

AGREEMENT
BETWEEN THE BOARD OF EDUCATION FOR
SUMMIT HILL DISTRICT 161
WILL COUNTY, ILLINOIS
AND THE
SUMMIT HILL COUNCIL, AFT LOCAL 604
AFT-IFT, AFL-CIO

2020-2021

2021-2022

Table of Contents

Article I, Recognition, Scope, and Jurisdiction

| | | |
|-----|-------------------|---|
| 1.1 | Recognition | 1 |
| 1.2 | Scope..... | 1 |
| 1.3 | Jurisdiction..... | 1 |

Article II, Teacher Working Conditions

| | | |
|------|--|-----|
| 2.1 | Working Conditions..... | 1 |
| 2.2 | Teacher Licensure..... | 2 |
| 2.3 | Curriculum Meetings | 2 |
| 2.4 | Curriculum/Expectations Night | 2 |
| 2.5 | Planning Periods | 2 |
| 2.6 | Assignment and Transfer | 2 |
| 2.7 | Procedures of Teacher Evaluation | 3 |
| 2.8 | Communication..... | 3 |
| 2.9 | Layoff and Recall..... | 3 |
| 2.10 | Academic Freedom | 3 |
| 2.11 | Lunch, Recess and Entry & Dismissal Supervision..... | 3 |
| 2.12 | School Calendar | 3-4 |
| 2.13 | New Teacher Program | 4 |
| 2.14 | Professional Dress..... | 4 |
| 2.15 | Personal Use of Electronic Devices | 4 |
| 2.16 | Media Relations | 4 |

Article III, Employee and Union Rights

| | | |
|------|---------------------------------------|---|
| 3.1 | Non-Discrimination..... | 5 |
| 3.2 | Personnel Files | 5 |
| 3.3 | Use of School Facilities | 5 |
| 3.4 | School Financial Information..... | 5 |
| 3.5 | Mailboxes and Bulletin Boards | 6 |
| 3.6 | Union-Administration Meetings | 6 |
| 3.7 | Standardized Test Administration..... | 6 |
| 3.8 | Complaints Against Teachers..... | 6 |
| 3.9 | Class Size..... | 6 |
| 3.10 | Leaving the Building..... | 6 |
| 3.11 | Supply Ordering..... | 6 |
| 3.12 | Posting of Vacancies | 7 |
| 3.13 | Union Right to Address Faculty | 7 |
| 3.14 | Dues Deduction..... | 7 |

Article IV, Leaves

| | | |
|-----|----------------------------|-----|
| 4.1 | Extraordinary Leaves | 7 |
| 4.2 | Personal Leave | 7-8 |

| | | |
|-----|---------------------------------|------|
| 4.3 | Bereavement Leave..... | 8 |
| 4.4 | Sick Leave..... | 8 |
| 4.5 | Sick Leave Pool | 9 |
| 4.6 | Child-Care Leave | 9-10 |
| 4.7 | FMLA | 10 |
| 4.8 | Civic Duty Leave | 10 |
| 4.9 | Release Time for Officers | 10 |

Article V, Fringe Benefits

| | | |
|-----|---|-------|
| 5.1 | Duty-Free Lunch..... | 10 |
| 5.2 | Mileage Allowance | 10 |
| 5.3 | Reimbursement for Professional Activities | 11 |
| 5.4 | Insurance—Health | 11 |
| | Insurance—Dental and Vision..... | 11 |
| | Insurance—Life..... | 12 |
| 5.5 | Extramural & Other Duties..... | 12-13 |
| 5.6 | Tuition Reimbursement | 13 |
| 5.7 | Retirement Incentive..... | 13 |

Article VI, Salary

| | | |
|-----|---|-------|
| 6.1 | Pay Periods..... | 14 |
| 6.2 | Deductions | 14 |
| 6.3 | Placement on the Salary Schedule..... | 14 |
| 6.4 | Advancement on the Salary Schedule | 14-15 |
| 6.5 | Pay for Involuntary Room/Assignment Change..... | 15 |

Article VII, Grievance

| | | |
|-----|---|-------|
| 7.1 | Definition..... | 15 |
| 7.2 | Presentation of Grievance | 15 |
| 7.3 | General Provisions | 15-16 |
| 7.4 | Procedure for Adjustment of Grievances..... | 16-18 |

Article VIII, Ratification, Conditions, and Duration

| | | |
|-----|-----------------------------------|----|
| 8.1 | Ratifications and Conditions..... | 18 |
| 8.2 | Duration | 18 |

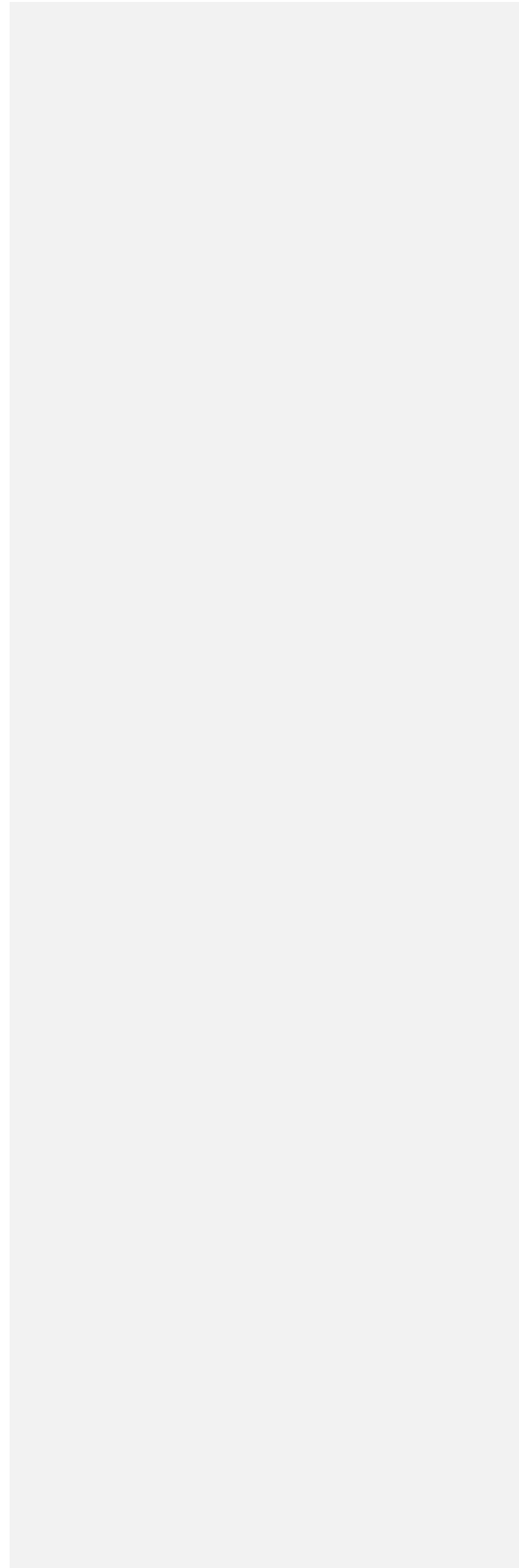
Appendix A

| | | |
|--|---------------------------------|----|
| | Salary Schedule 2020-2021 | 19 |
| | Salary Schedule 2021-2022 | 20 |

Appendix B

| | | |
|--|----------------------------------|----|
| | Stipend Schedule 2020-2021 | 21 |
| | Stipend Schedule 2021-2022 | 22 |

|



2020-2022 Collective Bargaining Agreement

This Agreement is made and entered into this 17th day of February, 2021, by and between the Board of Education of District 161, Will County, hereinafter referred to as the “Board,” and Summit Hill Council of the American Federation of Teachers, Local 604, AFT/IFT, AFL-CIO, hereinafter referred to as the “Union,” for the purpose of setting salaries, wages, working conditions, fringe benefits, and grievance procedures of the bargaining unit defined herein.

Article I

Recognition, Scope, and Jurisdiction

1.1 Recognition

The Board recognizes the Union as the sole and exclusive bargaining agent for all full-time certified classroom teachers (hereinafter referred to as Teachers), except administrators and supervisors as defined in the Illinois Educational Labor Relations Act regarding salaries, wages, working conditions, fringe benefits, and grievance procedures. Excluded are the day-to-day substitute teachers and aides employed by the district.

1.2 Scope

If any previously adopted policy, rule, or regulation of the Board conflicts with a provision of the Agreement, the provisions of the Agreement shall prevail.

1.3 Jurisdiction

Should any article, section, or clause of this Agreement be declared illegal by a court of competent jurisdiction or conflict with the laws, ordinances, resolutions, rules, or regulations of any state or local legislative or administrative body (excepting those of the Board), said article, section, or clause, as the case may be, shall be automatically deleted from this Agreement to the extent that it violates the law, etc., but the remaining articles, sections, and clauses shall remain in full force and effect for the duration of the Agreement if not affected by the deleted article, section, or clause.

Article II

Teacher Working Conditions

2.1 Working Conditions

The normal teaching day for Teachers shall consist of a seven-hour day. Teachers shall be required to attend up to ten (10) after-school meetings called by the administration. Administration shall make every effort to provide two (2) weeks’ notice. An agenda shall be provided at least 24 hours in advance, except in the event of an emergency. If less than two (2) weeks’ notice is provided, teachers shall make every effort to attend, but in no case shall miss more than one such meeting per year. The duration of the meetings shall be up to one (1) hour. If the purpose of the meeting can be accomplished via bulletin, it shall be done by that means. The Administration will attempt to plan meetings in a fashion that will provide for the meetings to conclude, where possible, within the seven-hour day.

