

**AGREEMENT BETWEEN**

**THE BOARD OF EDUCATION**

**LASALLE ELEMENTARY SCHOOL DISTRICT 122**

**AND**

**THE LASALLE EDUCATION ASSOCIATION**

**2015-2016**

**2016-2017**

**2017-2018**

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## ARTICLE I - RECOGNITION

- 1.1 The Board of Education of School District 122, LaSalle County, LaSalle, Illinois, hereinafter referred to as the "Board," recognizes the LaSalle Education Association, IEA/NEA, hereinafter referred to as the "Association," as the sole and exclusive negotiations agent for all regularly employed certificated teaching personnel, employed 50% or more time, hereinafter referred to as employees, except for the Superintendent, administration, school psychologist, building principals, social worker, speech pathologist, technology coordinator, and all supervisory, managerial, confidential, and short-term employees excluded under Section 2 of the Illinois Educational Labor Relations Act. Individuals designated as "head teachers" are eligible for membership in the Association.
- 1.2 The Board agrees not to negotiate with any teacher or teacher organization other than the Association for the duration of this Agreement.
- 1.3 All benefits negotiated between the Association and the Board will become available to all employees regardless of membership in the Association.
  - A. No faculty members will be required to join either local, state or national teachers' unions or associations to receive negotiated benefits.
  - B. Non-members of the Association will not be discriminated against by the Association or the Board with regard to negotiated benefits, extra duties, staff assignments or membership on school committees. No teacher may be discriminated against regarding membership or non-membership in any organization.
- 1.4 The Association agrees that the right to negotiate for the staff outlined in 1.1 above does not limit the right of the Board to issue merit pay based on Board approved criteria to any staff members regardless of Association membership on the negotiated salary schedule. A committee concerning merit pay will include representation from both Association and non-members.
- 1.5 The Administration will provide a current copy of the bargaining agreement to non-members of the Association at the start of each school year. Non-members will be expected to comply with the agreement without Association intervention.

Within the first five (5) school days of each school year all new teachers and non-union teachers will be required to attend a meeting to discuss membership in the LEA which will be presented by the LEA Executive Board. This meeting will be held during the regular school day and will be scheduled by the Administration after clearing the date and time with the LEA.

Except for teachers who are not Association members at the close of the 2014-2015 school year, each bargaining unit member as a condition of his/her employment, on or before thirty (30) days from the date of commencement of duties or the effective date of this Agreement, whichever is later, shall join the Association or pay a fair share fee to the Association equivalent to the amount of dues uniformly required of members of the Association including local, state and national dues.

In the event that the bargaining unit member does not pay his/her fair share fee directly to the Association by a certain date as established by the Association, the employer shall deduct the fair share fee from the wages of the non-member.

The Employer shall pay such fee to the Association no later than ten (10) days following deduction.

In the event of any legal action against the Employer brought in a court or administrative agency because of its compliance with this Article, the Association agrees to defend such action, at its own expense and through its own counsel, provided:

(a) The Employer gives immediate notice of such action in writing to the Association and permits the Association intervention as a party if it so desires, and

(b) The Employer gives full and complete cooperation to the Association and its counsel in securing and giving evidence, obtaining witnesses and making relevant information available at both trial and all appellate levels.

The Association agrees that in any action so defended, it will indemnify and hold harmless the Employer from any liability for damages and costs imposed by a final judgment of a court or administrative agency as a direct consequence of the Employer's non-negligent compliance with this Article.

It is expressly understood that this save harmless provision will not apply to any claim, demand, suit or other form of liability which may arise as a result of any type of willful misconduct by the Employer or the Employer's imperfect execution of the obligations imposed upon it by this Article.

The obligation to pay a fair share fee will not apply to any Employee who, on the basis of a bonafide religious tenet or teaching of a church or religious body of which such Employee is a member or a belief sincerely held with the strength of traditional religious views, objects to the payment of a fair share fee to the Association. Upon proper substantiation and collection of the entire fee, the Association will make payment on behalf of the Employee to a mutually agreeable non-religious charitable organization as per Association policy and the Rules and Regulations of the Illinois Educational Labor Relations Board.

## **ARTICLE II - NEGOTIATIONS PROCEDURE**

### **2.1 Ground Rules for Negotiations**

- A. Negotiations shall begin within sixty (60) days of written demand by either negotiating party. No request may be made prior to December 1st of the final contract year of the Agreement.
- B. The Association and Board negotiation teams will review and discuss negotiation's ground rules at the initial successor contract negotiation session.

## **ARTICLE III - EMPLOYEE AND ASSOCIATION RIGHTS**

- 3.1 When an employee is required to appear before the Administration and/or Board concerning any matter which could adversely affect his/her employment, position, or salary, the employee shall be entitled upon request to have a representative of the Association present. Further, when an employee is required to appear before the Board, he/she shall be given reasonable notice and given written reasons for the appearance.
- 3.2 Each employee shall have the right upon written request or approval of the Superintendent, to review the contents of his/her personnel file and to submit a written response to any evaluative or disciplinary document placed in the personnel file provided such a response is submitted to the Superintendent within thirty (30) days of the employee's receipt of the document. The employee shall be notified when such documents are placed in their personnel file. A copy of the teacher's evaluations shall be included as part of the personnel file.
- 3.3 Employees shall have the right to organize and join the Association and to participate in professional negotiations with the Board. The Board, the Administration, and the Association shall not discriminate against any employee with respect to hours, wages, terms and conditions of employment for reasons of his/her membership or non-membership in the Association, participation in negotiations with the Board, or the institution of any grievance, complaint, or proceeding under this Agreement.
- 3.4 The Board shall deduct from each employee's pay the current dues of the Association, provided that the Board has an employee-executed authorization for continuing dues deductions, the amount of which shall annually be certified by the Association.
- 3.5 The Association shall be allowed the use of school buildings for meetings. The written request from the Association Secretary shall be filed with the Superintendent with one (1) week's notice if possible. If additional costs are incurred as a result of the Association's use of said facilities, the Association will reimburse the District for those costs.
- 3.6 The Board, the Administration, and the Association shall comply with all federal and state laws pertaining to non-discrimination.
- 3.7 The Board shall deduct from the pay of a teacher, deductions to no more than one credit union provided the Board has written authorization from that teacher to do so. Authorization for such deductions must be made within thirty (30) days of start of the school year or within thirty (30) days of employment whichever is later. Deductions will continue for the school year unless the teacher submits a written revocation.

- 3.8 One (1) copy of the minutes of each regular Board meeting will be made available to the Association President after they have been legally approved by Board action.
- 3.9 Teachers may elect on an annual basis to receive salary paychecks by direct deposit. Teachers electing the direct deposit option must submit a written authorization designating their depository bank on the District's paycheck request form to the Business Office by August 15. The teacher's election of direct deposit will remain in effect for the full school year, and shall continue unless the teacher submits a timely written authorization form to discontinue.
- 3.10 If the Administration determines that it is necessary to investigate a complaint regarding a teacher, the Administration will notify the teacher of the complaint. If the complaint or concern does not involve issues related to state laws, guidelines, or requirements, the complaint will first be directed to the teacher in question. If the complaining party and staff member are unable to resolve the issue, a meeting with the complaining party, teacher, Administration, and an Association representative will be scheduled at a mutually convenient time and location.

#### **ARTICLE IV - EMPLOYMENT CONDITIONS**

- 4.1 The Association will abide by the one hundred eighty-five (185) day calendar adopted by the Board and the Administration in cooperation with area school districts and state law. The Superintendent shall meet with the LEA President or designee to obtain input regarding the school calendar prior to submitting the calendar to the Board. The Superintendent will provide a copy of the tentative calendar to the LEA President no less than one week prior to the above-stated meeting. The Board reserves and retains the authority to establish the school calendar as authorized under state law.
- A. All teachers are entitled to a minimum 30-minute duty-free lunch period which is equal to the length of the regular school lunch period as provided under Section 5/24-9 of The School Code.
- B. The regular teacher workday shall extend seven and one-half (7 1/2) hours, starting no earlier than 8:00 a.m. and ending no later than 3:30 p.m., except for band which can be scheduled no more than one day per week, and provided further that circumstances may require teachers to attend to professional duties which extend beyond the regular teacher workday. Teachers may leave the building ten (10) minutes after students in their building are dismissed on Fridays or days preceding holidays. Teachers will be dismissed at 2:10 p.m. or 10 minutes after student dismissal (whichever is earlier) on the day preceding Thanksgiving Break, the Winter Break and Spring Break. Full-time teachers shall be afforded planning time for a minimum of thirty (30) consecutive minutes per day. No teacher shall be scheduled for more than two planning periods per day. In the event a teacher is not provided their planning time, the teacher will be reimbursed at a rate of \$30 per hour provided their overall planning time does not meet a 150 minutes per week minimum.
- C. As provided in the District's special education teacher workload plan, as developed by a committee of administrator(s) and teachers, special education teachers can submit requests for additional release time for IEP meeting preparation or completion of IEP paperwork to the Administrator. The Administrator will respond to the special education teacher's request via e-mail response. Upon request, each special education teacher shall be granted release time in accordance with the special education workload plan which shall be scheduled by the Administrator.

- D. On both days of each set of parent-teacher conferences, students will be dismissed at 2:00 p.m. Meetings will not be scheduled from 2:15-3:30 p.m. Conferences will begin at 3:30 p.m. and end at 7:00 p.m.

The Wednesday before Thanksgiving will be used as a compensation day for first set of conferences. Spring Break will be extended to six workdays (excluding Good Friday) as compensation for second set of conferences. Parent-teacher conferences will not coincide with any school celebrations.

