

# CONTRACT

*East Peoria Elementary School District #86  
East Peoria Elementary Education Association*

2007-08

2008-09

2009-10

2010-11

2011-12

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## ARTICLE 1: TEACHER RIGHTS

### 1.01 RECOGNITION

The East Peoria Elementary School District No. 86 Board of Education, hereinafter referred to as the "Board," recognizes for the purposes of professional negotiation the East Peoria Elementary Education Association/IEA-NEA, hereinafter referred to as the "Association," which shall be the sole and exclusive bargaining agent for all full and part time contractual certified employees, hereinafter referred to as "Teachers," in the School District, except the Superintendent, Principals, Assistant Principals, and other administrative or supervisory personnel. Nothing contained herein shall abridge the right of individual Teachers and minority Teacher organizations to present their views and recommendations to the Board of Education pursuant to established procedures; further provided that professional negotiations shall be conducted only with the recognized Teacher organization.

### 1.02 RIGHT TO ORGANIZE AND PARTICIPATE

Teachers shall have the right to join and assist the Association, to participate in negotiations with the Board through representatives of their own choosing, and to engage in other activities, individually or in concert, for the purposes of establishing, maintaining, protecting, or improving conditions of service and the quality of the educational environment or other mutual assistance. Membership in any other organization shall not be a condition of employment or continued employment in the District.

### 1.03 INDIVIDUAL CONTRACT

Individual Teacher contracts are between the Teacher and the Board and shall be subject to the negotiated contract and School Code.

### 1.04 TEACHER REPRESENTATION AT HEARINGS

When any Teacher is required to appear before the Board, or any administrator or supervisor, for an investigative or pre-disciplinary hearing, meeting, or conference, or concerning the continuation of employment or salary, except in an emergency, prior written notice of the specific reasons for such meeting or interview shall be provided. In addition, such Teacher shall be entitled to have a representative

of the Association present to advise and represent him/her during such meeting or interview.

#### 1.05 PERSONNEL FILE

Current employment records of District 86 Teachers shall be maintained in the District Office. The District shall keep one central file for each Teacher. Supervisors may keep working files, but material not maintained in the central file may not provide the basis for discipline of a Teacher. Upon request, a Teacher may inspect his/her files, subject to the following.

1. Each Teacher shall have the right, upon reasonable request, to review the contents of his/her personnel file. Such review may be witnessed by an officer or representative of the Association and must be witnessed by the Superintendent or his designee in the District's administrative offices.
2. Each Teacher shall have the right to attach written reaction to any of the personnel file's contents.
3. A file review sheet shall be maintained in each personnel file indicating the those requesting information or inspecting the file.
4. No material shall be placed in the file unless the Teacher has had an opportunity to read such material. The Teacher shall acknowledge that he/she has read any material by affixing his/her signature on the copy to be filed.
5. Upon reasonable request, the Board will reproduce any materials in his/her personnel file.
6. In the event any file materials are determined to be inaccurate or unfair by legal or grievance proceedings, such portion of materials will be removed from the Teacher's file.
7. Each Teacher's personnel file shall contain the following minimum items of information.
  - a. All Teacher evaluation reports from District No. 86 for the preceding seven (7) years,
  - b. All transcripts verifying the degree status, additional college credits, and professional growth requirements, and
  - c. Teaching credentials supplied by the college or university.

#### 1.06 USE OF PLANNING TIME

Teachers may leave the building during non-teaching times to attend to personal or school business provided they receive advance permission from the principal or his designee and report back on time.

Teachers may leave the building during scheduled lunch time to attend to personal business provided they report back on time and provided said Teacher notifies his/her principal or supervisor or his/her designee prior to leaving the building.

1.07 HARASSMENT

Teachers shall report instances of harassment to one of the District's complaint managers, and Board Policy shall be followed.

1.08 RULES AND REGULATIONS

Board Policy, and changes thereto, shall be distributed in a timely manner to each Association (Building) Representative and the Association President.

1.09 PROMOTION PROCEDURE

All Teachers shall be given equal opportunity to make application and no position shall be permanently filled until all properly submitted applications have been considered.

No Teacher lacking the certification or approval by the State Department of Education which is necessary/required for a promotional position can be promoted except in an emergency and only temporarily pending imminent certification/approval.

1.10 GUARANTEE OF STUDENT RIGHT TO LEARN

All provisions of federal and state law pertaining to Least Restrictive Environment shall be interpreted as to not impinge upon the educational rights of all children.

1.11 SUSPENSION

Should a Teacher be suspended from his/her job, such suspension shall be in accordance with Board Policy with full benefits until such time as the suspension is resolved.

## ARTICLE 2: ASSOCIATION RIGHTS

### 2.01 DENIAL OF RIGHTS

The Board and the Association agree they will not, either directly or indirectly, deny any Teacher any right conferred to them under any statute, code, or this Agreement based on his/her membership or non-membership in the Association or his/her participation in negotiations or the grievance process.

### 2.02 BOARD MEETING NOTIFICATION

The president of the Association or his/her designee shall be given written notice of any regular or special meeting of the Board together with a copy of the agenda or statement of purpose of such meeting at least twenty-four (24) hours prior to the scheduled time of such meeting.

The Association shall be allowed reasonable time prior to any action to speak to any additional matters considered at the Board of Education meeting.

### 2.03 BOARD MEETING MINUTES

A copy of the unofficial minutes, after being prepared and duplicated will be sent to the Association President.

### 2.04 INFORMATION

The Association shall be furnished upon written request and without charge all regularly prepared information concerning the financial status of the District which might include: (1) monthly working budget summary, (2) treasurer's report, (3) salary, seniority, and experience status of every full time Teacher, (4) budget and audit final documents, and (5) all other information which will assist the Association in developing programs on behalf of the Teachers. The Board and the Association will grant within five (5) working days reasonable requests for any readily available and pertinent information which may be subject to disclosure and necessary for the Association to process any grievance or complaint and such other

information as will assist the Association in developing programs on behalf of the Teachers. Nothing herein shall require the Administration or the Association to research and assemble information.

#### 2.05 DEVELOPMENT OF PROCEDURES

The Superintendent or his designated representative(s) and the Association president or his/her designated representative shall cooperatively develop procedures for the orderly conduct of professional negotiations which shall be attached to this Agreement as Appendix E.

#### 2.06 ASSOCIATION COMMUNICATIONS

The Association may post notices of its activities and matters of organizational concern on one designated bulletin Board in the Teachers' lounge, dining room, or work area.

The Association may use the District mail service and Teacher mailboxes for communications as long as the volume is reasonable and the use does not interfere with regular mail service. The Association assumes full responsibility for any violation of federal law or regulation violated by the District delivery of such mail and further agrees to indemnify and protect the District from any charges arising from the delivery of such mail.

The Association and its representatives may request the use of designated areas for district-wide and/or building meetings, upon approval of the Superintendent, provided that when special custodial service is required, the School Board may make a reasonable charge thereof. Approval may not be unreasonably withheld.

The Association and the Board agree that, at the request of the Association, a reasonable time of up to one (1) hour will be made available during the Teacher Orientation Institute (or within the first month of employment) for Association purposes.

#### 2.07 USE OF SCHOOL EQUIPMENT/FACILITIES/SECRETARIAL ASSISTANCE

In each building, telephones, typewriters, duplicating machines, computers, facsimiles, and any other electronic equipment normally available, shall be available to aid Teachers in the proper execution of their assigned duties upon prior approval of the building

principal.

The Association shall indemnify and protect the District from any claims and liabilities relative to the Association's use of such equipment. Such equipment may only be used when the equipment is not in use or scheduled for use and shall not be used during normal student school times. The Association shall promptly remit to the District the cost of supplies, materials and a usage charge incidental to the use of such equipment. The Association shall promptly pay for any damages incurred during or because of the Association's use of such equipment.

The Board agrees to make available to Teachers reasonable facilities and secretarial assistance to aid Teachers in the proper execution of their assigned duties consistent with existing practices. Each Teacher may submit requests for custodial and building maintenance services to their immediate supervisors.

#### 2.08 CONFIDENTIALITY OF SCHOOL AFFAIRS

The Association's views on matters relating to supervisor/Teacher or Board/Teacher relationships shall not be discussed in the presence of students, parents and/or non-certified staff.

#### 2.09 NAMES AND ADDRESSES OF NEW TEACHERS

When requested in writing by the Association, the names and addresses of newly hired Teachers shall be provided to the Association within seven (7) days after the Teacher signs an approved Board contract.

#### 2.10 ASSOCIATION DAYS

In the event that the Association desires to send a representative to local, state, or national conferences or to conduct Association business, an aggregate of six (6) full days with pay, per school year will be allowed. Association days must be taken in increments of no less than a full day. Additional Association days may be granted provided that the Association assumes the cost of the corresponding substitute Teacher(s). Meetings called by the Administration involving Association leaders on Association/District matters shall not be deducted from Association days.

#### 2.11 PRINTING OF CONTRACT, COSTS AND DISTRIBUTION

Within thirty (30) days of ratification of this Agreement, the Board shall have sufficient copies prepared and delivered to the

Association for its distribution to each Teacher in the District, the costs of preparation and distribution are to be shared equally by the Association and Board. The Board shall provide additional copies of the Agreement to newly employed Teachers and to each Board member.

#### 2.12 NEW TEACHERS

New Teachers will receive a current copy of this Agreement, Teacher editions, curriculum guides, student handbook and books to be used in the classroom as soon as they are available to the District.

If an orientation program for new Teachers is provided prior to scheduled workshops, the Association president shall be on the agenda for the orientation workshop for all new Teachers.

All new Teachers may be assigned a mentor Teacher.

#### 2.13 ASSOCIATION AND ADMINISTRATION COOPERATION

In areas that the Association has the right to bargain, are not covered in this document, and pertain to the entire District, the President and the Superintendent shall have the responsibility as allowed by their governing bodies to seek mutually agreeable resolution.

## ARTICLE 3: EMPLOYMENT CONDITIONS

### 3.01 SCHOOL YEAR

The school year calendar shall consist of 185 days which shall include 176 student attendance days, four (4) workshop/in-service days and five (5) emergency days. Unused emergency days shall not become work days.

The work year for Teachers shall not exceed 180 days, which shall include the four (4) workshop/in-service days, without additional pay at the rate of 1/180th per day.

The Association's suggested calendar, if submitted before the Superintendent supplies the Board with a recommended calendar, will be attached to the Superintendent's recommended calendar. The Superintendent shall give the Association two (2) weeks' notice of the date on which he intends to submit his recommended calendar to the Board.

The first day of school shall be designated an Institute Days. Teachers will be provided a minimum of three (3) hours of room and instructional preparation time on that day.

Minimally, school may not be conducted on the following days:

- Labor Day,
- Thanksgiving Day and the day following,
- Christmas Day and the two (2) days preceding,
- New Year's Day,
- President's Day or Lincoln's Birthday,
- Friday before Easter and the Monday following Easter,
- Spring Break Week, and
- Memorial Day.

These days and/or conditions may be changed by mutual agreement of the Association and the Board.

### 3.02 SCHEDULED DAY

The Teacher's work day shall not exceed seven and three-fourths (7.75) hours per day except for Teachers' extra-duty assignments. Within the work day, a Teacher shall be on duty at least 15 minutes

before and 15 minutes after the student day. All Teachers shall have a duty free lunch period equal to that of the students lunch period but no less than thirty (30) minutes. Additional minutes not specified as supervisory minutes before and after school and the thirty (30) minutes of duty-free lunch shall be used as additional Teacher preparation time, staff meetings, grade level meetings, staff development or any additional duties as assigned by the Superintendent or his designee.

All primary (K-5) Teachers shall have six preparation periods per week, with at least one per day, of at least 30 minutes in length, but no less than a full class period during student contact hours.

All middle/junior high (6-8) Teachers shall have at least one preparation period/day of at least thirty (30) minutes in length, but no less than a full class period, during student contact hours. An effort will be made such that no Teacher shall be required to teach more than four (4) standard length consecutive classes, nor have more than three academic preparations.

Before reducing the amount of duty free preparation time, a committee of administrators and appointed Association members shall meet to determine the amount of such time.

All Teachers shall attend and participate in all District and/or building meetings which the administration and/or building principal has designated as required attendance. The administration agrees not to schedule meetings or conferences which require the Teacher's attendance during the Teacher's preparation period without timely prior notice.

On days immediately preceding holidays and on days following mandatory evening school functions (such as "meet the Teacher" night, open house, academic awards night and Christmas shows, but excluding all time arising out of performance of supplemental duties), for the Teachers actually attending such functions, the work days shall be seven (7) continuous hours. On the first five (5) days of student attendance at the beginning of each school year, the Teacher work day shall not exceed seven (7) hours per day.

A Teacher shall not be required to assume the instructional responsibility of another Teacher's students simultaneously with his/her own students unless paid at the substitute rate in Appendix B.

### 3.03 CLASS SIZE

The Board agrees to attempt to observe and maintain reasonable class size averages subject to space availability, installation of experimental or innovative programs, budgetary limitations, and/or significant school population changes.

Special education class size shall be subject to limits as prescribed by law. Students with known exceptional needs shall be assigned to Teachers on an equitable basis as indicated by those needs.

### 3.04 ASSOCIATION/ADMINISTRATION MEETINGS

To better understand the problems that might confront the school system, the parties agree that the President of the Association and/or his/her designee and the Superintendent of Schools and/or his/her designee shall meet at least once each semester to discuss matters of concern; and these discussions will hopefully lead to appropriate recommendations to the Board of Education.

The Association representative(s) in each building and his/her immediate supervisor(s) shall meet monthly for the purpose of discussing problems.

### 3.05 ASSAULT ON TEACHER

Any case of assault upon a Teacher during the performance of all contractual or supplemental duty assignment shall be promptly reported to the Board or its designee. A Teacher's inability to work must be verified in writing by a physician.

A Teacher who is assaulted during the actual performance of school duties by a student, parent or school employee shall lose no pay, rights, benefits, nor sick leave resulting from such assault except as specified elsewhere in this Agreement. The Board shall provide legal counsel, with Teacher input, to advise the Teacher of his/her rights and obligations with respect to such assault and will render all reasonable assistance to the Teacher in connection with handling of the incident by law enforcement and judicial authorities. In any civil suit instituted by a Teacher, the Teacher shall provide his/her own legal counsel and pay the expense thereof.

Such request shall be executed by the Teacher within seven (7) days from the date the Teacher is made aware of such need. The Board or

its designee shall execute a written reply to the Teacher within five (5) days indicating receipt of the request and stating the assistance to be provided.

### 3.06 BOARD PROTECTION FOR TEACHERS

A Teacher shall be notified promptly if any student would be a threat to that Teacher's life or safety, or pose a similar threat to any student.

The Board agrees to indemnify and protect Teachers against death and bodily injury and property damage claims and suits, including defense thereof, when damages are sought for negligent or wrongful acts allegedly committed during the scope of employment or under direction of the Board.

Such request shall be executed by the Teacher within seven (7) days from the date the Teacher is made aware of such need. The Board or its designee shall execute a written reply to the Teacher within five (5) days indicating receipt of the request and stating the assistance to be provided.

No deduction, except for sick leave when appropriate, shall be made in the salary or benefits of a Teacher in connection with any event mentioned in this Article without reasonable cause.

### 3.07 COMPLAINTS AGAINST TEACHERS/ADMINISTRATORS

A Teacher shall be notified, at the most convenient time during that school day as soon as reasonably possible, of any substantive, non-anonymous complaint directed toward him/her by a parent of a student or another Teacher.

A Teacher shall notify the principal or the administration of any substantive, non-anonymous parental complaint of the principal or the administration. If such complaint occurs after school hours, notification of the complaint shall be made during the next school day. Parents will be encouraged to discuss the matter with the party involved. Parents will be encouraged to discuss the matter with the party involved.

Complaints which are shown to be false, shall not be placed in the Teacher's personnel file, nor utilized in any evaluation, assignment, or disciplinary/dismissal action against the Teacher.

A parent-Teacher-principal and/or administration conference may be held if any of the parties deem it appropriate. Any of the parties may have a representative of their choosing present at the conference.

All information or proceedings regarding any complaint shall be kept confidential by the Board.

### 3.08 EMPLOYEE DISCIPLINE

Disciplinary action or official reprimands against any Teacher shall be exercised only for just cause. Discipline includes, but is not limited to, warnings, reprimands, suspensions, reductions in rank, and discharge. At the time such action is taken, written notice of the specific grounds forming the basis for disciplinary action will be delivered to the Teacher. The act of dismissal of a tenured Teacher or the act of non-renewal of employment of a non-tenured Teacher and the substance of an evaluation shall not be subject to this provision. A Teacher may have an Association representative present when receiving an official reprimand or at a disciplinary conference. The district administration shall inform an employee of work performance or behavior deficiencies.

In the event an administrator requires an Teacher to attend a meeting in which the discussions could in any way lead to the Teacher being disciplined, the Teacher, upon request, may have an Association representative present.

### 3.09 NEW TEACHER QUALIFICATIONS

New Teachers employed by the Board for a regular teaching assignment shall have at least a baccalaureate degree from an accredited college or university and valid teaching certificate, and have subject matter competence in the area taught. Valid teaching certificates are determined by the provisions of the Illinois School Code. Any certification waivers granted by the State Board of Education must be met with mutual agreement by the Board and the Association.

### 3.10 TEACHING LIMITS

A Teacher shall not be required to teach outside the limits authorized by law for a person of his/her teaching certificate, or major or minor field of study.

### 3.11 ASSOCIATION AND TEACHING ASSIGNMENTS

The Association shall be notified in writing of all Teachers' assignments within a reasonable amount of time after the start of each school semester.

