

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

**2022-2023**

**2023-2024**

**2024-2025**

**2025-2026**



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## **2022-2026 Collective Bargaining Agreement**

This Agreement is made and entered into this 7th day of December, 2022, by and between the Board of Education of District 161, Will County, hereinafter referred to as the “Board,” and Summit Hill Council of the American Federation of Teachers, Local 604, AFT/IFT, AFL-CIO, hereinafter referred to as the “Union,” for the purpose of setting salaries, wages, working conditions, fringe benefits, and grievance procedures of the bargaining unit defined herein.

### **Article I**

#### **Recognition, Scope, and Jurisdiction**

##### **1.1 Recognition**

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

##### **1.2 Scope**

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

##### **1.3 Jurisdiction**

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

### **Article II**

#### **Teacher Working Conditions**

##### **2.1 Working Conditions**

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

## **2.2 Teacher Licensure**

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

## **2.3 Curriculum Meetings**

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

## **2.4 Curriculum/Expectations Night**

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

## **2.5 Planning Periods**

All Teachers will be granted a minimum of 200 minutes of plan time in a 5-day week. All Teachers shall have a daily planning period. This applies on regular workdays when other provisions cannot be made. Losing a planning time on the day of a field trip or a shortened day shall not apply.

It will be the goal of the Administration to minimize the number of routine meetings scheduled to preserve planning time. Push-in time related to Daily PE will be utilized as PLC time.

## **2.6 Assignment and Transfer**

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

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

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



**2.7 Procedures of Teacher Evaluation**

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

**2.8 Communication**

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

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

**2.9 Layoff and Recall**

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

**2.10 Academic Freedom**

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

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

**2.11 Lunch, Recess and Entry & Dismissal Supervision**

Lunch and/or recess duty and student entry and dismissal supervision shall be assigned by the administration. There shall be at least one (1) Teacher supervising lunch in all buildings and at least one (1) Teacher supervising recess in the Elementary buildings. Assignments will be offered to Teachers based on district seniority and experience in the position. If teachers are assigned to lunch and/or recess duty, they shall receive stipends per the Stipend Schedule in Appendix B.

## **2.12 School Calendar**

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

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

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

## **2.13 New Teacher Program**

New Teachers shall be required to attend up to two (2) new Teacher meetings per month, lasting no longer than one (1) hour per meeting for a period of two (2) years to fulfill local criteria and/or ISBE licensure requirements. Any extra work shall be completed during the meetings. New Teachers will not be paid for these requirements. Mentor Teachers will be assigned to new Teachers for a period of at least one (1) year. In addition, a veteran Teacher assigned to a new grade level or content area will also be assigned a mentor upon the veteran Teacher's request. Mentors will be paid for this commitment per Appendix B.

## **2.14 Professional Dress**

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

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

## **2.15 Personal Use of Electronic Devices**

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

## **2.16 Media Relations**

Teachers are highly encouraged to notify their building Administrator or Public Relations Specialist of any newsworthy activities occurring in their classrooms.

## **Article III**

### **Employee and Union Rights**

#### **3.1 Non-Discrimination**

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

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

#### **3.2 Personnel Files**

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

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

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

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

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

#### **3.3 Use of School Facilities**

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

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

#### **3.4 School Financial Information**

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

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

**3.5 Mailboxes and Bulletin Boards**

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

**3.6 Union-Administration Meetings**

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

**3.7 Standardized Test Administration**

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

**3.8 Complaints Against Teachers**

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

**3.9 Class Size**

The Administration will meet with Union Leadership to discuss the projected class size for the following school year no later than May 15 of each year.

**3.10 Leaving the Building**

Teachers are permitted to leave their building during their lunch periods and plan periods upon signing out with the main office. If the planning period is at the end of the school day, the teacher shall return to the building prior to the end of the workday.

**3.11 Supply Ordering**

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

### **3.12 Posting of Vacancies**

#### **A. Job Postings**

If a vacancy occurs in a teaching or administrative position, the vacancy shall be emailed to all staff.

#### **B. Stipend Positions**

If a vacancy occurs in an extra-duty position, the Teachers of that building will be made aware of availability via email. If the position is not filled within ten (10) workdays, the vacancy will be shared with all other buildings within the district via email.

### **3.13 Union Right to Address Faculty**

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

### **3.14 Dues Deduction**

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

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

## **Article IV**

### **Leaves**

#### **4.1 Extraordinary Leaves**

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

#### **4.2 Personal Leave**

Each Teacher shall be entitled to a total of two-and-a-half (2.5) personal leave days annually for those pressing personal business or legal matters which may not be attended to during a time other than working hours.

Such leave will not be granted during the first or the last week of school, on a day before or day after a vacation period or holiday, on an Institute Day/School Improvement Day, or on scheduled days of mandated state testing except in cases of emergency or with the approval of the Superintendent. In cases of emergency, written application must be made after the Teacher's return to duty. Personal leave not used in the year of service for which it is granted

shall be added to the sick leave accumulated days. A maximum of one (1) unused personal day may be added instead, at the Teacher's option, to the next school year. However, no employee may exceed three and one-half (3 1/2) personal days in a single school year. The use of more than two (2) personal days in a row must be approved by the Superintendent.

#### 4.3 **Bereavement Leave**

In the event of the death of a Teacher's spouse, civil union partner, child/step-child, grandchild/step-grandchild, parent/step-parent, parent-in-law/step-parent-in-law, legal guardian or sibling/step-sibling, such teacher shall be entitled to five (5) days of paid bereavement leave without loss of sick or personal leave. For the death of a Teacher's grandparent/step-grandparent/grandparent in-law, brother- or sister-in-law/step-brother- or step-sister-in-law, aunts/uncles, nephews/nieces such Teacher shall be entitled to three (3) days of such leave.