- E. Teachers may be allowed to leave the building during the normal workday with prior permission of the building administrator for physician's appointments, parent-teacher conferences, emergencies, or similar appointments which cannot be scheduled outside the teacher workday, provided there is no additional cost to the District (e.g., substitute teacher cost or internal substitution pay).
  - F. For the purpose of completing report cards, the Board shall provide for the early dismissal of students at 2:00 p.m. on the last day of the grading period during the first two (2) academic trimesters. With respect to the preparation of the third trimesters grades, the early dismissal day shall be scheduled by the Administration.
  - G. The Administration will provide three and one-half (3.5) consecutive hours during one (1) of the initial teacher institute days for teachers to prepare and organize their classrooms and meet with co-teachers to plan schedules and services for the first student attendance day.
  - H. The first day after winter break will be an institute day. The Administration will provide at least two (2) consecutive hours for teachers to prepare and organize their classrooms and meet with co-teachers to plan.
- 4.2 After the first four school days, any teacher who is assigned to teach or supervise a teacher's class and forfeits their preparation period shall be compensated at the rate of \$30.00 per hour.
- 4.3 Any teacher who voluntarily relinquishes his/her duty-free lunch period shall be compensated at the rate of \$30.00 per hour.
- 4.4 A teacher will be designated by the Administration as the head teacher and thereby responsible for supervision of a building in the absence of an administrator. The Administration will grant preference in appointment of head teachers who possess a Type 75 administrative license or are enrolled in a program to obtain a Principal's endorsement. The head teacher's work hours shall be 7:30 a.m. – 4:00 p.m. The head teacher shall be compensated in addition to the regular daily salary at a rate of \$100.00 per day for acting as the head teacher in recognition of the additional time and responsibility associated with this appointment. The head teacher position shall be filled on a rotating basis by volunteering bargaining unit members. No later than ten (10) working days after the beginning of the school year, any teacher who desires to fill the head teacher position shall notify the building principal in writing of his/her desire. A job description will be provided for the head teacher.

If an administrator is in the District but unavailable to attend to a building supervisory issue, the administrator or a member of the office staff may direct a predesignated head teacher to attend to the situation. If this situation arises the head teacher will be compensated at an hourly rate of \$30.

- 4.5 Any teacher interested in tutoring home/hospital bound students during the upcoming school year shall notify the Principal in writing no later than 10 working days after the beginning of each school year. Teachers must be qualified in the subject area of the tutoring assignment. Tutoring assignments shall be assigned based upon the home/hospital bound student's needs and to those teachers who have submitted a timely request to the Principal. The tutoring period of study shall be at least one hour in length. Teachers who tutor under this provision shall be compensated at a rate of \$30.00 per hour.
- 4.6 All employees shall be given written notice of their tentative assignment for the next school year no later than the end of the current school year. Teachers shall be advised as soon as practicable of any changes in their teaching assignment which the Administration decides are necessary after notice of tentative assignment.
- 4.7 Non-tenured teachers who are subject to non-reemployment or dismissal shall be notified in writing at least forty-five (45) days prior to the end of the school term in accordance with Section 5/24-11 of The School Code. Tenured and non-tenured teachers who are subject to layoff pursuant to reduction-in-force shall receive written notice of honorable dismissal at least forty-five (45) days prior to the end of the school term in accordance with Section 5/24-12 of The School Code. All returning teachers shall sign and return written confirmation of acceptance of reemployment at least thirty (30) days prior to the expiration of the school term. Any teacher may resign their position at any time with the concurrence of the Board, or by providing at least thirty (30) days written notice in accordance with Section 5/24-14 of The School Code, provided, however, no teacher may resign during the school term, without the concurrence of the Board, in order to accept another teaching assignment.
- 4.8 A. Assignment of Duties or Responsibilities
- When an Administrator decides it is necessary to make any non-teaching, extra-duty assignments (excluding janitorial, secretarial, and administrative duties) within the teacher workday as set forth in Section 4.1B, the extra-duty assignment shall be first offered on a voluntary basis to all qualified teachers. If the Administration is unable to fill said assignment on a volunteer basis, the extra-duty assignment shall be assigned on a rotating basis from a list of teachers in the building.
- B. Committee or Special Assignments
- If the Administration creates any committees or special assignments for teachers, all teachers will be notified by the Administration of the committee or special assignment. Teachers interested in appointment to committees or special assignments or any available training associated with such committees or special assignments may notify the Administration in writing. Committee appointments or special assignments shall be determined by the Principals after reviewing and considering the list of teachers applying for such appointments and the Administration's needs for committee membership or the responsibilities of the special assignment.
- 4.9 The Board shall give LaSalle Elementary teachers preference for work delineated in the Extra-Curricular Schedule. No later than ten (10) working days after the beginning of each school year, any teacher who desires to work at basketball games, volleyball games, and track meets and tournaments shall notify the Athletic Director in writing of his/her desire. The interested teacher should specify positions desired from the following list: supervisor, ticket taker, timer, and



scorer. Available positions will be assigned to bargaining unit members in a fair and equitable rotating basis. These extracurricular duty assignments shall be assigned by the Athletic Director to teachers who have notified the Athletic Director of their interest in the specific assignment and have received any recommended and scheduled training as provided by the Athletic Director prior to performing the assignment.

- 4.10 Vacancies that occur during the school term may be filled by the Board for the balance of the school year. If the Board decides to fill said vacancy, it shall have the discretion as to the selection of the temporary placement. However, the Superintendent/Principal shall email all bargaining unit members and post in each building a list of known vacancies, new positions for the next school year, and vacancies, if any that were temporarily filled by the Board in the current school year. The posting shall contain a brief description of the job, the certification requirements, a statement of required qualifications and/or experience and salary. Any teacher may request to be considered for the position on or before the date stated in the posting. Any vacancy for the following year in existing or newly created positions shall be posted for five (5) school days. The vacant position shall not be filled during the 5-day posting period. The Administration will interview and consider any District teachers who are qualified for the vacancy and who submit an application during the five day posting period. Internal candidates shall receive notification of acceptance or denial by the end of the current school year. Candidates may waive the right to receive this notification. The acceptance or denial will not apply to positions posted after the end of the school year.

Whenever vacancies occur during the summer months when the regular school year is not in session, the vacant positions shall be posted in each building, sent by email to all bargaining unit members, and listed on the District website.

Should a full-time tenured teacher desire to change position or grade level, the teacher will submit, in writing, such request by May 1st of the current school year to the Superintendent/Principal.

Written notification of acceptance or denial of the request must be given to the teacher.

The Board retains the authority to hire the best qualified applicant whether that applicant is currently employed by the district or not. Among the criteria which will be used by the Board in determining the best qualified candidate, will be the following:

1. Certification;
2. Qualifications;
3. Previous teaching experience;
4. Relevant skills;
5. Performance evaluation ratings.

Seniority will be considered as a factor in appointing teachers to new or vacant positions if all of the above-listed factors are equal among qualified candidates.

#### 4.11 Summer School/Employment

The Superintendent/Principal shall email bargaining unit members and post on the District's website a brief description of the tentative jobs, dates of the programs, and a statement of required qualifications. All summer positions will be posted for a minimum of ten school days. Employees desiring any of the summer positions will respond in writing with their interest in

such positions within five (5) school days after the positions are posted. No employee shall apply or applications be requested by the Administration before the posting. The Superintendent or Principal will select the summer school teacher for each position based upon a variety of factors, including, but not limited to, the teacher's certification, academic qualifications, applicable in-service workshops or other training, performance record, and any state-mandated requirements for the position. Seniority will be considered as a factor if all of these factors are equal among qualified candidates. The Superintendent/Principal will email bargaining unit members and post on the website the positions and employees who will be employed in such positions. Certified summer school staff will be paid at a rate of \$30.00 per hour.

- 4.12 The Administration will support teachers in their enforcement of reasonable and appropriate student discipline in the classroom as provided in Section 5/24-24 of The School Code.
- 4.13 Any request for workshop/conference attendance will be submitted to the Curriculum Director. The receipt of the request will be acknowledged by the Curriculum Director within 5 school days. Denied applications will be accompanied with a written reason for the denial.
- 4.14 Technology Equipment
  - A. The District will provide adequate training to all teachers for all new devices, programs, and apps.

#### **ARTICLE V - EMPLOYEE COMPENSATION AND FRINGE BENEFITS**

- 5.1 The salary schedule shall be set forth in Appendix 1 which is attached to and incorporated in this Agreement.
  - A. Advancement beyond the Bachelor and the Master Columns will be based on the number of the graduate hours earned subsequent to attainment of the Bachelor's or Master's degrees.

Teachers that have been placed on a particular lane prior to the effective date of this Agreement shall not be reduced to a lesser lane as a result of this section.
  - B. Sheltering Teacher Retirement Contribution

In addition to the annual salary set forth on the salary schedule attached hereto as Appendix I, the Board shall pay the teacher's mandatory TRS contribution of 9.4% (10.3753% as calculated with TRS add-on factor) of the salary schedule amount to TRS for TRS retirement benefits purposes. In addition, the Board shall pay the teacher's mandatory TRS contribution to TRS for Teacher Retirees' Health Insurance (THIS). The TRS contributions shall be excluded from the gross income of the teacher for income tax purposes and in compliance with IRS rules and regulations.
  - C. The Board shall provide an annual amount of \$17,500 to be applied toward reimbursement of college credits successfully completed by teachers. Tuition reimbursement and salary schedule credit for horizontal advancement is subject to the Superintendent's prior approval of the course work to be completed. To receive approval, courses must be: a) within the teacher's currently assigned area of instruction, b) necessary for the teacher to obtain an additional teaching certification or endorsement, or c) part of an accredited

graduate degree or Master's program approved by the Superintendent. Approved credit hours will be reimbursed at a maximum reimbursement rate of \$250 per credit hour for a maximum of fifteen (15) credit hours per year. Coursework in excess of the 15 credit hour annual maximum may be submitted to the Superintendent for approval for salary schedule credit. The Board will provide tuition reimbursement for a total of seventy (70) credit hours. If more than seventy (70) credit hours have been approved and satisfactorily completed, then the payment per credit hour will be based on the eligible teacher's percentage of credit hours as compared to the total credit hours completed by all eligible teachers (i.e., If a teacher successfully completes 12 approved credit hours and the teaching staff successfully completes 120 approved credit hours, then that teacher will receive 10% of the available funds). Reimbursement shall be at the start of the subsequent school year, but no later than the third pay period of that school year. This reimbursement can only be received by teachers employed by the District at the time of the disbursement.