### 3.12 TEACHER ASSIGNMENT NOTICE

All Teachers shall be given a written statement of intent as to their assignment for the forthcoming school year no later than ninety (90) days preceding the first day of the school year. Changes in assignment may become necessary, however, and shall be effective upon written notice to the Teacher. If such change is not acceptable to the Teacher he/she shall be allowed to resign within thirty (30) days after the written notification.

Any resignation after the above mentioned provisions are governed by the Illinois School Code.

Tentative class lists shall be made available before student registration.

### 3.13 SUMMER SCHOOL POSITIONS

Positions in a summer school program shall, to the extent feasible, be filled by regularly appointed Teachers from the School District. If positions are not filled by certified Teachers from within the District, the Administration may recruit certified staff from outside the District in order to meet the needs of the identified, eligible students. Final decisions regarding employment will rest with the Administration, subject to Board approval.

Summer school positions will be filled on a voluntary basis. All other summer school activities shall be in compliance with this Agreement, and all salaries shall be paid at a rate as set forth in Appendix B. Adjustments to this amount may be made with the mutual agreement of the Association and the Board.

### 3.14 STUDENT DISCIPLINE

Teachers and other certified employees shall maintain discipline in the schools. In all matters relating to the discipline in the conduct of the school and the school children, they stand in the

relation of parents and guardians to the pupils. Student behavior for the purpose of this Agreement shall be defined as the reasonable expectation and enforcement of a standard of orderly student behavior to permit effectuation of the educational program. The Administration shall provide reasonable assistance to Teachers in the exercise of student discipline.

### 3.15 VACANCY AND TRANSFER PROCEDURES

A vacancy shall mean is an instructional or administrative position that has been newly created or one that becomes vacant because the individual holding the position has left the District. Vacancy and transfer shall not include a mere reassignment of tenured staff due to a reduction in force. Instructional positions include, but are not limited to, classroom Teachers, special Teachers, counselors, and librarians for purposes of this Agreement.

The Administration shall post on the District website notice of any vacancy, as defined above, as they occur, and for the following school term. During the summer or in case of website failure, vacancy notice(s) will be posted in the main office with a copy mailed to the Association president or his/her designee.

Any Teacher presently on tenure, or eligible for continuing contractual status in the coming school year, is eligible to apply for transfer to a vacant position for which they are qualified and certificated.

Any eligible Teacher who is interested in applying for a specific vacancy may do so within seven (7) days of the posting of the vacancy. Additionally, any eligible Teacher may submit a general application stating that he/she wishes to be considered for any vacant position that may occur and for which he/she is qualified. Any such application shall be kept on file for one (1) year. All applications must be submitted in writing through the building Principal or the Superintendent for consideration and evaluation. The Superintendent shall acknowledge receipt of the application for transfer within four (4) working days.

Applicants for vacant positions shall be considered based upon the following, and any other factors the employer considers pertinent: immediate Supervisor's or Principal's recommendations, the best interests of all students involved, educational and personal qualification, certification, and length of service to the District. Qualified District #86 applicants will be given careful consideration before anyone outside the District may be hired to fill the vacancy.

Additionally, Teachers returning from leave of absence and any who have been involuntarily transferred will be given every consideration as candidates for vacancies. A presently employed Teacher may not be "involuntarily" placed in any vacancy during the school year unless such placement is in the best interest of the School District as determined by the Board. All newly hired replacements during the school year shall be on a temporary basis to complete the semester.

Within five (5) working days of the Superintendent's selection of a Teacher to fill a vacancy, each eligible applicant shall receive notice of the decision in writing. When such notice is sent to an unsuccessful applicant it shall state the reason(s) why the request to transfer was denied.

No vacancy, except in case of an emergency, will be filled until seven (7) work days after the vacancy notice has been posted on the District website, and/or in the main office and in each building during the school year.

Mutual requests for transfer may be granted if determined to be in the best interests of the District.

As soon as a decision has been made, each applicant and the Association President shall be so notified in writing as to the Board's decision.

### 3.16 INVOLUNTARY TRANSFER

An involuntary transfer is a change in teaching assignment in which a Teacher is moved from one building to another, or from one grade level to another or one subject area to another at the same worksite without the Teacher's consent. At the junior high school a Teacher may be assigned one (1) class outside of his/her subject area in order to accommodate the teaming process.

A Teacher shall be required to give the Administration written notification within five (5) working days that he/she considers the transfer to be involuntary. Failure to do so will result in the transfer being considered voluntary.

Whenever an involuntary transfer exists, the Teacher will be given every consideration for vacancies that occur during the present or following school term, based on the following, equally-weighted criteria: district needs, qualifications and certification, seniority, volunteerism, experience in similar positions, and approval of the building principal.

The rights of an involuntarily transferred Teacher shall be as follows.

1. A Teacher who declares a transfer to be involuntary may make a written request to the Board to be released from his/her teaching Contract as soon as a suitable replacement can be employed. In no event shall a Teacher who has requested to be released be held to his/her teaching Contract for more than thirty (30) calendar days past his/her request.
2. An involuntarily transferred Teacher must notify the Superintendent in writing of a desire to be considered for future vacancies (by building and position).
3. A Teacher shall not be placed on a lower step on the salary schedule as a result of an involuntary transfer.

### 3.17 INSTRUCTIONAL MATERIALS

Unless prevented by extraordinary circumstances, copies of all Teachers' manuals in each of the course or content areas the Teacher has been assigned to teach shall be provided at least thirty (30) days prior to the start of the school year.

Authorized representatives of the Board and committees of Teachers will meet from time to time for the purpose of considering suggestions for appropriate instructional materials.

Further, the Board and Teacher representatives shall continue to seek and use materials which contain the contribution of minority groups to the development of the United States.

### 3.18 MATERIALS AND SUPPLIES

Teachers shall receive appropriate materials and supplies necessary to perform a satisfactory instructional job within reasonable financial limits.

### 3.19 UNSAFE OR HAZARDOUS CONDITIONS

A Teacher shall not be required to work under unsafe or hazardous conditions or to perform tasks which endanger his/her health or safety.

If a Teacher becomes aware of a potentially unsafe or hazardous condition, the Teacher should report this situation to his or her

immediate supervisor.

All interior rooms and hallways shall have emergency lighting as required by life/safety regulations.

No Teacher shall be required to enter a building alone or to be left alone in a building except as may be required by his/her extra-duty assignments.

Intercoms shall not be used for the purposes of evaluation, discipline, or discharge of Teachers.

During the scheduled school day, a building administrator, or his/her designee, will be present, available, and accessible in the building.

### 3.20 SECURE FACILITIES

The Board shall provide each Teacher a secure classroom with lock, a separate desk, and closet space. Upon request of the Teacher, a reasonable means to lock up personal and confidential items shall be provided.

### 3.21 TEACHERS' TELEPHONE

Within budgetary constraints, most school classrooms shall have a telephone. Personal toll calls charged to the District shall be prohibited unless the employee reimburses the District for such calls. The District and the East Peoria Elementary Education Association expect and encourage Teachers to conduct parent conferences as deemed necessary via the telephone.

### 3.22 PARKING

Adequate, lighted off-street paved parking facilities shall be provided for Teachers' use.

### 3.23 LOUNGE

A Teachers' lounge shall be provided in each building. The lounge will be air-conditioned where and when possible. If the lounge cannot be air-conditioned, a designated cooling station will be provided.

### 3.24 STAFF DEVELOPMENT

Teachers will receive training prior to the implementation of new programs.

An advisory committee consisting of one Teacher from each elementary building and junior high core curriculum area, administrative representatives, and special education representatives shall meet annually regarding the staff development program which will be implemented on in-service days. The committee may make additional suggestions regarding staff development programs needed within the District.

Staff development programs in which a Teacher does not receive a stipend shall be held during the Teacher's regular work hours except when a staff elects to meet otherwise.

Planning of staff development programs shall be based on State direction, the expressed needs of building school improvement plans, certification requirements, the needs and interests of the Board, and the recommendations of the Staff Development Committee.

### 3.25 COMMITTEES

Committee participation outside the regular school day is voluntary.

### 3.26 OWNERSHIP OF WORKS

Curriculum, materials, and related educational items developed during the school day or during the activities of a recognized District committee shall become the property of the District with all rights thereto. All other works, educational or non-educational, developed by a Teacher shall remain the sole property of that Teacher.

### 3.27 EMPLOYEE DRESS AND APPEARANCE

Teachers shall wear appropriate professional attire that is related to the nature of the job assignment. Exceptions may be permitted by the Superintendent.

### 3.28 ASSISTANCE FOR CONTROL AND DISCIPLINE OF STUDENTS

The administration shall support and assist Teachers with respect to the maintenance of control and discipline of students in the Teachers' assigned work area. The administration shall take reasonable steps to relieve situations in respect to students who are disruptive or who repeatedly violate rules and regulations

### 3.29 TEACHER SUPERVISION AND RESPONSIBILITY FOR BUILDING

For evaluatory purposes, a Teacher shall be responsible to only one supervisor, said supervisor to be designated by the administration at the beginning of each school year. Written notification shall be provided to each Teacher.

### 3.30 USE OF INSECTICIDES

The Board shall make a reasonable attempt to keep all buildings and facilities free of "unwanted" rodents, pests, and insects. If insecticides or poisons are used, the administration shall notify Teachers prior to their application. The District shall make such applications only at times when Teachers and students are not present following the standards and regulations governing those materials.

### 3.31 GRADES

Teachers shall administer the approved marking system or other approved means of evaluating pupil progress. The Teacher shall maintain the responsibility and right to determine grades and other evaluations of students within the grading policies of the District based upon his/her professional judgment of available criteria pertinent to any given subject area or activity for which he or she is responsible.

### 3.32 INSTRUCTIONAL MATERIALS CENTER

The Board of Education and the Association recognize the importance of adequate Teacher reference materials in order to maintain a high level of professional performance. In furtherance of that recognition, the Board of Education shall establish, maintain, and provide for the continued improvement of a professional instructional materials center in the School District, and include therein professional texts which are needed by the Teachers of each school.

### 3.33 SUPERVISING TEACHERS

A supervising Teacher should possess a minimum of a Masters degree or five (5) years of successful teaching experience or be designated a "Master Teacher" by virtue of NBPTS certification. He/She shall supervise only in his/her field of major preparation. Acceptance of student Teacher supervision shall be voluntary.

### 3.34 STUDENT TEACHERS AS SUBSTITUTES

No student teacher shall be used as a substitute Teacher for their own or for any other class. No student teacher shall be placed in control of a class until the university coordinator and the supervising Teacher have mutually agreed that the student teacher is ready to assume the total responsibility for the classroom.

### 3.35 PART-TIME EMPLOYEES

Part-time, non-retired, school term employees shall receive salary and fringe benefits in proportion to their percent of full-time. Such matters shall include salary, college stipends, and sick and personal leave.

## ARTICLE 4: EVALUATION

### 4.01 JOB DESCRIPTION FOR EVALUATIONS

A Teacher's job expectations shall be limited to those activities which could reasonably and traditionally be performed during the scheduled day. Additionally, Teachers may be expected to conduct minimal activities outside of the scheduled day which are necessary to the proper and traditional function of him/her in his/her position. Nothing herein or in any other policy or statement shall require a Teacher to work extended hours or carry extraneous amounts of work home without additional compensation as mutually agreed.

Official job descriptions for each teaching and extra duty position within the District shall be maintained at the Personnel Office and shall be available for inspection by Teachers upon request. Copies of all job descriptions and revisions thereto when made, will be given to the Association President and posted on the District web site.

Whenever possible, Teachers will receive a copy of new job descriptions thirty (30) days prior to the commencement of the school year. Teacher job descriptions may be utilized as part of the criteria for teacher performance evaluation.

### 4.02 PURPOSE OF EVALUATIONS

The primary purpose of the evaluation process is to improve Teacher instruction and student learning.

### 4.03 NOTIFICATION OF EVALUATION

The building Principal will address the topic of Teacher and extra-duty evaluation at the annual back to school workshop. Each building principal shall acquaint all Teachers on cycle with timelines, instruments and other procedures to be used by no later than September 15th of each school year. Teacher goals will be established at such time as appropriate.

No evaluation shall take place until the above orientations have taken place.

#### 4.04 EVALUATION CYCLE

##### A. NON-TENURED STAFF

All non-tenured staff will be evaluated each year. There will be at least two (2) formal classroom observations that last an entire period each semester. Informal observations may also be used at the discretion of the evaluator. Copies of the informal observations used in the process shall be given to the Teachers prior to placement in the Teacher's evaluation file.

##### B. TENURED STAFF

All tenured staff will be evaluated at least once every two (2) years. There will be at least one (1) formal observation that lasts an entire period each semester. Informal observations may also be used at the discretion of the evaluator. Copies of the informal observations used in the process shall be given to the Teachers prior to placement in the Teacher's evaluation file. The Teacher or evaluator may request a re-evaluation during the following school year. If no request is made, the Teacher will be placed on a two-year cycle. Teachers placed on remediation will be subject to provisions of the Illinois School Code.

##### C. PROCEDURES

Non-tenure staff shall not be formally observed prior to September 15th. A pre-observation conference will be held prior to each formal observation. A post-observation conference will be held no later than 5 working days following the formal observation. Informal observations noting strengths and deficiencies shall be utilized in the process at the discretion of the evaluator. Teachers may respond in writing to formal or informal observation notes and shall attach responses to said documents before placement in the evaluation file. A final summative conference will be held by no later than February 28th of the school year. The summative evaluation shall include information gathered from teaching artifacts, formal and informal observations, attendance, and any other pertinent information.

Tenured staff shall not be formally observed prior to October 1st. At least one pre-observation conference shall be held prior to a formal observation visit. A post-observation conference will be held no later than 5 working days following the formal observation. Informal observations noting strengths

and deficiencies shall be utilized in the process at the discretion of the evaluator. Teachers may respond in writing to formal or informal observation notes and shall attach responses to said documents before placement in the evaluation file. A final summative conference will be held by no later than May 1st of the school year. The summative evaluation shall include information gathered from teaching artifacts, formal and informal observations, attendance and other pertinent information.

#### 4.05 EVALUATION COMMITTEE/INSTRUMENTS

A joint committee comprised of representatives agreed upon by the Association President and the District Superintendent shall meet annually to review, revise, and develop performance evaluation procedures to be added to Appendix D of this Agreement. The committee shall also develop any mutually agreeable, alternative summative evaluation procedures and/or instrument(s) that would be placed in a Teacher's personnel file.

#### 4.06 REMEDIATION

Certified staff members who receive an unsatisfactory, but remediable rating, on their summative evaluation shall participate in the development of a remediation plan within thirty (30) days following the evaluation. The remediation plan is designed to correct deficiencies identified in the evaluation process and must provide for Ninety (90) days of remediation. During the ninety (90) day remediation period, the certified staff member must be evaluated every thirty (30) days. Participating in the remediation plan with the certified staff member must be a qualified District administrator and a consulting Teacher. The entire process must be in accordance with legal requirements and procedures listed in the Illinois School Code.

# ARTICLE 5: TEACHER TERMINATION

## 5.01 REDUCTION IN FORCE

If the Board decides to reduce the number of Teachers employed or to reduce or discontinue some particular type of teaching service, the Association shall be given an opportunity to respond in writing with any alternatives at least seven (7) working days prior to Board action. Should it be necessary to reduce Teachers, the Board shall first remove or dismiss all non-tenured Teachers before removing or dismissing any tenured Teacher who is legally qualified to hold a position currently held by a non-tenured Teacher. Tenured Teachers shall be laid-off in inverse seniority order (i.e., least senior in length of continuous service to the District first) provided the remaining tenured Teachers have the necessary certification and qualifications.

If the Board has any vacancies, the Board shall first offered re-employment to the laid-off tenured Teachers in seniority order (i.e., most senior in length of continuous service first) provided the recalled Teacher has the necessary certification and qualifications.

Right to recall shall be in effect for two (2) calendar years from the effective date of the lay-off. However, a Teacher's failure to respond affirmatively within ten (10) calendar days after receipt of the Board's letter sent by certified mail, return receipt requested, to the Teacher's last address on file with the Board shall constitute a rejection of the offer of re-employment and shall result in termination of the Teacher's rights of recall hereafter.

Vacant positions shall include full-time teaching positions and full year part-time teaching positions, but do not include substitute positions or positions becoming vacant because of leaves, whether paid or unpaid.

A Teacher laid off shall have the right to accept or reject a position of lesser terms and retain recall rights to be made whole. A lesser position is one that is less than full-time.

Seniority shall apply only to tenured Teachers and only for purposes of this clause. Seniority shall not be deemed interrupted by a period of Board authorized leave of absence but, any unpaid leave of

absence shall not be included in the computation of seniority.

In the case of employees with the same length of seniority, the tie(s) will be broken by retaining the employee(s) with the most advanced lane placement due to educational achievement. If the tie is not broken, the employee(s) with the greater number of areas of certification registered with the employer and contained within the personnel file shall be retained.

#### 5.02 STAFF REDUCTION PROCEDURES

If removal or dismissal results from a decision of the Board to decrease the number of Teachers employed by the Board or from discontinuance of some particular type of teaching service, written notice shall be given to the Teacher accordance with the Illinois School Code.

#### 5.03 SENIORITY

Seniority shall be defined as the continuous length of service within the district in a position requiring certification. Accumulation of seniority shall begin from the Teacher's first working day in a full-time, permanent position requiring certification. Seniority shall not be interrupted by a Board approved unpaid leave of absence, but such leave shall not be included in the computation of seniority. Less than full-time tenured teaching service will be computed on a pro-rata basis.