2.2 Teacher Licensure

Recognizing the state's licensure process, Teachers are required to choose between the District's workshops, approved outside district workshops, and college coursework. By the end of each year, Teachers shall demonstrate incremental progress on an annualized basis toward attaining licensure during the prescribed period. Intervening factors beyond the Teacher's control shall be considered if the Teacher fails to satisfy this requirement. The District's workshops will be held for no longer than one and one-half (1½) hours and will be scheduled in a fashion that will consider the varying schedules of Teachers.

2.3 Curriculum Meetings

When possible, the starting and ending times for curriculum meetings will be scheduled in a fashion that will consider the varying schedules of teachers.

2.4 Curriculum/Expectations Night

Curriculum/Expectations Night shall be from 6:30 p.m. to 7:45 p.m. On Curriculum/Expectations Night day, the Teachers shall be released after supervision of students has been completed.

2.5 Planning Periods

All Teachers will be granted a minimum of 175 minutes (or an equal amount of) planning time per week. All Teachers shall have a daily planning period. This applies on regular workdays when other provisions cannot be made. Losing a planning time on the day of a field trip or a shortened day shall not apply.

It will be the goal of the Administration to minimize the number of routine meetings scheduled to preserve planning time. Push-in time related to Daily PE is not to be considered planning time, as this time will be used to provide direct instructional support to students.

2.6 Assignment and Transfer

Each Teacher shall be notified of his/her tentative teaching assignment for the following school year prior to May 1 of the present school year. When changes in assignment(s) are made subsequent to the above date, any Teacher so affected shall be given prompt, written notice of the change. At no time will the Administration make such transfers or assignments without conferring with the Teacher or the Teachers involved.

Annually, in February, Teachers will complete a Letter of Intent which notifies the Superintendent of requests for placement. District needs, the intent of all Teachers, and seniority shall be some of the considerations when decisions involving transfers are made.

Open positions will be posted on the District website. While currently employed by the District, Teachers may apply for open positions by completing an internal application. All internal candidates will be interviewed for open positions. District seniority shall be one of the considerations when decisions regarding open positions are filled. After the Board has approved a candidate for the position, an email will be sent to internal candidates informing them whether their transfer request was approved or denied. No reason will be provided.

2.7 Procedures of Teacher Evaluation

The Evaluation Plan and procedures are developed in good faith cooperation between the Board and the Union and shall be conducted in compliance with Illinois School Code 105 ILCS 5/24A and Title 23 of the IL Administrative Code Part 50 - Evaluation of Certified Employees.

2.8 Communication

The Union President shall be provided with a complete list of the following information for all employees in the bargaining unit within ten (10) days of the start of the school year and within ten (10) days from the date of a new hire: name, address, job title, date of hire, worksite location, employee identification number, work telephone number, work email address, personal home or cellular phone number and personal email address. The list should be in Excel format (or equivalent).

The Union shall be notified as soon as practicable of the Board's receipt of a Freedom of Information Act (FOIA) request that asks for information about the bargaining unit. In response to any such outside request, the Board shall comply with the law regarding divulging employee information. The Board shall provide the Union with a copy of any response to any such FOIA request within five (5) business days of sending the response.

2.9 Layoff and Recall

In the event of the recall of an Honorably Dismissed Teacher due to a Reduction in Force, per Section 24-12 of the School Code, the District shall notify the Teacher by phone and by registered or certified mail to the last phone number and address submitted by the Teacher to the District. If the Teacher does not accept the recall offer within five (5) days of the date of the mailing, then the Teacher will have surrendered that recall right with the District. A copy of all such recall notices shall also be sent to the Union President.

2.10 Academic Freedom

Teachers shall have academic freedom in the District. Academic freedom shall mean that the Teachers are free to present instructional materials which are pertinent to the subject and level taught, within the outlines of appropriate course content and within the planned instructional program, as determined by normal administrative procedures, and shall present all facts of controversial issues in a scholarly and objective manner.

Teachers shall be entitled to freedom of discussion within the classroom on all matters which are relevant to the subject matter under study and within their area of professional competence. Notification will be made to the Administration whenever a Teacher intends to inject into course coverage units instructional materials which might reasonably be anticipated to be controversial.

2.11 Lunch, Recess and Entry & Dismissal Supervision

Lunch and/or recess duty and student entry and dismissal supervision shall be assigned by the administration. If teachers are assigned to lunch and/or recess duty, they shall receive stipends.

2.12 School Calendar

Although the school calendar must provide for 185 days, sufficient holidays will be given, unless required for emergency closing, to ensure that a total number of 180 workdays will not be exceeded.

A Union committee shall meet with the Superintendent and/or his/her designee no later than January 15th each year to discuss the school calendar and make recommendations to the Superintendent regarding the calendar.

Two hours or more will be given at the final District Institute Day for teachers to work on record-keeping duties.

2.13 New Teacher Program

New Teachers shall be required to attend monthly new Teacher meetings no longer than an hour per meeting for a period of two (2) years to fulfill local criteria and/or ISBE licensure requirements. Any extra work shall be completed during the meetings. New Teachers will not be paid for these requirements.

2.14 Professional Dress

In the interest of establishing a professional image for the Teachers of Summit Hill School District #161 and ensuring an environment conducive to learning and promoting a working environment that is free from unnecessary disruption, the following guidelines shall apply to the manner of dress for all District personnel:

1. Employees are prohibited from wearing rubber shoe thongs (flip-flops).
2. Clothing should be neat and clean with no frayed pants/slacks and no holes.
3. Clothing and jewelry shall be free of writing, pictures, or any other insignia which are crude, vulgar, obscene, profane, sexually suggestive, or advocates prejudice against any group/individual or advocates the use of drugs or alcohol.
4. Clothing shall fit appropriately and conceal undergarments at all times. Fishnet fabrics, halter tops, off-the-shoulder tops, bare midriffs, and skirts or shorts shorter than mid-thigh are prohibited.
5. Hats and caps shall not be worn indoors.
6. Appropriate tops should cover cleavage and the waist-band area.
7. Tattoos will be covered and piercings (other than ears) will be removed during the school day.
8. Outdoor activities require secured shoes.

2.15 Personal Use of Electronic Devices

Electronic devices (cell phones, tablets, etc.) will not be used by teachers for personal reasons during instructional time or supervisory time.

2.16 Media Relations

Teachers shall submit to their Principal one story, with a photo and caption, as scheduled by their Principal during the school year with input from Teachers to support Board Goal 3 – informing the Summit Hill community of activities taking place in District 161 classrooms/schools. Teachers with an activity, club, and/or athletic stipend position must submit to their Principal one additional story, with a photo and caption, for each awarded stipend during the term of the stipend activity.

Article III

Employee and Union Rights

3.1 Non-Discrimination

The Board and the Union shall continue their policies of equal employment.

The Board shall professionally and ethically administer the contract with fairness and uniformity.

3.2 Personnel Files

Only one official file shall be kept for each Teacher in the District. Such file shall be in the Administrative Center and, except for confidential references, shall be available to the Teacher. The school-building personnel file shall also be made available to the Teacher if requested. Each Teacher shall have access to his/her file and shall have the right to insert materials relevant to his/her service in the district or his/her qualifications in general.

Teachers shall have the right to a photocopy of any non-confidential material in his/her files at the District's expense.

The Teacher shall have the right to attach dissenting material to any non-confidential item in his/her file.

No confidential reference in the Teacher's official or building file shall be copied or made known to anyone other than appropriate School District officials or through court subpoena either during or after his/her service in the District.

Each Teacher shall be notified, in writing, when new materials will be inserted in his/her file.

3.3 Use of School Facilities

Upon notice within a reasonable length of time, provided it does not interfere with the educational program, the Union shall have the right to use a meeting place in a school building, provided that when special custodial services are required, the Board may make a reasonable charge therefor.

The Union shall have the opportunity to use school equipment for Union business after the conclusion of instruction time, when such equipment is not otherwise in use provided such use is approved by the appropriate Principal as per current practice.

3.4 School Financial Information

The School Board agrees to furnish or make available to the Union for reproduction, in response to reasonable requests, all available public information already compiled concerning the financial resources of the District, such as annual financial reports and audits, annual budgets, agenda, and minutes of all Board Meetings and Treasurer's Reports. Nothing herein shall require the Board's administrative staff to research and assemble information.

The Union will furnish or make available for reproduction copies of any pertinent information in connection with the administration or implementation of this Agreement as reasonably requested by the Board or its representatives.

3.5 Mailboxes and Bulletin Boards

The Union shall have the right to the reasonable use of faculty mailboxes and the faculty bulletin board for the purpose of communications, provided that the source of the communications is identified.

3.6 Union-Administration Meetings

The Union and Administration recognize the importance of communication in maintaining good relationships. Building Principals shall meet once a month with Union Building Representatives to discuss building-level issues. The Superintendent shall meet monthly, unless mutually agreed by the parties, with the Union Executive Board to discuss matters relating to the implementation of this Agreement. Monthly meetings shall be held at mutually convenient times. In addition, there shall be one two-hour meeting per District trimester between the Administration and Union representatives to discuss matters of educational policy and development. This meeting shall be jointly scheduled, have opportunity for equal participation and the meeting agenda shall be agreed to by the parties at least twenty-four (24) hours in advance.

3.7 Standardized Test Administration

The Board and Administration have shown concern with keeping the burden of scoring criterion referenced tests and standardized tests from Teachers. The Board and Administration will continue to work toward alleviating that burden from falling on Teachers. Teachers shall receive a half-day release if required to perform data analysis of the common assessments.

3.8 Complaints Against Teachers

A complaint against a Teacher must be presented to the Teacher. The Teacher has the right to defend him/herself against any accusations or complaints. The Teacher may request Union representation.