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

#### 4.4 **Sick Leave**

- A. Full-time Teachers may have sick leave days per the chart below at full pay during each school year. Sick leave shall accumulate without limitation.

0-14 years of service	15 days annually
15+ years of service	17 days annually

- B. Sick leave shall be interpreted to mean personal illness, quarantine at home, or serious illness or death in the immediate family or household. Immediate family shall be defined as parents/step-parents, spouse, siblings/step-siblings, children/step-children, grandparents, grandchildren, parents-in-law/step-parents-in-law, sisters-in-law, brothers-in-law, uncles, aunts, and legal guardians. All equal employment requirements will be followed.
- C. Absence due to injury incurred during a Teacher's employment which is compensable under the provisions of the Illinois Workmen's Compensation Act shall not be charged against sick leave, and said Teacher will not lose regular pay, but there will be deducted any amount received by the Teacher in the form of Workmen's Compensation, whether in the form of temporary or permanent disability. Such payment will not extend beyond the school year during which the job-connected injury was incurred.
- D. Annual Bonus for unused sick days towards creditable earnings.

0 (Zero) used sick days	\$300
1-2 (One-Two) used sick days	\$200

#### **4.5 Sick Leave Pool**

The Sick Leave Pool is a voluntary bank of Union Members' sick leave days administered by the Union's Executive Board, which may be used by participating Union Members in the case of prolonged or exceptional cases of absence due to catastrophic illness, injury, hospitalization, personally or in their immediate family or household, as defined in School Code 105 ILCS 5/24-6, and who have exhausted their own accumulated sick leave and personal leave days. The Board and Union agree that the Board shall, pursuant to the direction of the Union's Executive Board, accept donations of Members' sick leave days to the Sick Leave Pool, shall hold these days, and subsequently distribute these days from the Sick Leave Pool as directed.

The Summit Hill Council, AFT Local 604, shall indemnify and hold harmless the Board, its members, officers, agents and employees from any and all claims, demands, actions, complaints, suits, costs, losses and expenses or other forms of liability including, but not limited to, the cost of defense thereof and attorneys' fees therewith in any manner resulting from or arising out of or connected with this provision or the consequences therefore or that shall arise out of or by reason of action taken by the Board for the purposes of complying with this provision.

#### **4.6 Child-Care Leave**

The Board shall provide, upon the request of any tenured Teacher, a child-care leave not to exceed the remainder of the school year during which the child is born or adopted. The Board shall entertain a request for an additional year. The Teacher on such leave shall not advance on the salary schedule, nor shall there be any accrual of benefits. Such leave shall be without pay, but the recipient may elect to continue membership in the District's hospital and medical insurance, life insurance, and dental plans at his/her own expense. When a Teacher begins a school year on Child-Care Leave, the year's allotment of sick and personal leave days will be awarded when the Teacher returns to work for the school year.

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

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

#### **4.7 FMLA**

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

#### **4.8 Civic Duty Leave**

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

**4.9 Release Time for Officers**

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

**Article V**

**Fringe Benefits**

**5.1 Duty-Free Lunch**

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

**5.2 Mileage Allowance**

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

**5.3 Reimbursement for Professional Activities**

All requests involving leave to attend or present at workshops, conferences, and professional meetings must be submitted to the Superintendent in writing. The Superintendent will consider requests that he/she feels will benefit the School District. The Board will then approve the estimated costs of such leave and will reimburse the Teacher for actual expenses based upon receipts and vouchers submitted to it by the Teacher.

**5.4 Insurance**

**A. Health Insurance**

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

Individual Teachers shall have the option of securing family coverage for Health Insurance at the Teacher's expense. However, annually, the Board will establish a pool for Teachers who select family health insurance. For 2022-23 the pool will be \$275,000 and shall be increased by an additional \$15,000 each year of the agreement. The pool shall be divided evenly among Teachers who elect family coverage for health insurance premiums only. The amount per employee will be determined no later than August 1 each year and will remain constant for that school year. However, if two (2) or more Teachers qualify for coverage under the same family insurance policy, if they opt for family coverage, the Board will contribute the amount toward the premium equal to what it would have otherwise paid toward the individual Teachers' premiums, not to exceed the cost of the family policy premium, unless the cost to the Teachers would be less by participating in the family health insurance pool provided for above. Teachers who elect this option are not eligible to receive money from the Board's family insurance pool.



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

**B. Dental and Vision Insurance**

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

**C. Life Insurance**

The Board shall provide a group life and accidental death dismemberment insurance policy in the amount of \$50,000 per insured for all members of the bargaining unit while they are employed by the Board. Employees electing to retire under the provisions of the law of the State of Illinois may elect to continue with the District's group life and accidental death dismemberment insurance policy with the premiums paid by the employee.

**5.5 Extramural & Other Duties**

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

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

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

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

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

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

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

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

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

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

**Activities (Grades 5-8)**

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

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

**5.6 Tuition Reimbursement**

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

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

## **5.7 Retirement Incentive**

No more than a total of ten (10) Teachers per school year, selected by seniority, and who have a minimum of fifteen (15) years of full-time teaching service in District 161 may participate in the Retirement Incentive. To access the incentive, written notice of irrevocable retirement must be received by the Board no later than November 1 of the first year of participation in the incentive (this deadline will be extended to January 15, 2023 for the first year of the Agreement only). Retirement under this Section will only occur at the end of a school year. Once given and accepted by the Board, a Teacher's notification of intent to retire may not be rescinded, except to retire at a date earlier than originally stated.

Eligible Teachers may select an incentive between one (1) and four (4) years in length. For Teachers selecting an incentive of four (4) or fewer years in length, their salaries in each of the years remaining until retirement shall be 5.5% over what it was the previous school year. In the event the salary increases pursuant to this section shall result in the Board being required to pay an additional payment or penalty to TRS, the pay increases shall be limited to the amount that is TRS creditable without additional payments or penalties by the Board.

