

CHICAGO HEIGHTS  
SCHOOL DISTRICT 170

AND

AMERICAN FEDERATION OF TEACHERS  
AFT LOCAL 604  
CHICAGO HEIGHTS COUNCIL

CONTRACTUAL AGREEMENT  
2022-2026

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## **PREAMBLE**

This Agreement made and entered into this 1<sup>st</sup> day of July, 2022 by and between the Board of Education, District 170, Cook County, Illinois, hereinafter referred to as the “Board”, and the American Federation of Teachers, AFT Local 604 Chicago Heights Council, hereinafter referred to as the “Union”.

The American Federation of Teachers AFT Local 604 Chicago Heights Council, represents professional teachers who are interested in the welfare of students, wise use of tax funds and superior educational opportunities. These interests go beyond a mere salary agreement and terms for conditions of employment.

Therefore, this Agreement not only includes provisions for teacher earnings, fringe benefits, and working conditions, but it also provides a means of communication between the Chicago Heights School District 170 and the American Federation of Teachers AFT Local 64 Chicago Heights Council whereby the Superintendent, principals, and representatives of the Board shall with representatives from the Union to discuss matters of educational policy and explanation and/or development of this Agreement.

## **ARTICLE I- RECOGNITION**

The Board recognizes the Union as the sole and exclusive bargaining representative of all full-time and part-time certified personnel which includes, but is not limited to: teachers, guidance counselors, librarians, certified nurses, alternative certification teachers, teachers on leave, counselors, psychologists, social workers, speech pathologists, case managers, and assistants to the principal, all of whom are hereinafter referred to as “teachers”.

On matters of salary, fringe benefits, and working conditions; the Board agrees to recognize the Union as the sole bargaining agent.

The Board agrees that no teacher shall be prejudiced in their employment because they have joined any employee’s association, nor shall the Board or administration encourage membership in any teacher organization over another.

## **ARTICLE II- QUALITY EDUCATION**

### **SECTION 1- DEFINITION**

The Board and the Union mutually agree that a common goal is to provide a learning and social experience in which all races, religions, national origins and socio-economic levels can learn to know and understand their differences as well as common ties. We further affirm that learning situations for children are enhanced by integration of children and teachers with diverse backgrounds. We will work toward the goal of integration of schools and faculty.



Furthermore, the Board and the Union mutually agree that a common goal as described in this Article is to provide support to teachers so they are able to meet the needs of all children and satisfy state and federal requirements.

## SECTION 2- PROVISIONS

- A. The Administration will make a reasonable effort to see that any student bussed to another school because of lack of classroom space shall be integrated into the new school and become a part of the school.
- B. Certified teachers will be encouraged to transfer to schools with faculties of 80% or more of a different racial group.
- C. The Board, Administration, and Union will make a concerted effort to commit themselves to a policy of integration of staff throughout the District.
- D. Adequate provisions will be made for the children of the District. When special services and/or personnel are required to deal with the particular needs of any children, the Board and the Union agree that action will be taken to provide such services and/or personnel.
- E. The following items are considered essential and shall be goals toward quality education in the District:
  - 1. Class size: Class size shall be the responsibility of the Board; provided, however after Labor Day, the Union and the Superintendent shall review class enrollments. The Union may question and/or make recommendations as to class size. A teacher may also call to the principal's attention a question or recommendation as to that teacher's class size.
  - 2. Additional counselors.
  - 3. Additional reading specialists.
  - 4. Assistants to the principals in these schools.
  - 5. Specialized materials for students and teachers.
  - 6. Full session kindergartens.
  - 7. Adequate cafeteria or lunch facilities for all schools in the District.
  - 8. Informative workshops where consultants can work with the Administrators and teachers of the children of the District.
  - 9. Provide support for teachers to meet the special needs of all students.
  - 10. Provide support for teachers to become highly qualified.
  - 11. Provide training to teachers on new educational initiatives.
  - 12. Hire licensed teachers that are highly qualified teachers when required and/or possible.

- F. Quality education goals for all children in the District shall include the following:
1. Physical Education teacher shall meet with all elementary students once each week.
  2. The administration shall make all reasonable efforts to eliminate combined grades.
  3. Class size goals for kindergarten and primary grades shall be a maximum of 25 students, and in all other grades a maximum of 30 students. In addition, the District will work with school principals to provide appropriate support staff in classrooms. Also, the District will meet with the Union to discuss options for supporting large classes.  
  
The District will provide the Union a section enrollment report monthly.
  4. Art classes shall be taught by specially trained teachers when possible.
  5. The Media Center shall be equipped with materials emphasizing the role of the ethnic groups and labor unions in our social and economic history.

### **ARTICLE III- MANAGEMENT RIGHTS**

- A. It is agreed that the Union recognizes the Administration's right to direct the operations of the School District within the terms of this Agreement and the State Laws and that matters of educational policy, not herein provided for, are reserved by the Board.
- B. Whenever the Board Administration is considering a policy which would directly affect teachers' salary and working conditions, the Superintendent shall advise the Union of such policy in advance so they may have an opportunity to express their opinion prior to adopting of such policy, except when an emergency arises and immediate action is required.

### **ARTICLE IV- UNION RIGHTS**

#### **SECTION 1- NON- DISCRIMINATION**

- A. The Board agrees to continue its policy of non-discrimination against any teacher on the basis of race, marital status, membership, participation in, or association with the activities of the American Federation of Teachers AFT Local 604 Chicago Heights Council.
- B. The Union agrees to continue to admit persons to membership regardless of race, creed, color, national origin, disability, sex, sexual orientation, gender identity or expression, and social, political or economic status.

#### **SECTION 2- RIGHTS OF REPRESENTATION**

On matters of salary, fringe benefits and working conditions; the Board agrees to recognize the Union as the sole bargaining agent.

### SECTION 3- INFORMATION

The Board shall make available, upon request, to the Union any and all information, statistics and records of non-confidential nature relevant to negotiations, or necessary for the proper enforcement of the terms of the Agreement.

### SECTION 4- PERSONNEL FILE

All personnel files kept on teachers shall be open files which can be examined at the teacher's request in the view of a district administrator of the school. No other records may be kept pertaining to the teacher personnel unless notification of such other records is given to the teacher and these records shall be open, readily accessible and immediately available for teacher examination upon request. Job and school references shall be considered confidential and shall not be covered under this article.

A teacher may file a signed statement on their behalf relating to any evaluation or other materials in their file with which they do not agree. Such statements by the teacher shall be attached as part of any evaluation or other such materials.

When any information affecting the professional career of a teacher is recommended to become part of the teacher's personnel file by a supervisor or administrator of District No. 170, the information must be duplicated by the writer and given to the individual teacher. All personnel records kept on tenure employees will be in the main office.

### SECTION 5- DUES DEDUCTION

The Board agrees to deduct Union members' union dues from the paycheck of each teacher authorizing such deductions in writing on a form created and provided to the teacher by the Union. The Union shall tender copies of the executed forms to the District on or before the first day of student attendance of each year of this Agreement. For those members hired after the start of the school year, the Union shall tender copies of the executed forms to the District within five (5) days of the member's signature. The District shall deduct Union dues from the Employee's next payroll after receiving the executed forms. The Union and Employee shall notify the District immediately if any teacher(s) revoke their written authorization to withhold union dues from their paycheck. It is the responsibility of the Employee and Union to immediately advise the District in writing of any such revocation. The dues are to be deducted in twenty (20) installments during each fiscal year so long as there are not more than two (2) dues deductions per month. The dues and list of teachers from whom dues have been deducted and the amount deducted from each teacher shall be forwarded to the Union Treasurer and Secretary.

The Union shall indemnify and hold harmless the Board of Education, its members, officers, agents, and employees from and against any and all claims, demands, actions, complaints, suits or other forms of liability that shall arise out of, or resulting from, a vacation taken by the Board for the purpose of complying with the above provisions of this article, or in reliance on any list, notice, certification, affidavit, or assignment furnished by the Union to the District related to this article.



## SECTION 6- TRS DEDUCTIONS

The Board of Education shall at the end of every pay period, deduct from the teacher's salary and pay to the Illinois State Teacher's Retirement System, the legal percentage rate of the adopted teacher's salary.

In the event of a change in Statute or Internal Revenue Ruling affecting the policy on tax shelter of the legal percentage rate of the teacher retirement contributions, the Board of Education will not be held liable for unpaid taxes nor incur financial loss. Further, in the event of a ruling or statute change regarding T.R.S. contributions, the Board will immediately comply without financial loss or penalty.

## SECTION 7- UNION BUSINESS

The Union shall be provided space for its official office. Such space shall be large enough for a file cabinet, card files, and a small desk.

The Board, upon adequate notice, shall permit the President of the Union, or their designee, five (5) per semester, and ten (10) per year paid teaching days, of their choice, to carry out Union business. The President of the Union shall be allowed to visit the schools to investigate working conditions, teacher complaints, or problems, or for any other purpose relating to Union affairs. The President shall contact the Principal to agree upon a mutually suitable time for the visit. Upon the President's arrival at any school, the Principal, or in their absence, the acting administrator, shall confer with the President in order to facilitate the purpose of their visit. If conferences with teachers are necessary, they shall be scheduled during non-teaching hours to not interfere with the instructional program.

## SECTION 8- NEW TEACHER ORIENTATION

The Union shall be on the agenda for new teacher orientation for a duration of no less than 15 minutes at the end of the day for Union business. The District will provide the Union President and Union Secretary with the teacher's name, professional title, building assignment, and start date via e-mail as teachers are hired, but no later than two (2) days after their hire date.

For teachers hired after the start of the school year, the District will provide the Union President and Union Secretary with the teacher's name, professional title, building assignment, and start date via e-mail within one (1) week after their start date.

# **ARTICLE V- WORKING CONDITIONS APPLICABLE TO ALL TEACHERS**

## SECTION 1- CHANGE IN TEACHING CONDITIONS

Teachers shall have an opportunity to express their opinions regarding all changes of teaching conditions which are to occur within the building. Examples of these would be recess scheduling, split grades, schedules of visiting teachers such as physical education, music, and duty rosters.

## SECTION 2- HEALTH AND SAFETY

Teachers will carry out duties under safe and healthful conditions. When conditions exist in the physical plant which are questionably safe or questionably unhealthy, a teacher may submit the complaint in



writing to the principal and the administration office. The administration shall investigate and respond, in writing, to the teacher Union within ten (10) working days.

The Board shall make every effort to provide parking facilities for teachers near their schools. These facilities shall be used by teachers and principals, and other school personnel on school business only and will be so marked.

### SECTION 3- WORK YEAR

- A. A school calendar for the following year shall be prepared and presented to the Union for review by April 1<sup>st</sup>. Any recommendations regarding the calendar for the following year will be provided by the Union to the Superintendent within ten (10) working days for consideration by the District.

The school work year for all teachers, excluding teachers who have extended contracts and new teachers, shall consist of one hundred eighty (180) days. The one hundred eighty (180) days shall include one hundred seventy-four (174) student contact days, two (2) parent teacher conference days, and four (4) institute days. All teachers shall be present on-site for the entire one hundred eighty (180) days, unless they have either been granted and/or are utilizing an appropriate leave or have been directed to work remotely by the District Administration. There shall be included in the school calendar an additional five (5) emergency days to be used in the event a work day for teachers needs to be rescheduled.

In the event any of the emergency days are not utilized, the Board shall eliminate those days not utilized from the calendar.