3.9 Class Size

The Administration will meet with a committee of the Union to discuss class size. This joint committee will investigate, with the purpose of making recommendations to the Board, the issues of class size.

3.10 Leaving the Building

Teachers are permitted to leave their building during their lunch periods upon notifying the Principal or his/her designee. Teachers shall be permitted to leave the building during their planning period by stating the reason for leaving and receiving approval by the Principal or his/her designee. If the planning period is at the end of the school day, the teacher shall return to the building prior to the end of the workday.

3.11 Supply Ordering

The Board shall annually establish the amount of money to be allocated to Teachers for the ordering of classroom supplies. The Teachers shall order the classroom supplies through a catalogue or catalogues designated by the Board. In the event a Teacher wishes to purchase items that are not listed in the catalogue(s) or wishes to purchase from an alternative source, the Teacher may seek approval from his/her Principal for a purchase order to do so.

3.12 Posting of Vacancies

If a vacancy occurs in a teaching or administrative position, the vacancy shall be posted by the Administration on the District website and in all schools; in addition, a copy of the notice will be sent to the Union President(s). However, if the vacancy occurs during the summer vacation period, it will be posted on the District website and at the District office, plus a copy will be sent to the Union President(s).

3.13 Union Right to Address Faculty

The Union shall be allotted time during the New Teacher In-service for orientation of new staff. With the Superintendent's approval, the Union shall have the right to insert information in the "opening of school" packets that each teacher receives.

3.14 Dues Deduction

The District shall honor employees' individually authorized deduction forms and shall make such deductions in the amounts certified by the Union for union dues, assessments, or fees. Authorized deductions shall be irrevocable except in accordance with the terms under which an employee voluntarily authorized said deduction. Dues revocations are processed by the Union. If an employee revokes his or her dues in accordance with the terms in which he or she authorized the dues deductions, the Union will notify the employer after the close of the revocation window.

The District agrees to remit these dues and/or fees to the Union once each month that dues/fees are deducted. A list of teachers for whom deductions have been made and the amount of each deduction shall accompany the first remission. Any changes in personnel from the list previously furnished shall be submitted to the Union within ten (10) workdays.

Article IV

Leaves

4.1 Extraordinary Leaves

Teachers may request leaves, and if the Board approves, the terms of such leave will be arranged on an individual basis.

4.2 Personal Leave

Each Teacher shall be entitled to two (2) personal leave days annually for those pressing personal business or legal matters which may not be attended to during a time other than working hours. The Board will grant an additional half-day of personal leave annually beginning in January 2017 to compensate for Curriculum/Expectations Night, media relations activities and unplanned/unscheduled record-keeping time variances. The Teacher will fill out the application for personal leave form and check the appropriate reason(s). The personal leave application form will be limited to the following reasons for the Teacher to check: (a) attorney appointments, (b) tax audits, (c) court hearing, (d) closing a home mortgage, (e) weddings, (f) graduations, (g) funeral other than for family, which are covered under sick leave, (h) an emergency that affects the financial welfare of applicant Teacher or immediate family, (i) personal business that may not be attended to during a time other than working hours: furniture delivery, furnace breakdown, car break down, etc.

Such leave will not be granted during the first or the last week of school, on a day before or day after a vacation period or holiday, or on days of mandated state testing except in cases of emergency or with the approval of the Superintendent. In cases of emergency, written application must be made after the Teacher's return to duty. Two and one-half (2 1/2) days of personal leave per year not used in the year of service for which it is granted shall be added to the sick leave accumulated days. A maximum of one (1) unused personal day may be added instead, at the Teacher's option, to the next school year. However, no employee may exceed three and one-half (3 1/2) personal days in a single school year. The use of more than two (2) personal days in a row must be approved by the Superintendent.

4.3 Bereavement Leave

In the event of the death of a Teacher's spouse, civil union partner, child/step-child, grandchild/step-grandchild, parent/step-parent, legal guardian or sibling/step-sibling, such teacher shall be entitled to three (3) days of paid bereavement leave per year without loss of sick or personal leave. For the death of a Teacher's grandparent/step-grandparent/grandparent in-law, parent-in-law/step-parent-in-law, brother- or sister-in-law/step-brother- or step-sister-in-law, such Teacher shall be entitled to two (2) days of such leave per year. In total, a Teacher may receive a maximum of three (3) days of bereavement leave per school year.

The Building Principal and Superintendent will be notified in the event this leave is to be taken. If additional time is needed to extend this leave, then sick days may be used as necessary. The time is non-cumulative and if unused, will not roll over to be converted as sick days.

4.4 Sick Leave

- A. Full-time Teachers may have sick leave of not less than fifteen (15) days at full pay during each school year. Sick leave shall accumulate without limitation.
- B. Sick leave shall be interpreted to mean personal illness, quarantine at home, or serious illness or death in the immediate family or household. Immediate family shall be defined as parents, spouse, brothers, sisters, children, grandparents, grandchildren, parents-in-law, sisters-in-law, brothers-in-law, uncles, aunts, and legal guardians. All equal employment requirements will be followed.
- C. Absence due to injury incurred during a Teacher's employment which is compensable under the provisions of the Illinois Workmen's Compensation Act shall not be charged against sick leave, and said Teacher will not lose regular pay, but there will be deducted therefrom any amount received by the Teacher in the form of Workmen's Compensation, whether in the form of temporary or permanent disability. Such payment will not extend beyond the school year during which the job-connected injury was incurred.

4.5 Sick Leave Pool

The intent of the Pool is to provide additional sick leave to Teachers who experience a period of prolonged illness, injury, or hospitalization, personally or in their immediate family or household as defined in School Code 105 ILCS 5/24-6, and who have exhausted their own accumulated sick leave and personal leave days. The Pool is not to be used to supplement a normal Child Care Leave for the purpose of birth or adoption of a child.

Participation in the Pool is voluntary. To participate in the Sick Leave Pool a Teacher must irrevocably donate between one (1) and three (3) sick leave days to the Pool by September 15th of each school year.

To access the Pool, a participating teacher must request and receive approval from both the Union President and the Superintendent. The requesting Teacher shall also provide a doctor's note setting forth the illness or the illness of the family member prior to receiving such days. After sixty (60) days, a Teacher accessing the Pool may request up to an additional thirty (30) days, which must receive approval from both the Union President and the Superintendent. The Business Office shall administer the Sick Leave Pool and maintain all records thereof.

The following conditions shall apply:

1. Upon accessing the pool, the teacher should contact TRS to determine whether he/she qualifies for disability coverage. If illness, incapacity, or any other condition causes an employee to be absent in one school year, after exhaustion of all available leave, for more than 90 consecutive workdays, such absence may be considered a permanent disability according to Board Policy 5:180.
2. The pool shall not be applicable for elective surgery which may be safely deferred until a vacation or recess period.
3. Sick leave pool days cannot be utilized intermittently.
4. A teacher may not access the sick leave pool in two (2) consecutive school years.
5. Teachers receiving worker's compensation or TRS disability benefits are not eligible to access the sick leave pool.
6. Teachers will not have to pay back in any manner the number of days borrowed from the pool.

Sick leave days donated to the Sick Leave Pool shall remain in the Pool for the duration of its existence. If the Pool is devoid of days prior to the completion of a school year, the Superintendent and Union President may agree to open the Pool to additional donations.

Any participant who elects not to donate at least one (1) day each year does not participate in the Pool that year. However, such person may resume donation and participation in any subsequent year, or at such time that the Pool is reopened for additional donations.

4.6 Child-Care Leave

The Board shall provide, upon the request of any tenured Teacher, a child-care leave not to exceed the remainder of the school year during which the child is born or adopted. The Board shall entertain a request for an additional year. The Teacher on such leave shall not advance on the salary schedule, nor shall there be any accrual of benefits. Such leave shall be without pay,

but the recipient may elect to continue membership in the District's hospital and medical insurance, life insurance, and dental plans at his/her own expense.

The terms and conditions of a child-care leave not only will include the beginning and termination dates thereof, but also shall specify the date by which the Teacher is to notify the Board of his/her intention to be granted a teaching position for which he/she is qualified, provided that the position is not involved in any reduction-in-force program by the Board. Upon return, the Teacher will be placed on the salary schedule at a step not lower than the one held at the time of the commencement of such leave.

For clarification purposes, for situations in which a child is born after the last day of school and prior to August 1, the Teacher may, if applicable, request an FMLA to begin on the first day of the new school year. The Teacher may use accrued benefit days to cover the FMLA. Any additional days requested beyond the 60 days will be unpaid.

4.7 FMLA

Teachers are informed of their rights under the Family Medical Leave Act. A link to the statute and accompanying regulations will be provided on the District Extranet.

4.8 Civic Duty Leave

In the event any employee is subpoenaed for jury duty or to appear as a witness in any trial, so long as they are not party to the court action, the employee will be allowed to serve with pay. However, any pay received by an employee for civic duty, minus the Teacher's expenses, will be surrendered to the District as soon as it is received.

4.9 Release Time for Officers

No more than three union officers and/or building representatives may utilize an aggregate of two personal leave days each annually to attend AFT recommended meetings, workshops, and/or training sessions.

Article V

Fringe Benefits

5.1 Duty-Free Lunch

All full-time Teachers shall be entitled to and be allowed duty-free lunch period equal to the regular school lunch period but not less than thirty (30) minutes in each school day.

5.2 Mileage Allowance

An allowance at the rate established by the IRS on January 1 of every contract year per mile shall be paid to Teachers who are required by the Administration to use their cars on official school business. Periodic adjustments will be considered by the Board of Education.

