019: 2%
- 2019-2020: 75% of the rolling average of the previous ten (10) years' respective Consumer Price Index for All Urban Consumers (CPI-U) figures that have been used in the Property Tax Extension Limitation Law (PTELL) limiting rate calculations for property tax levies (i.e. the average of the respective CPI-U figures used in 2009 (2.7%), 2010 (1.5%), 2011 (3.0%), 2012 (1.7%), 2013 (1.5%), 2014 (0.8%), 2015 (0.7%), 2016 (2.1%), 2017 (2.1%), and 2018 (TBD), respectively).
- 2020-2021: 75% of the rolling average of the previous ten (10) years' respective Consumer Price Index for All Urban Consumers (CPI-U) figures that have been used in the Property Tax Extension Limitation Law (PTELL) limiting rate calculations for property tax levies (i.e. the average of the respective CPI-U figures for 2010-2019, respectively).
- 2021-2022: 75% of the rolling average of the previous ten (10) years' respective Consumer Price Index for All Urban Consumers (CPI-U) figures that have been used in the Property Tax Extension Limitation Law (PTELL) limiting rate calculations for property tax levies (i.e. the average of the respective CPI-U figures for 2011-2020, respectively).

Base raises for unit members off-schedule will be:

- 2018-2019: 2%
- 2019-2020: 100% of the rolling average of the previous ten (10) years' respective Consumer Price Index for All Urban Consumers (CPI-U) figures that have been used in the Property Tax Extension Limitation Law (PTELL) limiting rate calculations for property tax levies (i.e. the average of the respective CPI-U figures used in 2009 (2.7%), 2010 (1.5%), 2011 (3.0%), 2012 (1.7%), 2013 (1.5%), 2014 (0.8%), 2015 (0.7%), 2016 (2.1%), 2017 (2.1%), and 2018 (TBD), respectively).
- 2020-2021: 100% of the rolling average of the previous ten (10) years' respective Consumer Price Index for All Urban Consumers (CPI-U) figures that have been used in the Property Tax Extension Limitation Law (PTELL) limiting rate calculations for property tax levies (i.e. the average of the respective CPI-U figures for 2010-2019, respectively).
- 2021-2022: 100% of the rolling average of the previous ten (10) years' respective Consumer Price Index for All Urban Consumers (CPI-U) figures that have been used in the Property Tax Extension Limitation Law (PTELL) limiting rate calculations for property tax levies (i.e. the average of the respective CPI-U figures for 2011-2020, respectively).

**\*\*\*The above on-schedule and off-schedule salaries shall be paid retroactively to the beginning of the 2018-2019 school year. Unless otherwise indicated, all other changes to economic items in this agreement shall be prospective, i.e., effective as of the ratification of this agreement by both parties.**

Effective for the 2014-2015 school year, the base shall be the same as the 2013-2014 school year.

5. Effective for the 2015-2016 school year and each subsequent year of the agreement, the base shall be increased by a designated percentage of the final limiting percentage rate for the aggregate extension effective for collections in the calendar year in which the school year in question begins as determined by the Property Tax Extension Limitation Law (35 ILCS 200/18-185), or as may be amended. Should the Property Tax Extension Limitation (PTELA) be repealed during the term of this agreement, the base for the 2015-2016 school year and each subsequent year of the agreement shall be increased by the designated percentage of the percentage change of the Consumer Price Index-All Urban Consumers (CPI-U) for the previous calendar year (January 1—December 31). The designated percentages for each year are:

| <u>Year</u>      | <u>Percentage of CPI Base Increase</u> | <u>Minimum Base Increase</u> |
|------------------|--|------------------------------|
| <u>2015-2016</u> | <u>20% of CPI</u>                      | <u>0.36%</u>                 |
| <u>2016-2017</u> | <u>25% of CPI</u>                      | <u>0.50%</u>                 |
| <u>2017-2018</u> | <u>40% of CPI</u>                      | <u>0.80%</u>                 |

6. The extra-curricular schedule, extra duty schedule, coaching schedule, department chair compensation schedule, alternative school, after school librarian, summer school and “off-schedule” salaries shall be increased by the amount as set forth in K.4 ~~and K.5~~ .