At the time of waiver disbursement, the District must first offer tuition waivers to teachers employed by the District. Teachers must respond within 10 calendar days of the offer date. If unclaimed, tuition waivers will be offered to other District employees for their own use.

All college credit used for advancement beyond a bachelor's degree must be graduate hours or prerequisites for a graduate level course to be taken. Graduate hours will only be counted if they are granted by an accredited college or university, including pre-approved online courses. All grades from the class and evidence of the paid tuition bill must be given to the Superintendent on or before the first of September, and the teacher must receive a grade of "B" or better or a "pass" in a "pass-fail" class for approval.

New employees will be placed on a step and lane on the salary schedule during initial placement based only upon hours or degrees in educationally related fields.

- D. The extra-curricular schedule shall be as set forth in Appendix II, which is attached to and incorporated in this Agreement.
- E. After completing twenty (20) years of experience in the district, teachers in lanes 5, 6, 7, 8 and 9 (Bachelor's + 36 or Master's, Bachelor's + 44 or Master's + 8, Bachelor's + 52 or Master's + 16, Bachelor's + 60 or Master's + 24, and Master's + 36) will receive \$1,500 per year in addition to his or her regular salary. The longevity will be paid in one lump sum in a separate check not later than December 1<sup>st</sup> of each year. The required TRS contribution will be paid to TRS by the Board.

Grandfathering: Teachers who were receiving or scheduled to receive longevity as of the 2011-2012 school year, or who completed their sixteen years of service as of May 23, 2012, will continue to receive their longevity regardless of step or lane placement.

- 5.2 Teachers shall be paid in twenty-six (26) equal payments, except in certain years when twenty-seven (27) payments will occur. Beginning teachers will receive salary payments commencing with the first payroll after their first workday.
- 5.3 The pay schedule will provide twenty-six (26) payments except in certain years when 27 payments will occur. During the summer, checks or direct deposit notices shall be mailed sufficiently in advance of scheduled pay date.

- 5.4 Supplemental pay shall be paid in a lump sum upon fulfilling all responsibilities of the assignment (see Job Description).
- 5.5 The Board shall maintain a group life and accidental death and dismemberment insurance program covering each employee in service in the amount of no less than \$30,000 each. Should any of the above be declared improper by an Internal Revenue Service ruling or opinion, that clause or portion thereof shall be deleted from this Agreement to the extent that it violates the ruling or opinion.
- 5.6 A. The Association and Board agree to use Blue Cross/Blue Shield as its insurance carrier with the understanding that when the District receives comparable health insurance programs the new traditional (PPO) insurance carrier may be considered, and if found beneficial, selected.
- The Board shall maintain a health, hospital and major medical insurance program covering each full-time employee on contractual service and their dependents. The Board shall notify the Association upon receipt of notice from the District's health insurance provider of changes in employee health insurance plan benefits.
- B. The employee shall pay ten dollars (\$10) each pay day towards the teacher's premium for employee coverage, and the Board shall pay the remainder of the teacher's premium for employee coverage for the duration of this Agreement. The Board shall pay any annual single premium cost increase up to 15%, and/or the Excise Tax threshold is met during the plan year of this Agreement. In the event the insurance premium increases above 15%, and/or Excise Tax threshold is met from the previous plan year, the Association will be presented with options to modify the premium increase and adopt an option through a membership vote. It is agreed the plan benefits and/or coverage shall be modified so the premium increase for the renewal year does not exceed 15%, and/or the Excise Tax threshold over the previous year.
- C. The employee shall pay the full premium for any dependent coverage, except that the Board shall credit any employee who elects dependent health coverage with the single premium amount paid by the Board.
- The Board shall maintain the type of coverage now in existence unless a new plan is chosen through the process described in section 5.6D.
- D. The Board will notify the Association if it receives an alternative PPO group health insurance plan proposal during the term of this Agreement. If the alternative proposal received is comparable to the Health Insurance Plan offered at this time (2015-2018), the Board and Association agree to re-open section 5.6A and mid-term bargain regarding this contract section based upon the alternative PPO health insurance plan option. When an alternative plan is received, either party may request reopening this section. The Association must approve the insurance plan by a 67% majority vote of the Association membership.
- 5.7 The Board shall pay each teacher an amount equal to the full substitute teacher pay scale in the last check in June for unused personal leave provided that notice of desired payment is given by June 1 (see Section 6.2).

- 5.8 To the extent that third party carriers permit, retired teachers shall be permitted to remain as part of the District group health insurance plan. These teachers shall pay the full amount of the cost of any insurance premiums.
- 5.9 The Board shall reimburse teachers for mileage incurred while traveling on District business at the maximum allowable IRS mileage rate provided such District business travel has been pre-approved by the Superintendent.

## ARTICLE VI - LEAVES

### 6.1 Sick Leave

#### A. Sick Leave Definition/Benefits

Each employee shall be entitled to twelve (12) sick leave days per school term without loss of pay. Teachers with a minimum of twenty (20) years of District service will be granted fifteen (15) sick leave days. Unused sick leave shall accumulate to a maximum of three hundred forty (340) days. Sick leave shall be interpreted to mean personal illness, quarantine at home, serious illness or death in the immediate family or household, or birth, adoption, or placement for adoption as provided in Section 5/24-6 of The School Code. The immediate family for purposes of this article shall include: parents, spouse, brothers, sisters, children, grandparents, grandchildren, parents-in-law, brothers/sisters-in-law, grandparents-in-law, legal guardians, and domestic partners. Upon request of the Superintendent, an absence in excess of three (3) consecutive work days due to an illness or disability of the teacher or the teacher's immediate family must be documented by a physician's certificate. Failure to submit such evidence will result in denial of paid sick leave for such absence. Except in cases of emergency medical treatment, the Administration must be notified at least thirty (30) days before a teacher's scheduled surgery, hospitalization or planned absence for medical reasons. The teacher must also submit a physician's certificate verifying the basis for the medical leave of absence and the teacher's anticipated return date post-hospitalization or surgery.

#### B. Sick Leave Bank

A sick leave bank shall be established to provide sick leave benefits to members who incur a prolonged illness or injury. Any employee may be a member of the sick leave bank, so long as they enroll within ten (10) working days of the beginning of the school year. Each member initially enrolling in the bank shall donate two (2) days sick leave to the bank. Additional day(s) will be donated anytime the bank falls below twenty (20) days.

A member withdrawing from membership in the bank shall not have any contributed days refunded.

Membership in the bank is automatically terminated upon effective dates of resignation, retirement, dismissal or a leave of absence. Teachers rejoining the staff will be assessed only the current year's donated day(s), if any.

A member shall not be eligible to draw on the bank until the member has depleted all accumulated sick leave days. After the member has exhausted all accumulated sick leave

days and received approval of the Association's executive board for use of sick leave days as provided in Section 6.1B, the member may withdraw a maximum of twenty (20) days from the sick leave bank in any one school year based upon a single covered illness or injury. If additional days are applied for and approved any member or non-member of the sick bank may donate days to the bank to be used for a specific member of the bank. This donation does not provide membership unless it falls within the first ten (10) working days of the school year. Written authorization to transfer days (number of days and recipient) must be given to the L.E.A. President who in turn will give a copy to the district bookkeeper.

No member shall draw upon the sick leave bank in two successive years, unless they shall render service for at least sixty (60) school days prior to drawing from the bank the second year, except for instances of the teacher's absence due to a prolonged and/or terminal illness documented by a physician's report.

Members withdrawing such leave days from the bank shall not be required to repay those days. A member shall be entitled to draw from the bank provided that the member is personally ill or injured as verified by a physician's certificate which identifies the specific nature of the illness or injury, confirms the teacher's inability to perform teaching duties, and includes the estimated duration of necessary absence. Members on Worker's Compensation shall not be eligible for sick bank coverage.

Applications for sick bank coverage are to be submitted for review by a special committee comprised of teachers selected by the Association. Applications shall state the cause for the absence and expected dates of the leave. The application shall be accompanied by a note from the attending physician which clearly confirms the specific nature of the illness or injury and the expected recovery period. The committee may demand a second evaluation by another physician before determining the status of the application. The committee shall be responsible for authenticating the claim of illness or injury as well as ascertaining the eligibility of the teacher to draw on the bank. The committee shall make recommendations to the Association's Executive Board which shall determine the teacher's eligibility for sick bank benefits. The bank shall be administered exclusively by the Association's Executive Board.

The Association agrees to indemnify and hold harmless the Board, its members, employees and agents for and against any claims, grievances, actions, causes of action, or liability resulting from the Association's operation and administration of the sick leave bank, including, but not limited to, any claims based upon the Executive Board's denial of a teacher's application for sick leave bank benefits.

## 6.2 Personal Leave

Each teacher, upon written request, shall be granted two (2) personal days without loss of pay. The teacher may accumulate and carry over two (2) unused personal days to the following school year, provided that the teacher's maximum total annual personal leave cannot exceed four (4) days. If unused, this/these day(s) shall either transfer to accumulated sick leave or be administered in accordance with the provisions outlined in Section 5.7. No more than five (5) teachers, district-wide, may use personal days before or after holidays. No teacher shall use personal days on standardized testing days, or the first or last five (5) days of student attendance, except as approved by the Superintendent in special circumstances (e.g., family member's wedding or graduation).

### 6.3 Leaves of Absence Without Pay

Leaves of absence without pay for up to one (1) year may be granted to tenured employees if requested at least three (3) months before the leave is to be taken, subject to the approval of the Board. Any staff member granted an unpaid leave of eight (8) calendar months or more, as a condition thereof, shall advise the Superintendent or designee in writing no later than March 1, or 120 days before the date of the leave's termination in the case of leaves which do not terminate immediately prior to the beginning of a school year that he/she intends to return to employment. Failure to advise the Superintendent or designee of intent to return as required by this provision shall be treated as an election not to return to employment and as a resignation from the District.