#### 5.04 MAINTAINING AND POSTING OF SENIORITY LISTS

The Board shall prepare and conspicuously post a seniority list in all buildings of the district prior to February 1<sup>st</sup> of each school year. It shall be each Teacher's responsibility to review the list and respond to any discrepancies. Each Teacher shall have ten (10) employment days from the posting of the seniority list to file written objections detailing the specific error involving his/her ranking. A Teacher's failure to object shall be deemed acceptance of the ranking and the Teacher cannot thereafter challenge his/her seniority until the following school year.

#### 5.05 TERMINATION OF SENIORITY

Seniority shall be terminated because of resignation, dismissal for cause, or retirement.

## ARTICLE 6: TEACHER COMPENSATION & FRINGE BENEFITS

### 6.01 SALARY

Salaries for the 2003-2007 school years shall be as set forth in Appendix A which is attached to and incorporated in this Agreement. Such schedule shall be based on a 180 day school calendar as negotiated by the Board and the Association. Should the school calendar be extended beyond 180 days, Teachers will be paid for each extra day at his/her daily rate of pay.

There shall be direct deposit of all Teacher's bi-weekly checks into an account of the Teacher's choice.

Speech teachers, school psychologists, and social workers will be paid an annual stipend of \$1150 (prorated for part-time employees).

### 6.02 PRIOR TEACHING EXPERIENCE

Any credit for previous public or certificated private school experience shall be at the discretion of the Board of Education. In no case will there be artificial promotion or credit granted for experience in business or industry.

### 6.03 COLLEGE STIPEND & SALARY CREDIT

A regular full time Teacher employed by the Board may apply for college stipend reimbursement with the following provisions. (Part time Teachers may apply for a pro-rated stipend reimbursement.)

1. Tuition may be reimbursed for the actual cost up to two hundred fifty dollars (\$250) per semester hour with a maximum of twelve hundred dollars (\$1,200) per fiscal year for approved courses. Each Teacher shall be limited to a lifetime maximum of \$8,000 in reimbursement monies.
2. Courses undertaken shall be part of the graduate program in the Teacher's assigned field or an educational field that will benefit the District, for added teaching certification that will

benefit the District or courses that are directly relevant to the Teacher's District assignment. A Teacher shall submit in writing a description of the class, the perceived benefit to the District, or the relevance to the Teacher's assignment. No more than three (3) hours of on-line classes will be granted for salary schedule credit and reimbursement by the Superintendent per fiscal year unless such degree coursework is only available through on-line classes. Accrediting graduate school must be recognized by the Higher Learning Commission. Prior application for such courses is required as for traditional university studies. The Superintendent may deny approval of courses, but such shall not be done in an arbitrary or discriminatory manner.

3. A Teacher shall be required to furnish a grade slip and cancelled check by the 10<sup>th</sup> of October, and/or February, and/or July to support the total amount of reimbursement sought. Reimbursement will be made after the regular Board meeting in those months.
4. Application for each course must be approved in advance of enrollment by the Teacher's immediate supervisor and the Superintendent. Applicant shall complete, in duplicate, the District's reimbursement form prior to enrollment for the course. Applicant will be notified within ten (10) days after receipt of application by the applicant's immediate supervisor of approval or rejection of the application. Rejected applications will contain the reasons for the rejection. When the course(s) is successfully completed, applicant shall provide to the Superintendent a transcript to document successful completion of any and all courses for that academic year.
5. Teacher must earn a "C" or better for course work in order to receive reimbursement of credit towards lane changes on the salary schedule.
6. Lane changes shall be granted on a semester basis. Transcripts must be submitted one (1) week prior to the September Board meeting and/or one (1) week prior to the January Board meeting. Lane changes will be processed and salary changes will be reflected in paychecks following the regular Board meeting in those months.
7. Salary schedule credit may be given for district initiatives at the rate of one (1) hour for every sixteen (16) hours of instruction on one (1) subject. Credit may not be granted when stipends are given.

8. A Teacher pursuing NBPTS certification may use college stipend funds for the purposes of testing costs.
9. To be credited for hours beyond the Master's Degree, credit must be earned after the Master's Degree has been attained. Credit beyond the Masters Degree for any undergraduate classes must be requested and/or approved by the Superintendent.

#### 6.04 PAY DAY WHEN ADMINISTRATION OFFICES CLOSED

During the school term, when a regular pay day falls on other than a Teacher attendance day, Teachers shall be paid on the last Teacher attendance day prior to that scheduled pay day. Should any such pay have an affect on a Teacher's tax shelters, IRA's, or other withholdings, it will be the sole responsibility of the Teacher to see that all IRS regulations are followed, and the business office must be contacted one month prior to any adjusted withholdings.

#### 6.05 PAY DAYS

Each Teacher shall be paid every other Friday in twenty-six (26) installments beginning no later than the first Friday in September during the duration of this Contract. However, each certified employee will be paid in 27 installments during the 2007-2008 school year and 5-7 years thereafter as mutually agreed upon by the Board and the Association. The Association will be responsible for notifying their membership of the impact of 27 pays versus 26 pays. Salary data shall be distributed in envelopes and shall minimally include an itemization of all additions and deductions in a manner that is mutually agreed upon by the business office and the Association.

#### 6.06 SUPPLEMENTAL DUTIES

Student activities assignments shall be for a single school year and shall be evaluated every year. Principals will post student activities listed on the Supplemental Duties Schedule, Appendix B, prior to the close of school and shall seek volunteers. Pay for supplemental jobs shall be as set forth in Appendix B.

No tenured Teacher will be involuntarily assigned to any activity two years in a row. No Teacher with twenty-five (25) years of service

shall be involuntarily assigned.

Extra duty shall be defined as those duties as listed on the Extra-Duty Schedule (Appendix B) and which require time in addition to normal Teacher responsibility or expectation. Extra-duty pay may not be combined, subdivided, or otherwise manipulated without the mutual agreement of the Board and the Association except as indicated.

If there are no qualified volunteers within the building, then the Administration must make a reasonable effort to find a certified Teacher from within the District. Should no volunteer be found, the administration must search outside the District for a qualified and willing person to perform the activity supervision. The Board will offer compensation for such extra-duty not to exceed the negotiated amount for that activity.

New extra-duty activities which are candidates for inclusion in Appendix B may have a trial period of one (1) semester. Thereafter, the activity must be reimbursed in a manner agreed upon by the Association and the Board.

#### 6.07 SUPPLEMENTAL DUTIES PAYROLL PROCEDURES

If the extra duty activity extends throughout the year, stipends will be paid in twenty-six (26) equal payments on the regularly scheduled payroll dates. All other extra duty will be paid at the conclusion of the activity or as agreed upon by the Association and the Board.

#### 6.08 EMPLOYEE PAYROLL DEDUCTIONS

Payroll deductions may be made for the following areas, if practical without modifying the existing system.

##### A. DEDUCTIONS FOR ASSOCIATION DUES

Teachers who desire the Board to withhold Association dues must deliver to the Board's secretary two weeks prior to the first October payroll of each year a signed assignment notice authorizing the Board to deduct Association membership dues. Pursuant to such authorization 1/10th of such dues shall be deducted from each pay beginning October 1 for ten (10) consecutive pays.

The Board agrees to promptly remit to the Association the total

Association dues deduction for such pay period.

B. DEDUCTION FOR TAX SHELTER ANNUITIES

Upon written authorization from the Teacher, the Board will deduct from said Teacher's salary and make appropriate remittance for Board approved tax shelter annuities subject to Board and federal regulations. Said authorized salary deductions will be made monthly for a direct remittance to the respective insurance company in accordance with the agreement between the purchaser and the company. Annuity changes may be made monthly.

C. PREMIUMS FOR GROUP INSURANCE

The Board will deduct the Teachers' share of the monthly premium for group insurance programs.

D. CREDIT UNION DEDUCTIONS

Teachers may give authorization to the Board to make a deduction from their salary for remittance to a credit union of the Teacher's choice, providing the amount deducted each pay period is uniform for the school year.

E. FAIR SHARE

Each bargaining unit member, as a condition of his/her employment, on or before thirty (30) days from the date of commencement of duties or the effective date of this Agreement, whichever comes later, shall join the Association or pay a fair share fee to the Association equivalent to the amount of dues uniformly required of members of the Association, including local, state and national dues but excluding any assessment prohibited by law.

In the event that the bargaining unit member does not pay his/her fair share fee directly to the Association by a certain date established by the Association, the Board shall deduct the fair share fee from the wages due the non-member, providing the Board has received timely notice from the Association.

Such fee shall be paid to the Association by the Board no later than ten (10) days following deduction.

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

- (a) The Employer gives immediate notice of such action in writing to

the Association and permits the Association intervention as a party if it so desires and

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

The Association agrees that in any action so defended, it will indemnify and hold harmless the Employer from any liability for damages and costs imposed by a final judgment of a court or administrative agency as a direct consequence of the Employer's non-negligent compliance with this Article. It is expressly understood that this save harmless provision will not apply to any claim, demand, suit or other form of liability which may arise as a result of any type of willful misconduct by the Board or the Board's imperfect execution of the obligations imposed upon it by this Article.

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

#### 6.09 MAJOR MEDICAL AND HOSPITALIZATION INSURANCE

Each regularly employed contractual full time Teacher shall have the right to participate in the District's medical and hospitalization program. Said plan must begin at the current level as referenced in Appendix C.

The Board will pay a portion of the cost for individual and dependent coverage as follows:

|           |            |      |           |     |
|-----------|------------|------|-----------|-----|
| 2007-2008 | Individual | 100% | Dependent | 85% |
| 2008-2009 | Individual | 98%  | Dependent | 84% |
| 2009-2010 | Individual | 97%  | Dependent | 83% |
| 2010-2011 | Individual | 96%  | Dependent | 82% |
| 2011-2012 | Individual | 95%  | Dependent | 80% |

Additionally, if an employee selects employee + spouse or family coverage, the employee will pay a monthly service fee of \$170 if the employee's spouse opts not to participate in any employer sponsored plan of the spouse.

If the employee's spouse is self-employed or does not have employer insurance to elect, they may be covered under the district plan at the regular rate and no service fee will apply.

If the spouse does participate in an employer sponsored plan, the employee can elect to pay for additional coverage through the district at the regular rate without a service fee. The District's insurance would be secondary coverage.

Employees shall be under obligation to notify the Administration regarding the availability of any employer sponsored plan of the spouse. The administration will request verification of spousal status annually. In the event that the employee receives Employee + Spouse or Family coverage and their spouse's employer makes an insurance plan available to the spouse, the employee shall immediately notify the Administration and make the necessary changes to coverage and the monthly service fee shall apply. If necessary, the Teacher will repay all amounts inappropriately paid by the Board.

The Board will provide a prescription insurance plan for each regularly employed Teacher. Said plan shall include no more than a \$10.00 deductible unless changed upon recommendation of the insurance committee as described below.

Minimum insurance standards for the current policies in effect may be found in Minimum Insurance Benefits, Appendix C. Changes to benefits provided in the plan can be made during the contract years only on recommendation of the Insurance Committee as follows:

The Insurance Committee shall consist of seven members and shall be made up the Superintendent, two Board members, three members selected by the Association, and one member selected by the non-certified union. If a non-certified union member is not forthcoming, the EPEEA will be entitled to four members. The EPEEA appointees and the Board appointees shall each select a co-chairperson. All members of the committee shall have equal standing to address insurance concerns and to make recommendations for modification of the insurance plan.

Modification of the Insurance benefit package shall require 5 votes of the Insurance Committee. There must be an official quorum of the

committee present in order to vote on changes. Any recommendations for change must be taken to the School Board and the Executive Board of the Association. Both groups need to approve the recommendation in total or the status quo will be maintained.

Any changes agreed upon, shall be reflected in an updated Minimum Insurance Benefits, Appendix C. The committee shall meet three times a year unless all members agree that a meeting is not necessary. Additional meetings may be called as deemed necessary by the members. The Administration shall provide necessary clerical assistance including the preparation and maintenance of minutes of the meetings. The Insurance Committee shall analyze the insurance program in order to provide quality insurance coverage for the employees at the most economical rate available.

#### 6.10 LIFE INSURANCE

The Board agrees to provide each regularly employed contractual full time Teacher with \$30,000 group term life insurance.

#### 6.11 DENTAL INSURANCE

The District will provide each regularly employed contractual full time Teacher a non-contributory dental plan equivalent to that now in place which shall include maximum annual benefits of \$1,600. The Board will pay 85% of the cost for dependent coverage. Retired employees may elect to continue dental insurance under the same district plan but must assume all financial payments for such insurance.

#### 6.12 VISION INSURANCE

The District will provide each regularly employed contractual full time Teacher a non-contributory vision insurance plan which shall include maximum annual benefits of \$175. The Board will pay 85% of the cost for dependent coverage.

#### 6.13 INSURANCE FUND

All monies not used for the payment of claims or administrative costs or other costs directly related to the plans shall remain in the Insurance Fund to be monitored on a regular basis by the Insurance Committee in agreement with the terms and conditions set forth in the associated agreement.

Insurance payments, or lack thereof, may be appealed to the Insurance Committee for review and/or relief. That committee shall be composed of two (2) Association and two (2) Administration representatives as per HIPPA guidelines.

In the event that the self-insured plan is abolished and/or conventional insurance is reinstated, all remaining monies shall be dispersed in a manner agreed upon by the Board and the Association.

#### 6.14 INSURANCE AFTER RETIREMENT

For staff members with twenty (20) or more years of service with the District and who submit proof of payment shall receive reimbursement from the Board toward the cost of one (1) employee retiree health insurance premium up to a maximum of \$150 per month.

Dependent coverage shall be at the retiree's expense.

The retiring employee must be at least fifty-five (55) years of age at the time of retirement, or fall under the guidelines of a State-sponsored retirement initiative, and upon reaching age sixty-five (65), the employee will no longer be entitled to the benefit set forth above.

Those employees who are currently receiving or who were entitled to benefits afforded in this article through previous contractual agreement will continue to receive those benefits as stated in the negotiated agreements under which they retired.

The insurance incentive must not give rise to any early retirement penalty to be paid by the Board of Education.

#### 6.15 TEACHERS' RETIREMENT SYSTEM PAYMENTS

The Employer shall pay and shelter the full TRS contribution of nine percent (9%) creditable earnings (9.8901% compounded) on behalf of each employee. This payment will apply to all annually established compensation, including extra-duty, paid on a yearly basis.

#### 6.16 T.H.I.S. FUND CONTRIBUTIONS

The Board shall contribute no more than 1.23% of the Teacher's salary toward the Teacher's contribution to the teacher Health Insurance Security Fund.

#### 6.17 RETIREMENT BENEFIT

A retirement benefit will be extended to a Teacher with fifteen (15) or more continuous years of teaching service to the District and who submits to the Board a retirement resignation at least thirty (30) days before it is to become effective, and who is retiring under the provisions of the Illinois Teachers' Retirement System, shall be paid at the current daily substitute Teacher salary rate for all accumulated sick leave days which exceed one hundred seventy (170) days at the date of retirement up to a maximum of ten (10) days.

#### 6.18 RETIREMENT INCENTIVE

Teachers with twenty (20) or more years of consecutive service in the district are eligible to receive additional benefits under the terms of this Early Retirement Incentive (ERI). A Teacher may receive this ERI if he or she retires at the first of the following to occur:

1. at the end of the school year (July 1-June 30) in which he or she first accumulates at least thirty-five (35) years of creditable service in the Teacher's Retirement System (TRS); or
2. at the end of the school year in which the Teacher reaches age 60.

The incentive is not available unless the Teacher can retire without obligating the Teacher or the District to pay a penalty or any other payment to TRS including, but not limited to, ERO employer or member contributions. In addition, the Teacher's effective retirement date must occur at the end of the school year in which the Teacher is first eligible for a non-discounted annuity from IRS so that the additional compensation remains an incentive to retire early rather than a mere severance payment. In determining these dates, Teachers must consider and utilize all of their available sick leave for credible service purposes in TRS as well as any available service obtained from other pension systems.

In order to receive the additional compensation available under this Early Retirement Incentive, eligible employees must submit an irrevocable letter of resignation without contingency to the Superintendent no later than March 1 prior to the first year in which the incentive is to go into effect. The letter of resignation must be accompanied by the TRS member requested "Personal Statement of Benefits" and a "Benefit Estimate" indicating total years of service.

Teachers who elect to receive this Early Retirement Incentive by submitting a timely resignation as provided above shall be entitled to an increase in salary during the final year(s) of employment. Such Teachers shall be removed from the salary schedule during their final year(s) of employment and will be paid according to one of the following three options:

1. If the resignation is received on or before March 1 three years and three months prior to the retirement date, the Teacher's base\* salary for the last three years of employment shall increase by 6% per year.

2. If the resignation is received on or before March 1 two years and three months prior to the retirement date, the Teacher's base\* salary for the last two years of employment shall increase by 6% per year.

3. If the resignation is received on or before March 1 one year and three months prior to the retirement date, the Teacher's base\* salary for the last year of employment shall increase by 6% per year.

\* Base salary includes amounts reflected on the salary schedule or as defined in section 6.01 of the negotiated agreement.

The district shall endeavor to spread the increase throughout the school year. However, the district retains the right to make necessary adjustments to periodic pays during the years of the retirement incentive to insure that the total received by the Teacher is consistent with this section.

In no event shall a teacher receive more than a six-percent (6%) increase in overall compensation during any year in which a retirement incentive is paid.