~~7. Unit members who are on step 19 or above shall receive payments calculated as a percentage of their base salary. These payments shall not be considered part of the salary schedule and shall not be used in any salary schedule calculations. The percentages are shown in the chart below. New percentages will be inserted here.~~

| <u>Year</u>      | <u>Step 19 and Above Off Schedule MA-30 and MA-30+12 Lanes</u> |
|------------------|--|
| <u>2015-2016</u> | <u>20% of CPI</u>  |
| <u>2016-2017</u> | <u>25% of CPI</u>  |
| <u>2017-2018</u> | <u>50% of CPI</u>  |

## M. Nationally Certified School Psychologist Stipend

Psychologists who receive certification as a Nationally Certified School Psychologist (NCSP) will receive a ~~seven hundred eight hundred fifty~~ dollar ~~(\$700 \$850)~~ annual stipend for the duration of their NCSP certification.

## O. Each teacher assigned to provide Driver Education classroom instruction will be provided \$500 per instructional section to coordinate Behind the Wheel services.

### ARTICLE XX – COMPENSATION SCHEDULES

#### A. Teacher Salary Schedule

Salary schedule shall be updated per the base raise agreed to in Article XIX Section K.

#### B. Nurse Salary Schedule

Salary schedule shall be updated per the base raise agreed to in Article XIX Section K.

Any non-certified school nurse, who earns the certified school nurse certificate yet continues to be employed by the District as a non-certified school nurse, will receive an annual stipend of seven hundred eight hundred fifty dollar ~~(\$700 \$850)~~ for the years in which the certificate is valid.

#### C. Department Chair Compensation and Release

##### 1. Salary Schedule

A department member is defined as anyone, except the department chair, teaching one or more classes in the department unless those persons are employed with the intent of being permanently divided between departments. In the case of those divided assignments, the appropriate fraction of their teaching loads (not including study halls) shall be used in determining the total number of teachers in the department. If the sum of the teachers in the department is fractional, the fractional part which is less than five-tenths (5/10) shall be dropped and the fractional part which is five-tenths (5/10) or greater shall be replaced by one (1). For purposes of determining extra pay for department chairs, the following departments shall be considered: Applied Technology, Art, Business Education, ~~Driver Education~~, English, ESL, World Language, ~~Health~~, Guidance Department, Family and Consumer Sciences, Mathematics, ~~Media~~, Music, ~~Physical Education~~, Science, Social Studies, Special Education, Technology, Wellness Academy-North Higgins Education Center and ~~Academy-South~~ North Campus. The department chairs will receive a department chair stipend according to the number of department members in the department based upon the Department Chair Salary Schedule.

##### 2. CLS Stipend

In addition to the amounts set forth in the Department Chair salary schedule, English, Mathematics and Science Department Chairs shall receive a six hundred fifty dollar (\$650) annual

Critical Learning Standards (CLS) stipend. All other Department Chairs shall receive a three hundred fifty dollar (\$350) annual Critical Learning Standards (CLS) stipend.

### 3. Department Leaders-Health and Media Department Chairs

~~Department leaders may be assigned to those departments under the jurisdiction of a division head. For the purposes of determining extra pay for department coordinators, the number of members in the department will be counted the same as those under a department chair, not to exceed six (6).~~

**The Health and Media chairs will remain Department Chairs for the 2018-2019 school year only. The positions will be discontinued after the 2018-2019 school year. For the 2019-2020 school year, teachers who were Health Department Chairs in the 2018-2019 school year will be provided a \$1,000 stipend to provide curriculum consultation surrounding the wellness program, and teachers who were Media Department Chairs in the 2018-2019 school year will be provided a \$1,000 stipend to assist and facilitate the transition of the Media Center leadership to the Technology Department Chairs.**

### 4. Supervision of Central Media Processing

The ~~Media~~ **Technology** Chair at Palatine High School will supervise the personnel and functions of the District 211 Central Processing operations for an annual stipend of two thousand two hundred fifty dollar (\$2,250).