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

## **Article VI**

### **Salary**

For the 2022-2023, 2023-2024, 2024-2025 and 2025-2026 school years, Teachers shall receive salary increases of five percent (5%). Raises for all years include annual step movement.

## **6.1 Pay Periods**

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

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

## **6.2 Deductions**

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

### **6.3 Placement on the Salary Schedule**

School Social Workers, Speech Pathologists, Counselors and School Psychologists (S.S.P.) who are serving the District in such capacities and who confirm that their master's degree requirements consisted of at least fifty-five (55) hours of masters-level work (including clinical hours) shall be placed in the MA+30 column of the Salary Schedule, or beyond if warranted by additional education beyond their degrees. School psychologists whose degrees meet the fifty-five (55) hour requirement but who earned their degrees prior to the S.S.P. designation shall be grandfathered. Such current employees shall also be placed accordingly. Full credit will be granted on the salary schedule for each year of full-time teaching experience earned while fully licensed and permanently employed as a teacher in a fully accredited public or private elementary or secondary school beginning with the 2022-2023 school year.

### **6.4 Advancement on the Salary Schedule**

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

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

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

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

- C. When a request for a course subject approval is submitted to the Superintendent, said request shall be granted or rejected within ten (10) days of its submission. If the request is rejected, the Superintendent shall notify the employee in writing of the reasons for the rejections.
- D. Once advance approval for the course is given and the course is completed, the following conditions must be met prior to the employee receiving the appropriate salary schedule placement:
  - 1. All hours must be earned at an accredited institution of higher learning;
  - 2. Satisfactory completion of a course with a grade of "B" or higher must be demonstrated by an official transcript submitted to the Superintendent by October 15 of the school year for which salary-schedule placement is requested.
- E. Teachers shall be advanced at the appropriate earned step on the salary schedule at the beginning of the school year, provided their total days worked plus any paid leave used during the previous school year amounts to at least one-hundred-twenty (120) days.

### **6.5 Pay for Involuntary Room/Assignment Change**

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

## **Article VII**

### **Grievance**

#### **7.1 Definition**

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

#### **7.2 Presentation of Grievance**

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

#### **7.3 General Provisions**

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

## **7.4 Procedure for Adjustment of Grievances**

### **Informal Conference**

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

### **Formal Procedure**

#### **Step 1. Principal Level**

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

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

#### **Step 2. Superintendent Level**

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

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

#### **Step 3. Board Level**

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

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

#### **Step 4. Arbitration**

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

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

In the event any member of the bargaining unit commences proceedings in any state or federal court or administrative agency against the Board, charging the Board with a violation of any of the rights enumerated herein or with a breach of this contract, such remedy shall be exclusive, and the said member shall be barred from invoking any other remedy which may be provided for in this Agreement.

### **Article VIII**

#### **Ratification, Conditions, and Duration**

##### **8.1 Ratifications and Conditions**

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

**8.2 Duration**

This Agreement shall be effective on the 1<sup>st</sup> day of July 2022 and shall remain in full force until June 30, 2026. This Agreement shall be renewed automatically from year to year thereafter, unless either party shall notify the other in writing no later than February 15 of any year that it desired to modify, change, amend, or terminate this Agreement. The Union agrees to a prohibition against all strikes for the duration of this Agreement.

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

Dated this \_\_\_\_ day of December, 2022.