In the event that a teacher's resignation date contemplates use of sick leave benefits for creditable service purposes and the teacher subsequently uses all or a portion of his or her available sick leave days and does not have enough remaining sick leave days available upon the originally selected retirement date to retire without discount, the teacher's resignation shall be automatically revoked and the teacher shall, subject to his or her health condition, continue employment until such a time that he or she is eligible to retire at the end of a school year without a discounted annuity.

Further, Teachers who submit a letter of resignation to obtain the retirement incentive and, prior to retirement, subsequently experience an identifiable financial hardship through either a divorce, death of a spouse, or permanent disability of a spouse which

adversely affects employment compensation shall have the right to revoke their letter of resignation.

If a Teacher receives benefits under this incentive and subsequently fails to retire when originally contemplated due to any of those reasons outlined above, such Teacher shall be obligated to reimburse the district for the amount of the incentive less what the Teacher would have received had the Teacher not elected the retirement incentive. If the amount is not reimbursed immediately or some mutually acceptable reimbursement schedule cannot be agreed upon, the district is authorized to make deductions from subsequent paychecks in the maximum amount of 5% of the initial deficiency balance until the amount is paid in full. Any amount remaining upon retirement shall be paid to the district within 30 days. Subsequent availability and amount of the retirement incentive following revocation shall be negotiated between the Board and the Association.

In the event the Illinois Pension Code, TRS regulations, or TRS interpretations are made, changed or modified during the effective period of this agreement and such interpretations or modifications have the effect of requiring employer or member contributions under this ERI, this incentive shall be null and void and the parties shall engage in mid-term bargaining to amend this ERI in such a way that no employer or member costs shall be incurred.

#### 6.19 EMPLOYMENT INCENTIVE

The Administration, upon Board approval, may offer a prospective Teacher a one-time monetary employment incentive not to exceed \$3,000, the terms and conditions of which shall be set forth by the Administration. Should the recipient Teacher voluntarily leave within three (3) years, said Teacher will reimburse the District thirty-three percent (33%) of the bonus for each year of service less than three (3).

#### 6.20 TWELVE-MONTH INSURANCE COVERAGE

The Board-provided insurance shall be for twelve (12) consecutive months. A Teacher who resigns shall be entitled to insurance coverage for fifteen (15) days beyond the receipt of his/her last paycheck or August 31, whichever occurs first.

The Board will comply with all statutes and requirements of insurance coverage for employees who resign or retire. COBRA insurance will be offered where appropriate.

6.21 MILEAGE REIMBURSEMENT

Teachers shall be paid mileage at the same rate approved by the Internal Revenue Service for all approved mileage to perform their assigned duties.

6.22 TEACHER SUBSTITUTE AFTER RETIREMENT

Retired Teachers of the district who are qualified shall be given every consideration as per diem substitute Teachers.

6.23 NATIONAL BOARD FOR PROFESSIONAL TEACHING STANDARDS

If a Teacher successfully completes NBPTS certification, his/her annual salary shall be increased by \$1,000 beginning the school year when verification is presented, and it shall continue until such time as that certification expires. This provision shall be adjusted or voided to the extent that similar provisions are provided by the State.

6.24 INSURANCE POLICIES & STATEMENTS

The District will annually provide to the Association President a master copy and each Teacher a summary brochure of the major medical and dental insurance policies. The District will also provide monthly a financial statement to the President of all self-insurance funds.

6.25 SUBSTITUTES

Any Teacher who accepts a class or assignment which requires the Teacher to forfeit a preparation period, or any Teacher who accepts a combination/doubled up class due to a Teacher's absence, shall receive additional compensation at the rate stated in Appendix B of this Agreement.

6.26 Teacher Mentoring

The Board shall seek qualified volunteer teachers to serve as mentors for new teachers. Mentors shall be from the same department or field where practicable. Teachers may be assigned to be mentors if no qualified mentor is available. Teachers shall not be involuntarily assigned to be mentors for consecutive years. Mentors shall be paid a yearly stipend of \$350. Teacher mentors shall coordinate dates and

times of required observations with the administration to facilitate release time and substitutes for their teaching duties. Other meetings between mentors and mentees shall occur outside of student contact time.

## ARTICLE 7: LEAVES

### 7.01 SICK LEAVE

At the beginning of each work year, each Teacher shall be credited with the total number of sick leave days allowed for that work year.

- o Non-Tenured teachers shall receive fifteen (15) days additional each school year.
- o Tenured teachers hired after September 1, 1993 shall receive eighteen (18) days additional each school year through Step 29 of the salary schedule.
- o Tenured teachers employed on or before September 1, 1993 shall receive twenty (20) days additional each school year through Step 29 of the salary schedule.
- o Tenured teachers at Step 30 and above who have accumulated 200 days shall receive fifty (50) days additional each school year.
- o Tenured teachers at Step 30 and above who have not accumulated 200 days shall receive the same number of days additional that they received at Step 29.

If any teacher receiving 15, 18, or 20 days does not use the full amount of sick leave thus allowed, the unused amount shall accumulate to a maximum available leave of 200 days of full pay, excluding the leave of the current year.

If any teacher receiving 50 days does not use the full amount of annual sick leave thus allowed, the unused amount shall accumulate to a maximum available leave of 340 days of full pay, excluding the leave of the current year.

The Board shall furnish each Teacher with a written statement at the beginning of each school year setting forth the total accumulated sick leave credit for said Teacher.

Sick leave shall be interpreted to mean personal illness, quarantine at home or serious illness or death in the immediate family or household. The Board may require a physician's certificate, or if treatment is by prayer or spiritual faith, as a basis for pay during

a leave after an absence of three (3) days for personal illness or as it may deem necessary in other cases.

Immediate family shall include parents, spouse, brothers and sisters, children, grandparents, grandchildren, parents-in-law, brothers-in-law, sisters-in-law, legal guardians, stepparents, stepchildren, aunts and uncles, nieces and nephews, and others as designated by the Superintendent.

Sick leave will not be deducted from accumulated leave days when the schools and school office are closed by the Superintendent.

The District will provide a salary supplement to any full time contractual Teacher who has completed fifteen (15) or more years continuous employment in the District and who has used all available sick leave days and is eligible for temporary disability payments from the Illinois Teachers' Retirement System. Such salary supplement shall provide a temporary disability salary for 183 calendar days. Such salary supplement shall be equal to the amount which will bring the combined amounts from the Teachers' Retirement System and the District to seventy percent (70%) of said Teacher's salary at the time disability began.

#### 7.02 PERSONAL LEAVE

Two (2) days leave per school year, non-cumulative, shall be granted tenured Teachers for the transaction of personal business. Non-tenure Teachers shall receive one (1) day. When a full-time Teacher uses two (2) or less sick days, the Teacher shall receive one (1) additional, non-cumulative, personal leave day during the following school year.

A Teacher shall notify the Superintendent of his/her intent to use personal leave by completing a District form for such leave at least two working days before such leave is to commence. In an emergency, a Teacher shall immediately notify their building principal or immediate supervisor and shall file the personal business leave form immediately upon return to work.

Personal leave shall not be taken during the first week of the school term or the last two working days of the school term, except in an emergency.

Reason for absence must be listed as personal reason or personal business. Teachers will have the responsibility for using personal

leave days in such a way that will not produce a negative effect on public relations within the community.

No more than five Teachers may use such leave on any one work day.

Unused personal days may be added to sick leave accumulation. Should additional, non-emergency days be requested, the Teacher will be docked at the rate of 1/180 of their salary and additionally be required to reimburse the District the cost of a substitute Teacher.

In case of an emergency and with the approval of the Superintendent, the above conditions may be waived.

### 7.03 EDUCATIONAL LEAVE

An educational leave without pay may be granted by the Board for one (1) or two (2) years to any full time contractual certified Teacher who has taught three (3) or more continuous years in the District.

Any District benefit or benefits under the provisions of this Agreement which would otherwise accrue to said Teacher shall be suspended during the term of such leave. A Teacher granted such leave may make arrangements to continue group life and major medical and hospitalization insurance coverage at the Teacher's own expense for the duration of such leave.

A Teacher on such leave shall notify the Board of his/her intent to return by March 1 of the school term preceding the term in which said Teacher is scheduled to return. Lack of such notification shall be considered to be a resignation by said Teacher and the Board is free to employ a replacement.

For the purpose of salary schedule advancement only upon return from such leave, said Teacher shall not receive salary advancement credit for the leave of absence year(s).

### 7.04 LEAVE BENEFITS

With the approval of the District's insurance carrier(s), where required, a A Teacher on a Board approved leave shall have access to the same benefits to which he/she would have been entitled were the Teacher regularly employed, with respect to group health insurance, if such leave qualified and is designated as "Family Medical Leave," the Teacher's group health insurance benefits shall be maintained in accordance with the Family Medical Leave Act, or if any teacher seeks

to maintain benefits other than group health insurance, the cost of maintaining the desired benefits shall rest entirely with the Teacher on leave.

#### 7.05 NO LEAVE DEDUCTED ON NON-SCHOOL DAYS

When the schools are officially closed by the Superintendent, no leave days previously arranged by a Teacher shall be deducted for such emergency days.

#### 7.06 LEAVE OF ABSENCE

All certificated personnel, covered by this Agreement, shall be granted leave of absence only by action of the Board. Leave of absence without pay may be granted for up to one (1) school year based on the following:

1. Requests for a year's leave shall be in writing and directed to the Superintendent by March 1 of the preceding school year. Leaves for shorter periods of time may be granted with reasonable notice.
2. To be eligible, a Teacher must be employed for one (1) year in the District.
3. All year-long leaves without pay shall commence at the beginning of a school year.
4. Sick leave days shall not accrue, but unused sick leave held at the start of the leave shall be available upon reinstatement.
5. Following a year-long leave, written notice of intention to either return or resign shall be given by the staff member to the Superintendent by March 1 prior to the end of the school year. Failure to furnish such written notice shall constitute a notice of resignation.
6. Certified personnel returning to the District from a leave of absence shall be placed in a position for which they are certified pursuant to rules and regulations of the State Board of Education.
7. Major medical and hospitalization insurance, dental insurance and life insurance shall be offered to said Teacher at a proportionate rate available to the District from the insurance company.

8. For the purpose of salary schedule advancement, the Teacher shall be placed at the next appropriate step on the schedule without receiving advancement credit for the leave of absence year.

7.07 FAMILY AND MEDICAL LEAVE ACT LEAVE

The district will comply with all rules and regulations the Family and Medical Leave Act.

7.08 ASSAULT LEAVE

A. ALLOWED DAYS

It is recognized by the Board that a Teacher who is absent due to physical disability resulting from a physical assault which occurs in the course of Board employment will file for Workers' Compensation payments as soon as possible. The Board shall also pay to such Teacher the difference between his/her contractual salary (including insurance premiums, etc.) and all benefits received under the Illinois Workers' Compensation Act for the maximum duration of seventy (70) days. Assault leave granted shall be charged against sick leave at the rate of one-half (.5) day for each day absent. This Article is to be read in conjunction with those rights granted under the Illinois School Code (Section 10-21.7).

B. RETURN TO WORK

A Teacher disabled as a result of physical assault, shall be returned to the same position as held at the time of the incident.

7.09 BEREAVEMENT LEAVE

Teachers may request bereavement leave from the Superintendent. Such leave shall be deducted from accumulated sick leave.

7.10 JURY SERVICE AND OTHER RELATED APPEARANCES

Any Teacher called for jury duty, subpoenaed to testify, or required to attend any judicial or administration matter shall suffer no loss of contractual benefits. Any payment for services shall be returned to the District. With the exception of jury duty, leave under this section shall be deducted from accumulated sick leave.

7.11 PROFESSIONAL LEAVE

The District may grant professional leave as deemed appropriate by

the Superintendent or his designee. When such leave is requested by the Teacher, he/she may be asked to assume financial responsibility until reimbursement can be accorded. Teachers shall not be denied professional leave due to attendance center budgetary reasons if the district budget for professional leave has not been exhausted. Nothing set forth herein shall be interpreted to divest the Superintendent or his designee of any discretion or authority to approve or deny requests for professional leave.

## ARTICLE 8: GRIEVANCE PROCEDURE

### 8.01 DEFINITION

A grievance is a complaint involving the violation, interpretation or application of the written agreement entered into between the Board and the recognized employee organization, setting forth the understanding of the parties upon those matters negotiated and agreed to, established Board policy, and administrative rules and regulations.

### 8.02 PARTY IN INTEREST

The lodging of any grievance shall be the right of the individual Teacher covered by this Agreement and/or the Association. Either shall have the right to lodge a grievance in its own behalf or to appeal any action taken on the grievance of the individual Teacher. The individual Teacher must consent in writing to the Superintendent that the Association may lodge a grievance in the Teacher's behalf.

### 8.03 TIME LIMITS

All time limits consist of school days except that when a grievance is lodged fewer than ten (10) days before the close of the current school term, the time limits shall consist of business office work days. Time limits, however, may be extended by mutual agreement.

Failure of a Teacher or the Association to act on the grievance within the prescribed time limits shall act as a bar to any further appeal and an administrator's failure to give a decision within the time limits shall permit the grievant to proceed to the next step.

### 8.04 CLAIM IN OTHER FORUM

If the Association or any Teacher files any claim or complaint in any forum other than the grievance procedure in this Agreement, then the School District shall not be required to process the same claim or set of facts through the grievance procedure.

## 8.05 PROCEDURES

The parties acknowledge that a Teacher and the Administration/Board may resolve problems through free and informal communications. However, should a grievance occur, the steps below shall be followed.

During the summer, time limits shall be business days rather than school days.

By mutual agreement, any step of the grievance procedure may be bypassed.

If no written decision has been rendered within the time limits indicated by a step, then the grievance shall be automatically appealed to the next step.

### STEP ONE

The filing of a formal, written grievance must be within twenty (20) days from the date of the occurrence(s) of the event giving rise to the grievance. The Association or the grievant shall present the grievance to the immediately involved supervisor, who will arrange for a meeting to take place within ten (10) days after receipt of the grievance.

The grievant and/or the Association's representative and the immediately involved supervisor shall be present for the meeting. Within ten (10) days of the meeting, the Association shall be provided with the supervisor's written response, including the reasons for the decision.

### STEP TWO

If the grievance is not resolved at Step One, then the Association may refer the grievance in writing to the Superintendent or the Superintendent's official designee within ten (10) days after receipt of the Step I answer. The Superintendent shall arrange, with the Association representative, for a meeting to take place within ten (10) days of the Superintendent's receipt of the appeal. Within ten (10) days of the meeting, the Association shall be provided with the superintendent's written response, including the reasons for the decision.

### STEP THREE

If the grievance is not resolved at Step Two, then the

Association may refer the grievance in writing to the Board within ten (10) days after receipt of the Step II answer. The grievance shall be heard at the next regularly scheduled board meeting unless such meeting is less than five (five) days from the receipt of the Association's written notice in which case the grievance shall be heard at the next following regularly scheduled meeting. Following such meeting, the board shall issue a decision on the grievance within ten (10) days.

#### STEP FOUR

If the Association is not satisfied with the disposition of the grievance at Step III, the Association may submit the grievance to final and binding arbitration. The Association may submit, in writing, a request on behalf of the Association and the grieving Teacher to the Superintendent within thirty (30) days from the receipt of the Step 3 answer to enter into such arbitration. The arbitration proceedings shall be conducted by an arbitrator to be selected by the two parties within ten (10) days after said notice is given. If the two parties fail to reach agreement on an arbitrator within ten (10) days, the American Arbitration Association will be requested to provide a panel of seven (7) arbitrators. Each of the two parties will alternately strike one name at the time from the panel until only one shall remain. The remaining name shall be the arbitrator.

Expenses for the arbitrator's services shall be borne equally by the Board and the Association.

The arbitrator, in his opinion, shall not amend, modify, nullify, ignore, or add to the provisions of said Agreement. His authority shall be strictly limited to deciding only the issue or issues presented to him in writing by the Board and the Association and his decision must be based solely and only upon his interpretation of the meaning or application of the express relevant language of said Agreement. However, the decision of the arbitrator may not violate State or federal law.

#### 8.06 ASSOCIATION PARTICIPATION

The Board acknowledges the right of the Association to participate in the processing of a grievance at any level and no Teacher shall be required to discuss his/her grievance if the Association's representative is not present.

8.07 ADMINISTRATION/ASSOCIATION COOPERATION

The Administration and Association and its membership shall cooperate with each other in their investigation of a grievance.

8.08 NO REPRISALS

No reprisals shall be taken by the Board and Administration against any Teacher because of the Teacher's participation in a grievance nor shall the Association or its membership take any reprisals against any Teacher for his participation in a grievance.

8.09 RELEASED TIME

It is agreed that any investigation or other handling or processing of any grievance by the grieving Teacher and/or the Association shall be conducted so as to result in no interference of the instructional program and related work activities of the grieving Teacher or of the teaching staff. When requested to attend meetings related to a grievance, the Teacher and/or Association representative shall be allowed reasonable time without loss of pay or benefits.

8.10 FILING OF MATERIALS

Records related to a grievance shall be filed separately from the personnel file of the Teacher.

8.11 GRIEVANCE WITHDRAWN

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

8.12 EXPEDITED ARBITRATION

Upon mutual agreement, the Expedited Rules of the American Arbitration Association (AAA) shall be used instead of the Voluntary Labor Arbitration Rules.

8.13 SETTLEMENT

By mutual agreement of the Association and the Board, a grievance may be settled at any step with or without establishing prejudice or precedent.

**ARTICLE 9: EFFECT OF AGREEMENT**

9.01 COMPLETE UNDERSTANDING

The parties mutually agree that the terms and conditions set forth in this Agreement represent the full and complete commitment between the parties.