### 5. Department Chair Release

- a. Math, Science, Social Studies, **World Language** and English chairs will teach a minimum of two (2) periods unless the chair desires to teach more courses and this is mutually agreed upon by the department chair and the building principal.
- b. Special Education Department chairs will not be scheduled to teach classes.
- c. ~~Health and Driver Education Department chairs will teach five (5) classes.~~
- d. Applied Technology, Art, Business, ESL, Family & Consumer Sciences, Music, and **Wellness** ~~Physical Education and World Language~~ Department chairs will be scheduled for four classes with additional releases as indicated in Section 5.f and 5.h. For departments in these areas who have ~~twelve~~ **ten** or more members, the department chair shall be assigned three (3) classes and then given releases indicated in Section 5.f and 5.h. A department member is defined as anyone, except the department chair teaching one (1) or more classes in the department. Teachers not teaching a full load in the department will be counted as the appropriate fraction according to their teaching loads in the department. If the sum of the teachers in the department is fractional, the fractional part less than 5/10 is dropped, and the fractional part 5/10 or greater is replaced by one. If the sum of department members is less than 5/10 then the chair will receive a stipend representing one (1) department member.



- e. The ESL chair at any school will receive one additional release period if the number of students enrolled in ESL English classes exceeds 125.
- f. The ~~World Language Chair and the~~ ESL Department Chair will be offered one (1) additional release period ~~every other year. that will rotate years between departments.~~ Every effort will be made to align the additional release period with the Summative Evaluation due dates for the members of each respective department.
- g. Any teacher with an ESL certification requested to attend and IEP meeting for a student who has not been on their class list during the current school year will be compensated at the substitute pay rate per hour in attendance. ~~In the years the ESL Department Chair receives the additional release period, the ESL Chair will attend IEP meetings of students not on their class list during the current school year without additional compensation.~~
- l. The ~~academy North North Campus and Academy South~~ Higgins Educational Center department chairs will be scheduled three (3) period release. The North Campus chair shall be scheduled for one (1) release period. for a one two(1 2) period release.
- m. The guidance department chair will have a counseling caseload assignment of .6.
- n. The technology department chair will not be eligible to receive a Critical Learning Standard (CLS) stipend.
- o. The Technology department chair will not be scheduled to teach classes.
- p. A District technology chair will be appointed and will be compensated according to the assessment coordinator salary schedule in the Master Contract.
- q. The District technology chair will realize a 0.2 FTE release from the District chair's home school to assist with district-wide educational technology management needs. The District chair's home school will be afforded 0.2 FTE in another department for the purposes of covering the technology department chair's absence while fulfilling District chair duties.

#### 2014-2015-DEPARTMENT CHAIR SALARY SCHEDULE

Salary schedule will be updated per the base raise agreed to in Article XIX Section K.

~~Media Chairs will receive an additional \$100~~

Salary amount for Technology Department Chair will be updated per the base raise agreed to in Article XIX Section K.

Technology Department Chair will be \$8,572.00 for the 2016-2017 school year and future adjustments will be in accordance with Article XIX.K.6 of the Master Contract.

**2014-2015 ASSESSMENT COORDINATOR SALARY SCHEDULE**

Salary schedule will be updated per the base raise agreed to in Article XIX Section K.

- D. Teaching Assistant Salary Schedule** Librarian Teacher Assistant shall be eliminated from the contract. Those currently employed in this position shall be held harmless for the duration of the contract. The position will remain as a teacher assistant position thereafter.

All teacher assistants, who are employed as of the twentieth (20<sup>th</sup>) school day, and remain employed through the entire school year, shall be paid a continuity stipend based on the number of years of service in District 211 as a teacher assistant. The payment will be paid on the next regularly scheduled payroll after the last day of school. Each year the teacher assistant signed a contract as of the twentieth (20<sup>th</sup>) day of school and was continuously employed through the last day of school will count as one year of service. If there is a break in employment as a teacher assistant, the eligible years prior to the break and after the break will count towards the cumulative total.

| Number of Years of Service | Dollar Amount          |
|----------------------------|------------------------|
| 1                          | \$350 <del>472.5</del> |
| 2-4                        | \$400 <del>540</del>   |
| 5-12                       | \$550 <del>742.5</del> |
| 13+                        | \$750 <del>1015</del>  |

- E. Psychologist and Social Worker Salary Schedule** Salary schedule shall be updated per the base raise agreed to in Article XIX Section K.
- F. Occupational Therapist and Physical Therapist Salary Schedule** Salary schedule shall be updated to 2018-2019 per the base raise agreed to in Article XIX Section K.