Newly employed teachers shall work an additional four (4), four-hour days prior to the beginning of the school year. Teachers hired for the 2022-2023 school year and thereafter shall be compensated at an hourly rate of \$35 for these four, four-hour days. These days shall be scheduled prior to the start of school. Additionally, during the first two quarters of the school year newly employed teachers shall work an additional eight hours after school, to be divided up into several after school sessions.

- B. The Board agrees to compensate the teacher for attendance days and/or institute days or their equivalent, in excess of 180 days. The salary for excessive days shall be negotiated and this negotiation shall be performed and shall be settled prior to working such excessive days.

### SECTION 4- WORK DAY

- A. The teacher workday shall not exceed seven hours and fifteen minutes.

- B. All teachers will be present in their classroom fifteen (15) minutes before school begins in the morning and remain ten (10) minutes after school is dismissed, unless an emergency occurs. In an emergency, the teacher shall notify the principal.

The fifteen (15) minutes before the school day begins shall be duty free preparation time.

In the ten (10) minutes after the conclusion of the school day, teachers shall walk their students to an exterior door of the building and/or supervise the building hallways until the hallways are clear of students, at the direction of building administration.

- C. Teachers may leave the building at student dismissal time on the afternoon of a scheduled Union meeting. There will be no afternoon activities scheduled by the Administration on days when Union meetings have been scheduled so long as the Union supplies the Administration its calendar of meetings for the following year by February 1<sup>st</sup>.
- D. On the afternoon prior to Thanksgiving, Winter Break and Spring Break, teachers will be released from duty one (1) hour earlier than the regular dismissal time, provided that the day may be credited as a legal school attendance day and buses are available at the earlier dismissal time.
- E. A teacher who reports late to duty by thirty (30) or more minutes will forfeit \$20.00 or the equivalent of one-half substitute pay. If properly notified and the Superintendent deems late reporting due to an emergency, the deduction will be waived.

#### SECTION 5- EARLY DISMISSAL

Three (3) 11:00 a.m. dismissals shall be mandated during the course of the school year. From 11:00 a.m. to 12:00p.m. is principal directed. From 12:00 p.m. to 2:20p.m. is District directed for professional development. An additional 11:00 a.m. dismissal will occur in May and shall be utilized as a Records Day which is teacher directed.

#### SECTION 6- FACULTY MEETINGS

All faculty meetings are to be held outside of the contractual day and are to be limited to forty-five minutes per month as part of a teacher's regular duty. Meetings will be scheduled on a monthly basis unless an emergency arises. Building administrators will provide at least one (1) week advance notice. Attendance at any additional faculty meetings will be optional.

Except for Parent-Teacher Association meetings held during school hours, teachers are expected to attend regularly scheduled meetings whenever possible.

#### SECTION 7- EVALUATION

- A. A method of teacher evaluation by the PERA (Performance Evaluation Reform Act) committee has been established. This evaluation by the teacher's building administrator should occur at least once every two years for teachers that attained contractual continued service and be completed no later than April 1<sup>st</sup>. For teachers that have not attained contractual continued



service, evaluation by the teacher's building administrator shall be completed annually no later than March 1<sup>st</sup>.

- B. Teacher Evaluation- Shall comply with the laws, rules, and regulations mandated by the State of Illinois and Illinois State Board of Education including, but not limited to, Section 24A-5 of the Illinois School Code (105 ILCS 5/24A-5).
- C. A teacher rated as "needs improvement" shall be placed on a professional development plan lasting forty-five (45) days and have procedures developed and implemented in accordance with Section 24A-5 of the Illinois School Code (105 ILCS 5/24A-5). Teachers that do not satisfactorily complete a professional development plan shall be considered to have received a rating of "unsatisfactory" and placed on a remediation plan. The remediation plan shall last ninety (90) days and have procedures developed and implemented in accordance with Section 24A-5 of the Illinois School Code. (105 ILCS 5/24A-5).
- D. A teacher rated "unsatisfactory" shall be placed on a remediation plan lasting ninety (90) days and have procedures developed and implemented in accordance with Section 24A-5 of the Illinois School Code. (105 ILCS 5/24A-5).
- E. A consulting teacher shall be appointed that complies with the requirements of Section 24A-5 of the Illinois School Code and/or the relevant statute pertaining to remediation of a teacher rated "unsatisfactory" in their evaluation. Consulting teachers shall receive a \$1,800 stipend and release time appropriate to the anticipated extent and nature of such consultation.

#### SECTION 8- STUDENT DISCIPLINE PROCEDURES

- A. The adjustment of behavioral problems is the joint responsibility of teachers and administrators. Teachers shall have immediate recourse to administrators who shall give the teachers effective and consistent support in each case.

Teachers shall have School Board assistance in any assault case against teachers. School Board assistance shall consist of:

1. Notifying the proper authorities on behalf of the teacher.
  2. Providing any legal assistance deemed necessary by the Board Attorney.
  3. Acting in all ways on behalf of and for the protection of teacher's legal rights.
  4. In the event a Union attorney is provided, the school is not relieved of any of the above-mentioned duties.
  5. The Board shall pay no fees except for a Board appointed Attorney.
  6. Teachers incurring absence because of student assault shall not have such absence deducted from their sick leave bank.
- B. Disruptive child- Pursuant to the Illinois Safe Schools Law, and any other laws, rules, and regulations concerning disruptive students, the Administration and teachers shall work together to

provide an appropriate learning environment for students that disrupt the educational environment as defined by the Act.

#### SECTION 9- PREPARATION TIME/LUNCH TIME

- A. Each school year, teachers shall have a minimum of a forty (40) minute period per day in one of the following subjects: (a) music, (b) physical education, (c) library, (d) art, and (e) a common plan period.

This time will be routinely used for professional teacher preparation responsibilities and may include co-planning for special needs children, planning for co-teaching, or to have meetings with parents that are scheduled by teachers. If another mutually agreed upon time is not available, then the time may be used to meet with the building principal or the building principal's designee.

- B. The Board and Union agree to establish a joint committee that will be charged with exploring additional possibilities to increase teacher preparation time and students' attendance in specials. (i.e. Physical Education, Music, Art, etc.).
- C. Teachers will be released from responsibilities during their preparation period unless the administration deems it necessary for the teachers to remain with the classes. Teachers will be paid \$35 for the 40-45 minute period if the teacher is required to remain with the class or if the teacher loses their preparation time. The District will attempt to obtain substitute teachers when the music, library, and or physical education teachers are absent.
- D. All teachers shall receive a duty-free lunch equal to the District's lunch period, but no less than thirty (30) minutes. An employee who has no assigned duties during their lunch period will be allowed to leave their buildings after the building principal has been notified. No teacher shall exceed thirty (30) minutes when they leave the building.
- E. During the periods when gymnasiums are being used for student lunches, physical education teachers shall receive their duty-free lunch period. During the remaining "lunch" time, physical education teachers shall be assigned duties such as tutoring, classroom instruction (i.e. health), lunch room and or recess supervision. Lunch room and/or recess supervision may be assigned for a maximum of one (1) thirty (30) minute period per day.

#### SECTION 10- PROFESSIONAL DEVELOPMENT

- A. Out-of-District Workshops and conferences: The Board shall set aside an annual reserve fund of \$3,750 for the purpose of staff development meetings. The use of this fund (including the cost of substitutes) shall be limited to conferences, workshops, and other staff development activities which do not qualify for grants.

In the event the District fails to receive grant money toward staff development totaling at least \$3,750, then the entire reserve fund of \$3,750 will be allocated for the purpose of staff development (including the cost of the substitute teachers).



- B. Professional Development: All teachers will participate in relevant and applicable in-service educational programs approved by the administration and the Board of Education. After school professional development sessions will be limited to six (6) per school year which are mandated by the District. After school professional development sessions shall begin ten (10) minutes after teacher contractual time. All individual after school professional development sessions shall not exceed one hour in length. The teachers will receive a professional development stipend of \$35 per hour for each professional development session beyond six (6). Any professional development session beyond the six (6) mandated by the District shall be optional. CPDU's shall be awarded for participation in the district professional development and activities which qualify per School Code.

#### SECTION 11- SUBSTITUTION

Teachers who take an absent teacher's class will receive the current daily substitute rate or a proration for a partial day. Teachers who divide the class will receive one-quarter (1/4) the current daily substitute rate for one-half (1/2) day or one-half (1/2) of the current daily substitute rate for the entire day. Teachers may not decline a reasonable request by the principal when called upon to substitute for an absent teacher.

At the middle school level, internal substitutes will be first sought out on a voluntary basis during their preparation time. Once the volunteer list is exhausted, teachers will then be required to perform internal substitution on a rotational basis during preparation time.

Those teachers who are currently in the retirement track will be expected to perform internal substitution not to exceed the number of times having internally substituted during the retiree's base year of retirement.

#### SECTION 12- PRINCIPAL-UNION MEETINGS

The Principal of each school shall meet regularly with the Union Building Committee on a monthly basis during non-teaching hours to discuss school operations and questions related to the implementation of this Agreement. Principal-Union meetings shall not last longer than one hour from the scheduled beginning of the meeting, unless agreed to by all parties in attendance. The Union Building Committee shall consist of not more than three (3) Union teachers for that school. Proposed changes in existing rules and procedures and new rules and procedures for that school shall be the subject for discussion at such meetings. Such rules and procedures adopted or maintained by any principal shall not be inconsistent with the terms of the Agreement.

#### SECTION 13- SUPERINTENDENT- UNION MEETINGS

The Superintendent shall meet regularly with not more than four (4) authorized representatives of the Union, on a monthly basis during non-teaching hours to discuss matters of educational policy and development as well as matters relating to the implementation of this Agreement.

## SECTION 14- MENTORING

The Board and Union shall develop a new teacher induction and mentoring program that meets the requirement of such a program as outlined in the Section 21A-20 of the Illinois School Code and accompanying regulations. Each mentor shall be provided with a minimum of three (3) half-day substitutes per mentee to complete observations and other requirements. A teacher shall receive eight hundred fifty dollars (\$850) per teacher mentored.

## SECTION 15- FIELD TRIPS BEYOND THE CONTRACTUAL DAY

It is agreed between the Union and the Board that most field trips take place during the school day. However, there are some field trips which traditionally take place in a building or grade level that necessitate teachers work beyond the contractual day, including but not limited to, the Great America trip and/or the Springfield trip.

It is agreed that such field trips must be approved by the Principal. If during those approved traditional field trips, a teacher is required to work beyond the contractual day, the teacher shall be compensated at the rate of \$35 per hour up to a total of \$140 per teacher per field trip. Teachers shall not be compensated for missed plan(s) during a field trip.

## ARTICLE VI- GENERAL CONDITIONS

- A. Teachers are permitted to conduct personal business or the leave the school campus during school hours only with the permission of the administration.
- B. A phone shall be made available in at least one teacher's lounge per building for teacher use.
- C. Classroom interruptions may be necessary at the discretion of the administration, but every effort will be made to find reasonable alternatives.
- D. The Board and Administration agree to minimize clerical and custodial duties of the teachers. However, teachers shall be required to collect lunch count once a day and to keep the daily attendance.
- E. School facilities shall not be used during the summer by individuals for private gain.
- F. Teachers are required to participate in the book selection practices of the school system to obtain more flexibility in the selection of books and to expand the book listing.
- G. Teachers shall handle picture funds, candy drives, and organizational charity drives only on a voluntary basis. However, all money collected by any school for any fundraising project shall be publicly posted and safely deposited.
- H. A small purchases fund shall be set up in each school for the purpose of reimbursing classroom teachers for material bought by them for classroom use. The amount shall be



determined at the rate of \$125 per classroom teacher. The purchase order must however be approved and signed by the Principal.