This Agreement may be altered, changed, added to, deleted from, or modified through the voluntary, mutual consent of these parties in a written and signed amendment to this Agreement.

9.02 LEGALITY OF AGREEMENT

Should any article, section or clause of this Agreement be declared illegal by a court of competent jurisdiction, said article, section or clause, as the case may be, shall be automatically deleted from this Agreement to the extent that it violated the law. 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.

9.03 MANAGEMENT RIGHTS

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

9.04 NO STRIKE CLAUSE

The East Peoria Elementary Education Association agrees not to strike or to engage in a "professional holiday" or other refusal to render full and complete contractual services to the Board during the tenure of this Agreement.

In the event of any violation of this provision by its membership, the Association shall, upon written notice from the Board,

immediately direct such Teacher both orally and in writing to resume normal operations immediately and make every other reasonable effort to end any violation(s).

The Board agrees that it will not lockout any Teacher during the term of this Agreement.

#### 9.05 WAIVER

No provisions of this Agreement may be waived under any conditions so allowed by State or federal law without the mutual consent of both parties.

#### 9.06 CONTRACTUAL AMENDMENTS

The parties may modify or amend this agreement only by mutual consent.

#### 9.07 RETIREMENT GUARANTEE

If any Teacher retires during the period that this Agreement is in effect, he/she shall be covered under the terms and conditions of this Agreement until such terms and conditions expire, and no reduction or termination of benefits so entitled may occur.

#### 9.08 DISTRICT REORGANIZATION

This Agreement shall be binding upon the Board and its successor personnel and upon any school district into which or with which this district or its territory shall be, in whole or part, combined or otherwise reorganized. All Teachers shall be assigned and/or transferred as provided by the Illinois School Code.

All rights accrued by Teachers under this Agreement or under the School Code of Illinois shall be assumed and recognized by the successor Board of Education. No Teachers shall be adversely affected by a change in hours, wages, terms or conditions of employment in the existing Agreement (including, but not limited to, seniority, salary, fringe benefits, transfer rights, maintenance of standards, layoff and recall, and assignment provisions) as a result of any combination or other reorganization.

If any unique problems created by combination or other reorganization cannot be addressed or resolved by this provision or other portions of this Agreement, then such unresolved issues shall be negotiated.

#### 9.09 TERM OF AGREEMENT

This Agreement shall be effective July 1, 2007, and shall remain in full force and effect until and including June 30, 2012, pursuant to the following paragraph, and thereafter from year to year unless either party serves notice in writing to the other party of a desire to modify or terminate the Agreement for successive annual periods. The party so desiring must serve written intent not less than sixty (60) days prior to June 30, 2012, or any subsequent termination date thereafter.

APPENDIX A: SALARIES

Year 1 - 2007-2008

| Step | BS     | BS TRS        | BS+15  | BS+15 TRS     | BS+30  | BS+30 TRS     | MS     | MS TRS        | MS+15  | MS+15 TRS     | MS+30  | MS+30 TRS     | MS+45  | MS+45 TRS     |
|------|--------|---------------|--------|---------------|--------|---------------|--------|---------------|--------|---------------|--------|---------------|--------|---------------|
| 1    | 28,818 | <b>31,668</b> | 29,236 | <b>32,127</b> | 29,796 | <b>32,742</b> | 31,510 | <b>34,626</b> | 32,419 | <b>35,625</b> | 33,198 | <b>36,481</b> | 33,837 | <b>37,183</b> |
| 2    | 29,273 | <b>32,168</b> | 29,691 | <b>32,627</b> | 30,251 | <b>33,242</b> | 31,965 | <b>35,126</b> | 32,874 | <b>36,125</b> | 33,653 | <b>36,981</b> | 34,292 | <b>37,683</b> |
| 3    | 29,804 | <b>32,751</b> | 30,235 | <b>33,225</b> | 31,091 | <b>34,165</b> | 32,855 | <b>36,104</b> | 33,791 | <b>37,132</b> | 34,593 | <b>38,014</b> | 35,251 | <b>38,737</b> |
| 4    | 30,375 | <b>33,379</b> | 30,814 | <b>33,861</b> | 31,688 | <b>34,821</b> | 33,489 | <b>36,801</b> | 34,443 | <b>37,849</b> | 35,262 | <b>38,749</b> | 35,933 | <b>39,486</b> |
| 5    | 30,797 | <b>33,843</b> | 31,245 | <b>34,335</b> | 32,138 | <b>35,317</b> | 33,974 | <b>37,334</b> | 34,948 | <b>38,405</b> | 35,783 | <b>39,322</b> | 36,468 | <b>40,075</b> |
| 6    | 31,392 | <b>34,497</b> | 32,097 | <b>35,272</b> | 34,224 | <b>37,609</b> | 38,099 | <b>41,867</b> | 40,164 | <b>44,137</b> | 42,312 | <b>46,497</b> | 43,885 | <b>48,226</b> |
| 7    | 32,018 | <b>35,185</b> | 33,241 | <b>36,529</b> | 35,144 | <b>38,620</b> | 39,178 | <b>43,053</b> | 41,438 | <b>45,537</b> | 43,434 | <b>47,730</b> | 45,110 | <b>49,572</b> |
| 8    | 32,658 | <b>35,888</b> | 33,907 | <b>37,261</b> | 35,850 | <b>39,396</b> | 39,969 | <b>43,922</b> | 42,276 | <b>46,457</b> | 44,314 | <b>48,697</b> | 46,025 | <b>50,577</b> |
| 9    | 33,312 | <b>36,607</b> | 34,587 | <b>38,008</b> | 36,571 | <b>40,188</b> | 40,776 | <b>44,809</b> | 43,131 | <b>47,397</b> | 45,212 | <b>49,684</b> | 46,960 | <b>51,605</b> |
| 10   | 33,980 | <b>37,341</b> | 35,282 | <b>38,772</b> | 37,307 | <b>40,997</b> | 41,600 | <b>45,715</b> | 44,006 | <b>48,359</b> | 46,129 | <b>50,691</b> | 47,914 | <b>52,653</b> |
| 11   | 34,662 | <b>38,090</b> | 35,990 | <b>39,550</b> | 38,059 | <b>41,823</b> | 42,443 | <b>46,641</b> | 44,897 | <b>49,338</b> | 47,067 | <b>51,722</b> | 48,888 | <b>53,723</b> |
| 12   | 35,358 | <b>38,855</b> | 36,714 | <b>40,345</b> | 38,825 | <b>42,665</b> | 43,301 | <b>47,584</b> | 45,809 | <b>50,340</b> | 48,022 | <b>52,772</b> | 49,883 | <b>54,817</b> |
| 13   | 36,068 | <b>39,635</b> | 37,453 | <b>41,157</b> | 39,609 | <b>43,527</b> | 44,179 | <b>48,549</b> | 46,738 | <b>51,361</b> | 48,999 | <b>53,845</b> | 50,898 | <b>55,932</b> |
| 14   | 36,793 | <b>40,432</b> | 38,208 | <b>41,987</b> | 40,409 | <b>44,406</b> | 45,075 | <b>49,533</b> | 47,688 | <b>52,405</b> | 49,996 | <b>54,941</b> | 51,935 | <b>57,072</b> |
| 15   | 37,534 | <b>41,246</b> | 38,978 | <b>42,833</b> | 41,226 | <b>45,304</b> | 45,989 | <b>50,538</b> | 48,657 | <b>53,470</b> | 51,014 | <b>56,060</b> | 52,994 | <b>58,235</b> |
| 16   | 38,290 | <b>42,077</b> | 39,765 | <b>43,698</b> | 42,059 | <b>46,219</b> | 46,923 | <b>51,564</b> | 49,648 | <b>54,559</b> | 52,053 | <b>57,201</b> | 54,074 | <b>59,422</b> |
| 17   | 39,063 | <b>42,927</b> | 40,195 | <b>44,171</b> | 42,516 | <b>46,721</b> | 47,435 | <b>52,127</b> | 50,190 | <b>55,154</b> | 52,623 | <b>57,828</b> | 54,667 | <b>60,074</b> |
| 18   | 39,850 | <b>43,791</b> | 41,008 | <b>45,064</b> | 43,377 | <b>47,667</b> | 48,399 | <b>53,186</b> | 51,212 | <b>56,277</b> | 53,697 | <b>59,008</b> | 55,783 | <b>61,300</b> |
| 19   | 40,656 | <b>44,677</b> | 41,838 | <b>45,976</b> | 44,256 | <b>48,633</b> | 49,384 | <b>54,268</b> | 52,255 | <b>57,423</b> | 54,792 | <b>60,211</b> | 56,923 | <b>62,553</b> |
| 20   | 41,478 | <b>45,580</b> | 42,684 | <b>46,906</b> | 45,153 | <b>49,619</b> | 50,388 | <b>55,372</b> | 53,320 | <b>58,594</b> | 55,911 | <b>61,441</b> | 58,085 | <b>63,830</b> |
| 21   |        |               | 43,548 | <b>47,855</b> | 46,069 | <b>50,626</b> | 51,415 | <b>56,500</b> | 54,408 | <b>59,789</b> | 57,053 | <b>62,696</b> | 59,274 | <b>65,137</b> |
| 22   |        |               | 44,430 | <b>48,824</b> | 47,005 | <b>51,654</b> | 52,462 | <b>57,651</b> | 55,519 | <b>61,010</b> | 58,219 | <b>63,977</b> | 60,487 | <b>66,469</b> |
| 23   |        |               | 45,332 | <b>49,816</b> | 47,960 | <b>52,704</b> | 53,067 | <b>58,316</b> | 56,160 | <b>61,715</b> | 58,892 | <b>64,717</b> | 61,187 | <b>67,239</b> |
| 24   |        |               | 46,251 | <b>50,826</b> | 48,936 | <b>53,776</b> | 53,676 | <b>58,985</b> | 56,805 | <b>62,423</b> | 59,570 | <b>65,462</b> | 61,891 | <b>68,012</b> |
| 25   |        |               | 47,190 | <b>51,857</b> | 49,931 | <b>54,870</b> | 54,287 | <b>59,656</b> | 57,453 | <b>63,135</b> | 60,250 | <b>66,209</b> | 62,599 | <b>68,790</b> |
| 26   |        |               |        |               | 50,947 | <b>55,986</b> | 54,901 | <b>60,331</b> | 58,104 | <b>63,851</b> | 60,933 | <b>66,960</b> | 63,309 | <b>69,571</b> |
| 27   |        |               |        |               | 51,985 | <b>57,127</b> | 55,518 | <b>61,009</b> | 58,757 | <b>64,568</b> | 61,618 | <b>67,712</b> | 64,023 | <b>70,355</b> |
| 28   |        |               |        |               | 53,045 | <b>58,291</b> | 56,136 | <b>61,688</b> | 59,412 | <b>65,288</b> | 62,307 | <b>68,469</b> | 64,738 | <b>71,141</b> |
| 29   |        |               |        |               | 54,127 | <b>59,480</b> | 56,757 | <b>62,371</b> | 60,071 | <b>66,012</b> | 62,998 | <b>69,229</b> | 65,457 | <b>71,931</b> |
| 30   |        |               |        |               | 55,232 | <b>60,695</b> | 57,379 | <b>63,054</b> | 60,731 | <b>66,738</b> | 63,691 | <b>69,990</b> | 66,178 | <b>72,723</b> |
| 31   |        |               |        |               |        |               | 58,004 | <b>63,741</b> | 61,394 | <b>67,466</b> | 64,387 | <b>70,755</b> | 66,902 | <b>73,519</b> |
| 32   |        |               |        |               |        |               | 58,630 | <b>64,429</b> | 62,057 | <b>68,195</b> | 65,084 | <b>71,521</b> | 67,626 | <b>74,315</b> |
| 33   |        |               |        |               |        |               | 59,830 | <b>65,748</b> | 62,745 | <b>68,951</b> | 65,194 | <b>71,642</b> | 67,741 | <b>74,441</b> |
| 34   |        |               |        |               |        |               | 60,470 | <b>66,451</b> | 63,418 | <b>69,690</b> | 65,894 | <b>72,411</b> | 68,469 | <b>75,241</b> |
| 35   |        |               |        |               |        |               | 60,470 | <b>66,451</b> | 63,418 | <b>69,690</b> | 65,894 | <b>72,411</b> | 68,469 | <b>75,241</b> |

Year 2 - 2008-2009

| Step | BS     | BS<br>TRS     | BS+15  | BS+15<br>TRS  | BS+30  | BS+30<br>TRS  | MS     | MS<br>TRS     | MS+15  | MS+15<br>TRS  | MS+30  | MS+30<br>TRS  | MS+45  | MS+45<br>TRS  |
|------|--------|---------------|--------|---------------|--------|---------------|--------|---------------|--------|---------------|--------|---------------|--------|---------------|
| 1    | 30,092 | <b>33,068</b> | 30,510 | <b>33,527</b> | 31,070 | <b>34,142</b> | 32,784 | <b>36,026</b> | 33,693 | <b>37,025</b> | 34,472 | <b>37,881</b> | 35,111 | <b>38,583</b> |
| 2    | 30,547 | <b>33,568</b> | 30,965 | <b>34,027</b> | 31,525 | <b>34,642</b> | 33,239 | <b>36,526</b> | 34,148 | <b>37,525</b> | 34,927 | <b>38,381</b> | 35,566 | <b>39,083</b> |
| 3    | 31,002 | <b>34,068</b> | 31,420 | <b>34,527</b> | 31,980 | <b>35,142</b> | 33,694 | <b>37,026</b> | 34,603 | <b>38,025</b> | 35,382 | <b>38,881</b> | 36,021 | <b>39,583</b> |
| 4    | 31,533 | <b>34,651</b> | 31,964 | <b>35,125</b> | 32,820 | <b>36,065</b> | 34,584 | <b>38,004</b> | 35,520 | <b>39,032</b> | 36,322 | <b>39,914</b> | 36,980 | <b>40,637</b> |
| 5    | 32,013 | <b>35,179</b> | 32,452 | <b>35,661</b> | 33,326 | <b>36,621</b> | 35,127 | <b>38,601</b> | 36,081 | <b>39,649</b> | 36,900 | <b>40,549</b> | 37,571 | <b>41,286</b> |
| 6    | 32,435 | <b>35,643</b> | 32,883 | <b>36,135</b> | 33,776 | <b>37,117</b> | 35,612 | <b>39,134</b> | 36,586 | <b>40,205</b> | 37,421 | <b>41,122</b> | 38,106 | <b>41,875</b> |
| 7    | 33,030 | <b>36,297</b> | 33,735 | <b>37,072</b> | 35,862 | <b>39,409</b> | 39,737 | <b>43,667</b> | 41,802 | <b>45,937</b> | 43,950 | <b>48,297</b> | 45,523 | <b>50,026</b> |
| 8    | 33,656 | <b>36,985</b> | 34,879 | <b>38,329</b> | 36,782 | <b>40,420</b> | 40,816 | <b>44,853</b> | 43,076 | <b>47,337</b> | 45,072 | <b>49,530</b> | 46,748 | <b>51,372</b> |
| 9    | 34,296 | <b>37,688</b> | 35,545 | <b>39,061</b> | 37,488 | <b>41,196</b> | 41,607 | <b>45,722</b> | 43,914 | <b>48,257</b> | 45,952 | <b>50,497</b> | 47,663 | <b>52,377</b> |
| 10   | 34,950 | <b>38,407</b> | 36,225 | <b>39,808</b> | 38,209 | <b>41,988</b> | 42,414 | <b>46,609</b> | 44,769 | <b>49,197</b> | 46,850 | <b>51,484</b> | 48,598 | <b>53,405</b> |
| 11   | 35,618 | <b>39,141</b> | 36,920 | <b>40,572</b> | 38,945 | <b>42,797</b> | 43,238 | <b>47,515</b> | 45,644 | <b>50,159</b> | 47,767 | <b>52,491</b> | 49,552 | <b>54,453</b> |
| 12   | 36,300 | <b>39,890</b> | 37,628 | <b>41,350</b> | 39,697 | <b>43,623</b> | 44,081 | <b>48,441</b> | 46,535 | <b>51,138</b> | 48,705 | <b>53,522</b> | 50,526 | <b>55,523</b> |
| 13   | 36,996 | <b>40,655</b> | 38,352 | <b>42,145</b> | 40,463 | <b>44,465</b> | 44,939 | <b>49,384</b> | 47,447 | <b>52,140</b> | 49,660 | <b>54,572</b> | 51,521 | <b>56,617</b> |
| 14   | 37,706 | <b>41,435</b> | 39,091 | <b>42,957</b> | 41,247 | <b>45,327</b> | 45,817 | <b>50,349</b> | 48,376 | <b>53,161</b> | 50,637 | <b>55,645</b> | 52,536 | <b>57,732</b> |
| 15   | 38,431 | <b>42,232</b> | 39,846 | <b>43,787</b> | 42,047 | <b>46,206</b> | 46,713 | <b>51,333</b> | 49,326 | <b>54,205</b> | 51,634 | <b>56,741</b> | 53,573 | <b>58,872</b> |
| 16   | 39,172 | <b>43,046</b> | 40,616 | <b>44,633</b> | 42,864 | <b>47,104</b> | 47,627 | <b>52,338</b> | 50,295 | <b>55,270</b> | 52,652 | <b>57,860</b> | 54,632 | <b>60,035</b> |
| 17   | 39,928 | <b>43,877</b> | 41,403 | <b>45,498</b> | 43,697 | <b>48,019</b> | 48,561 | <b>53,364</b> | 51,286 | <b>56,359</b> | 53,691 | <b>59,001</b> | 55,712 | <b>61,222</b> |
| 18   | 40,701 | <b>44,727</b> | 41,833 | <b>45,971</b> | 44,154 | <b>48,521</b> | 49,073 | <b>53,927</b> | 51,828 | <b>56,954</b> | 54,261 | <b>59,628</b> | 56,305 | <b>61,874</b> |
| 19   | 41,488 | <b>45,591</b> | 42,646 | <b>46,864</b> | 45,015 | <b>49,467</b> | 50,037 | <b>54,986</b> | 52,850 | <b>58,077</b> | 55,335 | <b>60,808</b> | 57,421 | <b>63,100</b> |
| 20   | 42,294 | <b>46,477</b> | 43,476 | <b>47,776</b> | 45,894 | <b>50,433</b> | 51,022 | <b>56,068</b> | 53,893 | <b>59,223</b> | 56,430 | <b>62,011</b> | 58,561 | <b>64,353</b> |
| 21   |        |               | 44,322 | <b>48,706</b> | 46,791 | <b>51,419</b> | 52,026 | <b>57,172</b> | 54,958 | <b>60,394</b> | 57,549 | <b>63,241</b> | 59,723 | <b>65,630</b> |
| 22   |        |               | 45,186 | <b>49,655</b> | 47,707 | <b>52,426</b> | 53,053 | <b>58,300</b> | 56,046 | <b>61,589</b> | 58,691 | <b>64,496</b> | 60,912 | <b>66,937</b> |
| 23   |        |               | 46,068 | <b>50,624</b> | 48,643 | <b>53,454</b> | 54,100 | <b>59,451</b> | 57,157 | <b>62,810</b> | 59,857 | <b>65,777</b> | 62,125 | <b>68,269</b> |
| 24   |        |               | 46,970 | <b>51,616</b> | 49,598 | <b>54,504</b> | 54,705 | <b>60,116</b> | 57,798 | <b>63,515</b> | 60,530 | <b>66,517</b> | 62,825 | <b>69,039</b> |
| 25   |        |               | 47,889 | <b>52,626</b> | 50,574 | <b>55,576</b> | 55,314 | <b>60,785</b> | 58,443 | <b>64,223</b> | 61,208 | <b>67,262</b> | 63,529 | <b>69,812</b> |
| 26   |        |               |        |               | 51,569 | <b>56,670</b> | 55,925 | <b>61,456</b> | 59,091 | <b>64,935</b> | 61,888 | <b>68,009</b> | 64,237 | <b>70,590</b> |
| 27   |        |               |        |               | 52,585 | <b>57,786</b> | 56,539 | <b>62,131</b> | 59,742 | <b>65,651</b> | 62,571 | <b>68,760</b> | 64,947 | <b>71,371</b> |
| 28   |        |               |        |               | 53,623 | <b>58,927</b> | 57,156 | <b>62,809</b> | 60,395 | <b>66,368</b> | 63,256 | <b>69,512</b> | 65,661 | <b>72,155</b> |
| 29   |        |               |        |               | 54,683 | <b>60,091</b> | 57,774 | <b>63,488</b> | 61,050 | <b>67,088</b> | 63,945 | <b>70,269</b> | 66,376 | <b>72,941</b> |
| 30   |        |               |        |               | 55,765 | <b>61,280</b> | 58,395 | <b>64,171</b> | 61,709 | <b>67,812</b> | 64,636 | <b>71,029</b> | 67,095 | <b>73,731</b> |
| 31   |        |               |        |               |        |               | 59,017 | <b>64,854</b> | 62,369 | <b>68,538</b> | 65,329 | <b>71,790</b> | 67,816 | <b>74,523</b> |
| 32   |        |               |        |               |        |               | 59,642 | <b>65,541</b> | 63,032 | <b>69,266</b> | 66,025 | <b>72,555</b> | 68,540 | <b>75,319</b> |
| 33   |        |               |        |               |        |               | 60,268 | <b>66,229</b> | 63,695 | <b>69,995</b> | 66,722 | <b>73,321</b> | 69,264 | <b>76,115</b> |
| 34   |        |               |        |               |        |               | 61,468 | <b>67,548</b> | 64,383 | <b>70,751</b> | 66,832 | <b>73,442</b> | 69,379 | <b>76,241</b> |
| 35   |        |               |        |               |        |               | 62,108 | <b>68,251</b> | 65,056 | <b>71,490</b> | 67,532 | <b>74,211</b> | 70,107 | <b>77,041</b> |

