

Agreement Between

The Board of Education School District #16

and

The New Berlin Education Association

2024-2027

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Article I – Recognition

- 1.1. The Board of Education of School District #16, Sangamon County, New Berlin, Illinois, hereinafter referred to as the "Board" hereby recognizes the New Berlin Education Association - IEA/NEA, hereinafter referred to as the "Association", as the exclusive and sole negotiation agent for all regularly employed full-time certificated teaching personnel, including the certificated nurse, certificated librarian, certificated social worker, and Director of Students Services and/or certificated guidance counselor. The Superintendent, Assistant Superintendents, Principals, Assistant Principals, and other administrative or supervisory personnel having the authority to hire, transfer, assign, promote, discharge, discipline, or evaluate other teachers or effectively recommend the same shall be excluded from the bargaining unit.
- 1.2. Part-time teachers employed 50% or more time shall be included in the bargaining unit, but their benefits shall be pro-rated consistent with their fractional employment status where third party carriers permit.
- 1.3. The Board agrees not to negotiate with any other teacher organization, individual employee, or group of employees, other than the Association for the duration of this Agreement with regard to items specifically contained in this Agreement.

Article II- Rights and Responsibilities

- 2.1 Teachers, as defined in Article I, shall have the right to organize, join, or not to join the Association and to participate in professional negotiations with the Board or its designee through representatives of their own choosing.
- 2.2 A copy of the agenda for all regular and special Board of Education meetings shall be emailed to all employees who are included in this Agreement under Article 1.1 at the same time the Board receives their copy.
- 2.3 A copy of the minutes of Board of Education meetings shall be provided to all employees who are included in this Agreement under Article 1.1 within five working days following the meeting at which they are officially approved.
- 2.4 The Board shall provide the Association with readily available public information upon one (1) week written request to the Superintendent, provided that the Board/Administration shall not be required to do any research and/or assembly to provide such information. In such instances, that additional research or assembly time is mutually set by the Superintendent and Local President.
- 2.5 The local Association shall have the right, upon the advanced notice to the Superintendent, to use school buildings for meetings at a time when school is not in session, provided that such meetings do not interfere with instructional and/or extracurricular programs. All meeting areas shall be approved by the Activities Director. The Association will be given 30 minutes to conduct Association business on all full day Teacher Inservice Days each year.

Whenever special custodial service is required, the Board may make a reasonable charge for this service.
- 2.6 The Association may use faculty mailboxes or email for announcements on behalf of its members. The District copy machines and printers will be made available to the Association for the purpose of printing Association documents. The Superintendent shall receive a copy of all communications placed in faculty mailboxes upon request.
- 2.7 The Association shall have the right to post notices of Association social and business activities on administrator designated bulletin boards.
- 2.8 Upon one (1) week advance written notice to the Superintendent, the Board of Education shall furnish to the Association, one (1) copy of the annual audit, annual budget, and bimonthly financial reports.
- 2.9 The Board shall place online a copy of the Board Policy Manual.
- 2.10 Dues Deduction

- A. Any member of the bargaining unit who is a member or who has applied for membership in the Association may sign and deliver to the Superintendent an authorization for continual dues deduction, the amount of which shall be annually certified by the Association no later than September 15. The appropriate authorization forms will be provided by the Association. A continual authorization shall remain in effect unless the employee revokes said authorization in writing to the President of the Association. Should an employee leave the District the dues will cease. Should an employee drop his/her membership, the dues will cease upon the NBEA President or IEA-NEA receiving written notice from the member. The Association President must notify the CFO within 2 business days if a member gives notice to stop dues deduction. Should the final paycheck not contain sufficient funds, the Board shall deduct only the amount available. With the dues deduction authorization, the Board shall deduct such dues from the regular salary check of the bargaining unit member in equal installments over an eight month basis beginning in October and ending in May of each year. The Board shall remit deducted dues to the Association within 7 business days of the payday.
- B. 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 compliance with this Article.