- I. The Board will take under advisement any official written request from the Union President for a Records Day.
- J. All teachers are expected to dress in a professional manner. In the event that a teacher does not dress in a professional manner, the teacher will be counseled by a Union appointee and an administrator. If the counseling fails, disciplinary action may follow.
- K. Drug and Alcohol Testing Policy and Procedures: Please refer to Board Policy 5:50.

#### **ARTICLE VII- SENIORITY, LAYOFF, AND HONORABLE DISMISSAL**

- A. Definition: District seniority is defined as the length of service for a teacher in the District. Under no circumstances shall any teacher transferring into the School District No. 170 from any other district, county or state, be placed higher on the building or system wide seniority list than a teacher already having seniority in School District No. 170 or any building therein.
- B. Within thirty (30) days after the start of the school year, the Administration shall furnish the Union with District seniority list.
- C. Should the Board determine that it is necessary to reduce the number of teachers in the District, the following procedures shall apply:
- D. Procedure:

Layoff and recall of teachers that occur during the term of this Agreement will be in compliance with Section 24-12 of the Illinois School Code (105 ILCS 5/24-12) and the provisions of this section.

A Joint Committee for Layoffs and Recalls (“Joint Committee”), as defined within Article 24 of the Illinois School Code, shall meet annually during the term of this Agreement. The joint Committee shall be composed of a maximum of ten (10) members, with half of the membership representing the Board, and half representing the Union. The Board shall appoint its representatives to the Joint Committee as shall the Union appoint its representatives. The appointments shall be made by October 1 of each school year through the following September 30. The Joint Committee shall be charged with addressing the matters set forth in 105 ILCS 5/24-12(c), paragraphs (1) through (5), as hereafter amended. Any agreements reached by the Joint Committee must be approved by the affirmative vote of at least six (6) members.

By no later than March 1 of each school term, the Superintendent shall consult with the Union President to develop a list establishing the sequence of honorable dismissals in any layoff in accordance with the positions and groupings required by Section 24-12 (b) of the Illinois School Code. The Superintendent shall complete the list and provide the Union President with a copy no later than seventy-five (75) calendar days before the end of the school term. Thereafter, the

Superintendent shall promptly inform the Union President of any changes in the list made between the time of consultation with the Union President and any layoff action taken by the Board, but in any event by no later than forty-five (45) calendar days before the end of the school term. In addition to the sequence of honorable dismissals list, the Board will provide the Union with a list of teachers employed by the District ranked by seniority alone (“seniority list”) per Article VIII. E.2.

If the Board deems it necessary to layoff teachers, teachers to be honorably dismissed shall be chosen from among those teachers in the same position in accordance with their statutory grouping, with those in the lower groupings being removed before those in higher groupings. Within Group 1 (teachers who have not obtained tenure and have not received a performance evaluation prior to forty-five [45] calendar days before the end of the school term), teachers may be honorably dismissed in any order determined by the Board. Within Group 2 (teachers with a Needs Improvement or Unsatisfactory summative performance evaluation rating on either of their last two [2] summative ratings), teachers with a lower average rating on their last two [2] summative rating or their last rating if only one is available) shall be honorably dismissed before teachers with a higher average rating. For purposes of calculating an average rating within Group 2: Excellent=4; Proficient/Satisfactory =3; Needs Improvement= 2; and Unsatisfactory=1. Among teachers with the same average rating in Group 2 and teachers in Groups 3 and 4, less senior teachers shall be removed before more senior teachers. Should two (2) or more teachers subject to a layoff have equal seniority within Groupings 2, 3, or 4, the Superintendent shall have sole discretion to break a tie after consideration of certifications, prior to teaching experience and degrees.

Teachers honorably dismissed as a result of layoff and entitled to recall pursuant to Section 24-12 of this Illinois School Code shall be notified of recall by regular mail and certified or overnight mail showing proof of delivery to the teacher’s last known address with a copy to the Union President. It is the teacher’s responsibility to inform the District of their correct mailing address. A recalled teacher shall have fifteen (15) calendar days to inform the District that he/she accepts the position. Teachers who do not accept a position shall be stricken from the recall list.

- E. If a non-tenured/probationary teacher is to be dismissed/non-renewed, the teacher must be notified at least forty-five (45) days prior to the end of the school year. In the event that the teacher is not notified within the time limit, the teacher in question must be rehired for the following year pursuant to Section 24-11 of the Illinois School Code. (105 ILCS 5/24-11).

## **ARTICLE VIII- LEAVES**

### **SECTION 1 – SICK LEAVE**

- A. Sick leave: During the first year of employment teachers shall be awarded ten (10) sick leave days. During the second year of employment, teachers shall be awarded twelve (12) sick leave days. During the third and subsequent years, teachers shall be awarded fifteen (15) sick leave days. After the tenth year and beyond, teachers who have accumulated one hundred (100) or more



sick leave days shall be annually awarded seventeen (17) sick leave days in any year they remain above the 100-day accumulation threshold.

Sick leave shall be interpreted to mean personal illness, mental health, quarantine at home, serious illness or death in the immediate family or household, or birth, adoption, or placement for adoption as described in Section 24-6 of the Illinois School Code. Immediate family shall include parents, spouse, (including civil union partners), brothers, sister, children, grandparents, grandchildren, parents-in-law, brothers-in-law, sisters-in-law, and legal guardians as described in Section 105 ILCS 5/24-6 of the Illinois School Code.

After an absence in excess of three (3) consecutive school days due to illness, the Teacher shall provide a certificate of release from a physician or other authorized individual pursuant to the Illinois School Code explaining the reason for the absence and authorizing the teacher to resume their teaching duties.

- B. Bereavement Leave: Superintendent, or designee, shall grant up to three (3) days of leave without loss of sick days per occurrence in the event of the death of a member of the immediate family and the employee must provide proper documentation, upon request from administration. Immediate family shall include parents, spouse (including civil union partners), brother, sister, children, grandparents, grandchildren, parents-in-law, brothers-in-law, sisters-in-law, and legal guardians.

#### SECTION 2- PERSONAL BUSINESS LEAVE

The Board agrees to continue the practice of granting each teacher three (3) personal business days per year. If not taken during the school year the unused personal business day(s) shall be added to the employee's accumulative sick leave bank.

Personal Business Leave may not be used on the school day immediately preceding a school holiday or vacation period unless approved by Building Administration.

#### SECTION 3- PROFESSIONAL LEAVE

The Board agrees to continue to grant each teacher two (2) professional days, which will not be deducted from the sick leave bank of the employee, in order to attend the professional staff development meetings. Each request for a professional day is subject to the approval of the Superintendent of Schools, including the availability of qualified personnel to cover the absent teacher's responsibilities.

#### SECTION 4- PARENTAL LEAVE

Parental leave (sick leave) shall be granted in accordance with the legal interpretations of the Illinois School Code and/or the Union contract in force. However, in no manner shall this be contrary to the legal interpretation. The Parental leave benefits will only be available to tenured teachers within the school district, that have four or more consecutive years of service. Non-tenure staff will be able to exercise their full rights under the Family Medical Leave Act (FMLA).

A. Procedure for Parental Leave

1. Staff members should notify the Principal and obtain a physician's form from the Superintendent of Schools at least thirty (30) days prior to the beginning of the requested leave.
2. All staff members absent from service for parental leave purposes must submit a written statement from their attending physician regarding said pregnancy.
3. Staff member may use accumulated sick days for the time the physician recommends a teacher be relieved of their teaching responsibilities until the baby is born or termination of pregnancy.
4. From the date of the baby's birth or the termination of pregnancy, a staff member may use no more than forty-five (45) working days, with pay, for parental leave, provided the staff member has accumulated sick days. A birth occurring during the summer months would result in the use of fewer working days.
5. If an employee does not receive a paycheck while on leave, they will have the option to pay the premium to remain on the district's insurance plan. If the employee elects not to pay the premium, they will not be covered under the district's insurance plan until they begin working again. If the employee utilized FMLA, the employee is responsible for employee portion of the premium.
6. Upon utilization of the forty-five (45) working days, a staff member shall report back to their teaching responsibility.
7. Additional sick day(s), if accumulated, may be used if the father/mother or child is in need of them as recommended by a physician.

B. Other Procedures Related to Parental Leave

1. Staff member must return to service when incapacitation by physician's certification is ended.
2. Failure to return to service will be considered a termination of contract by the staff member.
3. Staff members who fail to return to work or who resign because they do not wish to return to service at the end of the incapacitation, will be given consideration upon written request at a later date for job vacancies for which they are certified.

SECTION 5- OTHER LEAVE

Upon application to and approval by the Board, a staff member shall be granted a leave of absence not to exceed the remainder of the school term during which the leave begins plus one additional school term. An application for leave pursuant to this section must be submitted to the Board at least before the regular Board meeting in the month prior to the requested leave

beginning (e.g., The application for a requested leave beginning April 1 must be submitted by the regular March Board meeting.). A staff member shall not suffer loss of applicable seniority or tenure rights because of a leave granted pursuant to this section. There shall be no cost for such leave to the District unless FMLA is utilized.

#### SECTION 6- SABBATICAL LEAVE PROGRAM

Sabbatical Leave may be granted by the Board of Education in accordance with Section 24-6.1 of the Illinois School Code.

### **ARTICLE IX- SICK LEAVE BANK**

#### SECTION 1- SICK BANK ADMINISTRATION

The Union shall assume total responsibility for administration of the Sick Leave Bank. Such administration shall include, but not be limited to, collection of donated days, processing requests for utilization of days from the bank and the distribution of days to members, all pursuant to the Union Sick Leave Bank Committee's direction and the availability of days in the Bank.

Any disputes between employees regarding the Sick Leave Bank shall be resolved exclusively by the Union. Bargaining unit members may not file a grievance to resolve disputes over the provisions of this section. The Union shall indemnify and hold harmless the Board of Education, its members, officers, agents, and employees from and against any and all claims, demands, actions, complaints, suits or other forms of liability that shall arise out of, or by reason of action taken by the Board of Trustees of the Union Sick Leave Bank Committee in the operation of the Sick Bank.

#### SECTION 2- ANNUAL REPORT

The Board of Trustee of the Union Sick Leave Bank Committee will submit an annual report to the Union Executive Board by June 1<sup>st</sup> of each year and shall copy the Superintendent/Board. A complete record of the following items will be kept:

- a. Names and number of days contributed by each employee;
- b. Application(s) submitted by employees;
- c. Number of days granted to all applicants;
- d. Number of days utilized from the bank; and
- e. Number of days in the bank.



## **ARTICLE X- SUMMER SCHOOL**

- A. In the event a summer school session is scheduled, all teachers shall have equal opportunities for employment in any summer school program.
- B. Qualifications for summer school teaching positions shall be determined from the educational background of the teacher according to teacher's transcript(s) and ECS.
- C. Available teacher employment opportunities for any summer school program shall be posted in each school or given to the teachers.
- D. District 170 regular teaching personnel shall have preference over substitutes and transient teachers.
- E. Summer school programs conducted by the District that require special teacher qualifications based on the funding source or the District Criteria shall be staffed by those teachers who have such special qualifications. Staff who taught summer school in the most recent previous year shall continue to teach summer school unless there is a performance or discipline issue.