Leaves may be granted for:

- A. Advanced study leading to a degree in an approved university;
- B. Educationally related travel if the applicant provides an itinerary and explanation of how such travel will improve the educational program.
- C. Maternity and paternity.
- D. Other reasons acceptable to the Board which will improve the educational program in District 122.

Employees on such leave may continue benefits if they reimburse the District for any prorated costs of benefits for which they apply.

Employees will not advance vertically on the salary schedule while on any approved leaves of absences without pay.

This provision does not preclude eligible teachers from taking FMLA leave based upon FMLA-qualifying events in accordance with the District's FMLA policy.

### 6.4 Jury Duty Leaves

The Board shall pay the regular salary to teachers called to serve on jury duty. The teacher shall remit to the District, any sums received for such service. It is understood any amount included for travel allowance will be returned to the teacher.

### 6.5 Court Appearance Leave

Any teacher summoned for jury duty or subpoenaed to testify in court shall continue to receive full compensation without loss of benefits, provided the teacher must reimburse the District for any compensation received for performing such services, except for any mileage or other reimbursements.

It is understood this section does not apply in the event a teacher/a group of teachers or the local itself initiates the action, charge or complaint against the School District. However, nothing in this section shall prohibit a teacher from using any unused personal leave for such appearance or reimbursing the district for the cost of the substitute at the teacher's option. In the event that the school district subpoenas a teacher to appear in an administrative or court proceeding, the teacher

summoned shall continue to receive full compensation without loss of pay, benefits, or the cost of a substitute teacher.

6.6 Association Leave

In the event that the Association desires to send representative(s) to local, state and national conferences or on other business pertinent to Association affairs, the representative(s) shall be excused without loss of salary for any aggregate number of days not to exceed six (6) in any school year used for such purposes and, further providing the frequency of excused leaves does not impair the quality of classroom instruction and that a written request for leave has been submitted to the Superintendent. Cost of substitute teacher(s) shall be paid by the Association.

6.7 Each teacher, upon written request, shall be granted three (3) bereavement days without loss of pay, provided the bereavement days are due to a death in the immediate family as defined in Section 6.1A. A teacher shall be granted two (2) paid bereavement days per school year upon written request for any death outside the teacher's immediate family.

## **ARTICLE VII - GRIEVANCE PROCEDURE**

7.1 Definition

A grievance shall be defined as a complaint that there has been an alleged violation or misapplication of any of the provisions of this Agreement. A grievance must be filed within ten (10) business days of the occurrence of the event complained of, or within ten (10) business days of the date the grievant became aware or reasonably should have been aware that a violation or misapplication of the contract occurred. And further, every teacher covered by this Agreement shall have the right to present grievances in accordance with these following procedures. The written information contained in the filed grievance shall include: 1) a description of the specific grounds of the grievance, including names, dates, and places necessary for a complete understanding of the grievance; 2) a listing of the provisions of this Agreement which are alleged to have been violated, or misapplied; 3) a listing of specific actions requested of the administration which will remedy the grievance.

7.2 Procedures

Any teacher may at any time present grievances to the administration without the intervention of the Association provided that the Association Representative has been given the opportunity to be present at all meetings of the grievance procedure.

The failure of a teacher or the Association to act within the time limits will act as a bar to any further appeal, and an administrator's failure to render a decision or meet within the time limits set forth shall permit the teacher(s) or Association to proceed to the next step. Time limits may be extended only by mutual agreement.

Hearings and conferences held under this procedure shall be conducted by mutual agreement. For purposes of this Article VII, "days" referred to will be construed to mean school business days when the District's administrative offices are open.

7.3 Informal Conference



Before a grievance is filed, a sincere attempt should be made to resolve any difference informally between the aggrieved and the principal or whoever the grievance is against.

#### 7.4 Formal Procedure for Adjustment of Grievance

##### First Stage:

The filing of the grievance by the grievant at the first stage must be written within ten (10) business days of the occurrence of the event complained of, or within ten (10) days of the date the grievant became aware or reasonably should have been aware that a violation or misapplication of the contract had occurred. The meeting with the principal, or the appropriate District's representative, will take place within five (5) business days of the receipt of the written grievance. The principal, or appropriate District representative who has authority to make a decision on the grievance, shall make such decision and communicate it in writing stating reasons for the decision within five (5) business days after the meeting to the teacher, Superintendent and the Association President.

##### Second Stage:

In the event a grievance has not been satisfactorily resolved at the first stage, the aggrieved teacher and his/her Association designee will file within five (5) business days of the receipt of the principal's written decision or answer at the first stage, a letter to the Superintendent requesting a meeting.

Within five (5) business days after such written grievance is received by the Superintendent, the aggrieved, the principal, and/or the Superintendent or his designee, will meet to resolve the grievance. The Superintendent will file and answer within ten (10) business days for the second stage grievance meeting and will communicate it in writing stating reasons for the decision to the teacher, principal and Association President.

##### Third Stage:

In the event a grievance has not been satisfactorily resolved at the second stage, the Association will file within five (5) business days of the receipt of the Superintendent's written decision or answer at the Second Stage, a letter to the Board of Education requesting a meeting.

Within ten (10) business days after such written request is received by the Board, the Board will meet with the grievant and/or the grievant's Association representative to resolve the grievance. The Board will file its decision within ten (10) business days after this meeting and will communicate it in writing stating reasons for the decision to the teacher, Superintendent, Principal and Association President.

##### Fourth Stage:

If the grievance is not resolved satisfactorily to the grievant and the Association after the third stage, there shall be a fourth stage of impartial arbitration. The Association may submit in writing to the American Arbitration Association, within twenty (20) business days of the board's decision, a request to enter into such arbitration.

The Association shall request the American Arbitration Association to submit to them a list of qualified arbitrators in accordance with AAA voluntary labor arbitration rules. The parties shall

follow the AAA voluntary labor arbitration rules for selection of the arbitrator and scheduling the arbitration hearing.

The arbitrator's fees shall be shared equally by the Board and the Association. Any legal expenses incurred should be paid by the party engaging the legal counsel.

Insofar as such arbitration is limited solely and simply to interpretation and implementation of the terms of this Agreement, both parties agree to abide by the results of the findings of the arbitrator. The arbitrator shall not have the power to add to, subtract from, alter, or modify in any way, any of the terms or conditions of this Agreement. It shall be the function of the arbitrator, and he shall be empowered, after due investigation, to make a decision in cases of alleged violation of the specific articles and sections of this Agreement.

- A. He shall have no power to establish salary schedules.
- B. He shall have no power to rule on the following:
  - 1. The termination of services or failure to re-employ any teacher to a position on the extra-curricular schedule.
  - 2. Any claim or complaint to which there is another remedial procedure or fourth-established law or regulation having the force of law including any matters subject to the procedure specified in the Teacher Tenure Act.
- C. If either party requests a transcript of the proceedings, that party shall bear the full cost of that transcript. If both parties order a transcript, the cost of the two transcripts shall be divided equally between the Board and the Association.

#### 7.5 Bypass to Superintendent

If the Association and the Superintendent agree, Stage One of the grievance procedure may be bypassed and the grievance brought directly to Stage Two.

#### 7.6 Bypass to Arbitration

If the Board and the Association agree, a grievance may be submitted directly to arbitration.

#### 7.7 Class Grievances

Class grievances involving one or more teachers or one or more supervisors, and grievances involving an administrator above the building level, may be initially filed by the Association at Stage Two.

7.8 A grievance may be withdrawn at any level without establishing precedent.

7.9 No reprisals shall be taken by the Board or the administration against any employee(s) because of the employee's participation in a grievance.

7.10 Insomuch as possible, grievance meetings or hearings shall not be scheduled during normal working hours. However, in the event that a meeting or hearing must be held at such times, then no employee shall incur a loss of salary or any other benefits as a result.

## ARTICLE VIII - SENIORITY

### 8.0 RIF/Seniority

In the event of a reduction-in-force (“RIF”) which affects teaching positions, the Board will follow Section 5/24-11 of The School Code (as amended by SB 7) in implementing any RIF layoffs of teachers.

### 8.1 Seniority

Seniority will be defined as follows:

- A. Length of continuing service as a teacher in the District beginning with the first day on which full-time, probationary teaching duties are performed, provided, however, that less than full-time teaching service will be computed on a pro rata basis. Unpaid leaves of absence approved by the Board will not constitute a break in teaching service provided, however, that unpaid leaves of absence of more than ninety (90) consecutive working days will not be counted in determining seniority.
- B. If total continuing service as a teacher with the District is equal between two or more teachers, then seniority will be determined by total service as a teacher with the District, whether or not continuous. (Such service will be computed as described in (A) above.)
- C. If total service as a teacher with the District is equal between two or more teachers, then seniority will be determined by educational lane placement on the salary schedule and the teacher with the more advanced lane placement (i.e. furthest horizontal lane advancement) will be considered the most senior.
- D. If total service as a teacher with the District and educational lane placement are equal between two or more teachers, then seniority will be determined by total service as a teacher outside of the District.
- E. If two or more teachers remain equal in seniority after application of the above-listed factors, the teacher with the greatest seniority will be decided by drawing lots.
- F. Seniority is lost upon resignation, dismissal for cause, retirement, failure to return within ten (10) days from a leave of absence, refusal of recall to a regular position or failure to respond within ten (10) days after the mailing of a written recall notice sent by certified mail.

### 8.2 Sequence of Honorable Dismissal List Procedures

At least 75 days before the end of each school term, the Superintendent shall distribute copies of a Sequence of Honorable Dismissal list (“SOD List”), categorized by teaching positions and the RIF groupings set forth in Section 5/24-12 of The School Code to the LEA Co-Presidents. Each teacher must be categorized into one or more positions for which the teacher is qualified to hold, based upon legal qualifications and any other qualifications established in a District job description. Legal qualifications, as used in this Article, shall include all statutory and regulatory prerequisites for teaching service in a specific position, including the certification requirements of

Article 21 of The School Code, the academic experience requirements of the State Board of Education No. 1 (or its successor or supplementary regulations), and any additional job description requirements for the position established on or before May 10 prior to the school year during which the sequence of dismissal is determined.