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

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

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

\_\_\_\_\_  
**President**

\_\_\_\_\_  
**President**

\_\_\_\_\_  
**Secretary**

\_\_\_\_\_  
**Secretary**



## Appendix A – 2022-2023 Salary Schedules

2022-2023 Basic (for illustrative purpose only--based on 9% TRS contribution)								2022-2023 Computed (Total TRS Creditable Salary)						
	BA	BA15	MA	MA15	MA30	MA45			BA	BA15	MA	MA15	MA30	MA45
1	51,326	52,621	54,637	55,897	57,241	58,640		1	56,402	57,825	60,041	61,425	62,902	64,440
2	51,993	53,305	55,348	56,623	57,985	59,402		2	57,135	58,577	60,822	62,223	63,720	65,277
3	52,669	53,998	56,067	57,359	58,739	60,175		3	57,878	59,338	61,612	63,032	64,548	66,126
4	53,354	54,700	56,796	58,105	59,502	60,957		4	58,630	60,110	62,413	63,852	65,387	66,986
5	54,047	55,411	57,535	58,861	60,277	61,751		5	59,393	60,891	63,225	64,683	66,238	67,858
6	54,750	56,131	58,283	59,627	61,061	62,554		6	60,164	61,683	64,048	65,524	67,100	68,741
7	55,461	56,861	59,041	60,403	61,856	63,369		7	60,946	62,484	64,880	66,376	67,973	69,636
8	56,182	57,600	59,808	61,187	62,660	64,193		8	61,738	63,297	65,723	67,238	68,857	70,541
9	56,912	58,349	60,586	61,982	63,474	65,027		9	62,540	64,120	66,578	68,113	69,752	71,458
10	57,653	59,108	61,374	62,789	64,299	65,873		10	63,354	64,954	67,444	68,999	70,659	72,388
11	58,402	59,876	62,171	63,604	65,136	66,729		11	64,178	65,798	68,320	69,895	71,578	73,329
12	59,162	60,655	62,980	64,432	65,982	67,597		12	65,013	66,653	69,209	70,805	72,508	74,282
13	59,930	61,444	63,799	65,270	66,841	68,475		13	65,857	67,521	70,109	71,725	73,451	75,248
14	60,709	62,242	64,628	66,117	67,710	69,365		14	66,713	68,398	71,020	72,656	74,406	76,225
15	61,498	63,052	65,468	66,977	68,589	70,266		15	67,581	69,288	71,943	73,602	75,373	77,215
16	62,298	63,871	66,320	67,847	69,482	71,158		16	68,459	70,188	72,879	74,557	76,353	78,196
17	63,110	64,706	67,190	68,740	70,396	72,074		17	69,352	71,106	73,835	75,538	77,359	79,202
18	63,921	65,544	68,060	69,633	71,312	72,989		18	70,243	72,026	74,791	76,520	78,365	80,207
19	64,734	66,378	68,929	70,525	72,227	73,903		19	71,136	72,943	75,747	77,500	79,370	81,212
20	65,547	67,212	69,799	71,419	73,143	74,819		20	72,029	73,859	76,703	78,482	80,376	82,219
21	66,358	68,048	70,671	72,311	74,060	75,736		21	72,921	74,778	77,660	79,463	81,384	83,227
22	67,171	68,881	71,537	73,203	74,976	76,652		22	73,814	75,693	78,612	80,443	82,391	84,233
23	68,131	69,876	72,547	74,211	75,983	77,660		23	74,870	76,787	79,722	81,551	83,498	85,340
24	69,517	71,238	74,005	75,709	77,523	79,200		24	76,392	78,284	81,324	83,197	85,190	87,033
25	70,906	72,701	75,496	77,243	79,104	80,781		25	77,918	79,891	82,962	84,882	86,928	88,770
26	72,906	74,670	77,526	79,271	81,133	82,810		26	80,117	82,055	85,193	87,111	89,157	91,000
27	74,073	75,907	78,792	80,576	82,477	84,154		27	81,399	83,415	86,584	88,545	90,634	92,477
28	75,358	77,279	80,225	82,052	83,999	85,675		28	82,812	84,921	88,159	90,167	92,306	94,149
29	76,754	78,680	81,651	83,562	85,560	87,237		29	84,345	86,461	89,727	91,826	94,022	95,864
30	78,638	80,671	83,773	85,710	87,778	89,410		30	86,415	88,649	92,059	94,187	96,459	98,252
31	81,242	83,043	86,206	88,264	90,364	92,087		31	89,277	91,256	94,732	96,993	99,302	101,195
32	82,298	84,122	86,542	88,669	90,699	92,423		32	90,437	92,442	95,101	97,439	99,670	101,564
33	82,918	85,216	88,170	90,301	92,381	94,008		33	91,118	93,644	96,891	99,232	101,517	103,306
34	83,092	86,324	90,392	92,473	94,555	96,182		34	91,309	94,861	99,332	101,619	103,906	105,694
35	83,266	87,446	93,831	96,051	98,282	99,960		35	91,501	96,095	103,111	105,550	108,003	109,846

## Appendix A – 2023-2024 Salary Schedules

2023-2024 Basic (for illustrative purpose only--based on 9% TRS contribution)							2023-2024 Computed (Total TRS Creditable Salary)							
	BA	BA15	MA	MA15	MA30	MA45			BA	BA15	MA	MA15	MA30	MA45
1	53,201	54,543	56,633	57,938	59,332	60,782	1	58,462	59,937	62,234	63,668	65,200	66,793	
2	53,892	55,252	57,369	58,692	60,103	61,572	2	59,222	60,716	63,043	64,496	66,047	67,662	
3	54,593	55,970	58,115	59,455	60,884	62,373	3	59,992	61,505	63,863	65,335	66,906	68,541	
4	55,302	56,698	58,871	60,227	61,676	63,183	4	60,772	62,305	64,693	66,184	67,775	69,432	
5	56,021	57,435	59,636	61,010	62,477	64,005	5	61,562	63,115	65,534	67,044	68,657	70,335	
6	56,750	58,181	60,412	61,804	63,291	64,838	6	62,362	63,936	66,387	67,917	69,550	71,251	
7	57,487	58,938	61,198	62,608	64,114	65,682	7	63,173	64,767	67,250	68,800	70,455	72,178	
8	58,234	59,704	61,993	63,423	64,949	66,537	8	63,993	65,609	68,125	69,695	71,372	73,118	
9	58,991	60,480	62,799	64,246	65,793	67,402	9	64,825	66,462	69,009	70,600	72,300	74,068	
10	59,757	61,266	63,616	65,082	66,648	68,278	10	65,667	67,326	69,907	71,518	73,239	75,031	
11	60,535	62,064	64,443	65,928	67,514	69,167	11	66,522	68,202	70,817	72,449	74,192	76,007	
12	61,322	62,870	65,280	66,785	68,393	70,066	12	67,387	69,088	71,736	73,390	75,157	76,995	
13	62,120	63,687	66,129	67,654	69,281	70,976	13	68,263	69,986	72,669	74,345	76,133	77,996	
14	62,926	64,516	66,989	68,533	70,183	71,899	14	69,150	70,897	73,614	75,311	77,124	79,010	
15	63,745	65,354	67,860	69,423	71,095	72,833	15	70,049	71,817	74,571	76,289	78,126	80,037	
16	64,573	66,205	68,742	70,326	72,019	73,779	16	70,960	72,752	75,540	77,282	79,142	81,076	
17	65,412	67,065	69,636	71,240	72,956	74,716	17	71,882	73,698	76,523	78,285	80,171	82,106	
18	66,266	67,942	70,549	72,177	73,916	75,678	18	72,820	74,661	77,526	79,315	81,226	83,162	
19	67,117	68,821	71,462	73,115	74,878	76,638	19	73,755	75,628	78,530	80,346	82,283	84,218	
20	67,970	69,697	72,376	74,052	75,838	77,598	20	74,693	76,590	79,534	81,375	83,339	85,273	
21	68,824	70,573	73,289	74,990	76,800	78,560	21	75,631	77,552	80,538	82,406	84,395	86,330	
22	69,676	71,451	74,204	75,927	77,763	79,523	22	76,567	78,517	81,543	83,436	85,453	87,388	
23	70,530	72,325	75,114	76,864	78,724	80,485	23	77,505	79,478	82,542	84,465	86,510	88,445	
24	71,538	73,370	76,174	77,922	79,782	81,543	24	78,613	80,627	83,708	85,628	87,673	89,607	
25	72,993	74,800	77,705	79,494	81,399	83,160	25	80,212	82,198	85,390	87,356	89,450	91,384	
26	74,451	76,336	79,270	81,105	83,060	84,820	26	81,814	83,886	87,110	89,126	91,274	93,209	
27	76,552	78,404	81,402	83,234	85,190	86,950	27	84,123	86,158	89,453	91,466	93,615	95,550	
28	77,777	79,703	82,731	84,605	86,601	88,362	28	85,469	87,586	90,913	92,972	95,166	97,101	
29	79,126	81,142	84,236	86,154	88,199	89,959	29	86,952	89,168	92,567	94,675	96,922	98,856	
30	80,592	82,614	85,734	87,740	89,838	91,598	30	88,562	90,784	94,213	96,418	98,723	100,657	
31	82,570	84,704	87,962	89,996	92,167	93,880	31	90,736	93,082	96,662	98,896	101,282	103,165	
32	85,304	87,195	90,516	92,677	94,883	96,692	32	93,741	95,819	99,468	101,843	104,267	106,255	
33	86,413	88,329	90,869	93,103	95,234	97,044	33	94,959	97,064	99,856	102,311	104,653	106,642	
34	87,063	89,477	92,579	94,816	97,000	98,709	34	95,674	98,326	101,735	104,193	106,593	108,471	
35	87,246	90,640	94,912	97,097	99,282	100,991	35	95,875	99,604	104,299	106,700	109,101	110,979	