## **ARTICLE XI- RIGHTS UPON RETIREMENT**

### **A. Required Qualifications for District 170 Retirement Benefits**

- 1. Must have completed a minimum of fifteen (15) years of full-time employment in District 170 by June 30 of the year of retirement.
- 2. Must qualify for a TRS non-discounted annuity retirement (Tier I or Tier II).
  - a. Tier I
    - i. Must be at least sixty (60) years of age upon retirement with ten (10) or more years of service with the Illinois Teachers' Retirement System; or
    - ii. Must be at least fifty-five (55) years of age by December 31 of the year of retirement with thirty-five (35) or more years of service with the Illinois Teachers' Retirement System.
  - b. Tier II
    - i. Must be at least sixty-seven (67) years of age upon retirement with ten (10) or more years of service with the Illinois Teachers Retirement System.
- 3. Must have given written irrevocable notice of retirement as provided in Paragraph B - Provisions Applicable to All Retirees of this article.

### **B. Provisions Applicable to All Retirees**

- 1. If an employee gives the Board an irrevocable written notice of retirement by October 1 four years prior to the year of retirement, the Board shall pay them a 5.5% retirement



incentive, inclusive of all other increases in the TRS creditable compensation, for each of their remaining four (4) years of service. Example: The notice is given on October 1, 2022 with the retirement at the end of the 2025-2026 school year.

2. If an employee gives the Board an irrevocable written notice of retirement by October 1 three years prior to the year of retirement, the Board shall pay them remaining three years of service a 5.5% retirement incentive, inclusive of all other increases in TRS creditable compensation, for each of their remaining three (3) years of service. Example: The notice is given on October 1, 2022 with the retirement at the end of the 2024-2025 school year.
3. If an employee gives the Board an irrevocable written notice of retirement by October 1 two years prior to the year of retirement, the Board shall pay him/her them a 5.5% retirement incentive, inclusive of all other increases in TRS creditable compensation, for each of their remaining two (2) years of service. Example: The notice is given on October 1, 2022 with the retirement at the end of the 2023-2024 school year.
4. If an employee gives the Board an irrevocable written notice of retirement by October 1 one year prior to the year of retirement, the Board shall pay them a 5.5% retirement incentive, inclusive of all other increases in TRS creditable compensation, for their remaining one (1) year of service. Example: The notice is given on October 1, 2022 with the retirement at the end of the 2022-2023 school year.
  - a. Once an employee submits an irrevocable written notice of retirement by October 1st as provided in paragraphs 1 through 4 above, that employee shall be removed from the salary schedules contained in Appendix B of this Agreement. All calculations for increased TRS creditable earnings will be based on the TRS creditable earnings in the year prior to the submission of the irrevocable written notice of retirement. Once the employee submits an irrevocable written notice of retirement, in no case will the employee's TRS creditable earnings increase exceed 5.5% of the previous year. No teacher's TRS creditable earnings shall increase so as to create liability on the part of the Board or District for any portion of a teacher's retirement annuity, or result in any District or Board-paid penalty or fee to TRS.
  - b. Once an irrevocable written notice of retirement is provided to the Board and the employee is receiving the additional compensation as outlined in paragraphs 1 through 4 above, the employee agrees to engage in all the activities they were involved in the previous school year and will continue to receive the same stipend or compensation rate for those activities annually. However, if after submitting an irrevocable written notice of retirement by October 1<sup>st</sup> provided in paragraphs 1 through 4 above, the employee resigns from or is dismissed from duties for which the employee was paid a stipend or additional compensation in the previous year, the retirement incentive for that employee will be recalculated accordingly.

C. Post-Retirement Severance Payments

1. Those employees who qualify for TRS retirement shall be paid a severance payment of \$3,750 for each year of written advance notice of retirement given to the Board under Paragraph B - Provisions Applicable to All Retirees of this Article up to a maximum of four years or \$15,000.
    - a. This compensation shall be paid as a post-retirement severance payment within (30) days after the employee's last day of TRS creditable service or the employee's receipt of their last regular paycheck, whichever occurs later. The employee shall have no actual or constructive right to the receipt of this payment until such time. Withholdings required by law or authorized by the employee shall be deducted from this payment.
  2. No post-retirement severance payments under Article C. (Post-Retirement Severance Payments) shall cause a teacher's TRS creditable earnings to increase so as to create liability on the part of the Board or District for any portion of a teacher's retirement annuity, or result in any District or Board-paid penalty or fee to TRS. If so, these provisions shall terminate.
- D. Post-Retirement Insurance Benefits
1. The Board shall pay, for all teachers who retire from District 170 and qualify for benefits under this Article \$200 per month reimbursement towards the cost of the TRS managed health care insurance or the equivalent amount towards another insurance plan excluding the District's insurance plan for the employee only until the age of 65 or Medicare eligible.
- E. No retirement benefits shall be available to any teacher for whom the Board would incur a penalty or fee to TRS due to an increase of more than 6% in that teacher's creditable earnings in any year used to calculate the teacher's pension benefit.
- F. If during the term of this Agreement, any legislation and/or TRS rules/regulations are enacted or not-enacted and/or adopted or amended that result in a greater cost to the district than the costs generated by this Agreement, the parties agree that this Section shall be null and void and the parties will meet to negotiate an alternative.
- G. Payment for Unused Sick Leave Days
1. An employee who qualifies for participation in the District Retirement Program must apply their District 170 earned but unused sick leave accumulation to the Illinois Teachers' Retirement System for additional creditable service for retirement purposes. After submitting any and all unused sick days to the Illinois' Teacher Retirement System for creditable service, the employee may receive the District 170 program stipend for their unused sick leave days which remain because they could not be used for additional creditable service.



2. Receiving payment from the Board for any unused sick leave days which have been accumulated but are not eligible for additional TRS creditable service shall be paid at the rate of \$25 per day. Maximum accumulation shall be three hundred sixty (360) sick leave days in addition to the annual sick leave allotment.
3. Payment for unused sick leave days which are accumulated but not eligible for additional TRS creditable service shall be made as a post-retirement severance payment within thirty (30) days after the employee's last day of TRS creditable service or the employee's receipt of their last regular paycheck, whichever occurs later. The employee shall have no actual or constructive right to the receipt of this payment until such time. Withholdings required by law or authorized by the employee shall be deducted from this payment.
4. As a part of this post-retirement severance payment, the Board shall recognize and make payment for any sick leave days that were lost by the employee as a result of the application of a sick leave cap, provided such days are confirmed by existing District records and provided such days have not been previously compensated. The employee shall have no right to use the lost days as sick leave days prior to retirement, and shall have no right to be compensated for the lost days until after retirement as stated herein.

#### H. Limitation on TRS Creditable Compensation

1. The purpose of the section entitled "Limitation on TRS Creditable Compensation" is to avoid in all circumstances any payment by the District of a Board-paid penalty or fee to TRS, or any Board or district liability to fund any portion of a teacher's TRS annuity due to increase in compensation from one year to the next. This section does not apply to teaches who are not eligible for TRS annuity (whether or not they apply) and could not under any circumstances become eligible for TRS annuity within four years of the end of the school year in which the compensation is earned.
2. No teacher's creditable TRS earnings from employment in this school district, irrespective of form and no matter how arising, and whether or not arising under this collective bargaining agreement, may exceed the amounts specified herein.
3. No teacher's TRS creditable earnings from employment in this school district including, but not limited to:
  - vertical and horizontal salary schedule movement
  - stipends;
  - salary increases;
  - extra duties;
  - changes in position for which no new certification is required; or
  - section 125 plan or flex plan benefits or contributions

shall increase from one school year to the next by more than 5.5% or be otherwise increased so as to create liability on the part of the Board or district for any portion of a teacher's retirement annuity, or result in any district or Board-paid penalty or fee to TRS.



4. If the sum or percentage amount which triggers any obligation for the district or Board to pay additional amounts to cover all or part of a teacher's retirement annuity or cover any Board or district-paid penalty fee or fee to TRS decreases, then the maximum of teacher's creditable TRS earnings from employment in this school district shall similarly decrease so as to avoid any Board or district paid penalty or fee.
5. Even if another provision of this collective bargaining agreement would otherwise provide, in the event a teacher's TRS creditable earnings would increase by more than 5.5%, or any such other amount that would trigger a district-paid penalty or fee to TRS due to salary increase in any year over a prior year, that teacher shall receive only the maximum increase to TRS creditable compensation allowed under this Article.

I. Benefits Available to IMRF Employees

To the extent allowed by law, the benefits outlined by this Article shall be available to those IMRF employees recognized in Article I – Recognition of this Agreement.

## ARTICLE XII- INSURANCE BENEFITS

### SECTION 1- MEDICAL COVERAGE

A. Medical Coverage

Teachers Hired During or Prior to the 2010-2011 School Year

1. The Board will pay the full individual insurance premiums for all full-time teachers enrolled in the District HMO plan or PPO plan.
2. Full time teachers enrolled in family District HMO Plan or PPO plan shall pay 10% of the difference between the single rate and the family rate.

Teachers Hired for the 2011-2012 School Year Through the 2018-2019 School Year

1. The teacher will pay 10% of the individual or family insurance premium for the HMO plan or PPO Plan.

Teachers Hired for or During the 2019-2020 School Year and Thereafter

1. Full-time teachers shall pay 15% of the individual insurance premium for the HMO Plan or PPO plan each year of the contract.
2. Full-time teachers shall pay 30% of the family insurance premium for the HMO Plan or PPO Plan each year of the contract.

B. Other Insurance Provisions

1. An insurance committee shall meet quarterly with the Board's insurance consultant to analyze insurance plans, carriers, benefits, needs costs, and make recommendations as

necessary to the Union and Board. The committee shall consist of up to 5 teacher representatives appointed by the Union, one representative from each of the Board's other three (3) unions (support, custodian, and cafeteria), and up to 3 representatives appointed by the Board.

2. The current benefit levels shall remain the same, unless the conditions in Section B. (Other Insurance Provisions) (3) cause a change. The plan and benefit levels shall be distributed at the beginning of the school year prior to open enrollment.
3. If the aggregate of the annual medical insurance premiums increases by 10.0% or more, the insurance committee shall make cost containment changes to reduce the aggregate cost of the insurance premiums to less than 10.0%. These changes shall take effect upon Board approval. If the increase in a specific plan cannot be reduced below 10.0%, the teachers participating in that particular plan shall pay the insurance cost exceeding 10.0% or may select a new plan during open enrollment.

#### SECTION 2- DENTAL COVERAGE

The Board will pay the premium for a dental insurance policy for full-time employees covered by this contract.

#### SECTION 3- TERM LIFE INSURANCE

The Board will pay the premiums for term-life as follows: \$30,000 term life insurance and a \$60,000 accidental death/dismemberment policy for full-time employees covered by this contract.

### **ARTICLE XIII- VACANCIES/TRANSFERS/PROMOTIONS**

#### SECTION 1- VACANCIES

When a full-time District job vacancy exists, it shall be posted by administration on the District website and distributed to all staff via District e-mail with a copy to the Union President. All qualified internal applicants shall be interviewed for vacancies prior to filling said vacancies.

All stipend paid part-time District positions shall be posted by the administration on the District website and distributed to all staff via District e-mail with a copy to the Union President.

#### SECTION 2- TRANSFERS

Teachers shall receive written notification of tentative changes in their teaching assignments for the following year by June 30<sup>th</sup>. Any teacher transferred or re-assigned shall be given reasons for such change and shall be allowed to meet with the Superintendent to discuss the transfer or re-assignment. The teacher shall be allowed to resign if the change is not acceptable to him/her.

## ARTICLE XIV- GRIEVANCE PROCEDURE

### A. Purpose

The primary purpose of this procedure is to secure the lowest equitable solution to the problem(s) of the parties. Nothing herein shall be construed as limiting the right of any teacher with a grievance to discuss the matter informally with any appropriate member of the administration.