**2014-2015 2017-2018**

| Step     | Gross Compensation        |
|----------|---------------------------|
| <b>0</b> | \$51,902 <del>52789</del> |
| <b>1</b> | \$54,380 <del>53310</del> |
| <b>2</b> | \$56,857 <del>57829</del> |
| <b>3</b> | \$59,571 <del>60589</del> |
| <b>4</b> | \$62,284 <del>63349</del> |
| <b>5</b> | \$64,996 <del>66107</del> |
| <b>6</b> | \$67,709 <del>68867</del> |
| <b>7</b> | \$70,421 <del>71650</del> |
| <b>8</b> | \$73,135 <del>74385</del> |

|           |                         |
|-----------|-------------------------|
| <b>9</b>  | \$75,849 <u>77146</u>   |
| <b>10</b> | \$78,562 <u>79905</u>   |
| <b>11</b> | \$81,276 <u>82666</u>   |
| <b>12</b> | \$83,988 <u>85423</u>   |
| <b>13</b> | \$86,702 <u>88184</u>   |
| <b>14</b> | \$89,414 <u>90943</u>   |
| <b>15</b> | \$92,127 <u>93702</u>   |
| <b>16</b> | \$94,841 <u>96462</u>   |
| <b>17</b> | \$97,553 <u>99221</u>   |
| <b>18</b> | \$100,192 <u>101905</u> |
| <b>19</b> | <u>\$102914</u>         |

**G. Sign Language Interpreter Salary Schedule** Salary schedule will be updated per the base raise agreed to in Article XIX Section K.

2014-2015-2017-2018

| <b>Step</b> | <b>Gross Compensation</b> |
|-------------|---------------------------|
| <b>0</b>    | \$32,340 32,892           |
| <b>1</b>    | \$33,956 34,536           |
| <b>2</b>    | \$35,573 36,181           |
| <b>3</b>    | \$37,271 37908            |
| <b>4</b>    | \$38,969 39,635           |
| <b>5</b>    | \$40,667 41,452           |
| <b>6</b>    | \$41,686 42,398           |
| <b>7</b>    | \$42,704 43,434           |
| <b>8</b>    | \$44302                   |
| <b>9</b>    | \$45188                   |
| <b>10</b>   | \$46092                   |
| <b>11</b>   | \$47014                   |

**H. Alternative High School, After School Librarian, ~~and~~ Summer School Salary Schedule**

- The schedule will be increased per the base raise agreed to in Article XIX Section K.
- During the term of this Master Contract, members of the bargaining unit will have first selection for certified positions in the alternative school for which they are legally qualified.

3. Teacher assistants will be considered in-district coaches when determining the summer school pay rate.
4. Technology Department Chairs will be paid at the summer school rate for all hours that they work during the summer capped at 220 hours. The hours worked will relate directly to duties necessary to support summer school and to prepare the technology department for the future school year. All hours must be documented and submitted for payment.
5. Certified Teacher Assistants that have been employed in the district for at least 1 year and have taught at least 1 year of summer school will receive an additional \$3 per hour as a teacher above out of district rate of summer pay.

**I. PERA Committee**

PERA Joint Committee members will be paid an annual stipend of two one thousand five hundred dollars (\$1000) for the 2014-2015, 2015-2016, 2016-2017, and the 2017-2018 school years for time spent outside the normal school operating hours.

**J. Head Athletic Trainers Salary Schedule**

Salary schedule will be updated per the base raise agreed to in Article XIX Section K.