## Appendix A – 2024-2025 Salary Schedules

2024-2025 Basic (for illustrative purpose only--based on 9% TRS contribution)								2024-2025 Computed (Total TRS Creditable Salary)						
	BA	BA15	MA	MA15	MA30	MA45			BA	BA15	MA	MA15	MA30	MA45
1	55,144	56,535	58,702	60,055	61,499	63,002		1	60,598	62,126	64,507	65,994	67,581	69,233
2	55,861	57,270	59,465	60,835	62,298	63,821		2	61,385	62,934	65,346	66,852	68,459	70,133
3	56,587	58,014	60,238	61,626	63,108	64,651		3	62,183	63,752	66,195	67,721	69,349	71,045
4	57,322	58,768	61,021	62,427	63,928	65,491		4	62,992	64,581	67,056	68,601	70,251	71,968
5	58,068	59,532	61,814	63,239	64,759	66,343		5	63,811	65,420	67,928	69,493	71,164	72,904
6	58,822	60,306	62,618	64,061	65,601	67,205		6	64,640	66,271	68,811	70,397	72,089	73,852
7	59,587	61,091	63,432	64,895	66,455	68,080		7	65,480	67,132	69,706	71,313	73,028	74,813
8	60,361	61,885	64,257	65,739	67,320	68,966		8	66,331	68,005	70,613	72,240	73,978	75,787
9	61,146	62,689	65,093	66,594	68,196	69,864		9	67,193	68,889	71,531	73,180	74,941	76,773
10	61,941	63,505	65,939	67,459	69,083	70,772		10	68,067	69,785	72,460	74,130	75,915	77,772
11	62,745	64,330	66,796	68,336	69,980	71,692		11	68,951	70,692	73,403	75,094	76,901	78,782
12	63,562	65,167	67,665	69,225	70,890	72,625		12	69,848	71,612	74,357	76,071	77,901	79,808
13	64,388	66,014	68,544	70,124	71,812	73,569		13	70,756	72,543	75,323	77,059	78,914	80,845
14	65,226	66,872	69,436	71,036	72,745	74,525		14	71,677	73,485	76,303	78,062	79,940	81,896
15	66,073	67,742	70,339	71,960	73,692	75,494		15	72,607	74,442	77,295	79,077	80,980	82,960
16	66,932	68,622	71,253	72,894	74,650	76,475		16	73,551	75,408	78,300	80,104	82,033	84,038
17	67,802	69,515	72,179	73,843	75,620	77,468		17	74,508	76,390	79,317	81,146	83,099	85,130
18	68,683	70,418	73,117	74,802	76,604	78,452		18	75,476	77,382	80,349	82,200	84,180	86,211
19	69,579	71,339	74,077	75,785	77,612	79,462		19	76,461	78,394	81,403	83,281	85,288	87,321
20	70,473	72,262	75,036	76,770	78,622	80,470		20	77,443	79,409	82,457	84,363	86,397	88,429
21	71,369	73,182	75,995	77,754	79,630	81,478		21	78,427	80,419	83,511	85,444	87,505	89,537
22	72,265	74,101	76,954	78,739	80,640	82,488		22	79,412	81,430	84,565	86,527	88,615	90,646
23	73,160	75,023	77,914	79,723	81,651	83,499		23	80,395	82,443	85,620	87,608	89,726	91,757
24	74,056	75,941	78,869	80,707	82,661	84,509		24	81,380	83,452	86,670	88,689	90,836	92,867
25	75,115	77,039	79,983	81,818	83,772	85,620		25	82,544	84,658	87,893	89,910	92,057	94,088
26	76,642	78,540	81,591	83,469	85,469	87,318		26	84,222	86,308	89,660	91,724	93,922	95,954
27	78,174	80,153	83,234	85,160	87,213	89,061		27	85,905	88,080	91,466	93,583	95,838	97,869
28	80,379	82,324	85,472	87,396	89,449	91,298		28	88,329	90,466	93,925	96,039	98,296	100,327
29	81,666	83,688	86,868	88,835	90,931	92,780		29	89,743	91,965	95,459	97,621	99,924	101,956
30	83,083	85,200	88,448	90,462	92,609	94,457		30	91,300	93,626	97,196	99,409	101,768	103,799
31	84,621	86,744	90,021	92,127	94,330	96,178		31	92,991	95,323	98,924	101,238	103,659	105,690
32	86,698	88,940	92,360	94,496	96,775	98,574		32	95,273	97,736	101,495	103,841	106,346	108,323
33	89,569	91,555	95,042	97,311	99,627	101,526		33	98,428	100,610	104,442	106,935	109,480	111,568
34	90,734	92,745	95,412	97,758	99,996	101,897		34	99,707	101,918	104,849	107,426	109,886	111,974
35	91,417	93,951	97,208	99,557	101,850	103,644		35	100,458	103,242	106,822	109,403	111,923	113,895

