

BOARD MEMO – ACTION ITEM



PUTNAM COUNTY COMMUNITY UNIT SCHOOL DISTRICT #535

*Providing Foundations Together,
Cultivating Individual Growth*

To: Board of Education

From: Cody Martzluf, Superintendent

Date: Tuesday, September 22, 2026

RE: MOU

Recommendation: Approval of Memorandum of Understanding with the Putnam County Education Association Union, IEA-NEA Local 1613, regarding language for new hire bonuses.

Background:

- The old CBA had a memorandum of understanding (MOU) for educational support personnel who were subsequently hired as teachers to be eligible to receive the new hire bonus.
- The language from this MOU was inadvertently left out of the 2026-2029 CBA.
- After consulting with the union, we agree that this language should have been included in the 2026-2029 CBA.
- To accomplish this, I drafted a Memorandum of Understanding (MOU) that would include the following language in addition to the exiting language for new hire bonuses.

“In the event that (i) an employee was previously employed by the Board as an ESP and has since been extended an offer of employment by the District as a Teacher or (ii) an employee was hired by the Board as a Teacher based on conditional approval from the Regional office of Education, the Teacher shall be eligible for a hiring bonus upon providing the Board proof that the Teacher has attained a Professional Educator’s License with the Illinois State Board of Education and all necessary endorsements for the Teaching position for which the Teacher was hired. For purposes of the hiring bonus, the effective date of hire for such Teachers shall be the date on which the employee provides the Board such proof.”

- The union has approved the MOU and now we just need the board to approve it.
- The MOU is good through June 30, 2029, which coincides with the CBA renewal.

Memorandum of Understanding

Between

The Board of Education of Putnam County Community Unit School District 535
and

The Putnam County Education Association Union, IEA-NEA Local 1613

The Board of Education of Putnam County Community Unit School District 535 ("Board") and the Putnam County Education Association Union, IEA-NEA Local 1613 ("Union") enter into this Memorandum of Understanding ("MOU").

The parties agree to the following facts:

- The parties recently negotiated the 2026-2029 Collective Bargaining Agreement ("CBA").
- The District and the PCEA established an MOU in June 2024 with language pertaining to the new hire bonus.
- The MOU expired with the 2023-2026 and was inadvertently left out of the 2026-2029 contract.
- Nothing in this MOU alters the terms and conditions agreed to by the parties, except as explicitly stated within this document.
- This Memorandum of Understanding is non-precedential and shall not be used in consideration of future agreements.

Therefore, the parties agree to the following conditions:

- For the duration of the 2026–2029 CBA, the following language shall be utilized in addition to the existing language for new hire bonuses:

"In the event that (i) an employee was previously employed by the Board as an ESP and has since been extended an offer of employment by the District as a Teacher or (ii) an employee was hired by the Board as a Teacher based on conditional approval from the Regional office of Education, the Teacher shall be eligible for a hiring bonus upon providing the Board proof that the Teacher has attained a Professional Educator's License with the Illinois State Board of Education and all necessary endorsements for the Teaching position for which the Teacher was hired. For purposes of the hiring bonus, the effective date of hire for such Teachers shall be the date on which the employee provides the Board such proof."

This Memorandum of Understanding shall be effective immediately upon execution by the authorized representatives as set forth below. This Memorandum of Understanding shall expire on June 30, 2029 unless both parties agree to extend this Memorandum of Understanding, in writing, prior to that date. If either party declines to renew this MOU, then the parties will agree to bargain the impact of that decision.

In Witness Whereof, the parties hereto have executed this Memorandum of Understanding by signature of all parties below.

Dated: _____, 2026

Dated: _____, 2026

Putnam County Community Unit School District #535
Board of Education

Putnam County Education Association Union
IEA-NEA Local 1613

President, Board of Education

Co-President, Putnam County Education
Association Union

Co-President, Putnam County Education
Association Union