### B. Definitions

1. A grievance is defined to be a complaint by any teacher in the bargaining unit based on an event or condition which is claimed or considered to be a violation, misinterpretation, or misapplication of this Agreement.
2. A class grievance is defined as involving one (1) or more teacher of one (1) or more administrator and grievances involving an administrator above the building level.
3. As used in this Article, "days" shall mean teacher employment (school) days, except during a recognized school recess or holiday period when it shall mean days on which the District business office shall be open.

### C. Rights

1. A grievance must be filed within forty (40) school days of the occurrence giving rise to the grievance. Class grievances may be initially filed by the Union at the Third Step.
2. Every teacher or group of teachers with the same grievance, shall have the right to process grievances in accordance with the grievance procedure.
3. Whenever a teacher (or group of teachers), is not represented by the Union, the Union shall reserve the right to have its Union representative at steps 1, 2, 3 and 4.
4. The Union shall have the right to process grievances.
5. A teacher shall not be subjected to discipline or reprisal by either the Board or the Union because of their participation or non-participation in the grievance procedure.
6. A grievance may be withdrawn or settled at any level without establishing precedential effect: any grievance withdrawn shall be treated as never having been filed.
7. Both parties by joint agreement, electing to bypass Steps 2 and 3 (within the formal method) may proceed directly to the final 4<sup>th</sup> Step. The Demand for Arbitration may be initiated by giving written notice to the other party of intention to arbitrate the grievance.
8. Failure of the Administration to act within the time limits set forth shall allow the aggrieved to proceed to the next step of the procedure.
9. If a grievance is unresolved at the end of the school term, the time limit shall be applied as if school were in session.



10. All time limits may be extended only by written mutual agreement.
11. Hearings and conferences under this procedure shall be conducted, insofar as possible, after regular school hours, or during non-teaching time of personnel involved. When such hearings and conference are held at the options of the Administration, during school hours, all teachers whose presence is required shall be excused, with pay, for that purpose.
12. The teacher, and/or teacher representatives have a right to be present and to represent if the aggrieved elects.
13. In all instances, the Administration will notify the Union, in writing, of the resolution of the grievance at each level. The Union may appeal any decision which would seem to violate any terms of the contract or that affect working conditions of the personnel in the bargaining unit.

D. Procedure: Informal Method (Oral Presentation)

1. A complaint may be orally discussed with the immediate supervisor or proper administrative personnel, with the object of resolving the matter. This may be done by a teacher and/or Union representative(s) provided teacher so requests.
2. The decision of the immediate or proper administrative personnel concerning the resolution of the grievance shall be made within (5) school days after discussions.
3. In the event that the matter is resolved informally and a Union representative was not present at the adjustment of the complaint, the administrator shall inform the Union Building Representative of the adjustment.

E. Procedure: Formal Method

Step 1: (Statement to the Principal)

In the event the grievance is not informally resolved, the grievant(s) or the Union shall present written statement of the alleged violation to the appropriate administrator within ten (10) school days of the informal conference decision. The administrator shall, within five (5) school days of the receipt of the grievance, confer with the grievant(s) and their building representative to try to resolve the grievance. Within five (5) school days after completion of the conference, the administrator shall give a written decision and include the reasons for the decision. A copy of the decision shall be given to all parties involved.

Step 2: (Appeal to Superintendent)

In the event the grievance has not been satisfactorily resolved in the First Step, the grievant(s) or Union may within ten (10) school days of the date it receives the Step 1 response file a written appeal to the Superintendent. Within five (5) school days of the receipt of the appeal, the Superintendent shall confer with the grievant(s) or Union in an effort to resolve the grievance.

Within (5) school days following the conference, the Superintendent shall deliver a written decision and include the reason(s) for the decision to the grievant(s) or Union.

**Step 3: (Appeal to the Board)**

In the event the grievance has not been satisfactorily resolved in the Second Step, the grievant(s) or Union may within ten (10) school days of the date it receives the Step 2 response submit a written appeal to the Board of Education. The Union/Board shall argue the case orally, no later than the first regular meeting following the receipt of the complaint within thirty (30) calendar days, whichever is later. Within five (5) school days following the regularly scheduled Board meeting or hearing at which the appeal is heard, the Board shall deliver its written decision to the grievant(s) or the Union, and include the reason for the decision, which reason need not be exhaustive.

**Step 4: (Binding Arbitration)**

If the Union is not satisfied with the disposition of the grievance at Step 3, the Union may, within thirty (30) calendar days of the date they receive the Step 3 response, submit the grievance to binding arbitration. The American Arbitration Association (AAA) shall be used.

1. The arbitrator shall have no power to alter or enlarge the terms of this Agreement.
2. Each party shall bear the full costs for its representation in the arbitration. The cost of the arbitrator and any administrative fees shall be divided equally between the parties.
3. If either party requests a transcript of the proceedings, that party shall bear the full cost of the transcript. If both parties order a transcript, the cost shall be divided equally between the parties.
4. The decision of the arbitrator shall be binding on both the Union and the Board.
5. The AAA shall serve as the administrator of all proceedings. The Voluntary Labor Arbitration Rules of AAA shall apply.

## **ARTICLE XV- DISCIPLINE**

**A. Discipline Procedure**

The BOARD agrees that members of the bargaining unit shall be disciplined for just cause.

1. The BOARD agrees to the concept of progressive discipline following a disciplinary conference. In all cases, employees will be afforded due process.
  - a. After documented verbal warnings, if appropriate, have been ineffective, officials shall enter a letter of reprimand in the employee's official file. All rules and procedures for inserting letters pertaining to service included in this Agreement shall apply. (Ref: Article IV Sec.4).

- b. Upon repetition of the same offense, officials shall assess a one-day unpaid suspension against the employee.
  - c. Upon repetition of the same offense, officials shall assess up to a three-day unpaid suspension against the employee.
  - d. Subsequent repetition of the same offense may result in either termination or a lengthy suspension whichever the Board considers appropriate in the circumstances.
  - e. Any member of the bargaining unit who is disciplined shall have the right to appeal such discipline by filing a grievance in accordance with the grievance and arbitration procedure set forth in this Agreement. Disciplinary action may include written reprimands, suspensions with or without pay, or discharge.
  - f. The Board and Union agree that the commission of certain serious offenses or multiple offenses would permit the Administration to enforce discipline at an enhanced rate pursuant to the schedule above.
2. When an administrator calls a conference and/or an investigatory meeting with an employee which might lead to disciplinary action against the employee, the following provisions shall be applicable.
- a. Whenever possible the employee shall be informed forty-eight (48) hours in advance of the meeting, in writing as to the reason(s) for the conference and/or investigatory meeting. The written notice will include the approximate date, time, place and nature of incident for which the conference and/or investigatory meeting is being held.
  - b. The employee has the right to be accompanied by a Union representative or representative of the employee's choice and a representative from AFT Local 604 at the conference. Both the Union and Board understand and agree that it is the right of the Board to set the time of the investigatory meeting and the meeting will not be postponed due to the unavailability of the AFT representative.
  - c. Except circumstances warranting immediate action, the administrator will not take disciplinary action against the employee without first affording the employee an opportunity to respond to the matter being discussed.
  - d. In no instance shall disciplinary action be taken against an employee later than twenty (20) working days after the conduct giving rise to the action or in the twenty (20) working days after the time the administration becomes aware of the action giving rise to the discipline. When disciplinary action stems from a series of unremediated instances on the part of the employee. In no event shall



notification be later than twenty (20) working days after observation of the last instance. For the purpose of this paragraph, “working days” means any day. Monday through Friday when either school is in session or the District offices are open for regular business and the subject employee is scheduled to be in attendance.

- e. If, after a disciplinary conference an administrator takes disciplinary action against the employee, the administrator shall provide the employee with written notification of the specific reason(s) for the action within five (5) work days from the date of the conference.
- B. In case of a termination of employment hearing or a conference involving disciplinary action to be taken against an employee, the charges brought against the employee shall be based upon the material in the official file and/or investigatory file except in cases where the administration or Superintendent believe immediate disciplinary action is necessary.

## **ARTICLE XVI- SALARY SCHEDULE AND ADDITIONAL COMPENSATION**

### SECTION 1- SALARY SCHEDULE

2022-2026 Salary Schedules - See Appendix B

A. 2022-2023 school year:

For the 2022-2023 school year, all full-time teachers shall receive an increase of 6% of the base salary paid for the 2021-2022 school year.

B. 2023-2024 school year:

For the 2023-2024 school year, all full-time teachers shall receive an increase of 5% of the base salary paid for the 2022-2023 school year.

C. 2024-2025 school year:

For the 2024-2025 school year, all full-time teachers shall receive an increase of 5% of the base salary paid for the 2023-2024 school year.

D. 2025-2026 school year:

For the 2025-2026 school year, all full-time teachers shall receive an increase of 4% of the base salary paid for the 2024-2025 school year.

E. Lane advancement

To encourage and reward educational advancement, salary increases for coursework preapproved by the Superintendent or designee which is completed prior to the start of the second semester will be processed, as long as the paperwork and transcripts verifying and supporting completion of such coursework is submitted to the District Office pursuant to Article XVI (5). The degree hours and/or degree must be in an (1) area supporting licensure renewal in the teacher's current teaching assignment, (2) area supporting the teacher's existing endorsements (which are eligible for use in and beneficial to the District) or (3) an area resulting in a new license or endorsement which is relevant to the teacher's current teaching assignment OR is beneficial to the District.

F. "Off Schedule"

Teachers Hired On or Prior to the 2018-2019 School Year and Remaining on the Previous Off Schedule Salary Schedule:

1. Current teachers that are frozen on the salary schedule due to blackout steps will be placed at the last equivalent step of the 2018-2019 salary schedule and remain at that step for future years.
  2. Employees that are off schedule due to previous lane consolidations will receive the same annual increases as all staff under this contract.
  3. If a teacher advances their education to correspond to a new lane increase, the teacher will jump onto the appropriate lane and will be placed on the salary cell that is closest to their previous salary, but in no case less than their previous salary.
1. Teachers who are off-schedule due to being at a step greater than Step 41 or Step 35 will receive the same annual increase as all staff under this contract.

Teachers Hired During the 2019-2020 School Year or Transferred to the New 2019-2020 Salary Schedule:

1. Teachers that are off-schedule due to a failure to increase education or progress past BA Step 10 or BA +18 Step 15 will remain at the last step and receive the equivalent salary for the step the following year.
2. Teachers who are off-schedule due to being at a step greater than Step 35 will receive the same annual increase as all staff under this contract.

G. Salary Notice

At the start of each school year, each employee shall receive a Salary Notice that details what the employee's base salary was in the prior school year, what salary increase the



employee is receiving for the current school year and what the employee's base salary is for the current school year. This will also include the teacher's: 1) three (3) most recent summative evaluations; 2) seniority date; and 3) any and all certificates, licenses, qualifications, and/or endorsements held by the teacher. If any portion of the Salary Notice is incorrect, an employee must contact the Business Office no later than September 15<sup>th</sup> of the current school year.

H. Initial Placement on Salary Schedule

When placing an individual on the salary schedule, only full years of prior teaching experience, undertaken while holding a Professional Educator License (PEL) may be credited.

SECTION 2- EXTRA CURRICULAR ACTIVITIES

- A. Teachers will be given the first opportunity to organize, direct and supervise academic, athletic, or fine arts activities outside regular school hours. No teacher will be forced to sponsor an extracurricular activity.
- B. Coaches shall be enlisted on a voluntary basis. No teacher shall be forced to involuntarily accept a coaching position. This does not apply to new hires. Certified personnel in School District 170 shall have the first opportunity to fill coaching positions. Non-certified coaching salaries shall not exceed certified coaches' salaries.
- C. Amounts are paid for the District's extracurricular activities are outlined in Appendix A – Extracurricular Compensation.
- D. In order to be compensated for those extracurricular activities paid at an hourly rate pursuant to Appendix A – Extracurricular Compensation, teachers must submit a timesheet, which shall be approved by their building principal.
- E. There shall be no activities during the first week of school and the last week of school.
- F. Any new activities that are not listed in Appendix A – Extracurricular Compensation must be approved by the Building Administration before any compensation may be offered for them.