2.11 Wage Statement

At the end of each school year, the District will provide each Member with a verification of their number of years in the District and degree with any additional hours earned to date. Members must provide transcripts of any summer courses taken to the CSBO or his or her designee no later than October 1st in order for the credit to be considered for that school year. The District will provide each employee with an annual wage statement by the fifth (5th) day of teacher attendance in Skyward that will require the Member to acknowledge its accuracy electronically. Members must alert the CSBO or his or her designee of any inaccuracies no later than five (5) days after the annual wage statement becomes available to the Member. In the event that a member receives credits that would advance them on the salary schedule between the initial wage statement and October 1st, then an updated wage statement will be created by the district within ten (10) days of receiving official transcripts. The member will have five (5) days to alert the CSBO or his or her designee of any inaccuracies.

Article III- Negotiations Procedures

- 3.1 Good faith, for the purpose of this Agreement, is defined as the willingness of both parties to meet, discuss the issues, and make proposals and counterproposals in an effort to reach an agreement. It does not imply acquiescence or concession to either party's demands either in whole or in part. Each party shall select its own representatives not to exceed eight (8) in number at any given session.
- 3.2 Both parties agree that it is their mutual responsibility to confer upon their respective representatives the necessary power and authority to make proposals, consider proposals, make counterproposals, and to seek tentative agreements. All tentative agreements shall be reduced to writing and initialed by the spokesperson of the respective teams at the time the tentative agreement is reached, and upon tentative agreement of all negotiated items the entire contract shall be submitted to the Association for ratification and subsequently to the Board for adoption.
- 3.3 Negotiations shall begin no sooner than February 15 and no later than April 1 of the year the contract terminates by demand of the Association. All items proposed for negotiations shall be presented in writing by the Association at the first session and thereafter shall not be expanded. The Board of Education will present in writing its counterproposal within thirty (30) days of the date they received the teachers' proposed contract package.
- 3.4 Bargaining sessions shall be closed meetings. Dates of meetings shall be determined by mutual agreement. Meetings shall generally last two (2) hours, except that either party may adjourn a meeting earlier if no progress is being made toward settlement. The parties may mutually agree to extend a meeting. The date and location of the next negotiating session shall be mutually agreed upon by both parties by the close of each negotiation session.
- 3.5 If a tentative agreement has not been reached by the Parties on all outstanding issues 45 days before the first day of the next school year, either Party may in writing declare to the other Party that the services of a federal mediator through the Federal Mediation and Conciliation Service is needed. Regardless of which Party requests mediation the other Party shall cooperate in good faith to secure the services of a mediator. If a federal mediator is not available, then the Parties shall jointly request the Illinois Educational Labor Relations Board to provide a mediator.
- 3.6 It is expressly understood and agreed that all functions, rights, powers, and 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.

Article IV – Grievance Procedures

4.1 Definitions

- A. Any claim by a teacher or by the Association that there has been an alleged violation, misinterpretation, or misapplication of the terms of this Agreement shall be a grievance.
- B. All time limits shall consist of school days, except when a grievance is submitted fewer than ten (10) days before the close of the current school term or during the summer time when time limits shall consist of all weekdays, i.e. Monday through Friday excluding holidays.
- C. No tenured teacher of the District shall be disciplined without just cause. Discipline includes but is not limited to warnings, reprimands, and suspensions. At the time such action is taken, written notice of specific grounds forming the basis for the disciplinary action will be delivered to the Employee. Performance evaluations are not considered discipline.

4.2 Procedures

The parties hereto acknowledge that it is usually most desirable for a teacher and his or her immediately involved supervisor to resolve problems through free and informal communications. An attempt shall be made by the grievant to resolve any grievance by means of an informal meeting between the grievant and his or her immediately involved supervisor. If, however, the informal process fails to satisfy the grievant, a grievance may be processed as follows:

Step A: If the grievance is not resolved informally, then the grievant shall present the grievance in writing to the immediately involved supervisor. The grievance shall specify the article and clause alleged to have been violated and shall state the remedy sought. The grievance shall be initiated at this step within thirty (30) days from the point the grievant becomes aware of the alleged violation, or should have become aware, whichever is later. The immediately involved supervisor shall arrange for a meeting to take place with the grievant within ten (10) days after the receipt of the grievance. The immediately involved supervisor shall provide a written answer, which includes the reason for his/her decision to the grievant within ten (10) days after the scheduled meeting.