The District may move teachers from RIF grouping one into another RIF grouping during the period of time from 75 days until 45 days before the end of the school term.

### 8.3 Reduction-in-Force and Recall Procedures

If the Board's decision to decrease the number of teachers employed or to discontinue some type of teaching service requires the RIF dismissal of teachers, the Board shall dismiss teachers in RIF group one first and teachers in RIF grouping four last. The sequence of dismissal within grouping one is at the District's discretion. Within RIF grouping two, teachers with the lowest average performance evaluation ratings based upon the teacher's previous two performance evaluation ratings will be dismissed first. Within RIF grouping three and four, the teacher with the shortest length of continuing District service as defined by Section 8.1A shall be dismissed first. Teachers dismissed shall receive notices of honorable dismissal at least 45 days before the end of the school term in accordance with the requirements of Section 5/24-12 of The School Code. In addition, the Board shall hold a public hearing on the question of its dismissals prior to approving any reduction-in-force of teachers in which the number of proposed honorable dismissal notices exceeds five (5), or 150 percent (150%) of the average number of teachers honorably dismissed in the preceding three (3) years, whichever is more.

Neither this reduction-in-force provision nor a teacher's tenure status shall preclude the Board, in its discretion, from assigning or transferring teachers to positions for which they are legally qualified.

If a vacancy occurs for the following school term or within two calendar years from the beginning of the school term following its reduction-in-force, the Board shall tender the vacant position to the honorably dismissed teachers in RIF grouping three and four who are legally qualified to hold the position in inverse order of RIF dismissal. A teacher in RIF grouping 2 will be entitled to limited recall rights pursuant to Section 24-12(b) of The School Code, provided the teacher meets the qualifications for limited recall rights under the statute based upon their previous performance ratings. Vacancy is defined to include all full-time and part-time teaching positions, but does not include any substitute position or any short-term position becoming vacant because of leaves, whether paid or unpaid, of less than ninety (90) days duration. Any recalled teacher shall retain his or her accrued rights and all accumulated seniority; however, any period after the honorable dismissal during which the tenured teacher did not teach shall not be counted towards seniority.

To be eligible for recall, an honorably dismissed teacher must provide the Board of Education in writing, prior to the last day of the school term of dismissal, with the address where the teacher may be reached. The teacher must also notify the Board of Education in writing, within ten (10) calendar days of mailing or within five (5) calendar days of receipt of the offer, whichever shall first occur, of the acceptance of any vacant position tendered to the teacher during the recall period. Failure to notify the Board of acceptance shall constitute rejection of the offer of employment. Any teacher who rejects an offer of a full-time vacant position shall be deemed to have waived his or her recall rights and will no longer be eligible for any other vacant positions that become available within the recall period.

### 8.4 Teacher Seniority List

The Administration shall maintain a teacher seniority list for purposes other than reduction-in-force which will include the following information:

- A. Name;
- B. Current Position;
- C. Years of continuous teaching service; and
- D. Other qualifications for positions in the District.

The listing shall show in a separate category, by alphabetical order, all non-tenured teachers in the District and shall provide the following information:

- A. Name;
- B. Current Position; and
- C. Years of continuing non-tenured service.

A copy of the tentative listing shall be distributed to the Association for consultation.

Each teacher or their representative shall have ten (10) work days from the date of the posting to file written objections with the Superintendent regarding the information contained on the list.

The objection shall specify any alleged errors on the listing, including the teacher's ranking or qualifications for positions within the District. Failure of a teacher or representative to make a timely objection shall be deemed to be an acceptance of the listing. The teacher or his or her representative shall be prohibited thereafter from challenging the teacher's ranking or qualifications for a position until the posting of a seniority list in the following school term. A finalized list shall be distributed to the Association by February 1<sup>st</sup> of each school term.

## **ARTICLE IX - EVALUATION**

- 9.1 The purpose of evaluation is to aid the teacher in continuing to improve the instructional process for each student. The administrator is expected to provide documentation, feedback, and recommendations to the teacher regarding the teacher's classroom teaching performance, and to identify the teacher's areas of strength and areas of concern, and areas for growth/recommendations as provided on the teacher evaluation form. The teacher evaluation form, evaluation criteria, performance ratings, and timelines shall be included in the District's Teacher Evaluation Plan.
- 9.2 Prior to any formal evaluation or formal observation for the purpose of evaluation, the building principal shall inform each teacher of the evaluation criteria, procedures, standards, and instrument. The building principal shall advise each teacher as to which qualified administrator(s) will observe and evaluate the teacher's performance. No evaluation shall take place until such orientation has been completed.
- 9.3 All personal observations of the teacher in the classroom shall be made by a qualified in-District evaluator and shall be conducted with the full knowledge of the teacher. A qualified LEASE

evaluator may be utilized for consultation including informal observations, but formal observation(s), and the summative evaluation will be completed by an in-District evaluator.

#### 9.4 Evaluation Procedures

- A. Each non-tenured teacher shall receive three (3) classroom observations each school year, including at least two (2) formal observations. Except when otherwise requested by the non-tenured teacher, the formal classroom observations shall be separated by at least thirty (30) days, unless such observation is necessary due to the teacher's unplanned leave of absence or unavailability during the scheduled observation. Each tenured teacher who receives either a "needs improvement" or "unsatisfactory" performance evaluation rating in his or her last performance evaluation shall receive a minimum of three (3) classroom observations in the school year immediately following the performance rating, including at least two (2) formal observations. Each tenured teacher who receives either an "excellent" or "proficient" performance evaluation rating in his or her last performance evaluation shall receive a minimum of three (3) classroom observations during the applicable evaluation period, including at least one (1) formal observation.
- B. Each tenured teacher who receives a performance rating of "proficient" or "excellent" and each regularly employed part-time non-tenured teacher shall be evaluated once every other school year, unless the Administration has a concern with the teacher's classroom performance or conduct and needs to observe the teacher in the classroom and has notified the teacher at least thirty (30) days in advance with the specifics for concern with performance or conduct, and the teacher has not demonstrated any improvement in the specified areas of concern with conduct or performance. Each tenured teacher who is rated "needs improvement" or "unsatisfactory" shall be evaluated during the school year immediately following the "needs improvement" or "unsatisfactory" rating and once every other school year following a performance rating of "proficient" or "excellent," unless the Administration has a concern with the teacher's classroom performance or conduct and needs to observe the teacher in the classroom and has notified the teacher at least thirty (30) days in advance with the specifics for concern with performance or conduct, and the teacher has not demonstrated any improvement in the specified areas of concern with conduct or performance.
- C. The qualified evaluator shall evaluate each teacher in writing in accordance with the established evaluation procedures, standards and instruments.
- D. The qualified evaluator's personal classroom observation of the teacher shall extend for at least forty-five (45) consecutive minutes, an entire class period, or a complete lesson. The assigned evaluator may designate another qualified evaluator to conduct the classroom observation if the assigned evaluator cannot complete all the observations or the observations cannot be completed in a timely manner, provided that the same evaluator conducts the entire evaluation, including pre-observation conference.
- E. Prior to each pre-observation conference, the teacher shall submit to the evaluator a written lesson or unit plan for the instruction that will occur during the formal observation. A post-observation conference shall be held between the teacher and evaluator within ten (10) school days of the formal classroom observation. A copy of the observation report shall be given to the staff member at the post-observation conference. The observation report shall identify any areas of performance concern and include any recommended suggestions for improvement. If the staff member disagrees with the observation report, he/she may submit a written response which shall be attached to the

file copy of the observation report and placed in the teacher's personnel file. Any such written response must be delivered to the evaluator within ten (10) school days of the conference. In addition, the teacher may request a meeting with the Superintendent to discuss any concerns with the observation report.

- 9.5 Tenured teachers rated “needs improvement” will be placed on a professional development plan (PDP) in accordance with the Performance Evaluation Reform Act of 2010 (PERA). Tenured teachers rated “unsatisfactory” will be issued a remediation plan which identifies the teacher’s performance deficiencies and required remediation activities as provided in Section 24A of The School Code.
- 9.6 All monitoring or observation of a staff member shall be conducted openly and with full knowledge of the staff member. In evaluation or observation of staff members, any audio recording or use of closed circuit television or public address systems shall not occur.
- 9.7 No formal observation shall be conducted the last full week and remaining days before Winter Break or after May 1 unless the teacher is on remediation or such evaluation is necessary due to the teacher's unplanned leave of absence or unavailability during the scheduled observation.
- 9.8 Any teacher may submit a request to the Superintendent for appointment of a new evaluator.

#### **ARTICLE X - EARLY RETIREMENT**

10.1 A. Retirement Benefits

For teachers who qualify under this retirement benefits plan and provide three (3) years advance notice, the Board shall grant the teacher increases in the teacher’s TRS creditable earnings (including, but not limited to, any extracurricular pay or monetary stipends) of six percent (6%) per year for each of the teacher’s final three (3) school years prior to retirement. If the teacher provides two (2) years advance notice, the Board shall, for the last two (2) years of service immediately preceding retirement, increase the teacher’s TRS creditable earnings by six percent (6%) per year for each of the teacher’s final two (2) years prior to retirement. If the teacher provides one (1) year advance notice immediately preceding retirement, the Board will increase the teacher’s TRS creditable earnings by six percent (6%) for the teacher’s final one (1) school year prior to retirement. After a teacher submits their notice of intent to retire, they shall be removed from the teacher salary schedule. The teacher’s annual creditable earnings increases shall be calculated based upon the prior year’s reported creditable earnings, provided such earnings increases will be adjusted and reduced based upon any extracurricular stipend assignments which the teacher discontinued after performing them the previous year. Teachers who are removed involuntarily and without cause shall realize no reduction in their benefits.