SECTION 3 – OTHER ADDITIONAL COMPENSATION

- A. Teachers will receive due consideration for all daily duties (e.g., breakfast, lunch, bus supervision, etc.). The administration shall determine the number of paid duties in each building. Paid duties shall be offered to certified teachers before it is offered to the other staff members. There shall be at least one (1) paid a.m. supervision and one (1) paid p.m. supervision at each building. One (1) paid supervision may include both playground supervision and breakfast supervision during the length of the one (1) supervision period.

Amounts paid for these duties are outlined in Appendix A - Extracurricular Compensation.

- B. Staff members who must travel out of the District are eligible for reimbursement at the IRS rate.
- C. For Social Workers, Speech Pathologists, Psychologists, and Nurses the Board agrees to pay an annual recruitment stipend as outlined in Appendix A - Extracurricular Compensation.
- D. In recognition that a master's degree program for a school psychologist, social worker, counselor, or speech pathologist requires a significantly greater number of graduate credit hours for completion than a master's degree for most other bargaining unit employment categories, the parties agree that employees hired into these positions, who possess a master's degree, will be placed on the salary schedule at the appropriate step based upon creditable years of experience and in no less than the MA +30 lane. Current speech pathologists, social workers, counselors, and psychologists, who have acquired a master's degree, shall be placed at the appropriate step and in the MA +30 lane, at a minimum, beginning in the 2022-2023 school year.
- E. Psychologists and full-time case managers will work up to a cumulative ten (10) days prior to and/or after the school year and shall be paid at the individual's per diem rate.
- F. A teacher who travels from one building to another during the work day is entitled to travel pay at the following rates:
  - a. More than one school per day for one day \$236.78
  - b. More than one school per day for two days \$421.58
  - c. More than one school per day for three days \$606.38
  - d. More than one school per day for four days \$791.18
  - e. More than one school per day for five days \$975.78

#### SECTION 4- IN-DISTRICT CREDIT

District Committee Credit on Pay Schedules- One (1) hour per curriculum committee with a maximum of two (2) curriculum committees per year and a maximum of two (2) hours credit. Teachers may serve on more than two (2) committees if they so desire. Teachers will receive written notification of all district committee credit earned by the end of the school year.



## SECTION 5- TUITION REIMBURSEMENT

The Board shall reimburse teachers for a maximum of nine (9) hours per fiscal year (July 1 through June 30) for graduate and post-graduate courses taken for the purpose of professional improvement by completing education which is related to the subject area in which the teacher is assigned and/or licensed or completing a course enabling them to secure additional endorsements or licensure, within education. To be eligible for tuition reimbursement, all courses must have the prior approval of the Superintendent, must be given by an accredited educational provider, and the teacher must earn a grade of B or higher in the course. The Superintendent shall approve courses on a case-by-case basis.

Tuition reimbursement shall be \$200 per credit hour. For cohort participants, teachers shall be entitled to tuition reimbursement not to exceed \$200 per credit hour up to a maximum of 45 hours over the duration of this Agreement.

Tuition reimbursement shall be made upon the receipt of either an official report card or an official transcript. The official transcript must be submitted to the District office by October 1 for salary adjustments.

If a teacher voluntarily leaves the employment of the District any time during the one (1) year after completing the approved coursework, they forfeit the right to any tuition reimbursement they would have received for the current year and the classes taken in the previous one (1) year and the employee must reimburse the District for any tuition reimbursement received within the previous two (2) years. The Board shall not be obligated to pay any teacher tuition reimbursement between the last day of employment in June of the current school year and September 1 of the next school year.

## SECTION 6- PAY PERIODS

All teacher salaries shall be divided into twenty-four (24) installments. Installment payments shall occur twice monthly. The balance of installments shall be paid on or before June 30<sup>th</sup>.

## **ARTICLE XVII- NO- STRIKE PROVISION**

The Union agrees not to strike and not to picket in any manner which would tend to disrupt the classroom instruction of any school in School District 170 during the term of this Agreement.

## **ARTICLE XVIII- DURATION AND RENEGOTIATIONS**

This Agreement shall be in full force and effect from July 1, 2022 through June 30, 2026 for language only, and shall continue in full force and effect from year-to-year thereafter, subject however to the following:

1. When either party desires to negotiate changes or revisions in this Agreement, notice shall be served upon the other party prior to February 1, of any year, advising that such party desires to revise or change the terms of conditions of this Agreement for the following contract year.

2. No provision of this Agreement shall be reopened for negotiation prior to its expiration as stated herein except upon mutual agreement of the parties.

3. No later than March 1, there shall be a meeting of the negotiating team for the purpose of setting the dates for subsequent meetings, agreeing on procedure, and written exchange of desired changes.

Dated at Chicago Heights, Illinois, this 17<sup>th</sup> day of October, 2022.

AMERICAN FEDERATION OF TEACHERS  
AFT 604 CHICAGO HEIGHTS COUNCIL

CHICAGO HEIGHTS SCHOOL DISTRICT 170  
COOK COUNTY, ILLINOIS



\_\_\_\_\_  
President



\_\_\_\_\_  
President

ATTEST:

ATTEST:



\_\_\_\_\_  
Financial Secretary



\_\_\_\_\_  
Secretary



**Appendix A**  
**Extracurricular Compensation**

**Athletic Stipends**

	Stipend Amount
Basketball Head	\$3402
Basketball Assistant	\$2835
Baseball Head	\$2835
Baseball Assistant	\$2310
Softball	\$2835
Softball Assistant	\$2310
Volleyball Head	\$3402
Volleyball Assistant	\$2835
Track Head	\$2888
Track Assistant	\$2310
Cross Country Head	\$2100
Cross Country Assistant	\$1785
Soccer Head	\$2625
Soccer Assistants	\$2100
Wrestling	\$3000
Assistant Athletic Director	\$2757
Cheerleading	\$1890
Golf	\$1785
Bowling	\$1785
Bowling Assistant	\$1400
Score/Time Keeper/Concessions	\$25/hr.

### Academic/Fine Arts Stipends

Chess Head Coach	\$2200
Chess Assistant Coach	\$1700
Scholastic Bowl	\$3500
Musical Director	\$3500
Assistant Musical Director	\$3000
Choir Director	\$3500
MS Band Director	\$3000
Elementary Band Director	\$2500
Speech and Drama Coach	\$1800
After-School Activity Clubs (For those clubs approved by the Administration, including Student Council, Art, LGBTQ+, Speech and Drama, Dance, Robotics, Newsletter, E-Sports)	\$25/hr.

### Professional Stipends

Leadership Team Member	\$800
Mentor	\$850 per mentee
Technology Team Member	\$2100
PLC Facilitator	\$2150
After-School Tutor	\$50/hr.
Related Services Department Chair (Speech Pathologists, Nurses, Occupational Therapists, Social Workers, Psychologists)	\$750
PBIS Team Member	\$800
Instructional Coaches	\$3600
Psychologist Case Manager	\$5500
Speech Pathologist Case Manager	\$2000



Social Worker, Speech Pathologist, Psychologist, PEL-Holding Registered Nurse Recruitment Stipend	\$3500
Safety Team Member	\$25/hr.
Curriculum & Assessment Writing Team Member	\$50/hr.

### **Supervisory Daily Duties**

Bus Duty A.M./Mid-Day/P.M. Less than 30 Minutes (physically on the bus)	\$13.00
Bus Duty A.M./Mid-Day/P.M. 30 Minutes or Greater (physically on the bus)	\$18.00
Door Duty/Parking Lot/Playground Duty	\$13.00
Lunch Supervisor	\$16.00
K-5 Breakfast Supervisor	\$15.00
Middle School A.M. Supervisor	\$15.00
Detention Supervisor	\$25/hr.

## APPENDIX B: SALARY SCHEDULES

- A. Movement across the salary schedule must reflect *graduate level* credit hours completed after attainment of a Bachelor's or Master's degree.
- B. Salary adjustments will only be made upon receipt of an *official transcript* presented by *October 1* to the district office.
- C. In order for teachers hired after the 1998-99 school year to advance beyond BA Step 10 and BA+18 Step 13, teachers must take additional graduate courses.

Schedule A – For teachers hired during or prior to the 2018-2019 school year and who did not opt to move to Schedule B prior to the 2019-2020 school year.

Schedule B – For teachers hired during the 2019-2020 school year and thereafter. Also, those teachers who opted to make a one-time irrevocable move from Schedule A to Schedule B prior to the 2019-2020 school year.

For context, prior to the start of the 2019-2020 school year, all previously employed full-time teachers were given a one-time opportunity to change salary schedules and health insurance contributions. Teachers needed to notify the District of their decision to change by May 1, 2019. Once a teacher changed salary schedules, the move was final. Teachers were not and continue to not be allowed to revert back to their previous salary schedule and accompanying health insurance contributions.



6.0%

2022-2023

## Salary Schedule A

	BA (120-137)	BA+18 (138-149)	MA (150-167)	MA+18 (168-182)	MA+30 (180-209)	MA+60 (210)
Step 1	\$42,393	\$43,666	\$44,976	\$46,099	\$47,253	\$48,434
Step 2	\$43,259	\$44,557	\$45,894	\$47,040	\$48,217	\$49,423
Step 3	\$44,124	\$45,448	\$46,812	\$47,981	\$49,182	\$50,410
Step 4	\$45,007	\$46,357	\$47,748	\$48,940	\$50,166	\$51,418
Step 5	\$45,906	\$47,283	\$48,703	\$49,920	\$51,168	\$52,448
Step 6	\$46,824	\$48,230	\$49,677	\$50,918	\$52,192	\$53,496
Step 7	\$47,773	\$49,207	\$50,684	\$51,951	\$53,249	\$54,579
Step 8	\$48,858	\$50,325	\$51,833	\$53,389	\$54,724	\$56,091
Step 9	\$49,818	\$51,244	\$52,664	\$54,083	\$55,435	\$56,821
Step 10	\$50,846	\$52,310	\$53,769	\$55,228	\$56,608	\$58,023
Step 11		\$53,375	\$54,874	\$56,373	\$57,783	\$59,225
Step 12		\$54,442	\$55,979	\$57,517	\$58,955	\$60,430
Step 13		\$55,506	\$57,083	\$58,661	\$60,129	\$61,632
Step 14		\$56,617	\$58,335	\$59,940	\$61,438	\$62,975
Step 15		\$57,977	\$59,905	\$61,551	\$63,090	\$64,667
Step 16		\$59,366	\$61,403	\$63,090	\$64,667	\$66,284
Step 17			\$62,756	\$64,477	\$66,088	\$67,739
Step 18			\$63,881	\$65,601	\$67,241	\$68,921
Step 19			\$65,063	\$66,783	\$68,453	\$70,162
Step 20			\$66,295	\$68,015	\$69,714	\$71,457
Step 21			\$67,892	\$69,697	\$71,440	\$73,226
Step 22			\$69,868	\$72,203	\$74,008	\$75,858
Step 23			\$71,615	\$74,008	\$75,858	\$77,754
Step 24			\$73,124	\$75,521	\$77,409	\$79,343
Step 25			\$74,786	\$77,119	\$79,048	\$81,024
Step 26			\$76,751	\$79,088	\$81,065	\$83,091
Step 27			\$78,719	\$81,065	\$83,091	\$85,169
Step 28	\$75,488	\$77,825	\$80,440	\$83,080	\$85,156	\$87,286
Step 29	\$77,457	\$79,793	\$82,702	\$85,096	\$87,223	\$89,404
Step 30	\$79,424	\$81,787	\$84,717	\$87,115	\$89,292	\$91,525
Step 31	\$81,409	\$83,805	\$86,736	\$89,127	\$91,355	\$93,639
Step 32	\$83,423	\$85,818	\$88,751	\$91,143	\$93,422	\$95,757
Step 33	\$85,441	\$87,835	\$90,766	\$93,160	\$95,489	\$97,877
Step 34	\$87,456	\$89,627	\$92,784	\$95,174	\$97,555	\$99,993
Step 35	\$89,476	\$91,868	\$94,798	\$97,196	\$99,625	\$102,115