**ARTICLE XXI - EXTRACURRICULAR COMPENSATION SCHEDULES**

**A. Activity Groupings**

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|                |                                     |                                |
|----------------|-------------------------------------|--------------------------------|
| <b>GROUP 7</b> | Chemical Awareness                  | Scholastic Bowl Asst. (6-9)    |
|                | Business Team Asst. (BPA/DECA)      | Senior Class Asst.             |
|                | Foreign Exchange Club (2 exchanges) | Service Club                   |
|                | Freshman Class                      | Sophomore Class                |
|                | Horticulture Club                   | Student-2-Student              |
|                | Junior Class Assistant              | Theatre Guides                 |
|                | Outdoor Adventure Club              | Varsity Club                   |
|                | SAAD                                |                                |
|                | <u>Choir (extra-curricular)</u>     | <u>Band (extra-Curricular)</u> |
|                | <u>Poetry Slam (competitive)</u>    | <u>HOSA</u>                    |

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**GROUP 8**

|   |  |
|---|--|
| Model UN Assistant                          |  |
| Cultural Awareness Assistant                |  |
| Service Club Assistant                      |  |
| <u>At Large Clubs – 40 per building</u>     |  |
| <u>Alumni Club</u>                          | <u>International Club</u>                |
| <u>Art Club</u>                             | <u>Jets/WYSE Club</u>                    |
| <u>At Large Student Interest Groups (2)</u> | <u>Life &amp; Consumer Sciences Club</u> |

|  |                               |
|--|-------------------------------|
| <u>Auto Club</u>                           | <u>Medical Careers Club</u>   |
| <u>Best Buddies</u>                        | <u>Model UN Asst. Club</u>    |
| <u>New Teacher Orientation</u>             | <u>Modern Music Masters</u>   |
| <u>CAD Drafting Club</u>                   | <u>On Our Own</u>             |
| <u>Chess Club</u>                          | <u>Pep Club</u>               |
| <u>Color Guard</u>                         | <u>Photography Club</u>       |
| <u>Computer Club</u>                       | <u>Pirate Pals</u>            |
| <u>Cultural Awareness Asst.</u>            | <u>Presidents Club</u>        |
| <u>Drama Club</u>                          | <u>Reading Club</u>           |
| <u>Electronics Club</u>                    | <u>Robotics Club</u>          |
| <u>ELS Poms</u>                            | <u>Service Club Asst</u>      |
| <u>Environmental Club</u>                  | <u>Science Bowl</u>           |
| <u>Film Making Club</u>                    | <u>Science Club</u>           |
| <u>Foreign Exchange (per exchange) (e)</u> | <u>Social Science Club</u>    |
| <u>Foreign Language Club (1 exchange)</u>  | <u>Woodworks Club</u>         |
| <u>Future Educators</u>                    | <u>Work Program Clubs (d)</u> |
| <u>Writing Club</u>                        |                               |

**g. Part-time music teachers will receive full stipends for Music Assistant.**

**h. For the 2019-2020, 2020-2021, 2021-2022 school years, the District Activities and Athletics Committee will have discretion to add or modify activity positions/stipends at an amount not exceed \$35,000 per year.**

**B. 2014-2015 Activity Salary Schedule**

**Salary schedule will be updated per the base raise agreed to in Article XIX Section K.**

a. **When an Assistant Activity sponsor is promoted to a Head Sponsor in the same activity, they will move to the contract band (i.e. contract band 1-3, 4-5, 6-7, 8+) that will get them the minimum raise. Once in that contract band, they will be moved to the last lane in that band. For example, an assistant math team sponsor in Group 5 with 5 years of experience will first be moved to Group 3, Contract 1-3. They will then be moved to Contract 3 so that the next year they will move to Contract 4-5.**

**C. Coaching Groupings**

**6. If offseason/feeder programs are required by the athletic director, then they will be paid at Group H.**

**D. 2014-2015 Coaching Salary Schedule**

**Salary schedule will be updated to 2018-2019 per the base raise agreed to in Article XIX Section K.**

**E. Activity and Athletic Coaching Experience Stipend**

The longevity stipend for each activity/sport will be based on the total number of District 211 years of experience, including the current year, as both head and assistant positions that an

employee has served in as the sponsor/coach of a particular activity/sport. If there is a break in employment in a sport/activity, the years prior to the break and after the break will both count towards the cumulative total. Employees will be paid a percentage of their current year's activity/sports stipend. The percentage will correspond to the chart below:

| <b>Years Coaching Within Same Sport/Activity</b> | <b>Stipend Amount</b>                |
|--|--------------------------------------|
| 10-14 years                                      | 1.5% <u>2%</u> of stipend            |
| 15-19 years                                      | <del>2.0%</del> <u>3%</u> of stipend |
| 20-24 years                                      | <del>2.5%</del> <u>3%</u> of stipend |
| 25+ years  | <del>3%</del> <u>4%</u> of stipend   |

The longevity stipend will be paid as a lump sum payment at the end of the sport/activity: October 15 – fall sports, January 31 – winter sports and all activities, and May 15 – spring sports.