5.3 Reimbursement for Professional Activities

All requests involving leave to attend workshops, conferences, and professional meetings must be submitted to the Superintendent in writing for his/her recommendations to the Board. In all cases, the Board must approve any such requests for professional leave if approving those requests it feels will benefit the School District. The Board will approve the estimated costs of such leave and will reimburse the Teacher for actual expenses based upon receipts and vouchers submitted to it by the Teacher.

5.4 Insurance

A. Health Insurance

During the life of the Agreement, Teachers who elect coverage shall contribute 10% of the annual premium of group health insurance (deducted in equal payments from 2 salary disbursements per month), with the Board contributing the remaining 90% of the premium. The employee group health insurance deductible, co-insurance requirements, maximum out of pocket expenses, prescription coverage, and other terms will be as described in the attachment “Summit Hill SD161 PPO Plan and HMO Plan”. Teachers who opt out of health insurance coverage must submit documentation to the District proving that they have insurance coverage elsewhere.

Individual Teachers shall have the option of securing family coverage for Health Insurance at the Teacher’s expense. However, annually, the Board will establish a pool for Teachers who select family health insurance. For 2020-2021 the pool will be \$200,000 per year and for 2021-2022 the pool will be \$250,000 per year. The pool shall be divided evenly among Teachers who elect family coverage for health insurance premiums only. However, if two (2) or more Teachers qualify for coverage under the same family insurance policy, if they opt for family coverage, the Board will contribute the amount toward the premium equal to what it would have otherwise paid toward the individual Teachers’ premiums, not to exceed the cost of the family policy premium. Teachers who elect this option are not eligible to receive money from the Board’s family insurance pool.

Teachers who receive health insurance from another source may opt-out of the District’s insurance option. In addition, they may receive up to \$1,000 annually. This insurance benefit is not intended by the parties to be a TRS-reportable flexible benefits plan. It serves as an alternative form of non-creditable compensation in lieu of board-provided health insurance. This option shall allow eligible Teachers who have access to other health insurance coverage to waive coverage under the District plan in exchange for payment of a portion of the Teacher’s out-of-pocket costs under such other health insurance coverage, totaling up to \$1,000 for verified costs (i.e., deductibles, out-of-pocket expenses, etc.) but not the cost of premium expenses of another insurance policy. The Teacher will provide proof of costs by May 1 of each school year and shall receive reimbursement for said costs no later than June 1.

B. Dental and Vision Insurance

During the life of the Agreement, Teachers who elect coverage shall contribute 10% of the annual premium for employee dental and/or vision insurance (deducted in equal payments from 2 salary disbursements per month), with the Board contributing the remaining 90% of the premium.

Individual Teachers shall have the option of securing family coverage for dental and/or vision insurance at the Teacher's expense.

C. Life Insurance

The Board shall provide a group life and accidental death dismemberment insurance policy in the amount of \$65,000 per insured for all members of the bargaining unit while they are employed by the Board. Employees electing to retire under the provisions of the law of the State of Illinois may elect to continue with the District's group life and accidental death dismemberment insurance policy with the premiums paid by the employee.

5.5 Extramural & Other Duties

When possible, extramural positions will be filled on a voluntary basis. District seniority and qualifications shall be two of the primary considerations when assignments are made. A Teacher who has been doing an extramural or other duty and who has performed satisfactorily in that activity will continue to do that duty if he/she so wishes unless the club is discontinued.

In those cases where there are insufficient volunteers to fill an extramural position, the District will assign the duties to those who have the least seniority in the District on a rotating basis. The determination of the qualifications shall be made by the Administration and shall not be grievable.

Notification of tentative extramural positions for the next school year will be made prior to the end of the current school year.

The exact amounts for each stipend are listed in Appendix B. Payment of stipends will be issued in full at winter break for those activities beginning and ending before winter break. Payment for stipends will be paid in full at the end of the school year for those activities beginning and ending after winter break. For activities that span both semesters, one-half will be paid at winter break and the other at the end of the school year. Coaches will be appointed from, among others, those Teachers assigned to teach physical education full-time, and provided that such physical education Teachers shall teach a full load of classes.

The Board reserves the right not to fill all extramural positions listed in the collective bargaining agreement. Any extramural activity shall have a maximum of 30 students or have this requirement waived at the administration's discretion.

General Guidelines for District-Sponsored Clubs (May be waived by agreement of the Administrator and teacher/sponsor)

If a club is full and more students want the opportunity to participate in the club, the club may split into additional sessions.

Duration of each elementary club: once a week for 30 weeks. Each meeting is 40 minutes. (Total 20 hours.) If club is split, duration would be 2 sessions of 15 weeks or 3 sessions of 10 weeks. Stipend would be adjusted.

Duration of each Walker club: 20 meetings - Each meeting is approximately 1 hour. (Total 20 hours.) If club is split, duration would be 2 sessions of 10 meetings. Stipend would be adjusted.

Duration of each SHJH club: 16 meetings - Each meeting is approximately 75 minutes. (Total 20 hours.) If club is split, duration would be 2 sessions of 8 meetings. Stipend would be adjusted.

Activities (Grades 5-8)

Curricular activities are defined as events such as Career Day and Science Fair. These events occur on a limited basis during the school year and include Teacher involvement outside the school day.

Either the Administration or a Teacher may initiate a proposal for a new extramural activity or additional duty. The Board retains the right for final approval for any additional activities or duties. At the time the duties or activities are approved, the Board and the Union shall negotiate the rate of pay.

5.6 Tuition Reimbursement

Teachers wishing tuition reimbursement shall make application to the Superintendent for pre-approval to enroll in a graduate-level course. In those instances when the applying Teacher has not earned a master's degree, evidence of acceptance into a master's degree program at an accredited institution must be provided at the time of the application for tuition reimbursement. A Teacher shall not seek reimbursement for coursework to attain a BA+15 unless the coursework is included in his/her master's degree program. Within thirty (30) days of completion of the pre-approved course(s), the Teacher must provide the Superintendent with official proof that establishes the completion of the pre-approved course with a grade no lower than "B." Teachers meeting the requirements specified in this section will be reimbursed the costs of tuition not to exceed \$150 per semester hour and not to exceed nine (9) semester hours for each period of May 1 through April 30. The amount of money available for tuition reimbursement will not exceed \$70,000 annually. There shall be no "carry over" of funds from one period to the next. Reimbursement for interim session or summer school shall be made when the Teacher returns to teach for the fall semester.

To receive reimbursement for courses completed after March 1, the Teacher must return to District employment in the following school year.

5.7 Retirement Incentive

No more than a total of six (6) Teachers per school year, selected by seniority, and who have a minimum of fifteen (15) years of full-time teaching service in District 161 may participate in the Retirement Incentive. To access the incentive, written notice of irrevocable retirement must be received by the Board no later than November 1 of the first year of participation in the incentive (this deadline will be extended to January 15, 2021 for the first year of the Agreement only). Retirement under this Section will only occur at the end of a school year. Once given and accepted by the Board, a Teacher's notification of intent to retire may not be rescinded, except to retire at a date earlier than originally stated.

Eligible Teachers may select an incentive between one (1) and four (4) years in length. For Teachers selecting an incentive of four (4) or fewer years in length, their salaries in each of the years remaining until retirement shall be 5% over what it was the previous school year. In the event the salary increases pursuant to this section shall result in the Board being required to pay an additional payment or penalty to TRS, the pay increases shall be limited to the amount that is TRS creditable without additional payments or penalties by the Board.

Employees electing to retire under the provisions of the law of the State of Illinois may continue in the dental and/or life insurance programs of the School District with the premiums paid by the employee for up to ten (10) years or when the employee reaches age 65.

Article VI

Salary

For the 2020-2021 school year, Teachers shall receive a salary increase linked to the Consumer Price Index (CPI-U) plus 1.7%, but not less than 3.75% or greater than 4.75%. For the 2021-2022 school year, Teachers shall receive a salary increase linked to the Consumer Price Index (CPI-U) plus 2.6%, but not less than 3.75% or greater than 4.75%. The salary schedule for 2020-2021 appears in Appendix A. The salary schedule for 2021-2022 shall be determined after the release of the CPI in January and shall be made available to the Teachers.

For the 2020-21 school year only, all certified teachers will receive a one-time payment of \$300. The timing of the payment would be determined based on contract agreement, but is intended to occur as soon as practical.

For the 2021-22 school year only, any positive variance between budgeted stipend expenses (budget shall be maintained from 2020-21) and actual stipend expenses will be shared between the District (50%) and Union members (50%) with the latter allocated equally among active members in December 2021 and June 2022.

6.1 Pay Periods

Teachers shall receive at least twenty-six bi-weekly paychecks throughout the year. The District will set a payroll schedule by the first payroll in June for the following year and provide it to Teachers.

When a regular payday falls on a Federal Reserve bank holiday, paychecks will be issued the day prior to that holiday.

6.2 Deductions

The District will make payroll deductions for the credit union of their choice upon written request of the employees. Such request shall be made at the beginning of each year.

6.3 Placement on the Salary Schedule

School Social Workers, Speech Pathologists and School Psychologists (S.S.P.) who are serving the District in such capacities and who confirm that their master's degree requirements consisted of at least fifty-five (55) hours of masters-level work (including clinical hours) shall be placed in the MA+30 column of the Salary Schedule, or beyond if warranted by additional education beyond their degrees. School psychologists whose degrees meet the fifty-five (55) hour requirement but who earned their degrees prior to the S.S.P. designation shall be grandfathered. Such current employees shall also be placed accordingly.

6.4 Advancement on the Salary Schedule

Teachers who earn credit in graduate courses may advance horizontally on the salary schedule provided the following requirements have been met:

- A. The Teacher shall present a request for course pre-approval to the Superintendent in advance of taking the course;
- B. The Superintendent may accept or reject a course for any or all the following reasons:
 1. Its pertinence to the area of education;

Formatted: No underline

2. Its relevance to subject(s) taught;
3. Teachers may apply to the Superintendent for approval of training for an administrative degree. The Superintendent's decision is final and at his/her sole discretion.