Notwithstanding the above provisions, any teacher who has submitted a notice of intent to retire shall continue to be paid creditable earnings for duties performed or stipends received which are exempt from the TRS six percent (6%) limitation on annual creditable earnings increases (eg., summer school pay, overload compensation, National Board Certification stipend), provided, however, that the teacher shall not receive any annual increases in creditable earnings subject to the TRS six percent (6%) limitation which exceed the 6% TRS cap. If a grant funded program is cut from the District’s budget by

the government, the canceled grant funded earnings attributable to the grant will be discontinued as part of the creditable earnings beginning the year that the funding stops.

B. Qualifications and Limitations

To be eligible for the retirement benefits described above, a teacher must comply with all of the following requirements and limitations:

1. The teacher must be eligible for retirement under the Illinois Teacher's Retirement System and receive retirement benefits commencing at the end of the final school year of employment pending completion of all Illinois Teacher's Retirement System requirements.
2. The teacher must have a minimum of fifteen (15) years of regular full-time or part-time service with LaSalle School District #122 and must be eligible to retire under the Illinois Teacher's Retirement System ("TRS") early retirement without discount ("ERO") or voluntary normal retirement plans without any ERO penalty payment requirement for the Board based upon the teacher's age and/or years of TRS creditable service.
3. To participate in this retirement plan, and receive benefits hereunder, the teacher must submit a notice of intent to retire to the Superintendent for Board approval by August 15 of the 4<sup>th</sup>, 3<sup>rd</sup>, 2<sup>nd</sup>, or last school year preceding the teacher's final school year of employment. Teachers wishing to participate in this plan will be allowed to submit their requests after January 1<sup>st</sup> of their fifth year before their final year of employment.
4. Any teacher who commences participation in this retirement benefits plan and fails to comply with the provisions herein, with the exception of the death or total disability of the teacher during the final 3, 2, or 1 years of employment, and subsequently submits a letter to rescind the retirement and the Board accepts, shall reimburse the District for any increased salary payments granted under this provision. If a teacher submits a notice of retirement and begins receiving creditable earnings increases in accordance with this provision and subsequently rescinds his/her notice of intent to retire, the amount of creditable earnings received in excess of the annual salary increase negotiated for the teacher pursuant to the teacher salary schedule will be deducted from the teacher's regular salary in equal installments for the same number of pay periods in which he/she received the creditable earnings increases under this Section 10.1.

- 10.2 The participants with at least 15 years of service in the District will be allowed to enroll in all fringe benefit programs for which they are eligible, so long as the insurance carrier writing such coverage continues to approve participation by participant. The Board shall be responsible for the full amount of all payments applicable to the participant's coverage in the life insurance program until participant is eligible for Medicare or age qualified for Medicare or elects alternative life insurance coverage. The Board shall be responsible for the full amount applicable to the retiring teacher's participation in the Teachers' Retirement Insurance Program (TRIP) until participant is eligible for Medicare or age qualified for Medicare or elects alternative health insurance coverage. If the retiring teacher elects to participate in the schools insurance program the Board will only pay an amount equal to the TRIP's premiums. Teachers qualifying for the insurance plan described in this paragraph shall be allowed to participate for a maximum of eight



(8) years.

- 10.3 The District reserves the right to establish two (2) months prior to the beginning of the school year a minimum number of two (2) for early retirement in any given year. However, in the event the number of unconditional requests for retirement exceeds the number allowed, the requests shall be honored based on seniority (hire date). Any teacher whose request is denied shall be provided preferential treatment for the following school year.
- 10.4 Notwithstanding anything in this Agreement to the contrary, a teacher who elects to participate in any early retirement program authorized and/or mandated by law shall not be eligible for the early retirement programs or benefits afforded under this Agreement. If such teacher has qualified for the program described in this Article prior to exercising any claim for early retirement benefits pursuant to the law, participation in the program described hereunder, shall cease promptly upon the teacher's claiming such statutory rights.

#### **ARTICLE XI - BOARD RIGHTS**

The Association recognizes that the Board has the responsibility and authority to manage and direct, in behalf of the public, all the operations and activities of the school district to the full extent authorized by the laws and the Constitution of the State of Illinois and of the United States provided that such rights and responsibilities shall be exercised by the Board in conformity with the provisions of this Agreement.

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

#### **ARTICLE XII - ENTIRE AGREEMENT**

The parties acknowledge that during the negotiations, which resulted in this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not removed by law from the area of collective bargaining regarding the employees covered by this Agreement and that the understandings and agreements arrived at by the parties hereto after the exercise of that right and opportunity are fully set forth in this Agreement. Therefore, the Board and the Union, for the life of this Agreement, each voluntarily and unqualifiedly waives its right, and each agrees that the other shall not be obligated to bargain collectively with respect to any subject or matter whether or not specifically referred to or covered by this Agreement, even though this subject may or may not have been within the knowledge or contemplation of either or both of the parties at the time they negotiated or signed this Agreement. In the event that the Board contemplates changing any working condition which is a mandatory topic of bargaining upon reasonable request, the Board will confer with the Association prior to final implementation of the change. There shall be no unilateral reopening of this Agreement by either party during the life thereof.

#### **ARTICLE XIII - NO STRIKE**

Neither the Association nor any officers, agents or employees will instigate, promote, sponsor, engage in or condone any strike, sympathy strike, secondary boycott, slowdowns, speedups, sit downs, concerted stoppage of work, mass absenteeism or any other intentional interruption of the operations of the School District regardless of the reason for so doing.

#### **ARTICLE XIV - LABOR-MANAGEMENT COMMITTEE**

The LEA and Board agree to establish a labor-management committee comprised of six (6) members, three (3) LEA members, the Superintendent, and two (2) Board members. The Committee shall determine the frequency of meetings (no less than one every other month during the school year, starting in September), and procedures which will be set at the first meeting. The Committee shall discuss issues related to labor-management and labor relations which impact the District. Within 14 days following each meeting, written correspondence will be communicated to the LEA Executive Board and the LaSalle Board of Education stating how the discussed issues have been addressed. If both parties agree that there are no pending issues, a meeting can be canceled. The purpose of the Committee is not to participate in mid-term negotiations or to administer grievances.

**ARTICLE XV - EFFECT OF AGREEMENT**

- 15.1 The terms and conditions set forth in this Agreement represent the full and complete understanding between the parties and may be modified only through written mutual consent of both parties. Individual contracts will not be inconsistent with this Agreement.
- 15.2 Should any article, section or clause of this Agreement be declared illegal by a court of competent jurisdiction, then that part shall be deleted from this Agreement to the extent that it violates the law. The remaining articles, sections and clauses shall remain in effect.
- 15.3 This Agreement shall be effective commencing the first teacher employment day of the 2015-2016 school year and shall continue in effect until the day immediately prior to the first teacher employment day of the 2018-2019 school year.
- 15.4 This Agreement is signed this day of \_\_\_\_\_, 2015.

**LASALLE EDUCATION ASSOCIATION**

**BOARD OF EDUCATION OF  
LASALLE ELEMENTARY SCHOOL  
DISTRICT NO. 122**

By: \_\_\_\_\_  
President

By: \_\_\_\_\_  
President

ATTEST:

ATTEST:

By: \_\_\_\_\_  
Secretary

By: \_\_\_\_\_  
Secretary

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		3,361.60		3,462.45		3,563.29		3,664.14		3,764.99		3,865.84		3,966.68		4,067.53		4,168.38
		35,761.60		36,834.45		37,907.29		38,980.14		40,052.99		41,125.84		42,198.68		43,271.53		44,344.38
2	1.04	33,696.00	1.07	34,668.00	1.10	35,640.00	1.13	36,612.00	1.16	37,584.00	1.19	38,556.00	1.22	39,528.00	1.25	40,500.00	1.28	41,472.00
		3,496.06		3,596.91		3,697.76		3,798.60		3,899.45		4,000.30		4,101.15		4,202.00		4,302.84
		37,192.06		38,264.91		39,337.76		40,410.60		41,483.45		42,556.30		43,629.15		44,702.00		45,774.84
3	1.08	34,992.00	1.11	35,964.00	1.14	36,936.00	1.17	37,908.00	1.20	38,880.00	1.23	39,852.00	1.26	40,824.00	1.29	41,796.00	1.32	42,768.00
		3,630.52		3,731.37		3,832.22		3,933.07		4,033.92		4,134.76		4,235.61		4,336.46		4,437.31
		38,622.52		39,695.37		40,768.22		41,841.07		42,913.92		43,986.76		45,059.61		46,132.46		47,205.31
4	1.12	36,288.00	1.15	37,260.00	1.18	38,232.00	1.21	39,204.00	1.24	40,176.00	1.27	41,148.00	1.30	42,120.00	1.33	43,092.00	1.36	44,064.00
		3,764.99		3,865.84		3,966.68		4,067.53		4,168.38		4,269.23		4,370.08		4,470.92		4,571.77
		40,052.99		41,125.84		42,198.68		43,271.53		44,344.38		45,417.23		46,490.08		47,562.92		48,635.77
5	1.16	37,584.00	1.19	38,556.00	1.22	39,528.00	1.25	40,500.00	1.28	41,472.00	1.31	42,444.00	1.34	43,416.00	1.37	44,388.00	1.40	45,360.00
		3,899.45		4,000.30		4,101.15		4,202.00		4,302.84		4,403.69		4,504.54		4,605.39		4,706.24
		41,483.45		42,556.30		43,629.15		44,702.00		45,774.84		46,847.69		47,920.54		48,993.39		50,066.24
6	1.20	38,880.00	1.23	39,852.00	1.26	40,824.00	1.29	41,796.00	1.32	42,768.00	1.35	43,740.00	1.38	44,712.00	1.41	45,684.00	1.44	46,656.00
		4,033.92		4,134.76		4,235.61		4,336.46		4,437.31		4,538.16		4,639.00		4,739.85		4,840.70
		42,913.92		43,986.76		45,059.61		46,132.46		47,205.31		48,278.16		49,351.00		50,423.85		51,496.70
7	1.24	40,176.00	1.27	41,148.00	1.30	42,120.00	1.33	43,092.00	1.36	44,064.00	1.39	45,036.00	1.42	46,008.00	1.45	46,980.00	1.48	47,952.00
		4,168.38		4,269.23		4,370.08		4,470.92		4,571.77		4,672.62		4,773.47		4,874.32		4,975.16
		44,344.38		45,417.23		46,490.08		47,562.92		48,635.77		49,708.62		50,781.47		51,854.32		52,927.16
8	1.28	41,472.00	1.31	42,444.00	1.34	43,416.00	1.37	44,388.00	1.40	45,360.00	1.43	46,332.00	1.46	47,304.00	1.49	48,276.00	1.52	49,248.00
		4,302.84		4,403.69		4,504.54		4,605.39		4,706.24		4,807.08		4,907.93		5,008.78		5,109.63
		45,774.84		46,847.69		47,920.54		48,993.39		50,066.24		51,139.08		52,211.93		53,284.78		54,357.63
9			1.35	43,740.00	1.38	44,712.00	1.41	45,684.00	1.44	46,656.00	1.47	47,628.00	1.50	48,600.00	1.53	49,572.00	1.56	50,544.00
				4,538.16		4,639.00		4,739.85		4,840.70		4,941.55		5,042.40		5,143.24		5,244.09
				48,278.16		49,351.00		50,423.85		51,496.70		52,569.55		53,642.40		54,715.24		55,788.09
10			1.39	45,036.00	1.42	46,008.00	1.45	46,980.00	1.48	47,952.00	1.51	48,924.00	1.54	49,896.00	1.57	50,868.00	1.60	51,840.00
				4,672.62		4,773.47		4,874.32		4,975.16		5,076.01		5,176.86		5,277.71		5,378.56
				49,708.62		50,781.47		51,854.32		52,927.16		54,000.01		55,072.86		56,145.71		57,218.56
11					1.46	47,304.00	1.49	48,276.00	1.52	49,248.00	1.55	50,220.00	1.58	51,192.00	1.61	52,164.00	1.64	53,136.00
						4,907.93		5,008.78		5,109.63		5,210.48		5,311.32		5,412.17		5,513.02
						52,211.93		53,284.78		54,357.63		55,430.48		56,503.32		57,576.17		58,649.02