Year 3 - 2009-2010

| Step | BS     | BS            | BS+15  | BS+15         | BS+30  | BS+30         | MS     | MS            | MS+15  | MS+15         | MS+30  | MS+30         | MS+45  | MS+45         |
|------|--------|---------------|--------|---------------|--------|---------------|--------|---------------|--------|---------------|--------|---------------|--------|---------------|
|      |        | TRS           |        | TRS           |        | TRS           |        | TRS           |        | TRS           |        | TRS           |        | TRS           |
| 1    | 31,457 | <b>34,568</b> | 31,875 | <b>35,027</b> | 32,435 | <b>35,642</b> | 34,149 | <b>37,526</b> | 35,058 | <b>38,525</b> | 35,837 | <b>39,381</b> | 36,476 | <b>40,083</b> |
| 2    | 31,912 | <b>35,068</b> | 32,330 | <b>35,527</b> | 32,890 | <b>36,142</b> | 34,604 | <b>38,026</b> | 35,513 | <b>39,025</b> | 36,292 | <b>39,881</b> | 36,931 | <b>40,583</b> |
| 3    | 32,367 | <b>35,568</b> | 32,785 | <b>36,027</b> | 33,345 | <b>36,642</b> | 35,059 | <b>38,526</b> | 35,968 | <b>39,525</b> | 36,747 | <b>40,381</b> | 37,386 | <b>41,083</b> |
| 4    | 32,822 | <b>36,068</b> | 33,240 | <b>36,527</b> | 33,800 | <b>37,142</b> | 35,514 | <b>39,026</b> | 36,423 | <b>40,025</b> | 37,202 | <b>40,881</b> | 37,841 | <b>41,583</b> |
| 5    | 33,239 | <b>36,526</b> | 33,670 | <b>37,000</b> | 34,526 | <b>37,940</b> | 36,290 | <b>39,879</b> | 37,226 | <b>40,907</b> | 38,028 | <b>41,789</b> | 38,686 | <b>42,512</b> |
| 6    | 33,719 | <b>37,054</b> | 34,158 | <b>37,536</b> | 35,032 | <b>38,496</b> | 36,833 | <b>40,476</b> | 37,787 | <b>41,524</b> | 38,606 | <b>42,424</b> | 39,277 | <b>43,161</b> |
| 7    | 34,142 | <b>37,518</b> | 34,590 | <b>38,010</b> | 35,483 | <b>38,992</b> | 37,319 | <b>41,009</b> | 38,293 | <b>42,080</b> | 39,128 | <b>42,997</b> | 39,813 | <b>43,750</b> |
| 8    | 34,737 | <b>38,172</b> | 35,442 | <b>38,947</b> | 37,569 | <b>41,284</b> | 41,444 | <b>45,542</b> | 43,509 | <b>47,812</b> | 45,657 | <b>50,172</b> | 47,230 | <b>51,901</b> |
| 9    | 35,363 | <b>38,860</b> | 36,586 | <b>40,204</b> | 38,489 | <b>42,295</b> | 42,523 | <b>46,728</b> | 44,783 | <b>49,212</b> | 46,779 | <b>51,405</b> | 48,455 | <b>53,247</b> |
| 10   | 36,003 | <b>39,563</b> | 37,252 | <b>40,936</b> | 39,195 | <b>43,071</b> | 43,314 | <b>47,597</b> | 45,621 | <b>50,132</b> | 47,659 | <b>52,372</b> | 49,370 | <b>54,252</b> |
| 11   | 36,657 | <b>40,282</b> | 37,932 | <b>41,683</b> | 39,916 | <b>43,863</b> | 44,121 | <b>48,484</b> | 46,476 | <b>51,072</b> | 48,557 | <b>53,359</b> | 50,305 | <b>55,280</b> |
| 12   | 37,325 | <b>41,016</b> | 38,627 | <b>42,447</b> | 40,652 | <b>44,672</b> | 44,945 | <b>49,390</b> | 47,351 | <b>52,034</b> | 49,474 | <b>54,366</b> | 51,259 | <b>56,328</b> |
| 13   | 38,007 | <b>41,765</b> | 39,335 | <b>43,225</b> | 41,404 | <b>45,498</b> | 45,788 | <b>50,316</b> | 48,242 | <b>53,013</b> | 50,412 | <b>55,397</b> | 52,233 | <b>57,398</b> |
| 14   | 38,703 | <b>42,530</b> | 40,059 | <b>44,020</b> | 42,170 | <b>46,340</b> | 46,646 | <b>51,259</b> | 49,154 | <b>54,015</b> | 51,367 | <b>56,447</b> | 53,228 | <b>58,492</b> |
| 15   | 39,413 | <b>43,310</b> | 40,798 | <b>44,832</b> | 42,954 | <b>47,202</b> | 47,524 | <b>52,224</b> | 50,083 | <b>55,036</b> | 52,344 | <b>57,520</b> | 54,243 | <b>59,607</b> |
| 16   | 40,138 | <b>44,107</b> | 41,553 | <b>45,662</b> | 43,754 | <b>48,081</b> | 48,420 | <b>53,208</b> | 51,033 | <b>56,080</b> | 53,341 | <b>58,616</b> | 55,280 | <b>60,747</b> |
| 17   | 40,879 | <b>44,921</b> | 42,323 | <b>46,508</b> | 44,571 | <b>48,979</b> | 49,334 | <b>54,213</b> | 52,002 | <b>57,145</b> | 54,359 | <b>59,735</b> | 56,339 | <b>61,910</b> |
| 18   | 41,635 | <b>45,752</b> | 43,110 | <b>47,373</b> | 45,404 | <b>49,894</b> | 50,268 | <b>55,239</b> | 52,993 | <b>58,234</b> | 55,398 | <b>60,876</b> | 57,419 | <b>63,097</b> |
| 19   | 42,408 | <b>46,602</b> | 43,540 | <b>47,846</b> | 45,861 | <b>50,396</b> | 50,780 | <b>55,802</b> | 53,535 | <b>58,829</b> | 55,968 | <b>61,503</b> | 58,012 | <b>63,749</b> |
| 20   | 43,195 | <b>47,466</b> | 44,353 | <b>48,739</b> | 46,722 | <b>51,342</b> | 51,744 | <b>56,861</b> | 54,557 | <b>59,952</b> | 57,042 | <b>62,683</b> | 59,128 | <b>64,975</b> |
| 21   |        |               | 45,183 | <b>49,651</b> | 47,601 | <b>52,308</b> | 52,729 | <b>57,943</b> | 55,600 | <b>61,098</b> | 58,137 | <b>63,886</b> | 60,268 | <b>66,228</b> |
| 22   |        |               | 46,029 | <b>50,581</b> | 48,498 | <b>53,294</b> | 53,733 | <b>59,047</b> | 56,665 | <b>62,269</b> | 59,256 | <b>65,116</b> | 61,430 | <b>67,505</b> |
| 23   |        |               | 46,893 | <b>51,530</b> | 49,414 | <b>54,301</b> | 54,760 | <b>60,175</b> | 57,753 | <b>63,464</b> | 60,398 | <b>66,371</b> | 62,619 | <b>68,812</b> |
| 24   |        |               | 47,775 | <b>52,499</b> | 50,350 | <b>55,329</b> | 55,807 | <b>61,326</b> | 58,864 | <b>64,685</b> | 61,564 | <b>67,652</b> | 63,832 | <b>70,144</b> |
| 25   |        |               | 48,677 | <b>53,491</b> | 51,305 | <b>56,379</b> | 56,412 | <b>61,991</b> | 59,505 | <b>65,390</b> | 62,237 | <b>68,392</b> | 64,532 | <b>70,914</b> |
| 26   |        |               |        |               | 52,281 | <b>57,451</b> | 57,021 | <b>62,660</b> | 60,150 | <b>66,098</b> | 62,915 | <b>69,137</b> | 65,236 | <b>71,687</b> |
| 27   |        |               |        |               | 53,276 | <b>58,545</b> | 57,632 | <b>63,331</b> | 60,798 | <b>66,810</b> | 63,595 | <b>69,884</b> | 65,944 | <b>72,465</b> |
| 28   |        |               |        |               | 54,292 | <b>59,661</b> | 58,246 | <b>64,006</b> | 61,449 | <b>67,526</b> | 64,278 | <b>70,635</b> | 66,654 | <b>73,246</b> |
| 29   |        |               |        |               | 55,330 | <b>60,802</b> | 58,863 | <b>64,684</b> | 62,102 | <b>68,243</b> | 64,963 | <b>71,387</b> | 67,368 | <b>74,030</b> |
| 30   |        |               |        |               | 56,390 | <b>61,966</b> | 59,481 | <b>65,363</b> | 62,757 | <b>68,963</b> | 65,652 | <b>72,144</b> | 68,083 | <b>74,816</b> |
| 31   |        |               |        |               |        |               | 60,102 | <b>66,046</b> | 63,416 | <b>69,687</b> | 66,343 | <b>72,904</b> | 68,802 | <b>75,606</b> |
| 32   |        |               |        |               |        |               | 60,724 | <b>66,729</b> | 64,076 | <b>70,413</b> | 67,036 | <b>73,665</b> | 69,523 | <b>76,398</b> |
| 33   |        |               |        |               |        |               | 61,349 | <b>67,416</b> | 64,739 | <b>71,141</b> | 67,732 | <b>74,430</b> | 70,247 | <b>77,194</b> |
| 34   |        |               |        |               |        |               | 61,975 | <b>68,104</b> | 65,402 | <b>71,870</b> | 68,429 | <b>75,196</b> | 70,971 | <b>77,990</b> |
| 35   |        |               |        |               |        |               | 63,175 | <b>69,423</b> | 66,090 | <b>72,626</b> | 68,539 | <b>75,317</b> | 71,086 | <b>78,116</b> |