## Appendix A – 2025-2026 Salary Schedules

2025-2026 Basic (for illustrative purpose only--based on 9% TRS contribution)							2025-2026 Computed (Total TRS Creditable Salary)							
	BA	BA15	MA	MA15	MA30	MA45			BA	BA15	MA	MA15	MA30	MA45
1	57,158	58,600	60,846	62,248	63,745	65,303		1	62,811	64,395	66,863	68,404	70,049	71,762
2	57,901	59,362	61,637	63,057	64,574	66,152		2	63,627	65,233	67,733	69,294	70,960	72,695
3	58,654	60,133	62,438	63,877	65,413	67,012		3	64,455	66,081	68,613	70,194	71,882	73,640
4	59,416	60,915	63,250	64,707	66,263	67,883		4	65,292	66,940	69,505	71,107	72,817	74,597
5	60,189	61,707	64,072	65,549	67,125	68,766		5	66,141	67,810	70,409	72,031	73,764	75,567
6	60,971	62,509	64,905	66,401	67,997	69,660		6	67,001	68,691	71,324	72,968	74,722	76,549
7	61,764	63,322	65,749	67,264	68,881	70,565		7	67,872	69,584	72,251	73,916	75,694	77,544
8	62,566	64,145	66,604	68,139	69,778	71,484		8	68,754	70,489	73,191	74,878	76,679	78,554
9	63,380	64,979	67,470	69,026	70,686	72,415		9	69,648	71,405	74,143	75,852	77,677	79,576
10	64,203	65,824	68,348	69,924	71,606	73,357		10	70,553	72,334	75,107	76,839	78,688	80,612
11	65,038	66,680	69,235	70,832	72,537	74,311		11	71,470	73,274	76,083	77,837	79,711	81,660
12	65,882	67,546	70,136	71,752	73,479	75,276		12	72,398	74,226	77,073	78,849	80,746	82,721
13	66,740	68,425	71,048	72,686	74,435	76,256		13	73,341	75,193	78,075	79,875	81,796	83,798
14	67,608	69,314	71,971	73,630	75,403	77,247		14	74,294	76,170	79,089	80,912	82,860	84,887
15	68,487	70,215	72,907	74,588	76,383	78,252		15	75,260	77,160	80,118	81,965	83,937	85,991
16	69,376	71,129	73,856	75,558	77,377	79,269		16	76,238	78,164	81,160	83,031	85,029	87,108
17	70,278	72,053	74,815	76,539	78,382	80,299		17	77,229	79,179	82,214	84,109	86,134	88,240
18	71,192	72,991	75,788	77,535	79,401	81,342		18	78,233	80,210	83,283	85,203	87,254	89,386
19	72,117	73,939	76,773	78,542	80,434	82,375		19	79,250	81,252	84,366	86,310	88,389	90,522
20	73,058	74,906	77,780	79,575	81,493	83,435		20	80,284	82,314	85,473	87,445	89,552	91,687
21	73,996	75,875	78,787	80,609	82,553	84,494		21	81,315	83,380	86,580	88,581	90,717	92,850
22	74,937	76,841	79,794	81,642	83,611	85,552		22	82,349	84,440	87,686	89,716	91,881	94,014
23	75,878	77,806	80,802	82,676	84,672	86,613		23	83,383	85,501	88,793	90,853	93,046	95,179
24	76,818	78,774	81,810	83,709	85,733	87,674		24	84,415	86,565	89,901	91,988	94,212	96,345
25	77,759	79,738	82,813	84,742	86,794	88,734		25	85,449	87,625	91,003	93,123	95,378	97,510
26	78,871	80,891	83,982	85,909	87,960	89,901		26	86,671	88,891	92,288	94,405	96,659	98,792
27	80,474	82,467	85,670	87,643	89,743	91,684		27	88,433	90,623	94,143	96,311	98,619	100,751
28	82,082	84,160	87,395	89,418	91,573	93,514		28	90,200	92,484	96,039	98,262	100,630	102,763
29	84,398	86,440	89,746	91,766	93,922	95,863		29	92,745	94,989	98,622	100,841	103,211	105,344
30	85,749	87,872	91,211	93,277	95,478	97,419		30	94,230	96,563	100,232	102,502	104,921	107,053
31	87,237	89,460	92,870	94,985	97,239	99,180		31	95,865	98,307	102,055	104,379	106,856	108,989
32	88,852	91,081	94,522	96,733	99,046	100,987		32	97,640	100,089	103,870	106,300	108,842	110,975
33	91,033	93,387	96,978	99,220	101,614	103,503		33	100,036	102,623	106,569	109,033	111,663	113,739
34	94,048	96,133	99,794	102,176	104,608	106,603		34	103,349	105,640	109,664	112,282	114,954	117,146
35	95,270	97,382	100,183	102,646	104,996	106,991		35	104,693	107,013	110,091	112,798	115,380	117,573