Step B: If the grievance is not resolved at Step (A), the aggrieved may refer the grievance to the Superintendent or their official designee within ten (10) days after the receipt of the Step (A) response. The Superintendent or his official designee shall arrange for a meeting to take place within ten (10) days of his receipt of the appeal. Within ten (10) days after the meeting the grievant shall be provided with the Superintendents written response, which includes the reason for his/her decision.

Step C: If the Association is not satisfied with the disposition of the grievance at Step (B) or the time limits expire without a response from the Superintendent, the Association may submit the grievance to the American Arbitration Association for a binding resolution under the Voluntary Labor Arbitration Rules of the American Arbitration Association. If a request for a hearing is not filed within thirty (30) days of the date of the Step (B) answer, then the grievance shall be deemed withdrawn.

1. Neither the Board of Education nor the Association shall be permitted to assert any grounds or evidence before the arbitrator, which has not previously been disclosed to the other party.
2. The arbitrator, in his opinion, shall not amend, modify, nullify, ignore, or add to the provisions of this Agreement. His authority shall be strictly limited to deciding only the issue presented to him in writing by the School District and the Association, and his decision must be based only upon his interpretation of the meaning or application of the express relevant language of the Agreement
3. Each party shall bear the full costs for its representation in the grievance procedure.
4. Each party shall share equally the cost of the arbitrator and the associated filing fees. If either party requests a transcript of the proceedings, that party shall bear full costs for that transcript. If both parties order a transcript, the costs of the two transcripts shall be divided equally between the Board and the Association.
5. If the Association or any employee files a complaint or suit in a court of competent jurisdiction, the school district shall not be required to process the claim or set of facts through the grievance procedure.

4.3 Class Grievance

Class grievance involving more than one teacher or a supervisor above the building level shall be initially filed by the Association at Step (B).

4.4 Grievance Withdrawal

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

4.5 Time Bar

Failure of the grievant or the Association to act on any grievance within the prescribed time limits will bar any further appeal. Failure of the administration to act on the grievance within the prescribed time limits will allow the grievant to appeal to the next step.

4.6 By-Pass to Superintendent

If the Association and the Superintendent agree, Step (A) of the formal grievance procedure may be by-passed and the grievance brought directly to Step (B) or Step (C).

4.7 No Reprisals Clause

No reprisals shall be taken by the Board or the administration against any employee because of the employee's participation in a grievance.

4.8 Filing of Materials

All records related to a grievance shall be filed separately from the personnel files of the employee.

Article V- Leaves of Absences

5.1 Sick Leave

- A. Each member shall be granted ten (10) days sick leave per year to be used for personal illness, quarantine at home, or serious illness or death in the immediate family (as defined in 24.6 of the ILLINOIS SCHOOL CODE). If the teacher does not use the full amount of annual leave allowed, the unused sick days shall accumulate unlimited for the life of the contract, not to exceed 360 days. Sick leave can be taken in quarter, half, or whole days. Quarter days for purposes of this Article shall mean either an increment of two (2) periods for members of the Junior High or High School, or for a continuous period of 90 minutes for members of the Elementary School. The following scale will increase available sick leave days as follows:

After 5 years of service	12 days
After 10 years of service	14 days
After 15 years of service	16 days
After 20 years of service	18 days
After 25 years of service	20 days

A record of each teacher's sick leave days will be kept for each year of his/her employment with the district. Said record will indicate the number of annual sick leave days available and the number of days used during that school year.