The decision of the Superintendent to accept or deny the course for horizontal advancement on the salary schedule is final and not subject to the grievance procedure.

- C. When a request for a course subject approval is submitted to the Superintendent, said request shall be granted or rejected within ten (10) days of its submission. If the request is rejected, the Superintendent shall notify the employee in writing of the reasons for the rejections.
- D. Once advance approval for the course is given and the course is completed, the following conditions must be met prior to the employee receiving the appropriate salary schedule placement:
 1. All hours must be earned at an accredited institution of higher learning;
 2. Satisfactory completion of a course with a grade of "B" or higher must be demonstrated by an official transcript submitted to the Superintendent by October 15 of the school year for which salary-schedule placement is requested.
- E. Teachers shall be advanced at the appropriate earned step on the salary schedule at the beginning of the academic year.

6.5 Pay for Involuntary Room/Assignment Change

Any Teacher whose room and/or grade level assignment is changed after August 1st of each school year shall receive a stipend of \$600 (effective August 1st, 2021).

Article VII

Grievance

7.1 Definition

A grievance shall mean a written complaint that there has been a violation, misinterpretation, or misapplication of any of the provisions of this Agreement.

7.2 Presentation of Grievance

Individual employees or groups of employees may present a grievance. Grievants may be accompanied by a Union representative if they so desire. A union representative shall have the opportunity to be present and to represent the grievant, if the grievant so desires, at any stage of the grievance procedure, and any settlement reached must not be inconsistent with the provisions of this Agreement.

7.3 General Provisions

- A. Only one subject matter shall be covered in any one grievance. The grievance shall be in writing and shall contain a statement of the grievance and the issues involved, the relief sought, and the date the incident or violation took place.
- B. The grievance shall be presented to the immediate supervisor, signed and dated by the grievant.

- C. By agreement of the grievant and the administration, the grievance may be filed with the Superintendent or the Board instead of with the immediate supervisor in any appropriate case.
- D. A Teacher who participates in the grievance procedure shall not be subjected to disciplinary action or reprisal because of such participation.
- E. Failure at any step of this procedure to communicate the decision of a grievance within the specified time limits shall permit the lodging of any appeal at the next step of the procedure within the time limits allotted had a decision been given. The filing of a grievance or appeal from any step of this grievance procedure shall be accomplished within the time limits specified. The time limits shall be extended only by mutual agreement.
- F. Proceedings will be conducted at times and places which will afford a fair and reasonable opportunity for all persons entitled to be present to attend. If it becomes necessary, in the opinion of the Administration or the Board, for a grievant and/or his/her representative to be involved in proceedings during school hours, they shall be excused without loss of pay for that purpose.
- G. Failure of the Administration or the Board to give copies of decisions on grievances to the Union shall not nullify nor otherwise affect such decisions.

7.4 **Procedure for Adjustment of Grievances**

Informal Conference

- A. A grievance shall first be discussed with the Principal with the object of resolving the matter informally.
- B. In the event the matter is resolved informally and a Union representative was not present at the adjustment of the grievance, the grievant shall inform the President(s) of the Union or his/her designee of the adjustment.

Formal Procedure

Step 1. Principal Level

In the event the matter is not resolved informally, the grievance, stated in writing, may be submitted by the Teacher or his/her representative, if any, to the appropriate Administrator within twenty (20) workdays after the occurrence of the act or condition which is the basis for the grievance.

- A. The Administrator shall meet and confer on the grievance within five (5) workdays after the filing thereof, with a view to arriving at a mutually satisfactory adjustment. Participants in this conference and throughout the procedure shall be those guaranteed in the general provisions.
- B. Within five (5) workdays after hearing the grievance, the Administrator shall state his/her decision in writing, together with supporting reasons, to the grievant and the Union President.

Step 2. Superintendent Level

Within ten (10) workdays after receiving the decision of the Principal, an appeal of the decision may be made to the Superintendent. The appeal shall be in writing and shall set forth specifically the act or conditions and the grounds on which the grievance is based and shall be accompanied by a copy of the grievance and the decision at Step 1. Neither party to the grievance will be permitted to assert grounds not previously asserted before the Superintendent.

- A. The Superintendent shall meet and confer on the grievance within five (5) workdays with a view to arriving at a mutually satisfactory adjustment.
- B. Within five (5) workdays after the appeal meeting, the Superintendent shall state his/her decision in writing to the grievant and the Union President.

Step 3. Board Level

Within ten (10) workdays after receiving the decision of the Superintendent, an appeal may be filed with the Board in writing and shall be accompanied by a copy of the original grievance, the appeal, and the decisions at Steps 1 and 2.

- A. No later than twenty (20) workdays after the receipt of the appeal, the Board shall hold a hearing on the grievance. The hearing shall be informal, but the Board shall allow the grievant and his/her representative, if any, to present the case.
- B. Within thirty (30) calendar days after the hearing on the appeal, the Board shall communicate its decision, in writing to the grievant and the Union President.

Step 4. Arbitration

If the decision at Step 3 is not satisfactory to a grievant, there shall be available a 4th and final step for the resolution of the grievance--binding arbitration. The decision to enter into arbitration shall be at the discretion of the Union.

The grievant must submit, in writing, within thirty (30) workdays after receiving the Board's decision in Step 3, a request to enter into binding arbitration. The arbitration shall be conducted by an arbitrator to be selected by the two parties within thirty (30) workdays after said notice is given. If the two parties fail to reach agreement on the arbitrator within the above thirty-day period, the American Arbitration Association will immediately be requested to provide an arbitrator in accordance with the voluntary labor arbitration rules of said association. The arbitrator shall be without power or authority to make any decision which is contrary to, inconsistent with, or modifies or varies the terms of this Agreement, or which limits or interferes with the Board's duties, powers, or responsibilities under applicable law. The sole power of the arbitrator shall be to determine if the terms of this Agreement have been violated, misinterpreted, or misapplied. The decision and/or award of the arbitrator, if made in accordance with his/her jurisdiction and authority under this Agreement, will be binding upon the parties. Expenses for the arbitrator's services and expenses which are common to both parties to the arbitration shall be borne equally by the Board and the Union.

In the event any member of the bargaining unit commences proceedings in any state or federal court or administrative agency against the Board, charging the Board with a violation of any of the rights enumerated herein or with a breach of this contract, such remedy shall be exclusive, and

the said member shall be barred from invoking any other remedy which may be provided for in this Agreement.

Article VIII

Ratification, Conditions, and Duration

8.1 Ratifications and Conditions

This document will not be considered binding until such time as the Union has formally notified the Board in writing of official acceptance of this document by the membership and subsequent approval by formal Board action at a regular Board meeting.

8.2 Duration

This Agreement shall be effective on the 1st day of July 2020 and shall remain in full force until June 30, 2022. This Agreement shall be renewed automatically from year to year thereafter, unless either party shall notify the other in writing no later than February 15 of any year that it desired to modify, change, amend, or terminate this Agreement. The Union agrees to a prohibition against all strikes for the duration of this Agreement.

In the event of such notice to modify, change, or amend this Agreement, negotiations shall begin no later than April 10 of any year or until such further date as the parties may jointly agree in writing.

Dated this 17th day of February, 2021.

In Witness whereof, the parties have executed this Agreement by their duly authorized representatives.

**Summit Hill Council
American Federation of Teachers,
Local 604**

**Board of Education
School District No. 161
Frankfort, Illinois**

President

President

Secretary

Secretary

Appendix A – 2020-21 Salary Schedules

| FY 21 Basic (for illustrative purpose only--based on 9% TRS contribution) | | | | | | |
|--|-----------|-------------|-----------|-------------|-------------|-------------|
| | BA | BA15 | MA | MA15 | MA30 | MA45 |
| 1 | 48,232 | 49,448 | 51,344 | 52,527 | 53,790 | 55,105 |
| 2 | 48,859 | 50,091 | 52,011 | 53,210 | 54,489 | 55,821 |
| 3 | 49,494 | 50,743 | 52,688 | 53,902 | 55,199 | 56,548 |
| 4 | 50,137 | 51,402 | 53,373 | 54,604 | 55,917 | 57,284 |
| 5 | 50,788 | 52,070 | 54,067 | 55,314 | 56,645 | 58,030 |
| 6 | 51,449 | 52,748 | 54,769 | 56,032 | 57,381 | 58,784 |
| 7 | 52,117 | 53,433 | 55,482 | 56,760 | 58,126 | 59,548 |
| 8 | 52,795 | 54,128 | 56,204 | 57,499 | 58,882 | 60,323 |
| 9 | 53,482 | 54,832 | 56,933 | 58,246 | 59,648 | 61,107 |
| 10 | 54,177 | 55,544 | 57,674 | 59,004 | 60,423 | 61,902 |
| 11 | 54,881 | 56,267 | 58,424 | 59,771 | 61,210 | 62,706 |
| 12 | 55,594 | 56,998 | 59,183 | 60,547 | 62,005 | 63,521 |
| 13 | 56,317 | 57,740 | 59,953 | 61,335 | 62,811 | 64,346 |
| 14 | 57,049 | 58,490 | 60,732 | 62,131 | 63,628 | 65,163 |
| 15 | 57,793 | 59,255 | 61,529 | 62,948 | 64,465 | 66,002 |
| 16 | 58,536 | 60,022 | 62,326 | 63,767 | 65,304 | 66,839 |
| 17 | 59,280 | 60,786 | 63,122 | 64,584 | 66,142 | 67,677 |
| 18 | 60,024 | 61,549 | 63,919 | 65,402 | 66,980 | 68,516 |
| 19 | 60,768 | 62,315 | 64,717 | 66,219 | 67,820 | 69,356 |
| 20 | 61,512 | 63,078 | 65,510 | 67,036 | 68,659 | 70,194 |
| 21 | 62,256 | 63,841 | 66,303 | 67,853 | 69,507 | 71,032 |
| 22 | 63,000 | 64,604 | 67,096 | 68,671 | 70,355 | 71,870 |
| 23 | 63,744 | 65,367 | 67,839 | 69,489 | 71,203 | 72,708 |
| 24 | 64,488 | 66,130 | 68,582 | 70,307 | 72,036 | 73,546 |
| 25 | 65,232 | 66,893 | 69,325 | 71,125 | 72,869 | 74,384 |
| 26 | 65,976 | 67,656 | 70,068 | 71,943 | 73,702 | 75,222 |
| 27 | 66,720 | 68,419 | 70,811 | 72,761 | 74,535 | 76,060 |
| 28 | 67,464 | 69,182 | 71,554 | 73,579 | 75,368 | 76,898 |
| 29 | 68,208 | 69,945 | 72,297 | 74,397 | 76,201 | 77,736 |
| 30 | 68,952 | 70,708 | 73,040 | 75,215 | 77,034 | 78,574 |
| 31 | 69,696 | 71,471 | 73,783 | 76,033 | 77,867 | 79,412 |
| 32 | 70,440 | 72,234 | 74,526 | 76,851 | 78,700 | 80,250 |
| 33 | 71,184 | 72,997 | 75,269 | 77,669 | 79,533 | 81,088 |
| 34 | 71,928 | 73,760 | 76,012 | 78,487 | 80,366 | 81,926 |
| 35 | 72,672 | 74,523 | 76,755 | 79,305 | 81,200 | 82,764 |