## Appendix B

Stipend Schedule 2022-2023

District Wide							
Academic		IESA Athletics					
Stipend	Amount	Stipend	Amount				
Curriculum Work (per day)	\$ 152.18	Athletic Director	\$6,821.69				
Consulting (remediation plans)/Mentor Teacher	\$ 629.69						
Internal Substitution (per period)	\$ 47.23						
ESY or Summer Bridge or Homebound (per hour)	\$ 47.23						
Coordinators for Instruction/SpEd (per year)	\$5,000.00						
District Stipends - All Elementary Schools							
Academic/Fine Arts		Other					
Stipend	Amount	Timesheet Stipends (per period)	Amount				
Elementary Choir	\$1,574.24	Lunch/Recess supervisor	\$ 47.23				
PBIS Coordinator	\$3,673.22	Tutoring (Math or Reading)	\$ 47.23				
1-4 Club	\$1,364.34	*Academic Assistance	\$ 47.23				
		*Reassessment	\$ 47.23				
Note: Examples of 1-4 Clubs include, but are not limited to: Safety Patrol and Choir.							
District Stipends - Hilda Walker School							
Academic		IESA Athletics		Fine Arts		Other	
Stipend	Amount	Stipend	Amount	Stipend	Amount	Timesheet Stipends (per period)	Amount
Scholastic Bowl	\$2,098.98	Basketball Coach (2)	\$4,197.96	Band (2 )	\$3,935.59	Study Hall/Detention Supervisor	\$ 47.23
Student Council Advisor	\$2,098.98	Track Coach (2)	\$3,673.22	Choir	\$2,623.73	Lunch/Recess Supervisor	\$ 47.23
Intramural Volleyball (4)	\$1,364.34	Cross Country Coach	\$3,673.22			Intramural Supervisor	\$ 47.23
Intramural Basketball (2)	\$1,364.34					*Turnabout/Academic Assistance	\$ 47.23
Intramural Bowling	\$1,364.34					*Reassessment/Mandatory Study Hall	\$ 47.23
PBIS Coordinator	\$3,673.22					AM Tutoring (Math or Reading)	\$ 47.23
5-6 Club	\$1,364.34						
5-6 Activity	\$ 839.59					Timesheet Stipends (per event)	Amount
						Crowd Control Supervisor	\$ 66.12
						Scorekeeper	\$ 66.12
Note: Examples of 5-6 Clubs include, but are not limited to: Safety Patrol, Drama, and Math Team.							
Note: Examples of 5-6 Activities include, but are not limited to: Science Fair and Career Day.							
District Stipends - Summit Hill Junior High							
Academic		IESA Athletics		Fine Arts		Other	
Stipend	Amount	Stipend	Amount	Stipend	Amount	Timesheet Stipends (per period)	Amount
Scholastic Bowl	\$2,098.98	Basketball Coach (4)	\$5,247.45	Band 1	\$6,559.31	Study Hall/Detention Supervisor	\$ 47.23
Student Council Advisor	\$2,098.98	Track Coach (4)	\$3,673.22	Band	\$3,935.59	Lunch/Recess Supervisor	\$ 47.23
IESA Speech Team	\$2,098.98	Cross Country Coach (2)	\$3,673.22	Strings	\$5,247.45	Intramural Supervisor (3)	\$ 47.23
Yearbook	\$3,673.22	Baseball Coach (2)	\$3,673.22	Choir	\$2,623.73	*Turnabout/Academic Assistance	\$ 47.23
Science Fair (2)	\$2,098.98	Softball Coach (2 )	\$3,673.22	Chorus	\$2,623.73	*Reassessment/Mandatory Study Hall	\$ 47.23
NJHS Sponsor	\$3,673.22	Volleyball Coach - Boys (2)	\$3,673.22				
Intramural Basketball (2)	\$1,364.34	Volleyball Coach - Girls (2)	\$4,460.33			Timesheet Stipends (per event)	Amount
Intramural Volleyball (2)	\$1,364.34	Golf Coach (State Series)	\$2,098.98			Crowd Control Supervisor	\$ 66.12
PBIS Coordinator	\$3,673.22	Bowling Coach (State Series)	\$2,098.98			Scorekeeper	\$ 66.12
7-8 Club	\$1,364.34	Chess Club Coach (State Series)	\$2,098.98				
7-8 Activity	\$ 839.59	Competitive Cheerleading Coach	\$3,673.22				
		Spirit Cheer Coach	\$3,148.47				
Note: Examples of 7-8 Clubs include, but are not limited to: Newspaper, Drama, Orff, and Math Team.							
Note: Examples of 7-8 Activities include, but are not limited to: Science Fair and Career Day.							
						*At least one (1) Teacher per grade level, as needed.	