5.0%

2023-2024

Salary Schedule A

	BA (120-137)	BA+18 (138-149)	MA (150-167)	MA+18 (168-182)	MA+30 (180-209)	MA+60 (210)
Step 1	\$43,623	\$44,932	\$46,280	\$47,436	\$48,623	\$49,839
Step 2	\$44,513	\$45,849	\$47,225	\$48,404	\$49,616	\$50,856
Step 3	\$45,422	\$46,785	\$48,188	\$49,392	\$50,628	\$51,894
Step 4	\$46,330	\$47,720	\$49,152	\$50,380	\$51,641	\$52,931
Step 5	\$47,257	\$48,675	\$50,135	\$51,387	\$52,674	\$53,989
Step 6	\$48,202	\$49,648	\$51,138	\$52,416	\$53,727	\$55,070
Step 7	\$49,166	\$50,642	\$52,161	\$53,464	\$54,802	\$56,171
Step 8	\$50,162	\$51,668	\$53,218	\$54,548	\$55,912	\$57,308
Step 9	\$51,300	\$52,841	\$54,425	\$56,058	\$57,460	\$58,896
Step 10	\$52,309	\$53,806	\$55,297	\$56,787	\$58,207	\$59,662
Step 11		\$54,925	\$56,457	\$57,990	\$59,439	\$60,925
Step 12		\$56,044	\$57,618	\$59,192	\$60,672	\$62,187
Step 13		\$57,164	\$58,778	\$60,392	\$61,903	\$63,451
Step 14		\$58,281	\$59,937	\$61,595	\$63,135	\$64,713
Step 15		\$59,448	\$61,252	\$62,937	\$64,509	\$66,123
Step 16		\$60,876	\$62,900	\$64,629	\$66,245	\$67,901
Step 17			\$64,473	\$66,245	\$67,901	\$69,598
Step 18			\$65,894	\$67,700	\$69,392	\$71,126
Step 19			\$67,075	\$68,881	\$70,603	\$72,367
Step 20			\$68,316	\$70,122	\$71,875	\$73,671
Step 21			\$69,609	\$71,416	\$73,200	\$75,030
Step 22			\$71,287	\$73,182	\$75,012	\$76,887
Step 23			\$73,361	\$75,813	\$77,709	\$79,651
Step 24			\$75,195	\$77,709	\$79,651	\$81,642
Step 25			\$76,780	\$79,297	\$81,279	\$83,310
Step 26			\$78,525	\$80,975	\$83,001	\$85,075
Step 27			\$80,589	\$83,042	\$85,118	\$87,246
Step 28	\$77,025	\$79,652	\$82,655	\$85,118	\$87,246	\$89,427
Step 29	\$79,262	\$81,716	\$84,462	\$87,234	\$89,414	\$91,650
Step 30	\$81,330	\$83,782	\$86,837	\$89,351	\$91,584	\$93,874
Step 31	\$83,395	\$85,877	\$88,953	\$91,471	\$93,757	\$96,101
Step 32	\$85,480	\$87,995	\$91,072	\$93,583	\$95,923	\$98,321
Step 33	\$87,594	\$90,108	\$93,188	\$95,700	\$98,093	\$100,545
Step 34	\$89,713	\$92,227	\$95,304	\$97,818	\$100,263	\$102,771
Step 35	\$91,829	\$94,109	\$97,423	\$99,933	\$102,433	\$104,993



5.0%

2024-2025

Salary Schedule A

	BA (120-137)	BA+18 (138-149)	MA (150-167)	MA+18 (168-182)	MA+30 (180-209)	MA+60 (210)
Step 1	\$44,888	\$46,235	\$47,622	\$48,811	\$50,033	\$51,284
Step 2	\$45,804	\$47,179	\$48,594	\$49,807	\$51,054	\$52,331
Step 3	\$46,739	\$48,142	\$49,586	\$50,824	\$52,096	\$53,399
Step 4	\$47,693	\$49,124	\$50,598	\$51,861	\$53,160	\$54,488
Step 5	\$48,646	\$50,106	\$51,610	\$52,899	\$54,223	\$55,577
Step 6	\$49,620	\$51,109	\$52,642	\$53,957	\$55,308	\$56,689
Step 7	\$50,612	\$52,130	\$53,695	\$55,036	\$56,413	\$57,824
Step 8	\$51,624	\$53,174	\$54,769	\$56,137	\$57,542	\$58,979
Step 9	\$52,670	\$54,251	\$55,879	\$57,276	\$58,707	\$60,174
Step 10	\$53,865	\$55,483	\$57,146	\$58,861	\$60,333	\$61,840
Step 11		\$56,496	\$58,062	\$59,627	\$61,117	\$62,645
Step 12		\$57,672	\$59,280	\$60,889	\$62,411	\$63,971
Step 13		\$58,846	\$60,499	\$62,151	\$63,705	\$65,296
Step 14		\$60,022	\$61,716	\$63,412	\$64,998	\$66,624
Step 15		\$61,195	\$62,934	\$64,674	\$66,292	\$67,949
Step 16		\$62,420	\$64,314	\$66,084	\$67,735	\$69,429
Step 17			\$66,045	\$67,860	\$69,557	\$71,296
Step 18			\$67,696	\$69,557	\$71,296	\$73,078
Step 19			\$69,189	\$71,085	\$72,862	\$74,683
Step 20			\$70,429	\$72,325	\$74,133	\$75,986
Step 21			\$71,732	\$73,628	\$75,469	\$77,354
Step 22			\$73,090	\$74,986	\$76,860	\$78,781
Step 23			\$74,851	\$76,841	\$78,762	\$80,732
Step 24			\$77,029	\$79,604	\$81,594	\$83,633
Step 25			\$78,955	\$81,594	\$83,633	\$85,724
Step 26			\$80,619	\$83,262	\$85,343	\$87,476
Step 27			\$82,452	\$85,024	\$87,151	\$89,329
Step 28	\$78,893	\$81,465	\$84,618	\$87,194	\$89,374	\$91,608
Step 29	\$80,876	\$83,634	\$86,787	\$89,374	\$91,608	\$93,899
Step 30	\$83,225	\$85,802	\$88,685	\$91,595	\$93,885	\$96,232
Step 31	\$85,397	\$87,971	\$91,179	\$93,818	\$96,164	\$98,567
Step 32	\$87,565	\$90,171	\$93,401	\$96,044	\$98,445	\$100,906
Step 33	\$89,753	\$92,395	\$95,626	\$98,262	\$100,719	\$103,237
Step 34	\$91,974	\$94,614	\$97,848	\$100,485	\$102,998	\$105,572
Step 35	\$94,199	\$96,838	\$100,069	\$102,709	\$105,277	\$107,910

4.0%

2025-2026

## Salary Schedule A

	BA (120-137)	BA+18 (138-149)	MA (150-167)	MA+18 (168-182)	MA+30 (180-209)	MA+60 (210)
Step 1	\$45,750	\$47,123	\$48,537	\$49,749	\$50,994	\$52,269
Step 2	\$46,683	\$48,085	\$49,527	\$50,764	\$52,035	\$53,335
Step 3	\$47,636	\$49,066	\$50,538	\$51,800	\$53,097	\$54,424
Step 4	\$48,608	\$50,067	\$51,569	\$52,857	\$54,180	\$55,534
Step 5	\$49,600	\$51,089	\$52,622	\$53,936	\$55,286	\$56,668
Step 6	\$50,592	\$52,110	\$53,674	\$55,015	\$56,392	\$57,801
Step 7	\$51,604	\$53,153	\$54,748	\$56,115	\$57,520	\$58,956
Step 8	\$52,636	\$54,215	\$55,843	\$57,238	\$58,670	\$60,137
Step 9	\$53,689	\$55,301	\$56,960	\$58,383	\$59,844	\$61,339
Step 10	\$54,777	\$56,421	\$58,114	\$59,567	\$61,055	\$62,581
Step 11		\$57,702	\$59,432	\$61,216	\$62,746	\$64,314
Step 12		\$58,756	\$60,385	\$62,012	\$63,562	\$65,151
Step 13		\$59,979	\$61,651	\$63,325	\$64,907	\$66,530
Step 14		\$61,200	\$62,919	\$64,637	\$66,254	\$67,908
Step 15		\$62,423	\$64,185	\$65,949	\$67,598	\$69,289
Step 16		\$63,643	\$65,452	\$67,261	\$68,943	\$70,667
Step 17			\$66,887	\$68,727	\$70,444	\$72,207
Step 18			\$68,687	\$70,574	\$72,339	\$74,148
Step 19			\$70,404	\$72,339	\$74,148	\$76,001
Step 20			\$71,956	\$73,929	\$75,776	\$77,670
Step 21			\$73,246	\$75,218	\$77,099	\$79,025
Step 22			\$74,601	\$76,574	\$78,488	\$80,448
Step 23			\$76,013	\$77,986	\$79,934	\$81,932
Step 24			\$77,845	\$79,915	\$81,913	\$83,961
Step 25			\$80,110	\$82,788	\$84,858	\$86,979
Step 26			\$82,113	\$84,858	\$86,979	\$89,153
Step 27			\$83,844	\$86,592	\$88,757	\$90,975
Step 28	\$79,790	\$82,469	\$85,750	\$88,425	\$90,637	\$92,902
Step 29	\$82,049	\$84,724	\$88,003	\$90,682	\$92,949	\$95,272
Step 30	\$84,111	\$86,980	\$90,259	\$92,949	\$95,272	\$97,655
Step 31	\$86,554	\$89,234	\$92,233	\$95,259	\$97,640	\$100,082
Step 32	\$88,813	\$91,490	\$94,826	\$97,571	\$100,010	\$102,510
Step 33	\$91,067	\$93,778	\$97,137	\$99,886	\$102,383	\$104,942
Step 34	\$93,344	\$96,090	\$99,451	\$102,193	\$104,748	\$107,367
Step 35	\$95,653	\$98,398	\$101,761	\$104,505	\$107,118	\$109,795