| FY 21 Computed (Total TRS Creditable Salary) | | | | | | |
|---|-----------|-------------|-----------|-------------|-------------|-------------|
| | BA | BA15 | MA | MA15 | MA30 | MA45 |
| 1 | 53,002 | 54,339 | 56,422 | 57,722 | 59,110 | 60,555 |
| 2 | 53,691 | 55,045 | 57,155 | 58,472 | 59,878 | 61,342 |
| 3 | 54,389 | 55,761 | 57,899 | 59,233 | 60,658 | 62,141 |
| 4 | 55,096 | 56,486 | 58,652 | 60,004 | 61,447 | 62,950 |
| 5 | 55,811 | 57,220 | 59,414 | 60,784 | 62,247 | 63,769 |
| 6 | 56,537 | 57,964 | 60,186 | 61,574 | 63,056 | 64,598 |
| 7 | 57,271 | 58,718 | 60,969 | 62,374 | 63,875 | 65,437 |
| 8 | 58,017 | 59,482 | 61,762 | 63,186 | 64,706 | 66,289 |
| 9 | 58,771 | 60,255 | 62,564 | 64,006 | 65,547 | 67,151 |
| 10 | 59,536 | 61,038 | 63,378 | 64,839 | 66,399 | 68,024 |
| 11 | 60,309 | 61,832 | 64,202 | 65,682 | 67,263 | 68,908 |
| 12 | 61,093 | 62,635 | 65,037 | 66,535 | 68,137 | 69,803 |
| 13 | 61,887 | 63,451 | 65,882 | 67,401 | 69,023 | 70,710 |
| 14 | 62,691 | 64,275 | 66,739 | 68,276 | 69,921 | 71,608 |
| 15 | 63,509 | 65,115 | 67,614 | 69,174 | 70,841 | 72,530 |
| 16 | 64,325 | 65,958 | 68,490 | 70,073 | 71,763 | 73,450 |
| 17 | 65,143 | 66,797 | 69,365 | 70,971 | 72,683 | 74,370 |
| 18 | 65,961 | 67,637 | 70,240 | 71,870 | 73,605 | 75,292 |
| 19 | 66,777 | 68,478 | 71,117 | 72,768 | 74,528 | 76,215 |
| 20 | 67,595 | 69,316 | 71,989 | 73,666 | 75,449 | 77,137 |
| 21 | 68,413 | 70,154 | 72,866 | 74,564 | 76,371 | 78,060 |
| 22 | 69,231 | 70,992 | 73,747 | 75,462 | 77,293 | 78,982 |
| 23 | 70,049 | 71,830 | 74,628 | 76,360 | 78,215 | 79,904 |
| 24 | 70,867 | 72,668 | 75,509 | 77,258 | 79,137 | 80,826 |
| 25 | 71,685 | 73,506 | 76,390 | 78,156 | 80,059 | 81,748 |
| 26 | 72,503 | 74,344 | 77,271 | 79,074 | 80,981 | 82,670 |
| 27 | 73,321 | 75,182 | 78,152 | 79,992 | 81,903 | 83,592 |
| 28 | 74,139 | 76,020 | 79,033 | 80,910 | 82,825 | 84,514 |
| 29 | 74,957 | 76,858 | 79,914 | 81,828 | 83,747 | 85,436 |
| 30 | 75,775 | 77,696 | 80,795 | 82,746 | 84,669 | 86,358 |
| 31 | 76,593 | 78,534 | 81,676 | 83,664 | 85,591 | 87,280 |
| 32 | 77,411 | 79,372 | 82,557 | 84,582 | 86,513 | 88,202 |
| 33 | 78,229 | 80,210 | 83,438 | 85,500 | 87,435 | 89,124 |
| 34 | 79,047 | 81,048 | 84,319 | 86,418 | 88,357 | 90,046 |
| 35 | 79,865 | 81,886 | 85,200 | 87,336 | 89,279 | 90,968 |

Appendix A – 2021-22 Salary Schedules

| FY 22 Basic (for illustrative purpose only--based on 9% TRS contribution) | | | | | | |
|--|-----------|-------------|-----------|-------------|-------------|-------------|
| | BA | BA15 | MA | MA15 | MA30 | MA45 |
| 1 | 49,517 | 50,766 | 52,712 | 53,927 | 55,224 | 56,574 |
| 2 | 50,161 | 51,426 | 53,397 | 54,628 | 55,942 | 57,309 |
| 3 | 50,813 | 52,095 | 54,092 | 55,338 | 56,669 | 58,054 |
| 4 | 51,474 | 52,772 | 54,795 | 56,058 | 57,407 | 58,810 |
| 5 | 52,143 | 53,458 | 55,508 | 56,788 | 58,154 | 59,576 |
| 6 | 52,820 | 54,153 | 56,230 | 57,526 | 58,910 | 60,351 |
| 7 | 53,507 | 54,858 | 56,960 | 58,273 | 59,676 | 61,136 |
| 8 | 54,202 | 55,570 | 57,701 | 59,031 | 60,451 | 61,930 |
| 9 | 54,907 | 56,294 | 58,452 | 59,799 | 61,237 | 62,736 |
| 10 | 55,621 | 57,025 | 59,211 | 60,576 | 62,034 | 63,552 |
| 11 | 56,344 | 57,766 | 59,981 | 61,364 | 62,840 | 64,378 |
| 12 | 57,076 | 58,518 | 60,761 | 62,162 | 63,658 | 65,215 |
| 13 | 57,818 | 59,278 | 61,551 | 62,969 | 64,485 | 66,062 |
| 14 | 58,570 | 60,050 | 62,351 | 63,788 | 65,323 | 66,920 |
| 15 | 59,331 | 60,830 | 63,162 | 64,616 | 66,173 | 67,770 |
| 16 | 60,105 | 61,625 | 63,990 | 65,466 | 67,044 | 68,642 |
| 17 | 60,877 | 62,423 | 64,819 | 66,317 | 67,916 | 69,513 |
| 18 | 61,651 | 63,217 | 65,647 | 67,167 | 68,787 | 70,384 |
| 19 | 62,425 | 64,011 | 66,476 | 68,018 | 69,660 | 71,256 |
| 20 | 63,198 | 64,808 | 67,305 | 68,868 | 70,533 | 72,130 |
| 21 | 63,972 | 65,601 | 68,130 | 69,718 | 71,405 | 73,002 |
| 22 | 64,887 | 66,549 | 69,092 | 70,677 | 72,365 | 73,962 |
| 23 | 66,206 | 67,846 | 70,481 | 72,104 | 73,832 | 75,428 |
| 24 | 67,529 | 69,239 | 71,900 | 73,565 | 75,337 | 76,934 |
| 25 | 69,434 | 71,114 | 73,834 | 75,496 | 77,270 | 78,867 |
| 26 | 70,546 | 72,293 | 75,040 | 76,739 | 78,550 | 80,147 |
| 27 | 71,770 | 73,599 | 76,405 | 78,144 | 79,999 | 81,596 |
| 28 | 73,099 | 74,933 | 77,763 | 79,583 | 81,486 | 83,082 |
| 29 | 74,893 | 76,829 | 79,784 | 81,629 | 83,598 | 85,152 |
| 30 | 77,373 | 79,088 | 82,101 | 84,061 | 86,061 | 87,702 |
| 31 | | | 82,421 | 84,447 | 86,380 | 88,022 |
| 32 | 78,969 | | 83,972 | 86,001 | 87,982 | 89,532 |
| 33 | | | 86,088 | 88,070 | 90,052 | 91,602 |
| 34 | 79,301 | | 89,363 | 91,477 | 93,602 | 95,200 |
| 35 | 79,720 | | 92,999 | 95,308 | 97,629 | 99,225 |