	I	II	III	IV	V	VI	VII	VIII	IX							
			B+16	B+24	B+36/M	M+8/B+44	M+16/B+52	M+24/B+60	M+36							
12			1.50	48,600.00	1.53	49,572.00	1.56	50,544.00	1.59	51,516.00	1.62	52,488.00	1.65	53,460.00	1.68	54,432.00
				5,042.40		5,143.24		5,244.09		5,344.94		5,445.79		5,546.64		5,647.48
				53,642.40		54,715.24		55,788.09		56,860.94		57,933.79		59,006.64		60,079.48
13				1.57	50,868.00	1.60	51,840.00	1.63	52,812.00	1.66	53,784.00	1.69	54,756.00	1.72	55,728.00	
					5,277.71		5,378.56		5,479.40		5,580.25		5,681.10		5,781.95	
					56,145.71		57,218.56		58,291.40		59,364.25		60,437.10		61,509.95	
14				1.61	52,164.00	1.64	53,136.00	1.67	54,108.00	1.70	55,080.00	1.73	56,052.00	1.76	57,024.00	
					5,412.17		5,513.02		5,613.87		5,714.72		5,815.56		5,916.41	
					57,576.17		58,649.02		59,721.87		60,794.72		61,867.56		62,940.41	
15					1.68	54,432.00	1.71	55,404.00	1.74	56,376.00	1.77	57,348.00	1.80	58,320.00		
						5,647.48		5,748.33		5,849.18		5,950.03		6,050.87		
						60,079.48		61,152.33		62,225.18		63,298.03		64,370.87		
16					1.72	55,728.00	1.75	56,700.00	1.78	57,672.00	1.81	58,644.00	1.84	59,616.00		
						5,781.95		5,882.80		5,983.64		6,084.49		6,185.34		
						61,509.95		62,582.80		63,655.64		64,728.49		65,801.34		
17					1.76	57,024.00	1.79	57,996.00	1.82	58,968.00	1.85	59,940.00	1.88	60,912.00		
						5,916.41		6,017.26		6,118.11		6,218.95		6,319.80		
						62,940.41		64,013.26		65,086.11		66,158.95		67,231.80		
18					1.80	58,320.00	1.83	59,292.00	1.86	60,264.00	1.89	61,236.00	1.92	62,208.00		
						6,050.87		6,151.72		6,252.57		6,353.42		6,454.27		
						64,370.87		65,443.72		66,516.57		67,589.42		68,662.27		
19					1.85	59,940.00	1.88	60,912.00	1.91	61,884.00	1.94	62,856.00	1.97	63,828.00		
						6,218.95		6,319.80		6,420.65		6,521.50		6,622.35		
						66,158.95		67,231.80		68,304.65		69,377.50		70,450.35		
20					1.88	60,912.00	1.91	61,884.00	1.94	62,856.00	1.97	63,828.00	2.00	64,800.00		
						6,319.80		6,420.65		6,521.50		6,622.35		6,723.19		
20						67,231.80		68,304.65		69,377.50		70,450.35		71,523.19		
21					1.93	62,532.00	1.96	63,504.00	1.99	64,476.00	2.02	65,448.00	2.05	66,420.00		
						6,487.88		6,588.73		6,689.58		6,790.43		6,891.27		
21						69,019.88		70,092.73		71,165.58		72,238.43		73,311.27		

FY 16 (Year 1) –

Base \$32,400

First Year teachers - \$32,400 (Lane 1, Step 1)

All staff remain in the cell they were in on the salary schedule during the FY 15 school-year except teachers in Step 20.

Teachers in Step 20 will be moved to Step 21:

Lane 5 = 1.93 X 32,400

Lane 6 = 1.96 X 32,400

Lane 7 = 1.99X 32,400

Lane 8 = 2.02 X 32,400

Lane 9 = 2.05 X 32,400

All teachers receive \$1,200 stipend to be paid first pay period in September (first year teachers are exempt from stipend).

Horizontal movement is honored, but limited to one lane per year.

FY 17 (Year 2) –

Base 32,400

First Year Teachers - \$32,400 (Lane 1, Step 1)

All staff remain in the cell they were in on the salary schedule during the FY 16 school-year.

All teachers with two or more years of experience will receive a stipend of \$2,000.

All teachers with one year experience will receive a stipend of \$1,200.

All stipends to be paid first pay period in September (first year teachers are exempt from stipend).

Horizontal movement is honored, but limited to one lane per year.

	0.03	0.04 DOL	0.05 1000	0.103753 TRS														
	I BACHELOR'S		II B+8	III B+16	IV B+24	V B+36/M	VI M+8/B+44	VII M+16/B+52	VIII M+24/B+60	IX M+36								
1	1.00	33,400.00	1.03	34,402.00	1.06	35,404.00	1.09	36,406.00	1.12	37,408.00	1.15	38,410.00	1.18	39,412.00	1.21	40,414.00	1.24	41,416.00
		3,465.35		3,569.31		3,673.27		3,777.23		3,881.19		3,985.15		4,089.11		4,193.07		4,297.03
		36,865.35		37,971.31		39,077.27		40,183.23		41,289.19		42,395.15		43,501.11		44,607.07		45,713.03
2	1.04	34,736.00	1.07	35,738.00	1.10	36,740.00	1.13	37,742.00	1.16	38,744.00	1.19	39,746.00	1.22	40,748.00	1.25	41,750.00	1.28	42,752.00
		3,603.96		3,707.92		3,811.89		3,915.85		4,019.81		4,123.77		4,227.73		4,331.69		4,435.65
		38,339.96		39,445.92		40,551.89		41,657.85		42,763.81		43,869.77		44,975.73		46,081.69		47,187.65
3	1.08	36,072.00	1.11	37,074.00	1.14	38,076.00	1.17	39,078.00	1.20	40,080.00	1.23	41,082.00	1.26	42,084.00	1.29	43,086.00	1.32	44,088.00
		3,742.58		3,846.54		3,950.50		4,054.46		4,158.42		4,262.38		4,366.34		4,470.30		4,574.26
		39,814.58		40,920.54		42,026.50		43,132.46		44,238.42		45,344.38		46,450.34		47,556.30		48,662.26
4	1.12	37,408.00	1.15	38,410.00	1.18	39,412.00	1.21	40,414.00	1.24	41,416.00	1.27	42,418.00	1.30	43,420.00	1.33	44,422.00	1.36	45,424.00
		3,881.19		3,985.15		4,089.11		4,193.07		4,297.03		4,400.99		4,504.96		4,608.92		4,712.88
		41,289.19		42,395.15		43,501.11		44,607.07		45,713.03		46,818.99		47,924.96		49,030.92		50,136.88
5	1.16	38,744.00	1.19	39,746.00	1.22	40,748.00	1.25	41,750.00	1.28	42,752.00	1.31	43,754.00	1.34	44,756.00	1.37	45,758.00	1.40	46,760.00
		4,019.81		4,123.77		4,227.73		4,331.69		4,435.65		4,539.61		4,643.57		4,747.53		4,851.49
		42,763.81		43,869.77		44,975.73		46,081.69		47,187.65		48,293.61		49,399.57		50,505.53		51,611.49
6	1.20	40,080.00	1.23	41,082.00	1.26	42,084.00	1.29	43,086.00	1.32	44,088.00	1.35	45,090.00	1.38	46,092.00	1.41	47,094.00	1.44	48,096.00
		4,158.42		4,262.38		4,366.34		4,470.30		4,574.26		4,678.22		4,782.18		4,886.14		4,990.10
		44,238.42		45,344.38		46,450.34		47,556.30		48,662.26		49,768.22		50,874.18		51,980.14		53,086.10
7	1.24	41,416.00	1.27	42,418.00	1.30	43,420.00	1.33	44,422.00	1.36	45,424.00	1.39	46,426.00	1.42	47,428.00	1.45	48,430.00	1.48	49,432.00
		4,297.03		4,400.99		4,504.96		4,608.92		4,712.88		4,816.84		4,920.80		5,024.76		5,128.72
		45,713.03		46,818.99		47,924.96		49,030.92		50,136.88		51,242.84		52,348.80		53,454.76		54,560.72
8	1.28	42,752.00	1.31	43,754.00	1.34	44,756.00	1.37	45,758.00	1.40	46,760.00	1.43	47,762.00	1.46	48,764.00	1.49	49,766.00	1.52	50,768.00
		4,435.65		4,539.61		4,643.57		4,747.53		4,851.49		4,955.45		5,059.41		5,163.37		5,267.33
		47,187.65		48,293.61		49,399.57		50,505.53		51,611.49		52,717.45		53,823.41		54,929.37		56,035.33
9			1.35	45,090.00	1.38	46,092.00	1.41	47,094.00	1.44	48,096.00	1.47	49,098.00	1.50	50,100.00	1.53	51,102.00	1.56	52,104.00
				4,678.22		4,782.18		4,886.14		4,990.10		5,094.06		5,198.03		5,301.99		5,405.95
				49,768.22		50,874.18		51,980.14		53,086.10		54,192.06		55,298.03		56,403.99		57,509.95
10			1.39	46,426.00	1.42	47,428.00	1.45	48,430.00	1.48	49,432.00	1.51	50,434.00	1.54	51,436.00	1.57	52,438.00	1.60	53,440.00
				4,816.84		4,920.80		5,024.76		5,128.72		5,232.68		5,336.64		5,440.60		5,544.56
				51,242.84		52,348.80		53,454.76		54,560.72		55,666.68		56,772.64		57,878.60		58,984.56
11					1.46	48,764.00	1.49	49,766.00	1.52	50,768.00	1.55	51,770.00	1.58	52,772.00	1.61	53,774.00	1.64	54,776.00
						5,059.41		5,163.37		5,267.33		5,371.29		5,475.25		5,579.21		5,683.17
						53,823.41		54,929.37		56,035.33		57,141.29		58,247.25		59,353.21		60,459.17