If a coach must resign from a coaching spot in a particular season because the coach was asked by administration to apply and then is hired to coach a different sport within the same season, then the coach will transfer the years of longevity from the first sport to the second sport within the same season.

**EXTRA DUTY ASSIGNMENTS SALARY SCHEDULE**

Salary schedule will be updated per the base raise agreed to in Article XIX Section K.

**ARTICLE XXII – EXTRACURRICULAR PROCEDURES**

**B. Extracurricular Interviews and Evaluations**

3. The Administration shall post all coaching and sponsor vacancies district-wide electronically to all unit members as they occur.

**E. Coaching Evaluation**

The administration is encouraged to use an evaluation document for the evaluation of coaches. Athletic Directors will review with the head coaches their program's performance at the end of each season; part of this review will reflect any practices and competitive events they witnessed. The decision to remove a coach is not subject to the grievance process.

~~**F. District Activities Committee**~~

~~The District Activities Committee shall be established to recommend the appropriate number of sponsors and additional stipends in order to accommodate individual building needs. The committee shall be comprised of three (3) representatives appointed by the Union President and three (3) representatives appointed by the Superintendent. The committee shall meet at the beginning of the school year and once quarterly thereafter to review current activity program needs.~~

**F. District Activities and Athletics Committee**

The District Activities and Athletics Committee shall address the areas of concern within athletics and activities such as the appropriate number of sponsors and additional stipends to accommodate individual building needs, and to review current activity and athletic program needs, and the committee shall jointly create a coaches' survey.

## ARTICLE XXIII –NON-CERTIFICATED UNIT MEMBER PROBATIONARY PERIOD AND DISCIPLINE AND DISCHARGE

### B. Discipline and Discharge

1. The Board shall discipline non-certificated unit members, including discharge, for proper just cause. Serious offenses may result in suspension or immediate dismissal. Offenses which do not justify suspension or discharge if they are a first (1<sup>st</sup>) offense and for which the Board believes the non-certificated unit member should be disciplined may result in an oral or written reprimand.
5. A unit member shall have the right to request a Union representative to be present and to represent him/her in any meeting or interview with the District that the member reasonably believes is, or has become, investigatory, that might lead to disciplinary action against the member, or regarding discipline of the member per federal Weingarten Rights.

## ARTICLE XXIV – TEACHER ASSISTANT HOURS OF EMPLOYMENT AND WORK YEAR

- F. Teacher assistants shall be scheduled to work all student attendance and institute days. Teacher Assistants may leave work early on the last day of final exams each semester; at 12:30 for early start schools and at 1:30 for late start schools.

## ARTICLE XXVI--SPECIAL EDUCATION

1. Full-Time special education teachers will have an assignment of five instructional courses.
2. Special education teachers will have a supervision assigned by their department chair in the five large high schools or the program administrator in the alternative schools that will directly address the needs of students, the specific needs of the department, a therapeutic component, or provide support to the building as a whole.
3. One teacher in each of the five large high schools will be granted a release period to serve the Life and Learning Strategies program.
4. All special education departments in the five large high schools will have one full-time clerk and one full-time clerical teaching assistant.

5. All special education departments in the five large high schools will have their own high capacity multi-functional device.

6. The schedule at Higgins Educational Center shall be jointly reviewed yearly by the Union and the Administration, but the Administration shall retain the right to make any final determinations that shall not be subject to the grievance and arbitration procedure.

7. Special Education Joint Committee

The committee will meet to address factors relating to the workload and working conditions of special education personnel.

**ARTICLE XXVII – EFFECT OF AGREEMENT AND DURATION**

This Master Contract shall be effective for the 2018-2019 through the 2021-2022 school years. This agreement shall terminate on June 30, 2022.