| FY 22 Computed (Total TRS Creditable Salary) | | | | | | |
|---|-----------|-------------|-----------|-------------|-------------|-------------|
| | BA | BA15 | MA | MA15 | MA30 | MA45 |
| 1 | 54,415 | 55,787 | 57,925 | 59,260 | 60,685 | 62,169 |
| 2 | 55,122 | 56,513 | 58,678 | 60,031 | 61,474 | 62,977 |
| 3 | 55,839 | 57,247 | 59,441 | 60,811 | 62,274 | 63,796 |
| 4 | 56,564 | 57,992 | 60,215 | 61,603 | 63,084 | 64,626 |
| 5 | 57,299 | 58,745 | 60,998 | 62,404 | 63,905 | 65,468 |
| 6 | 58,044 | 59,509 | 61,791 | 63,216 | 64,737 | 66,320 |
| 7 | 58,799 | 60,283 | 62,594 | 64,037 | 65,578 | 67,182 |
| 8 | 59,562 | 61,066 | 63,408 | 64,869 | 66,430 | 68,055 |
| 9 | 60,338 | 61,861 | 64,233 | 65,713 | 67,294 | 68,941 |
| 10 | 61,122 | 62,665 | 65,066 | 66,567 | 68,169 | 69,837 |
| 11 | 61,917 | 63,479 | 65,913 | 67,433 | 69,055 | 70,745 |
| 12 | 62,721 | 64,305 | 66,770 | 68,310 | 69,954 | 71,664 |
| 13 | 63,537 | 65,141 | 67,638 | 69,197 | 70,863 | 72,596 |
| 14 | 64,363 | 65,989 | 68,517 | 70,097 | 71,784 | 73,538 |
| 15 | 65,199 | 66,846 | 69,408 | 71,007 | 72,718 | 74,472 |
| 16 | 66,050 | 67,720 | 70,319 | 71,941 | 73,675 | 75,431 |
| 17 | 66,898 | 68,597 | 71,229 | 72,876 | 74,633 | 76,388 |
| 18 | 67,748 | 69,469 | 72,140 | 73,810 | 75,591 | 77,345 |
| 19 | 68,599 | 70,342 | 73,050 | 74,745 | 76,549 | 78,304 |
| 20 | 69,449 | 71,218 | 73,962 | 75,679 | 77,509 | 79,263 |
| 21 | 70,299 | 72,089 | 74,868 | 76,613 | 78,467 | 80,222 |
| 22 | 71,304 | 73,131 | 75,926 | 77,667 | 79,522 | 81,277 |
| 23 | 72,754 | 74,556 | 77,452 | 79,235 | 81,134 | 82,888 |
| 24 | 74,208 | 76,087 | 79,012 | 80,840 | 82,788 | 84,543 |
| 25 | 76,302 | 78,148 | 81,136 | 82,962 | 84,912 | 86,667 |
| 26 | 77,523 | 79,443 | 82,461 | 84,329 | 86,318 | 88,073 |
| 27 | 78,868 | 80,878 | 83,961 | 85,873 | 87,911 | 89,665 |
| 28 | 80,329 | 82,344 | 85,454 | 87,454 | 89,545 | 91,299 |
| 29 | 82,300 | 84,428 | 87,675 | 89,702 | 91,866 | 93,574 |
| 30 | 85,026 | 86,910 | 90,221 | 92,375 | 94,573 | 96,376 |
| 31 | | | 90,572 | 92,799 | 94,923 | 96,728 |
| 32 | 86,779 | | 92,277 | 94,507 | 96,683 | 98,387 |
| 33 | | | 94,602 | 96,780 | 98,958 | 100,661 |
| 34 | 87,143 | | 98,201 | 100,524 | 102,860 | 104,615 |
| 35 | 87,604 | | 102,197 | 104,734 | 107,284 | 109,038 |

Appendix B

| Summit Hill School District 161 | | | | | | | | | | | | |
|---|--|-------------|--|---------------------------------|-----------------------|-------------|-------------|------------------|-------------|--|--|----------|
| Stipend Schedule 2020-2021 | | | | | | | | | | | | |
| District Wide | | | | | | | | | | | | |
| Academic | | | | | IESA Athletics | | | | | | | |
| Stipend | | Amount | | | Stipend | | Amount | | | | | |
| Curriculum Work (per day) | | \$ 145.00 | | | Athletic Director | | \$ 6,500.00 | | | | | |
| Consulting Teacher (remediation plans) | | \$ 600.00 | | | | | | | | | | |
| Internal Substitution (per period) | | \$ 45.00 | | | | | | | | | | |
| ESY or Summer Bridge or Homebound (per hour) | | \$ 45.00 | | | | | | | | | | |
| District Stipends - Elementary Schools | | | | | | | | | | | | |
| All Elementary Schools | | | | | | | | | | | | |
| Stipend | | Amount | | | | | | | | | | |
| Lunch/Recess supervisor - timesheet (per period) | | \$ 45.00 | | | | | | | | | | |
| Tutoring (Math or Reading) - timesheet (per hour) | | \$ 45.00 | | | | | | | | | | |
| Elementary Choir | | \$ 1,500.00 | | | | | | | | | | |
| PBIS Coordinator | | \$ 1,300.00 | | | | | | | | | | |
| 1-4 Club | | \$ 1,300.00 | | | | | | | | | | |
| Note: Examples of 1-4 Clubs include, but are not limited to: Safety Patrol and Choir. | | | | | | | | | | | | |
| District Stipends - Hilda Walker School | | | | | | | | | | | | |
| Academic | | | | IESA Athletics | | | | Fine Arts | | Other | | |
| Stipend | | Amount | | Stipend | | Amount | | Stipend | Amount | Timesheet Stipends | | Amount |
| Scholastic Bowl | | \$ 2,000.00 | | Basketball Coach (2) | | \$ 4,000.00 | | Band (2) | \$ 3,750.00 | Crowd Control Supervisor (per evening) | | \$ 63.00 |
| Student Council Advisor | | \$ 2,000.00 | | Track Coach (2) | | \$ 3,500.00 | | Choir | \$ 2,500.00 | Scorekeeper (per evening) | | \$ 63.00 |
| Intramural Volleyball (4) | | \$ 1,300.00 | | Cross Country Coach | | \$ 3,500.00 | | | | | | |
| Intramural Basketball (2) | | \$ 1,300.00 | | | | | | | | | | |
| Intramural Bowling | | \$ 1,300.00 | | | | | | | | | | |
| PBIS Coordinator | | \$ 1,300.00 | | | | | | | | | | |
| 5-6 Club | | \$ 1,300.00 | | | | | | | | | | |
| 5-6 Activity | | \$ 800.00 | | | | | | | | | | |
| Note: Examples of 5-6 Clubs include, but are not limited to: Safety Patrol, Drama, and Math Team. | | | | | | | | | | | | |
| Note: Examples of 5-6 Activities include, but are not limited to: Science Fair and Career Day. | | | | | | | | | | | | |
| District Stipends - Summit Hill Junior High | | | | | | | | | | | | |
| Academic | | | | IESA Athletics | | | | Fine Arts | | Other | | |
| Stipend | | Amount | | Stipend | | Amount | | Stipend | Amount | Timesheet Stipends | | Amount |
| Scholastic Bowl | | \$ 2,000.00 | | Basketball Coach (4) | | \$ 5,000.00 | | Band 1 | \$ 6,250.00 | Crowd Control Supervisor (per evening) | | \$ 63.00 |
| Student Council Advisor | | \$ 2,000.00 | | Track Coach (4) | | \$ 3,500.00 | | Band | \$ 3,750.00 | Scorekeeper (per evening) | | \$ 63.00 |
| IESA Speech Team | | \$ 2,000.00 | | Cross Country Coach (2) | | \$ 3,500.00 | | Strings | \$ 5,000.00 | Study Hall/Detention Supervisor (per period) | | \$ 45.00 |
| Yearbook | | \$ 1,300.00 | | Baseball Coach (2) | | \$ 3,500.00 | | Choir | \$ 2,500.00 | Lunch/Intramural Supervisor (per period) | | \$ 45.00 |
| Science Fair (2) | | \$ 800.00 | | Softball Coach (2) | | \$ 3,500.00 | | Chorus | \$ 2,500.00 | Turnabout/Academic Assistance (per period) | | \$ 45.00 |
| NIHS Sponsor | | \$ 1,300.00 | | Volleyball Coach - Boys (2) | | \$ 3,500.00 | | | | | | |
| Intramural Basketball (2) | | \$ 1,300.00 | | Volleyball Coach - Girls (2) | | \$ 4,250.00 | | | | | | |
| Intramural Volleyball (2) | | \$ 1,300.00 | | Golf Coach (State Series) | | \$ 2,000.00 | | | | | | |
| PBIS Coordinator | | \$ 1,300.00 | | Bowling Coach (State Series) | | \$ 2,000.00 | | | | | | |
| 7-8 Club | | \$ 1,300.00 | | Chess Club Coach (State Series) | | \$ 2,000.00 | | | | | | |
| 7-8 Activity | | \$ 800.00 | | Competitive Cheerleading Coach | | \$ 3,500.00 | | | | | | |
| | | | | Spirit Cheer Coach | | \$ 3,000.00 | | | | | | |
| Note: Examples of 7-8 Clubs include, but are not limited to: Newspaper, Drama, Orff, and Math Team. | | | | | | | | | | | | |
| Note: Examples of 7-8 Activities include, but are not limited to: Science Fair and Career Day. | | | | | | | | | | | | |