Year 4 - 2010-2011

| Step | BS     | BS            | BS+15  | BS+15         | BS+30  | BS+30         | MS     | MS            | MS+15  | MS+15         | MS+30  | MS+30         | MS+45  | MS+45         |
|------|--------|---------------|--------|---------------|--------|---------------|--------|---------------|--------|---------------|--------|---------------|--------|---------------|
|      |        | TRS           |        | TRS           |        | TRS           |        | TRS           |        | TRS           |        | TRS           |        | TRS           |
| 1    | 32,913 | <b>36,168</b> | 33,331 | <b>36,627</b> | 33,891 | <b>37,242</b> | 35,605 | <b>39,126</b> | 36,514 | <b>40,125</b> | 37,293 | <b>40,981</b> | 37,932 | <b>41,683</b> |
| 2    | 33,368 | <b>36,668</b> | 33,786 | <b>37,127</b> | 34,346 | <b>37,742</b> | 36,060 | <b>39,626</b> | 36,969 | <b>40,625</b> | 37,748 | <b>41,481</b> | 38,387 | <b>42,183</b> |
| 3    | 33,823 | <b>37,168</b> | 34,241 | <b>37,627</b> | 34,801 | <b>38,242</b> | 36,515 | <b>40,126</b> | 37,424 | <b>41,125</b> | 38,203 | <b>41,981</b> | 38,842 | <b>42,683</b> |
| 4    | 34,278 | <b>37,668</b> | 34,696 | <b>38,127</b> | 35,256 | <b>38,742</b> | 36,970 | <b>40,626</b> | 37,879 | <b>41,625</b> | 38,658 | <b>42,481</b> | 39,297 | <b>43,183</b> |
| 5    | 34,619 | <b>38,043</b> | 35,037 | <b>38,502</b> | 35,597 | <b>39,117</b> | 37,311 | <b>41,001</b> | 38,220 | <b>42,000</b> | 38,999 | <b>42,856</b> | 39,638 | <b>43,558</b> |
| 6    | 35,036 | <b>38,501</b> | 35,467 | <b>38,975</b> | 36,323 | <b>39,915</b> | 38,087 | <b>41,854</b> | 39,023 | <b>42,882</b> | 39,825 | <b>43,764</b> | 40,483 | <b>44,487</b> |
| 7    | 35,516 | <b>39,029</b> | 35,955 | <b>39,511</b> | 36,829 | <b>40,471</b> | 38,630 | <b>42,451</b> | 39,584 | <b>43,499</b> | 40,403 | <b>44,399</b> | 41,074 | <b>45,136</b> |
| 8    | 35,939 | <b>39,493</b> | 36,387 | <b>39,985</b> | 37,280 | <b>40,967</b> | 39,116 | <b>42,984</b> | 40,090 | <b>44,055</b> | 40,925 | <b>44,972</b> | 41,610 | <b>45,725</b> |
| 9    | 36,534 | <b>40,147</b> | 37,239 | <b>40,922</b> | 39,366 | <b>43,259</b> | 43,241 | <b>47,517</b> | 45,306 | <b>49,787</b> | 47,454 | <b>52,147</b> | 49,027 | <b>53,876</b> |
| 10   | 37,160 | <b>40,835</b> | 38,383 | <b>42,179</b> | 40,286 | <b>44,270</b> | 44,320 | <b>48,703</b> | 46,580 | <b>51,187</b> | 48,576 | <b>53,380</b> | 50,252 | <b>55,222</b> |
| 11   | 37,800 | <b>41,538</b> | 39,049 | <b>42,911</b> | 40,992 | <b>45,046</b> | 45,111 | <b>49,572</b> | 47,418 | <b>52,107</b> | 49,456 | <b>54,347</b> | 51,167 | <b>56,227</b> |
| 12   | 38,454 | <b>42,257</b> | 39,729 | <b>43,658</b> | 41,713 | <b>45,838</b> | 45,918 | <b>50,459</b> | 48,273 | <b>53,047</b> | 50,354 | <b>55,334</b> | 52,102 | <b>57,255</b> |
| 13   | 39,122 | <b>42,991</b> | 40,424 | <b>44,422</b> | 42,449 | <b>46,647</b> | 46,742 | <b>51,365</b> | 49,148 | <b>54,009</b> | 51,271 | <b>56,341</b> | 53,056 | <b>58,303</b> |
| 14   | 39,804 | <b>43,740</b> | 41,132 | <b>45,200</b> | 43,201 | <b>47,473</b> | 47,585 | <b>52,291</b> | 50,039 | <b>54,988</b> | 52,209 | <b>57,372</b> | 54,030 | <b>59,373</b> |
| 15   | 40,500 | <b>44,505</b> | 41,856 | <b>45,995</b> | 43,967 | <b>48,315</b> | 48,443 | <b>53,234</b> | 50,951 | <b>55,990</b> | 53,164 | <b>58,422</b> | 55,025 | <b>60,467</b> |
| 16   | 41,210 | <b>45,285</b> | 42,595 | <b>46,807</b> | 44,751 | <b>49,177</b> | 49,321 | <b>54,199</b> | 51,880 | <b>57,011</b> | 54,141 | <b>59,495</b> | 56,040 | <b>61,582</b> |
| 17   | 41,935 | <b>46,082</b> | 43,350 | <b>47,637</b> | 45,551 | <b>50,056</b> | 50,217 | <b>55,183</b> | 52,830 | <b>58,055</b> | 55,138 | <b>60,591</b> | 57,077 | <b>62,722</b> |
| 18   | 42,676 | <b>46,896</b> | 44,120 | <b>48,483</b> | 46,368 | <b>50,954</b> | 51,131 | <b>56,188</b> | 53,799 | <b>59,120</b> | 56,156 | <b>61,710</b> | 58,136 | <b>63,885</b> |
| 19   | 43,432 | <b>47,727</b> | 44,907 | <b>49,348</b> | 47,201 | <b>51,869</b> | 52,065 | <b>57,214</b> | 54,790 | <b>60,209</b> | 57,195 | <b>62,851</b> | 59,216 | <b>65,072</b> |
| 20   | 44,205 | <b>48,577</b> | 45,337 | <b>49,821</b> | 47,658 | <b>52,371</b> | 52,577 | <b>57,777</b> | 55,332 | <b>60,804</b> | 57,765 | <b>63,478</b> | 59,809 | <b>65,724</b> |
| 21   |        |               | 46,150 | <b>50,714</b> | 48,519 | <b>53,317</b> | 53,541 | <b>58,836</b> | 56,354 | <b>61,927</b> | 58,839 | <b>64,658</b> | 60,925 | <b>66,950</b> |
| 22   |        |               | 46,980 | <b>51,626</b> | 49,398 | <b>54,283</b> | 54,526 | <b>59,918</b> | 57,397 | <b>63,073</b> | 59,934 | <b>65,861</b> | 62,065 | <b>68,203</b> |
| 23   |        |               | 47,826 | <b>52,556</b> | 50,295 | <b>55,269</b> | 55,530 | <b>61,022</b> | 58,462 | <b>64,244</b> | 61,053 | <b>67,091</b> | 63,227 | <b>69,480</b> |
| 24   |        |               | 48,690 | <b>53,505</b> | 51,211 | <b>56,276</b> | 56,557 | <b>62,150</b> | 59,550 | <b>65,439</b> | 62,195 | <b>68,346</b> | 64,416 | <b>70,787</b> |
| 25   |        |               | 49,572 | <b>54,474</b> | 52,147 | <b>57,304</b> | 57,604 | <b>63,301</b> | 60,661 | <b>66,660</b> | 63,361 | <b>69,627</b> | 65,629 | <b>72,119</b> |
| 26   |        |               |        |               | 53,102 | <b>58,354</b> | 58,209 | <b>63,966</b> | 61,302 | <b>67,365</b> | 64,034 | <b>70,367</b> | 66,329 | <b>72,889</b> |
| 27   |        |               |        |               | 54,078 | <b>59,426</b> | 58,818 | <b>64,635</b> | 61,947 | <b>68,073</b> | 64,712 | <b>71,112</b> | 67,033 | <b>73,662</b> |
| 28   |        |               |        |               | 55,073 | <b>60,520</b> | 59,429 | <b>65,306</b> | 62,595 | <b>68,785</b> | 65,392 | <b>71,859</b> | 67,741 | <b>74,440</b> |
| 29   |        |               |        |               | 56,089 | <b>61,636</b> | 60,043 | <b>65,981</b> | 63,246 | <b>69,501</b> | 66,075 | <b>72,610</b> | 68,451 | <b>75,221</b> |
| 30   |        |               |        |               | 57,127 | <b>62,777</b> | 60,660 | <b>66,659</b> | 63,899 | <b>70,218</b> | 66,760 | <b>73,362</b> | 69,165 | <b>76,005</b> |
| 31   |        |               |        |               |        |               | 61,278 | <b>67,338</b> | 64,554 | <b>70,938</b> | 67,449 | <b>74,119</b> | 69,880 | <b>76,791</b> |
| 32   |        |               |        |               |        |               | 61,899 | <b>68,021</b> | 65,213 | <b>71,662</b> | 68,140 | <b>74,879</b> | 70,599 | <b>77,581</b> |
| 33   |        |               |        |               |        |               | 62,521 | <b>68,704</b> | 65,873 | <b>72,388</b> | 68,833 | <b>75,640</b> | 71,320 | <b>78,373</b> |
| 34   |        |               |        |               |        |               | 63,146 | <b>69,391</b> | 66,536 | <b>73,116</b> | 69,529 | <b>76,405</b> | 72,044 | <b>79,169</b> |
| 35   |        |               |        |               |        |               | 63,772 | <b>70,079</b> | 67,199 | <b>73,845</b> | 70,226 | <b>77,171</b> | 72,768 | <b>79,965</b> |

Year 5 - 2011-2012

| Step | BS     | BS            | BS+15  | BS+15         | BS+30  | BS+30         | MS     | MS            | MS+15  | MS+15         | MS+30  | MS+30         | MS+45  | MS+45         |
|------|--------|---------------|--------|---------------|--------|---------------|--------|---------------|--------|---------------|--------|---------------|--------|---------------|
|      |        | TRS           |        | TRS           |        | TRS           |        | TRS           |        | TRS           |        | TRS           |        | TRS           |
| 1    | 34,460 | <b>37,868</b> | 34,878 | <b>38,327</b> | 35,438 | <b>38,942</b> | 37,152 | <b>40,826</b> | 38,061 | <b>41,825</b> | 38,840 | <b>42,681</b> | 39,479 | <b>43,383</b> |
| 2    | 34,915 | <b>38,368</b> | 35,333 | <b>38,827</b> | 35,893 | <b>39,442</b> | 37,607 | <b>41,326</b> | 38,516 | <b>42,325</b> | 39,295 | <b>43,181</b> | 39,934 | <b>43,883</b> |
| 3    | 35,370 | <b>38,868</b> | 35,788 | <b>39,327</b> | 36,348 | <b>39,942</b> | 38,062 | <b>41,826</b> | 38,971 | <b>42,825</b> | 39,750 | <b>43,681</b> | 40,389 | <b>44,383</b> |
| 4    | 35,825 | <b>39,368</b> | 36,243 | <b>39,827</b> | 36,803 | <b>40,442</b> | 38,517 | <b>42,326</b> | 39,426 | <b>43,325</b> | 40,205 | <b>44,181</b> | 40,844 | <b>44,883</b> |
| 5    | 36,143 | <b>39,718</b> | 36,561 | <b>40,177</b> | 37,121 | <b>40,792</b> | 38,835 | <b>42,676</b> | 39,744 | <b>43,675</b> | 40,523 | <b>44,531</b> | 41,162 | <b>45,233</b> |
| 6    | 36,484 | <b>40,093</b> | 36,902 | <b>40,552</b> | 37,462 | <b>41,167</b> | 39,176 | <b>43,051</b> | 40,085 | <b>44,050</b> | 40,864 | <b>44,906</b> | 41,503 | <b>45,608</b> |
| 7    | 36,902 | <b>40,551</b> | 37,333 | <b>41,025</b> | 38,189 | <b>41,965</b> | 39,953 | <b>43,904</b> | 40,889 | <b>44,932</b> | 41,691 | <b>45,814</b> | 42,349 | <b>46,537</b> |
| 8    | 37,382 | <b>41,079</b> | 37,821 | <b>41,561</b> | 38,695 | <b>42,521</b> | 40,496 | <b>44,501</b> | 41,450 | <b>45,549</b> | 42,269 | <b>46,449</b> | 42,940 | <b>47,186</b> |
| 9    | 37,804 | <b>41,543</b> | 38,252 | <b>42,035</b> | 39,145 | <b>43,017</b> | 40,981 | <b>45,034</b> | 41,955 | <b>46,105</b> | 42,790 | <b>47,022</b> | 43,475 | <b>47,775</b> |
| 10   | 38,399 | <b>42,197</b> | 39,104 | <b>42,972</b> | 41,231 | <b>45,309</b> | 45,106 | <b>49,567</b> | 47,171 | <b>51,837</b> | 49,319 | <b>54,197</b> | 50,892 | <b>55,926</b> |
| 11   | 39,025 | <b>42,885</b> | 40,248 | <b>44,229</b> | 42,151 | <b>46,320</b> | 46,185 | <b>50,753</b> | 48,445 | <b>53,237</b> | 50,441 | <b>55,430</b> | 52,117 | <b>57,272</b> |
| 12   | 39,665 | <b>43,588</b> | 40,914 | <b>44,961</b> | 42,857 | <b>47,096</b> | 46,976 | <b>51,622</b> | 49,283 | <b>54,157</b> | 51,321 | <b>56,397</b> | 53,032 | <b>58,277</b> |
| 13   | 40,319 | <b>44,307</b> | 41,594 | <b>45,708</b> | 43,578 | <b>47,888</b> | 47,783 | <b>52,509</b> | 50,138 | <b>55,097</b> | 52,219 | <b>57,384</b> | 53,967 | <b>59,305</b> |
| 14   | 40,987 | <b>45,041</b> | 42,289 | <b>46,472</b> | 44,314 | <b>48,697</b> | 48,607 | <b>53,415</b> | 51,013 | <b>56,059</b> | 53,136 | <b>58,391</b> | 54,921 | <b>60,353</b> |
| 15   | 41,669 | <b>45,790</b> | 42,997 | <b>47,250</b> | 45,066 | <b>49,523</b> | 49,450 | <b>54,341</b> | 51,904 | <b>57,038</b> | 54,074 | <b>59,422</b> | 55,895 | <b>61,423</b> |
| 16   | 42,365 | <b>46,555</b> | 43,721 | <b>48,045</b> | 45,832 | <b>50,365</b> | 50,308 | <b>55,284</b> | 52,816 | <b>58,040</b> | 55,029 | <b>60,472</b> | 56,890 | <b>62,517</b> |
| 17   | 43,075 | <b>47,335</b> | 44,460 | <b>48,857</b> | 46,616 | <b>51,227</b> | 51,186 | <b>56,249</b> | 53,745 | <b>59,061</b> | 56,006 | <b>61,545</b> | 57,905 | <b>63,632</b> |
| 18   | 43,800 | <b>48,132</b> | 45,215 | <b>49,687</b> | 47,416 | <b>52,106</b> | 52,082 | <b>57,233</b> | 54,695 | <b>60,105</b> | 57,003 | <b>62,641</b> | 58,942 | <b>64,772</b> |
| 19   | 44,541 | <b>48,946</b> | 45,985 | <b>50,533</b> | 48,233 | <b>53,004</b> | 52,996 | <b>58,238</b> | 55,664 | <b>61,170</b> | 58,021 | <b>63,760</b> | 60,001 | <b>65,935</b> |
| 20   | 45,297 | <b>49,777</b> | 46,772 | <b>51,398</b> | 49,066 | <b>53,919</b> | 53,930 | <b>59,264</b> | 56,655 | <b>62,259</b> | 59,060 | <b>64,901</b> | 61,081 | <b>67,122</b> |
| 21   |        |               | 47,202 | <b>51,871</b> | 49,523 | <b>54,421</b> | 54,442 | <b>59,827</b> | 57,197 | <b>62,854</b> | 59,630 | <b>65,528</b> | 61,674 | <b>67,774</b> |
| 22   |        |               | 48,015 | <b>52,764</b> | 50,384 | <b>55,367</b> | 55,406 | <b>60,886</b> | 58,219 | <b>63,977</b> | 60,704 | <b>66,708</b> | 62,790 | <b>69,000</b> |
| 23   |        |               | 48,845 | <b>53,676</b> | 51,263 | <b>56,333</b> | 56,391 | <b>61,968</b> | 59,262 | <b>65,123</b> | 61,799 | <b>67,911</b> | 63,930 | <b>70,253</b> |
| 24   |        |               | 49,691 | <b>54,606</b> | 52,160 | <b>57,319</b> | 57,395 | <b>63,072</b> | 60,327 | <b>66,294</b> | 62,918 | <b>69,141</b> | 65,092 | <b>71,530</b> |
| 25   |        |               | 50,555 | <b>55,555</b> | 53,076 | <b>58,326</b> | 58,422 | <b>64,200</b> | 61,415 | <b>67,489</b> | 64,060 | <b>70,396</b> | 66,281 | <b>72,837</b> |
| 26   |        |               |        |               | 54,012 | <b>59,354</b> | 59,469 | <b>65,351</b> | 62,526 | <b>68,710</b> | 65,226 | <b>71,677</b> | 67,494 | <b>74,169</b> |
| 27   |        |               |        |               | 54,967 | <b>60,404</b> | 60,074 | <b>66,016</b> | 63,167 | <b>69,415</b> | 65,899 | <b>72,417</b> | 68,194 | <b>74,939</b> |
| 28   |        |               |        |               | 55,943 | <b>61,476</b> | 60,683 | <b>66,685</b> | 63,812 | <b>70,123</b> | 66,577 | <b>73,162</b> | 68,898 | <b>75,712</b> |
| 29   |        |               |        |               | 56,938 | <b>62,570</b> | 61,294 | <b>67,356</b> | 64,460 | <b>70,835</b> | 67,257 | <b>73,909</b> | 69,606 | <b>76,490</b> |
| 30   |        |               |        |               | 57,954 | <b>63,686</b> | 61,908 | <b>68,031</b> | 65,111 | <b>71,551</b> | 67,940 | <b>74,660</b> | 70,316 | <b>77,271</b> |
| 31   |        |               |        |               |        |               | 62,525 | <b>68,709</b> | 65,764 | <b>72,268</b> | 68,625 | <b>75,412</b> | 71,030 | <b>78,055</b> |
| 32   |        |               |        |               |        |               | 63,143 | <b>69,388</b> | 66,419 | <b>72,988</b> | 69,314 | <b>76,169</b> | 71,745 | <b>78,841</b> |
| 33   |        |               |        |               |        |               | 63,764 | <b>70,071</b> | 67,078 | <b>73,712</b> | 70,005 | <b>76,929</b> | 72,464 | <b>79,631</b> |
| 34   |        |               |        |               |        |               | 64,386 | <b>70,754</b> | 67,738 | <b>74,438</b> | 70,698 | <b>77,690</b> | 73,185 | <b>80,423</b> |
| 35   |        |               |        |               |        |               | 65,011 | <b>71,441</b> | 68,401 | <b>75,166</b> | 71,394 | <b>78,455</b> | 73,909 | <b>81,219</b> |