6.0%

2022-2023

## Salary Schedule B

	BA (120-137)	BA+18 (138-149)	MA (150-167)	MA+18 (168-182)	MA+30 (180-209)	MA+60 (210)
Step 1	\$45,539	\$46,811	\$48,130	\$49,200	\$50,398	\$51,580
Step 2	\$46,468	\$47,767	\$49,112	\$50,204	\$51,427	\$52,632
Step 3	\$47,398	\$48,722	\$50,095	\$51,208	\$52,455	\$53,685
Step 4	\$48,347	\$49,696	\$51,096	\$52,232	\$53,505	\$54,759
Step 5	\$49,313	\$50,690	\$52,109	\$53,325	\$54,575	\$55,854
Step 6	\$50,231	\$51,636	\$53,083	\$54,324	\$55,598	\$56,903
Step 7	\$51,180	\$52,614	\$54,090	\$55,357	\$56,655	\$57,986
Step 8	\$52,264	\$53,730	\$55,239	\$56,795	\$58,130	\$59,498
Step 9	\$53,224	\$54,649	\$56,070	\$57,490	\$58,842	\$60,228
Step 10	\$54,253	\$55,716	\$57,174	\$58,634	\$60,015	\$61,430
Step 11		\$56,781	\$58,280	\$59,780	\$61,189	\$62,632
Step 12		\$57,848	\$59,385	\$60,924	\$62,361	\$63,835
Step 13		\$58,912	\$60,490	\$62,068	\$63,534	\$65,037
Step 14		\$60,024	\$61,742	\$63,347	\$64,844	\$66,380
Step 15		\$61,382	\$63,312	\$64,958	\$66,496	\$68,073
Step 16			\$64,808	\$66,496	\$68,073	\$69,691
Step 17			\$66,163	\$67,882	\$69,494	\$71,146
Step 18			\$67,288	\$69,007	\$70,647	\$72,328
Step 19			\$68,470	\$70,189	\$71,858	\$73,569
Step 20			\$69,701	\$71,421	\$73,121	\$74,864
Step 21			\$71,298	\$73,103	\$74,846	\$76,633
Step 22			\$73,274	\$75,609	\$77,414	\$79,265
Step 23			\$75,020	\$77,414	\$79,265	\$81,160
Step 24			\$76,531	\$78,927	\$80,814	\$82,750
Step 25			\$78,192	\$80,526	\$82,454	\$84,430
Step 26			\$80,157	\$82,493	\$84,471	\$86,497
Step 27			\$82,126	\$84,471	\$86,497	\$88,575
Step 28			\$83,846	\$86,486	\$88,563	\$90,691
Step 29			\$86,108	\$88,502	\$90,630	\$92,810
Step 30			\$88,124	\$90,521	\$92,699	\$94,931
Step 31			\$90,141	\$92,534	\$94,762	\$97,045
Step 32			\$92,157	\$94,549	\$96,829	\$99,164
Step 33			\$94,173	\$96,567	\$98,896	\$101,283
Step 34			\$96,191	\$98,581	\$100,961	\$103,399
Step 35			\$98,204	\$100,601	\$103,032	\$105,521



5.0%

2023-2024

Salary Schedule B

	BA (120-137)	BA+18 (138-149)	MA (150-167)	MA+18 (168-182)	MA+30 (180-209)	MA+60 (210)
Step 1	\$46,860	\$48,169	\$49,525	\$50,626	\$51,860	\$53,075
Step 2	\$47,816	\$49,152	\$50,536	\$51,660	\$52,918	\$54,159
Step 3	\$48,792	\$50,155	\$51,568	\$52,714	\$53,998	\$55,264
Step 4	\$49,768	\$51,158	\$52,599	\$53,768	\$55,078	\$56,369
Step 5	\$50,764	\$52,181	\$53,651	\$54,843	\$56,180	\$57,496
Step 6	\$51,779	\$53,225	\$54,714	\$55,992	\$57,304	\$58,646
Step 7	\$52,743	\$54,218	\$55,737	\$57,040	\$58,378	\$59,748
Step 8	\$53,739	\$55,245	\$56,794	\$58,125	\$59,488	\$60,886
Step 9	\$54,878	\$56,417	\$58,001	\$59,635	\$61,037	\$62,473
Step 10	\$55,885	\$57,382	\$58,873	\$60,365	\$61,784	\$63,240
Step 11		\$58,502	\$60,033	\$61,566	\$63,016	\$64,502
Step 12		\$59,620	\$61,194	\$62,769	\$64,248	\$65,764
Step 13		\$60,741	\$62,355	\$63,970	\$65,479	\$67,027
Step 14		\$61,857	\$63,514	\$65,172	\$66,711	\$68,289
Step 15		\$63,025	\$64,829	\$66,514	\$68,087	\$69,699
Step 16			\$66,477	\$68,206	\$69,821	\$71,477
Step 17			\$68,049	\$69,821	\$71,477	\$73,175
Step 18			\$69,471	\$71,277	\$72,968	\$74,703
Step 19			\$70,652	\$72,457	\$74,179	\$75,944
Step 20			\$71,893	\$73,698	\$75,451	\$77,248
Step 21			\$73,186	\$74,992	\$76,777	\$78,607
Step 22			\$74,863	\$76,758	\$78,588	\$80,464
Step 23			\$76,937	\$79,389	\$81,285	\$83,228
Step 24			\$78,771	\$81,285	\$83,228	\$85,218
Step 25			\$80,357	\$82,873	\$84,855	\$86,887
Step 26			\$82,102	\$84,552	\$86,577	\$88,652
Step 27			\$84,165	\$86,618	\$88,695	\$90,822
Step 28			\$86,232	\$88,695	\$90,822	\$93,003
Step 29			\$88,038	\$90,811	\$92,991	\$95,226
Step 30			\$90,413	\$92,927	\$95,162	\$97,451
Step 31			\$92,530	\$95,047	\$97,334	\$99,678
Step 32			\$94,648	\$97,160	\$99,500	\$101,897
Step 33			\$96,765	\$99,276	\$101,670	\$104,122
Step 34			\$98,881	\$101,395	\$103,841	\$106,347
Step 35			\$101,000	\$103,510	\$106,009	\$108,569

5.0%

2024-2025  
Salary Schedule B

	BA (120-137)	BA+18 (138-149)	MA (150-167)	MA+18 (168-182)	MA+30 (180-209)	MA+60 (210)
Step 1	\$48,218	\$49,566	\$50,962	\$52,095	\$53,364	\$54,615
Step 2	\$49,203	\$50,577	\$52,002	\$53,158	\$54,453	\$55,729
Step 3	\$50,207	\$51,610	\$53,063	\$54,243	\$55,564	\$56,866
Step 4	\$51,231	\$52,663	\$54,146	\$55,350	\$56,698	\$58,027
Step 5	\$52,256	\$53,716	\$55,229	\$56,456	\$57,832	\$59,187
Step 6	\$53,302	\$54,790	\$56,334	\$57,585	\$58,989	\$60,371
Step 7	\$54,368	\$55,886	\$57,450	\$58,791	\$60,169	\$61,579
Step 8	\$55,380	\$56,928	\$58,524	\$59,892	\$61,297	\$62,735
Step 9	\$56,426	\$58,007	\$59,634	\$61,032	\$62,462	\$63,930
Step 10	\$57,621	\$59,238	\$60,901	\$62,616	\$64,089	\$65,596
Step 11		\$60,251	\$61,817	\$63,383	\$64,873	\$66,402
Step 12		\$61,427	\$63,035	\$64,644	\$66,167	\$67,727
Step 13		\$62,601	\$64,254	\$65,907	\$67,460	\$69,052
Step 14		\$63,778	\$65,472	\$67,168	\$68,753	\$70,378
Step 15		\$64,950	\$66,690	\$68,430	\$70,047	\$71,704
Step 16			\$68,070	\$69,840	\$71,491	\$73,184
Step 17			\$69,801	\$71,616	\$73,312	\$75,051
Step 18			\$71,451	\$73,312	\$75,051	\$76,834
Step 19			\$72,945	\$74,840	\$76,617	\$78,439
Step 20			\$74,185	\$76,080	\$77,888	\$79,742
Step 21			\$75,488	\$77,383	\$79,224	\$81,110
Step 22			\$76,846	\$78,741	\$80,616	\$82,537
Step 23			\$78,606	\$80,596	\$82,517	\$84,488
Step 24			\$80,784	\$83,359	\$85,349	\$87,389
Step 25			\$82,710	\$85,349	\$87,389	\$89,479
Step 26			\$84,375	\$87,017	\$89,098	\$91,232
Step 27			\$86,207	\$88,780	\$90,906	\$93,084
Step 28			\$88,373	\$90,949	\$93,130	\$95,363
Step 29			\$90,543	\$93,130	\$95,363	\$97,654
Step 30			\$92,440	\$95,351	\$97,641	\$99,987
Step 31			\$94,934	\$97,573	\$99,920	\$102,323
Step 32			\$97,157	\$99,799	\$102,201	\$104,662
Step 33			\$99,381	\$102,018	\$104,475	\$106,992
Step 34			\$101,604	\$104,240	\$106,754	\$109,328
Step 35			\$103,825	\$106,465	\$109,033	\$111,665



4.0%

2025-2026

## Salary Schedule B

	BA (120-137)	BA+18 (138-149)	MA (150-167)	MA+18 (168-182)	MA+30 (180-209)	MA+60 (210)
Step 1	\$49,144	\$50,518	\$51,940	\$53,095	\$54,389	\$55,663
Step 2	\$50,147	\$51,549	\$53,000	\$54,178	\$55,498	\$56,799
Step 3	\$51,171	\$52,601	\$54,082	\$55,284	\$56,631	\$57,958
Step 4	\$52,215	\$53,674	\$55,185	\$56,412	\$57,787	\$59,141
Step 5	\$53,281	\$54,769	\$56,312	\$57,564	\$58,966	\$60,348
Step 6	\$54,346	\$55,864	\$57,438	\$58,715	\$60,145	\$61,555
Step 7	\$55,434	\$56,981	\$58,587	\$59,889	\$61,348	\$62,786
Step 8	\$56,543	\$58,121	\$59,748	\$61,143	\$62,576	\$64,042
Step 9	\$57,595	\$59,206	\$60,865	\$62,288	\$63,749	\$65,245
Step 10	\$58,683	\$60,327	\$62,019	\$63,473	\$64,960	\$66,487
Step 11		\$61,607	\$63,337	\$65,121	\$66,652	\$68,220
Step 12		\$62,661	\$64,290	\$65,918	\$67,468	\$69,058
Step 13		\$63,884	\$65,556	\$67,230	\$68,813	\$70,436
Step 14		\$65,105	\$66,824	\$68,543	\$70,159	\$71,814
Step 15		\$66,329	\$68,091	\$69,855	\$71,503	\$73,194
Step 16			\$69,358	\$71,168	\$72,848	\$74,572
Step 17			\$70,793	\$72,633	\$74,351	\$76,112
Step 18			\$72,593	\$74,481	\$76,244	\$78,053
Step 19			\$74,309	\$76,244	\$78,053	\$79,907
Step 20			\$75,863	\$77,834	\$79,681	\$81,576
Step 21			\$77,152	\$79,123	\$81,004	\$82,931
Step 22			\$78,507	\$80,479	\$82,393	\$84,355
Step 23			\$79,920	\$81,891	\$83,840	\$85,839
Step 24			\$81,750	\$83,820	\$85,818	\$87,867
Step 25			\$84,015	\$86,693	\$88,763	\$90,885
Step 26			\$86,018	\$88,763	\$90,885	\$93,058
Step 27			\$87,750	\$90,497	\$92,662	\$94,881
Step 28			\$89,655	\$92,331	\$94,542	\$96,808
Step 29			\$91,908	\$94,587	\$96,855	\$99,178
Step 30			\$94,165	\$96,855	\$99,178	\$101,560
Step 31			\$96,138	\$99,165	\$101,546	\$103,987
Step 32			\$98,731	\$101,476	\$103,916	\$106,416
Step 33			\$101,043	\$103,791	\$106,289	\$108,848
Step 34			\$103,356	\$106,099	\$108,654	\$111,272
Step 35			\$105,668	\$108,410	\$111,024	\$113,702