Appendix B

| Summit Hill School District 161 | | | | | | | | | | | | | | | |
|--|--|-------------|--|---------------------------------|--|------------------|--|------------------|--|--------------|--|--|--|----------|--|
| Stipend Schedule 2021-2022 | | | | | | | | | | | | | | | |
| District Wide | | | | | | | | | | | | | | | |
| Academic | | | | IESA Athletics | | | | | | | | | | | |
| Stipend | | Amount | | Stipend | | Amount | | | | | | | | | |
| Curriculum Work (per day) | | \$ 147.03 | | Athletic Director | | \$ 6,591.00 | | | | | | | | | |
| Consulting Teacher (remediation plans) | | \$ 608.40 | | | | | | | | | | | | | |
| Internal Substitution (per period) | | \$ 45.63 | | | | | | | | | | | | | |
| ESY or Summer Bridge or Homebound (per hour) | | \$ 45.63 | | | | | | | | | | | | | |
| District Stipends - Elementary Schools | | | | | | | | | | | | | | | |
| All Elementary Schools | | | | | | | | | | | | | | | |
| Stipend | | Amount | | | | | | | | | | | | | |
| Lunch/Recess supervisor - timesheet (per period) | | \$ 45.63 | | | | | | | | | | | | | |
| Tutoring (Math or Reading) - timesheet (per hour) | | \$ 45.63 | | | | | | | | | | | | | |
| Elementary Choir | | \$ 1,521.00 | | | | | | | | | | | | | |
| PBIS Coordinator | | \$ 1,318.20 | | | | | | | | | | | | | |
| 1-4 Club | | \$ 1,318.20 | | | | | | | | | | | | | |
| Note: Examples of 1-4 Clubs include, but are not limited to: Safety Patrol and Choir. | | | | | | | | | | | | | | | |
| District Stipends - Hilda Walker School | | | | | | | | | | | | | | | |
| Academic | | | | IESA Athletics | | Fine Arts | | Other | | | | | | | |
| Stipend | | Amount | | Stipend | | Amount | | Stipend | | Amount | | | | | |
| Scholastic Bowl | | \$ 2,028.00 | | Basketball Coach (2) | | \$ 4,056.00 | | Band (2) | | \$ 3,802.50 | | | | | |
| Student Council Advisor | | \$ 2,028.00 | | Track Coach (2) | | \$ 3,549.00 | | Choir | | \$ 2,535.00 | | | | | |
| Intramural Volleyball (4) | | \$ 1,318.20 | | Cross Country Coach | | \$ 3,549.00 | | | | | | | | | |
| Intramural Basketball (2) | | \$ 1,318.20 | | | | | | | | | | | | | |
| Intramural Bowling | | \$ 1,318.20 | | | | | | | | | | | | | |
| PBIS Coordinator | | \$ 1,318.20 | | | | | | | | | | | | | |
| 5-6 Club | | \$ 1,318.20 | | | | | | | | | | | | | |
| 5-6 Activity | | \$ 811.20 | | | | | | | | | | | | | |
| Note: Examples of 5-6 Clubs include, but are not limited to: Safety Patrol, Drama, and Math Team. | | | | | | | | | | | | | | | |
| Note: Examples of 5-6 Activities include, but are not limited to: Science Fair and Career Day. | | | | | | | | | | | | | | | |
| District Stipends - Summit Hill Junior High | | | | | | | | | | | | | | | |
| Academic | | | | IESA Athletics | | | | Fine Arts | | Other | | | | | |
| Stipend | | Amount | | Stipend | | Amount | | Stipend | | Amount | | Stipend | | Amount | |
| Scholastic Bowl | | \$ 2,028.00 | | Basketball Coach (4) | | \$ 5,070.00 | | Band 1 | | \$ 6,337.50 | | Crowd Control Supervisor (per evening) | | \$ 63.88 | |
| Student Council Advisor | | \$ 2,028.00 | | Track Coach (4) | | \$ 3,549.00 | | Band | | \$ 3,802.50 | | Scorekeeper (per evening) | | \$ 63.88 | |
| IESA Speech Team | | \$ 2,028.00 | | Cross Country Coach (2) | | \$ 3,549.00 | | Strings | | \$ 5,070.00 | | Study Hall/Detention Supervisor (per period) | | \$ 45.63 | |
| Yearbook | | \$ 1,318.20 | | Baseball Coach (2) | | \$ 3,549.00 | | Choir | | \$ 2,535.00 | | Lunch/Intramural Supervisor (per period) | | \$ 45.63 | |
| Science Fair (2) | | \$ 811.20 | | Softball Coach (2) | | \$ 3,549.00 | | Chorus | | \$ 2,535.00 | | Turnabout/Academic Assistance (per period) | | \$ 45.63 | |
| NIHS Sponsor | | \$ 1,318.20 | | Volleyball Coach - Boys (2) | | \$ 3,549.00 | | | | | | | | | |
| Intramural Basketball (2) | | \$ 1,318.20 | | Volleyball Coach - Girls (2) | | \$ 4,309.50 | | | | | | | | | |
| Intramural Volleyball (2) | | \$ 1,318.20 | | Golf Coach (State Series) | | \$ 2,028.00 | | | | | | | | | |
| PBIS Coordinator | | \$ 1,318.20 | | Bowling Coach (State Series) | | \$ 2,028.00 | | | | | | | | | |
| 7-8 Club | | \$ 1,318.20 | | Chess Club Coach (State Series) | | \$ 2,028.00 | | | | | | | | | |
| 7-8 Activity | | \$ 811.20 | | Competitive Cheerleading Coach | | \$ 3,549.00 | | | | | | | | | |
| | | | | Spirit Cheer Coach | | \$ 3,042.00 | | | | | | | | | |
| Note: Examples of 7-8 Clubs include, but are not limited to: Newspaper, Drama, Off, and Math Team. | | | | | | | | | | | | | | | |
| Note: Examples of 7-8 Activities include, but are not limited to: Science Fair and Career Day. | | | | | | | | | | | | | | | |

Summit Hill SD161 PPO Plan and HMO Plan

Appendix B

Summit Hill School District 161 Medical Plans Comparison

| | Blue Cross and Blue Shield PPO Plan | | Blue Cross and Blue Shield HMO Illinois | |
|--|--|----------------|---|----------------|
| | In-Network | Out-of-Network | In-Network | Out-of-Network |
| Deductible | | | | |
| Individual | \$250 | | N/A | |
| Family | \$500 | | N/A | |
| Coinsurance | 90% | 70% | 100% | No coverage |
| Out-of-Pocket Limit (deductible included) | | | | |
| Individual | \$1,250 | \$2,250 | \$1,500 in copays | N/A |
| Family | \$2,500 | \$4,500 | \$3,000 in copays | N/A |
| Covered Expenses | | | | |
| Hospital | | | | |
| Inpatient Services | 90% | 70% | 100% | No coverage |
| Outpatient Surgery | 90% | 70% | 100% | No coverage |
| Emergency Room | 90% | | 100% after \$75 copay (waived if admitted) | |
| Physician | | | | |
| Inpatient Services | 90% | 70% | 100% | No coverage |
| Outpatient Surgery | 90% | 70% | 100% | No coverage |
| Office Visits | 90% | 70% | 100% after \$15 copay | No coverage |
| Other | | | | |
| X-ray and Lab | 90% | 70% | 100% | No coverage |
| Therapy—Speech, occupational or physical therapy | 90% | 70% | 100% (60 visits combined per calendar year) | No coverage |
| Mental/Nervous-Inpatient | 90% | 70% | 100% | No coverage |
| Mental/Nervous-Outpatient | 90% | 70% | 100% after \$15 copay | No coverage |
| Substance Abuse-Inpatient | 90% | 70% | 100% | No coverage |
| Substance Abuse-Outpatient | 90% | 70% | 100% after \$15 copay | No coverage |
| Wellcare | 100% | 70% | 100% | No coverage |
| Hearing Exam ² | 90% | 70% | 100% after \$15 copay | No coverage |
| Hearing Aid and Evaluation ² | 90% | 70% | 100% | No coverage |
| Prescription Drugs | Prime Therapeutics | | Prime Therapeutics | |
| Retail Pharmacy 30-day supply | \$7 Generic \$12 Formulary Brand \$20 Non-Formulary Brand | | \$5 Generic \$10 Formulary Brand \$25 Non-Formulary Brand | |
| Mail Order 90-day supply | \$14 Generic \$24 Formulary Brand \$40 Non-Formulary Brand | | \$5 Generic \$10 Formulary Brand \$25 Non-Formulary Brand | |

¹Speech— 77 visits per year | Physical/Occupational— 200 visits per year.

²Under 18: Hearing aids and evaluations will be covered every 36 months with no dollar limit.

Over 18: Hearing aids and evaluations will be covered every 24 months up to a maximum of \$2,500.

Dependent Age: to 26 for all married or unmarried dependents and to age 30 for all unmarried military dependents who are Illinois residents.

Note: This is an outline of the benefit schedules. This exhibit in no way replaces the plan document of coverage, which outlines all the plan provisions and legally governs the operation of the plans.

Summit Hill SD 161 complies with applicable Federal civil rights laws and does not discriminate on the basis of race, color, national origin, age, disability, or sex.

ATENCIÓN (Spanish): si habla español, tiene a su disposición servicios gratuitos de asistencia lingüística. Llame al 815.469.9103.

UWAGA (Polish): jeżeli mówisz po polsku, możesz skorzystać z bezpłatnej pomocy językowej. Zadzwoń pod numer 815.469.9103.



Formatted: Centered

Formatted: Left: 1.1", Right: 1.1", Top: 0.97", Bottom: 0.86", Width: 8.5", Height: 11"

Summit Hill SD161 PPO Plan and HMO Plan

Formatted: Centered

Appendix B

Summit Hill School District 161

Commented [BR1]: Stipend Schedule 2021-2022

Summit Hill SD161 PPO Plan and HMO Plan