APPENDIX B: EXTRA DUTY

| SUPPLEMENTAL DUTY  |                                           | #  | X   | 2007-08 | 2008-09 | 2009-10 | 2010-11 | 2011-12 |
|--------------------|-------------------------------------------|----|-----|---------|---------|---------|---------|---------|
| <b>ELEMENTARY</b>  |                                           |    |     |         |         |         |         |         |
| FINE ARTS          | Band                                      | 1  | 1   | \$1,555 | \$1,618 | \$1,682 | \$1,750 | \$1,820 |
|                    | Orchestra                                 | 1  | 1   | \$1,155 | \$1,201 | \$1,249 | \$1,299 | \$1,351 |
|                    | Chorus (3 Schools)                        | 3  | 1   | \$770   | \$801   | \$833   | \$866   | \$901   |
| ATHLETICS          | Intramurals                               | 1  | 80  | \$27    | \$28    | \$29    | \$30    | \$32    |
| OTHER              | Challenge                                 | 3  | 40  | \$31    | \$33    | \$34    | \$35    | \$37    |
|                    | Bus Duty                                  | 1  | 170 | \$9     | \$9     | \$9     | \$10    | \$10    |
|                    | Lunch Duty                                | 1  | 170 | \$12    | \$12    | \$13    | \$13    | \$14    |
|                    | Science Kit Supervisor                    | 6  | 1   | \$203   | \$211   | \$220   | \$229   | \$238   |
|                    | Intervention Assistance Team<br>[4/bldg.] | 28 | 1   | \$328   | \$341   | \$354   | \$369   | \$383   |
| <b>JUNIOR HIGH</b> |                                           |    |     |         |         |         |         |         |
| ACADEMICS          | Chess                                     | 1  | 1   | \$685   | \$712   | \$741   | \$770   | \$801   |
|                    | Early-Bird Mentoring                      | 5  | 1   | \$1,323 | \$1,376 | \$1,431 | \$1,488 | \$1,547 |
|                    | Math Counts                               | 1  | 1   | \$1,525 | \$1,586 | \$1,650 | \$1,715 | \$1,784 |
|                    | Newspaper [per issue]                     | 1  | 8   | \$146   | \$152   | \$158   | \$164   | \$171   |
|                    | Odyssey of the Mind                       | 1  | 1   | \$1,048 | \$1,090 | \$1,134 | \$1,179 | \$1,226 |
|                    | Scholastic Bowl                           | 1  | 1   | \$2,437 | \$2,534 | \$2,636 | \$2,741 | \$2,851 |
|                    | Speech                                    | 1  | 1   | \$1,382 | \$1,438 | \$1,495 | \$1,555 | \$1,617 |
|                    | Student Council                           | 2  | 1   | \$2,502 | \$2,602 | \$2,706 | \$2,814 | \$2,927 |
|                    | Yearbook                                  | 1  | 1   | \$1,136 | \$1,181 | \$1,228 | \$1,277 | \$1,329 |
| FINE ARTS          | Band                                      | 1  | 1   | \$2,161 | \$2,247 | \$2,337 | \$2,431 | \$2,528 |
|                    | Chorus                                    | 1  | 1   | \$2,121 | \$2,206 | \$2,294 | \$2,386 | \$2,481 |
|                    | Orchestra                                 | 1  | 1   | \$1,771 | \$1,841 | \$1,915 | \$1,992 | \$2,071 |
|                    | Play/Drama                                | 2  | 1   | \$1,692 | \$1,759 | \$1,830 | \$1,903 | \$1,979 |
| ATHLETICS          | Cheerleading                              | 1  | 1   | \$1,899 | \$1,975 | \$2,054 | \$2,136 | \$2,222 |
|                    | Pom-Pons                                  | 1  | 1   | \$1,468 | \$1,526 | \$1,587 | \$1,651 | \$1,717 |
|                    | Baseball, Head Coach                      | 1  | 1   | \$2,191 | \$2,279 | \$2,370 | \$2,465 | \$2,564 |
|                    | Baseball, Assistant                       | 1  | 1   | \$1,583 | \$1,647 | \$1,713 | \$1,781 | \$1,852 |
|                    | Basketball, Boys' Head Coach 8            | 1  | 1   | \$2,636 | \$2,741 | \$2,851 | \$2,965 | \$3,084 |
|                    | Basketball, Boys' Head Coach 7            | 1  | 1   | \$2,636 | \$2,741 | \$2,851 | \$2,965 | \$3,084 |
|                    | Basketball, Boys' Head Coach 6            | 1  | 1   | \$1,360 | \$1,414 | \$1,471 | \$1,529 | \$1,591 |
|                    | Basketball, Girls' Head Coach 8           | 1  | 1   | \$2,636 | \$2,741 | \$2,851 | \$2,965 | \$3,084 |
|                    | Basketball, Girls' Head Coach 7           | 1  | 1   | \$2,636 | \$2,741 | \$2,851 | \$2,965 | \$3,084 |
|                    | Basketball, Girls' Head Coach 6           | 1  | 1   | \$1,360 | \$1,414 | \$1,471 | \$1,529 | \$1,591 |
|                    | Cross-Country, Boys' Head                 | 1  | 1   | \$2,191 | \$2,279 | \$2,370 | \$2,465 | \$2,564 |
|                    | Cross-Country, Girls' Head                | 1  | 1   | \$2,191 | \$2,279 | \$2,370 | \$2,465 | \$2,564 |
|                    | Softball, Head Coach                      | 1  | 1   | \$2,191 | \$2,279 | \$2,370 | \$2,465 | \$2,564 |
|                    | Softball, Assistant                       | 1  | 1   | \$1,583 | \$1,647 | \$1,713 | \$1,781 | \$1,852 |
|                    | Track, Head Coach                         | 2  | 1   | \$2,191 | \$2,279 | \$2,370 | \$2,465 | \$2,564 |
|                    | Track, Assistant                          | 2  | 1   | \$1,583 | \$1,647 | \$1,713 | \$1,781 | \$1,852 |
|                    | Volleyball, Head Coach                    | 1  | 1   | \$2,635 | \$2,740 | \$2,850 | \$2,964 | \$3,082 |
|                    | Volleyball, Assistant                     | 1  | 1   | \$1,555 | \$1,618 | \$1,682 | \$1,750 | \$1,820 |
|                    | Wrestling, Head Coach                     | 1  | 1   | \$2,799 | \$2,911 | \$3,028 | \$3,149 | \$3,275 |
|                    | Wrestling, Assistant                      | 1  | 1   | \$2,202 | \$2,290 | \$2,382 | \$2,477 | \$2,576 |

|              |                                     |                                     |     |      |         |         |         |         |         |
|--------------|-------------------------------------|-------------------------------------|-----|------|---------|---------|---------|---------|---------|
|              | Intramurals [per event]             | 1                                   | 40  | \$27 | \$28    | \$29    | \$30    | \$32    | \$33    |
|              | Pep Club/Suprvsn                    | 1                                   | 10  | \$28 | \$29    | \$30    | \$32    | \$32    | \$33    |
|              | Scorer/Timer [per event]            | 1                                   | 10  | \$28 | \$29    | \$30    | \$32    | \$32    | \$33    |
|              | Ticket Taker [per event]            | 1                                   | 10  | \$28 | \$29    | \$30    | \$32    | \$32    | \$33    |
| OTHER        | Bus Duty [per prsn/per day]         | 3                                   | 170 | \$9  | \$9     | \$9     | \$10    | \$10    | \$10    |
|              | Lunch Duty[per prsn/per day]        | 6                                   | 170 | \$12 | \$12    | \$13    | \$13    | \$13    | \$14    |
|              | Detention Hall Supervisor [per day] | 2                                   | 70  | \$27 | \$28    | \$29    | \$30    | \$30    | \$32    |
|              | Friday School [per day]             | 1                                   | 1   | \$75 | \$78    | \$81    | \$84    | \$84    | \$88    |
| DISTRICT     |                                     |                                     |     |      |         |         |         |         |         |
| SUBJECT AREA | COORDINATOR                         | Physical Education, JHigh/AD        | 1   | 1    | \$5,084 | \$5,287 | \$5,498 | \$5,718 | \$5,947 |
|              |                                     | Physical Education, Elementary      | 1   | 1    | \$699   | \$727   | \$756   | \$786   | \$817   |
|              |                                     | Mathematics & Science               | 1   | 1    | \$699   | \$727   | \$756   | \$786   | \$817   |
|              |                                     | Technology & Fine Arts              | 1   | 1    | \$699   | \$727   | \$756   | \$786   | \$817   |
|              |                                     | Language Arts: English & Reading    | 1   | 1    | \$699   | \$727   | \$756   | \$786   | \$817   |
|              |                                     | Social Studies: Geography & History | 1   | 1    | \$699   | \$727   | \$756   | \$786   | \$817   |
| OTHER        |                                     | Young Authors (2 for CJHS)          | 8   | 1    | \$349   | \$363   | \$378   | \$393   | \$409   |
|              |                                     | Young Authors' Coordinator          | 1   | 1    | \$672   | \$699   | \$726   | \$756   | \$786   |
|              |                                     | Tech Fair (2 for CJHS)              | 8   | 1    | \$349   | \$363   | \$378   | \$393   | \$409   |
|              |                                     | Tech Fair Coordinator               | 1   | 1    | \$672   | \$699   | \$726   | \$756   | \$786   |
|              |                                     | Science Fair (2 for CJHS)           | 8   | 1    | \$349   | \$363   | \$378   | \$393   | \$409   |
|              |                                     | Science Fair Coordinator            | 1   | 1    | \$672   | \$699   | \$726   | \$756   | \$786   |
|              |                                     | Recertification Members             | 6   | 1    | \$581   | \$604   | \$628   | \$653   | \$679   |
|              |                                     | Webmasters                          | 10  | 1    | \$581   | \$604   | \$628   | \$653   | \$679   |
|              |                                     | Service Learning Supervisor         | 1   | 80   | \$27    | \$28    | \$29    | \$30    | \$32    |
|              |                                     | Summer School (hourly minimum)      | 8   | 30   | \$24    | \$25    | \$26    | \$27    | \$28    |
|              |                                     | Tutor (hourly)                      | 1   | 80   | \$27    | \$28    | \$29    | \$30    | \$32    |
|              |                                     | Substitute (hourly)                 | 1   | 80   | \$27    | \$28    | \$29    | \$30    | \$32    |
|              |                                     | GradeQuick Committee                | 7   | 1    | \$433   | \$450   | \$468   | \$487   | \$506   |

#### B.01 SENIORITY BONUS

All sponsors or coaches in an activity or sport will receive an additional \$200 annually after ten (10) consecutive years of service in the same activity and \$250 annually after twenty (20) consecutive years of service in the same activity.

#### B.02 ADDITIONAL PAY

No employee governed by this Contract shall receive extra pay except as stated herein without notifying the Association President.

#### B.03 RESPONSIBILITY

The first chain-of-command step in coaching situations shall be both the Athletic Director and the Assistant Principal.

#### B.04 EXTRA DUTY FROM GRANTS

Temporary extra duty generated from grant monies shall be at the

discretion of the Superintendent upon notification to the Association.

B.05 CELL ADJUSTMENT

With Association and Board mutual agreement, the job description of any position in this appendix may be altered with corresponding monetary adjustment.

B.06 MISCELLANEOUS

Extra duty positions shall be posted annually. The Board need not fill all extra duty positions during an entire school year. All positions filled shall be paid at the designated amount.

**APPENDIX C: MINIMUM INSURANCE BENEFITS**

| AREA          |                                                   |                                                                             | PPO                  | Non-PPO            |
|---------------|---------------------------------------------------|-----------------------------------------------------------------------------|----------------------|--------------------|
| HEALTH        | BASIC                                             | Lifetime Max Medical                                                        | \$2,500,000          |                    |
|               |                                                   | Lifetime Max Psychiatric                                                    | \$10,000             |                    |
|               |                                                   | Deductible, Teacher                                                         | \$100                | \$200              |
|               |                                                   | Deductible, Family                                                          | \$300                | \$600              |
|               | OUT-OF-POCKET                                     | Medical, Single                                                             | \$350                | \$600              |
|               |                                                   | Medical, Family                                                             | \$700                | \$1,200            |
|               | PHYSICIAN CHARGES                                 | Office Visit                                                                | 100% w/\$15 Co-Pay   | 80%                |
|               |                                                   | Routine Care                                                                | 100% w/\$15 Co-Pay   | 0                  |
|               | CHIROPRACTIC                                      |                                                                             | 100% (\$250 max)     | 100% (\$250 max)   |
|               | LAB & X-RAY                                       |                                                                             | 90% (no deductible)  | 80%                |
|               | HOSPITAL CHARGES                                  | In-Patient                                                                  | 100% (no deductible) | 80%                |
|               |                                                   | Out-Patient                                                                 | 90% (no deductible)  | 80%                |
|               |                                                   | Emergency Room                                                              | 100% W/\$25 Co-Pay   | 80%                |
|               | MATERNITY                                         |                                                                             | Same As Teacher      | Same As Teacher    |
|               | NEWBORN                                           |                                                                             | Same As Family       | Same As Family     |
|               | LONG-TERM CARE                                    | Convalescent                                                                | 100% (30 day max)    | 80% (30 day max)   |
|               |                                                   | Home Health                                                                 | 90% (20 visit max)   | 80% (20 visit max) |
|               |                                                   | Hospice, In-Patient                                                         | 100% (no deductible) | 80%                |
|               |                                                   | Hospice, Out-Patient                                                        | 90% (no deductible)  | 80%                |
|               | PSYCHIATRIC                                       | In-Patient                                                                  | 100% (no deductible) | 80%                |
| Out-Patient   |                                                   | 50% (no deductible)                                                         | 50% (30 day max)     |                    |
| PRESCRIPTIONS |                                                   | 100% w/\$10 Generic-no available generic/\$20 when generic available Co-Pay |                      |                    |
| DENTAL*       | SEMI-ANNUAL                                       | Routine & Diagnostic                                                        | 100% (no deductible) | 100%               |
|               |                                                   | Preventative                                                                | 100% (no deductible) | 100%               |
|               | EMERGENCY                                         |                                                                             | 100% (no deductible) | 100%               |
|               | RESTORATIVE                                       |                                                                             | 85%                  | 85%                |
|               | NON-SURGICAL PERIODONTIC & ORAL SURGERY           |                                                                             | 85%                  | 85%                |
|               | SURGICAL PERIODONTICS, CROWN, JACKET, & INLAY     |                                                                             | 50%                  | 50%                |
|               | PROSTHETIC                                        |                                                                             | 50%                  | 50%                |
|               | ORTHODONTIC                                       |                                                                             | 50% (\$1,000 max)    | 50% (\$1,000 max)  |
| VISION        | EXAM, LENSES & FRAMES, (includes Lasik procedure) |                                                                             | 100% (\$175 max)     |                    |

\*\$1,600 max per year per person covered based on "usual and customary fees" (excluding orthodontic). Annual Deductible is as follows: \$50/person and \$100/family.

**APPENDIX D: EVALUATION**

*(The evaluation as developed by the Evaluation Committee can be found in the District Shared Folder.)*

**APPENDIX E: NEGOTIATIONS PROCEDURE**

**E.01 SCOPE OF NEGOTIATIONS**

Those matters which are negotiable are:

- % grievance procedures,
- % Teacher and Association rights,
- % calendar, hours, and work load
- % in-service training,
- % leaves,
- % evaluations,
- % Teacher protection, discipline, and/or dismissal,
- % promotions and transfers,
- % compensation and related provisions (including retirement),
- % curriculum and instruction,
- % student teaching,
- % special education,
- % summer school, and
- % other working conditions.

**E.02 ELIGIBILITY TO VOTE**

All Teachers in the District shall be allowed to vote on the adoption or rejection of a Contract.

**E.03 SUBMISSION OF ISSUES**

Issues proposed for negotiations shall be exchanged in written proposed Contract language between the Association President or his/her designee and the District Superintendent or his/her designee on or before April 1 of the year of Contract anniversary concerning matters open for negotiations at that time. No additional issues for negotiations may be proposed after said date unless with the mutual agreement of both parties.

The first meeting shall be held on or before April 15 of the year of the Contract anniversary at a time, date, and place agreed upon by both parties.

An agenda of business shall be developed in agreement with both

parties. This agenda may be modified at any time with agreement from both parties.

#### E.04 TEAM MEMBERSHIP

Either party to negotiations may have a maximum of five (5) members, three (3) of which must be permanent throughout the negotiations process barring severe illness or other profoundly serious event. Either party may employ a professional negotiator provided that sufficient notice is given to the other team. The selection and function of each party's spokesperson, the number and guidelines for observers, and the composition and issuance of news releases shall be decided mutually prior to the commencement of negotiations.

Nothing herein shall prohibit either team, or factions thereof, from meeting together in any agreeable manner in order to communicate, discuss, and attempt resolution of Contract items.

#### E.05 CAUCUS

A recess of formal discussion may be requested by either party at any time. Such recess shall not normally exceed fifteen (15) minutes in length unless agreed upon by both parties.

#### E.06 TENTATIVE AGREEMENT

All proposed items on the agenda may receive tentative approval when mutually agreed upon by both parties. Any proposal (entire document, article or appendix, or parts thereof) shall be eligible for tentative agreement provided said proposal is in written form. A tentatively agreed upon item may be removed from such status by mutual agreement at any time for the following reasons only:

- % to alter terminology (clarify),
- % to exchange for other agenda entries (trade), or
- % to remove from agenda entries (drop).

#### E.07 TABLED PROPOSALS

By mutual agreement, any agenda item shall be eligible to become a tabled item. When tabled, an item must be placed on the agenda in a mutually agreed upon order for future consideration.

#### E.08 MEETINGS AND INTENT

During the course of negotiations, both parties shall meet with the purpose of effecting a free exchange of facts, opinions, proposals, counter-proposals; and with the purpose of reaching a tentative agreement which shall be placed before the membership of the Board and the Association (including fair share members) for ratification by both parties. This effort shall represent a sincere effort to reach mutual understanding and agreement on all matters submitted for negotiations.

All parties are obliged to deal openly and fairly with each other on all matters and to endeavor sincerely to reach an agreement on those items being negotiated and to conduct negotiations in good faith. Nothing herein shall compel either party to agree to a proposal or require the making of any concession.

No meetings shall be conducted during the regular school day unless release time is provided by the District to do so.

#### E.09 EXCHANGE OF INFORMATION

The District Superintendent and the Association President shall make all information available to each other, upon reasonable request, that is pertinent to the issues under negotiation.

APPENDIX F: LETTERS OF UNDERSTANDING

RATIFICATION

The foregoing is agreed this 17th day of August, 2007.

Bill McGehee

(Bill McGehee, Board President)

Terri Woodward

(Terri Woodward, President)

Tony Ingold

(Tony Ingold, Superintendent)

Derek Schulze

(Derek Schulze, Vice-President)

FOR THE BOARD:

Kenneth Tompkins

Kurt Neely

Steve Flinn

Connie Ennis

Sara Sparkman

Lynn Wright

FOR THE ASSOCIATION:

Carla Tofanelli

Jane Bach-Brummitt

Nick D'Alfonso

Pam Olivito

Patrick Arity

Debbie Hanson

Jacque Kelson

Bonnie Stiles



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