## Appendix B

### Stipend Schedule 2023-2024

District Wide							
Academic		IESA Athletics					
Stipend	Amount	Stipend	Amount				
Curriculum Work (per day)	\$ 157.50	Athletic Director	\$7,060.44				
Consulting (remediation plans)/Mentor Teacher	\$ 651.73						
Internal Substitution (per period)	\$ 48.88						
ESY or Summer Bridge or Homebound (per hour)	\$ 48.88						
Coordinators for Instruction/SpEd (per year)	\$5,175.00						
District Stipends - All Elementary Schools							
Academic/Fine Arts		Other					
Stipend	Amount	Timesheet Stipends (per period)	Amount				
Elementary Choir	\$1,629.33	Lunch/Recess supervisor	\$ 48.88				
PBIS Coordinator	\$3,801.78	Tutoring (Math or Reading)	\$ 48.88				
1-4 Club	\$1,412.09	*Academic Assistance	\$ 48.88				
		*Reassessment	\$ 48.88				
Note: Examples of 1-4 Clubs include, but are not limited to: Safety Patrol and Choir.							
District Stipends - Hilda Walker School							
Academic		IESA Athletics		Fine Arts		Other	
Stipend	Amount	Stipend	Amount	Stipend	Amount	Timesheet Stipends (per period)	Amount
Scholastic Bowl	\$2,172.44	Basketball Coach (2)	\$4,344.89	Band (2 )	\$4,073.33	Study Hall/Detention Supervisor	\$ 48.88
Student Council Advisor	\$2,172.44	Track Coach (2)	\$3,801.78	Choir	\$2,715.56	Lunch/Recess Supervisor	\$ 48.88
Intramural Volleyball (4)	\$1,412.09	Cross Country Coach	\$3,801.78			Intramural Supervisor	\$ 48.88
Intramural Basketball (2)	\$1,412.09					*Turnabout/Academic Assistance	\$ 48.88
Intramural Bowling	\$1,412.09					*Reassessment/Mandatory Study Hall	\$ 48.88
PBIS Coordinator	\$3,801.78					AM Tutoring (Math or Reading)	\$ 48.88
5-6 Club	\$1,412.09						
5-6 Activity	\$ 868.98					Timesheet Stipends (per event)	Amount
						Crowd Control Supervisor	\$ 68.43
						Scorekeeper	\$ 68.43
Note: Examples of 5-6 Clubs include, but are not limited to: Safety Patrol, Drama, and Math Team.							
Note: Examples of 5-6 Activities include, but are not limited to: Science Fair and Career Day.							
District Stipends - Summit Hill Junior High							
Academic		IESA Athletics		Fine Arts		Other	
Stipend	Amount	Stipend	Amount	Stipend	Amount	Timesheet Stipends (per period)	Amount
Scholastic Bowl	\$2,172.44	Basketball Coach (4)	\$5,431.11	Band 1	\$6,788.89	Study Hall/Detention Supervisor	\$ 48.88
Student Council Advisor	\$2,172.44	Track Coach (4)	\$3,801.78	Band	\$4,073.33	Lunch/Recess Supervisor	\$ 48.88
IESA Speech Team	\$2,172.44	Cross Country Coach (2)	\$3,801.78	Strings	\$5,431.11	Intramural Supervisor (3)	\$ 48.88
Yearbook	\$3,801.78	Baseball Coach (2)	\$3,801.78	Choir	\$2,715.56	*Turnabout/Academic Assistance	\$ 48.88
Science Fair (2)	\$2,172.44	Softball Coach (2 )	\$3,801.78	Chorus	\$2,715.56	*Reassessment/Mandatory Study Hall	\$ 48.88
NJHS Sponsor	\$3,801.78	Volleyball Coach - Boys (2)	\$3,801.78				
Intramural Basketball (2)	\$1,412.09	Volleyball Coach - Girls (2)	\$4,616.44			Timesheet Stipends (per event)	Amount
Intramural Volleyball (2)	\$1,412.09	Golf Coach (State Series)	\$2,172.44			Crowd Control Supervisor	\$ 68.43
PBIS Coordinator	\$3,801.78	Bowling Coach (State Series)	\$2,172.44			Scorekeeper	\$ 68.43
7-8 Club	\$1,412.09	Chess Club Coach (State Series)	\$2,172.44				
7-8 Activity	\$ 868.98	Competitive Cheerleading Coach	\$3,801.78				
		Spirit Cheer Coach	\$3,258.67				
Note: Examples of 7-8 Clubs include, but are not limited to: Newspaper, Drama, Orff, and Math Team.				*At least one (1) Teacher per grade level, as needed.			
Note: Examples of 7-8 Activities include, but are not limited to: Science Fair and Career Day.							



## Appendix B

### Stipend Schedule 2024-2025

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## Appendix B

[illegible]



# Summit Hill SD161 PPO Plan and HMO Plan

## Summit Hill School District 161 Medical Plans Comparison

	Blue Cross and Blue Shield PPO Plan		Blue Cross and Blue Shield HMO Illinois	
	In-Network	Out-of-Network	In-Network	Out-of-Network
<b>Deductible</b>				
Individual	\$250		N/A	
Family	\$500		N/A	
<b>Coinsurance</b>	90%	70%	100%	No coverage
<b>Out-of-Pocket Limit (deductible included)</b>				
Individual	\$1,250	\$2,250	\$1,500 in copays	N/A
Family	\$2,500	\$4,500	\$3,000 in copays	N/A
<b>Covered Expenses</b>				
<b>Hospital</b>				
Inpatient Services	90%	70%	100%	No coverage
Outpatient Surgery	90%	70%	100%	No coverage
Emergency Room	90%		100% after \$75 copay (waived if admitted)	
<b>Physician</b>				
Inpatient Services	90%	70%	100%	No coverage
Outpatient Surgery	90%	70%	100%	No coverage
Office Visits	90%	70%	100% after \$15 copay	No coverage
<b>Other</b>				
X-ray and Lab	90%	70%	100%	No coverage
Therapy—Speech, occupational or physical therapy	90% <sup>1</sup>	70% <sup>1</sup>	100% (60 visits combined per calendar year)	No coverage
Mental/Nervous— Inpatient	90%	70%	100%	No coverage
Mental/Nervous— Outpatient	90%	70%	100% after \$15 copay	No coverage
Substance Abuse— Inpatient	90%	70%	100%	No coverage
Substance Abuse— Outpatient	90%	70%	100% after \$15 copay	No coverage
Wellcare	100%	70%	100%	No coverage
Hearing Exam <sup>2</sup>	90%	70%	100% after \$15 copay	No coverage
Hearing Aid and Evaluation <sup>2</sup>	90%	70%	100%	No coverage
<b>Prescription Drugs</b>	<b>Prime Therapeutics</b>		<b>Prime Therapeutics</b>	
Retail Pharmacy 34-day supply	\$7 Generic \$12 Formulary Brand \$20 Non-Formulary Brand		\$5 Generic \$10 Formulary Brand \$25 Non-Formulary Brand	
Mall Order 90-day supply	\$14 Generic \$24 Formulary Brand \$40 Non-Formulary Brand		\$5 Generic \$10 Formulary Brand \$25 Non-Formulary Brand	

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

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

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

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

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

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

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

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