	I	II	III	2017-18		IV	V	VI	VII	VIII	IX					
			B+16	B+24		B+36/M	M+8/B+44	M+16/B+52	M+24/B+60	M+36						
12			1.50	50,100.00	1.53	51,102.00	1.56	52,104.00	1.59	53,106.00	1.62	54,108.00	1.65	55,110.00	1.68	56,112.00
				5,198.03		5,301.99		5,405.95		5,509.91		5,613.87		5,717.83		5,821.79
				55,298.03		56,403.99		57,509.95		58,615.91		59,721.87		60,827.83		61,933.79
13					1.57	52,438.00	1.60	53,440.00	1.63	54,442.00	1.66	55,444.00	1.69	56,446.00	1.72	57,448.00
						5,440.60		5,544.56		5,648.52		5,752.48		5,856.44		5,960.40
						57,878.60		58,984.56		60,090.52		61,196.48		62,302.44		63,408.40
14					1.61	53,774.00	1.64	54,776.00	1.67	55,778.00	1.70	56,780.00	1.73	57,782.00	1.76	58,784.00
						5,579.21		5,683.17		5,787.13		5,891.10		5,995.06		6,099.02
						59,353.21		60,459.17		61,565.13		62,671.10		63,777.06		64,883.02
15							1.68	56,112.00	1.71	57,114.00	1.74	58,116.00	1.77	59,118.00	1.80	60,120.00
								5,821.79		5,925.75		6,029.71		6,133.67		6,237.63
								61,933.79		63,039.75		64,145.71		65,251.67		66,357.63
16							1.72	57,448.00	1.75	58,450.00	1.78	59,452.00	1.81	60,454.00	1.84	61,456.00
								5,960.40		6,064.36		6,168.32		6,272.28		6,376.24
								63,408.40		64,514.36		65,620.32		66,726.28		67,832.24
17							1.76	58,784.00	1.79	59,786.00	1.82	60,788.00	1.85	61,790.00	1.88	62,792.00
								6,099.02		6,202.98		6,306.94		6,410.90		6,514.86
								64,883.02		65,988.98		67,094.94		68,200.90		69,306.86
18							1.80	60,120.00	1.83	61,122.00	1.86	62,124.00	1.89	63,126.00	1.92	64,128.00
								6,237.63		6,341.59		6,445.55		6,549.51		6,653.47
								66,357.63		67,463.59		68,569.55		69,675.51		70,781.47
19							1.85	61,790.00	1.88	62,792.00	1.91	63,794.00	1.94	64,796.00	1.97	65,798.00
								6,410.90		6,514.86		6,618.82		6,722.78		6,826.74
								68,200.90		69,306.86		70,412.82		71,518.78		72,624.74
20							1.88	62,792.00	1.91	63,794.00	1.94	64,796.00	1.97	65,798.00	2.00	66,800.00
								6,514.86		6,618.82		6,722.78		6,826.74		6,930.70
20								69,306.86		70,412.82		71,518.78		72,624.74		73,730.70
21							1.93	64,462.00	1.96	65,464.00	1.99	66,466.00	2.02	67,468.00	2.05	68,470.00
								6,688.13		6,792.09		6,896.05		7,000.01		7,103.97
21								71,150.13		72,256.09		73,362.05		74,468.01		75,573.97

FY 18 (Year 3) – Salary Schedule returns

Base 33,400 (Represents a \$1,000 base increase)

First Year Teachers (Lane 1, Step 1) - 33,400

Step 21 remains

Staff members with 1 complete year of service moves one step on salary schedule.

Staff members with 2 complete years of service move two steps on salary schedule.

Staff members with 3 or more years of service move three steps on salary schedule.

Lane 5-9, Step 18 – moves to step 21

Lane 5-9, Step 19 – moves to step 21

Lane 5-9, Step 20 – moves to step 21

Teachers on Step 21 during FY 16 will receive \$1,000 stipend to be paid first pay period in September.

Horizontal movement is honored, but is limited to one lane per year.

Lane 1 – caps at Step 8

Lane 2 – caps at Step 10

Lane 3 – caps at Step 12

Lane 4 – caps at Step 14

Longevity will be honored as explained in Article 5 Section 5.1E



## **APPENDIX I**

### **EXPLANATION FOR SALARY SCHEDULE**

\*\* All teachers will be eligible for the Bachelor's + 44 (6), Bachelor's + 52 (7) or Bachelor's + 60 (8) columns on the salary schedule based on the Superintendent's approval of coursework to be completed. As a result of the elimination of various steps from the BA lanes of the salary schedule effective beginning the 1994-95 school year, any teacher whose step was eliminated will be "grandfathered" on the step where they were placed for the 1993-94 school year. If the teacher obtains the required additional eight (8) credit hours to advance horizontally, the teacher will receive a three percent (3%) salary increase on the indexed salary schedule. If the teacher obtains sufficient credits to move to a column where they may qualify to advance horizontally and vertically, the teacher will receive a seven percent (7%) salary increase on the indexed schedule, but may not move more than one step vertically based upon such advancement; nor may they move to any step vertically that was not on the schedule in 1993-1994.

## APPENDIX II

### EXTRACURRICULAR SCHEDULE (2015-2018)

Basketball:	
8th Grade	2925
7th Grade	2925
6th Grade	2525
Volleyball:	
8th Grade	2925
7th Grade	2925
6th Grade	2525
Track:	
Head Coach	2725
Assistants	2525
(Maximum two)	
Cheerleading	2225
Basketball & Volleyball:	
Supervisors	50
Ticket Takers	50
Scorer	50
Timer	50

Band	2925
Science Fair	975
History Fair	975
Webmaster	1050
Lynx Club	1000
(Jr. High)	
Intramural Director	
Primary*	1225
Intermediate*	1225
Junior High*	1225
*Program Approval by Administration	
NW K-Kids/Student Council	1550
Jr. High Student Council	1550
Yearbook Adv/Bldg	1200
Scholastic Bowl	1825
Choral Director	2875
Special Olympics	975

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Northwest and Lincoln Schools will each have two (2) designated Tier I PBIS Coaches. Jackson School will have one (1) designated Tier I PBIS Coach. Each Tier I PBIS Coach will receive twenty-one (21) hours of release time to complete Tier I PBIS duties. In addition, a stipend of \$100 will be paid to each Tier I PBIS Coach.

Any person who has served as a moderator or coach for three consecutive years in a specific position will receive an additional \$200 in compensation. If one coach inherits the responsibilities of two (2) or more coaches in any one of the above assignments, he/she shall be paid for the number of positions filled. Practices, meetings and events for all items addressed above may be scheduled to begin immediately after student dismissals on regularly scheduled school days. This does not preclude coaches or sponsors from fulfilling their contractual duties.

**MEMORANDUM OF UNDERSTANDING**

This Memorandum of Understanding is entered into this \_\_\_\_ day of \_\_\_\_\_, 2015, between the Board of Education of LaSalle Elementary School District No. 122 and the LaSalle Education Association as a result of discussions by the Board and LEA Negotiation Teams during teacher contract negotiations.

The Board and LEA reached a non-contractual agreement to the following:

The Administration and Board have reviewed and discussed the LEA's concern with the frequency and number of involuntary teacher reassignments and teacher classroom changes with the District's building principals and have informed the principals that these are serious issues of concern to the LEA. The principals have agreed to meet with the teachers regarding this issue.

The Board and LEA acknowledge and agree that this Memorandum of Understanding is a non-contractual agreement.

**LASALLE EDUCATION ASSOCIATION**

**BOARD OF EDUCATION OF  
LASALLE ELEMENTARY SCHOOL  
DISTRICT NO. 122**

By: \_\_\_\_\_  
President

By: \_\_\_\_\_  
President

ATTEST:

ATTEST:

By: \_\_\_\_\_  
Secretary

By: \_\_\_\_\_  
Secretary