- B. Those members with extended contracts will be granted one (1) additional sick day for every ten (10) additional days they are contracted to work (i.e., 190-day employee will be granted one (1) extra sick day, and a 200-day employee will be granted two (2) extra sick days).
- C. Building principals will work with members in approving staff members 30 minutes after contractual start time and 30 minutes before contractual end time for appointments without taking time off, if coverage permits without additional cost to the District.
- D. In the event of a physical injury to an employee (while acting within the scope of their employment) inflicted by a student, the employee will not be required to use sick leave to seek medical attention upon approval of the Superintendent.

5.2 Sick Leave Bank

The Board and the NBEA agree that a sick leave bank shall be maintained. The intent of the bank is to provide additional financial protection to those employees who incur a period of catastrophic illness or severe illness or injury, prolonged illness, serious injury, or hospitalization, as verified in writing by a physician. It remains the intent of both parties to strive to retain good attendance in the district. It is not the purpose of the bank to provide

additional days to employees who have exhausted their accumulated sick leave and are applying for days off because of a non-catastrophic illness. Any member who is absent for illness or injury due to a work-related accident (which is compensational under the Illinois Workers' Compensation Act) will not avail himself/herself to any benefits of the bank.

- A. Any employee covered under the terms of this contract shall be eligible to participate in this VOLUNTARY Sick Leave Bank for the purpose of extended sick leave benefits for themselves. Only those employees who donate the required days to the bank each year by the date below shall be eligible to apply to draw from the bank.
- B. Participants in the voluntary sick leave bank shall submit a Sick Bank Membership Application no later than September 15 to the district office each year. If a new employee is hired during the school year he/she may take part in the Sick Leave Bank by submitting the Sick Bank Membership Application no later than two (2) weeks from the first day of employment to decide if he/she wishes to participate in the Sick Leave Bank. A copy of the Sick Bank Membership Application is attached as Appendix D.
- C. Each employee electing to participate in the bank shall contribute one (1) sick day to the sick bank each year until the sick leave bank reaches the maximum capacity of 200 days.
- D. A full-time employee with a minimum of six months' service and who has exhausted all available benefit time is eligible to request sick leave time from the bank.
- E. A participant may elect to withdraw from and stop participation in the Bank at any time, and upon withdrawal shall not again be eligible for participation in or use of the bank. They will forfeit any claim to their contributed days and benefits of membership.
- F. No member can use sick leave bank days and also collect "Temporary Nonoccupational Disability Benefits" from TRS.
- G. The sick bank shall carry over unused days from year to year. When the sick bank has exceeded 200 days because of new membership, days will be given back to the employees according to the most number of days given and then to participants based on seniority.
- H. All accrued personal and sick days shall be used as well as five (5) dock days before eligibility to draw from the sick bank.
- I. No members shall be allowed to draw more than 30 days during one school year and no more than 60 days during his or her employment in the New Berlin CUSD #16.
- J. Prior approval is required from the Sick Leave Bank Review Committee to allow an employee to use up to 30 workdays from the Sick Leave Bank per school year.

- K. A committee consisting of one member covered under this bargaining agreement from each building selected by the Association and two (2) administration members chosen by the Superintendent in addition to the Superintendent will govern the use of the sick leave bank. The members who serve on this committee must be voluntary members of the sick bank.
- L. The voluntary sick leave bank shall not be subject to the grievance procedure contained in this Agreement.

5.3 Personal Leave

Three (3) personal leave days per year shall be granted for personal leave subject to the following requirements:

- A. Requests for personal leave shall be made to the appropriate Principal forty-eight (48) hours in advance of the day for which the leave is requested. Personal leave can be taken in half days or whole days.
- B. No personal leave will be granted for an absence occurring the day before or after the following holidays: Thanksgiving, Christmas, Easter, Spring Break; or during the first 5 days or last 5 days of a school year (except for the transportation of dependent children for post-secondary education, including military and trade school, or as otherwise approved by the administration); or a day on which semester tests are scheduled.
- C. No more than a maximum of four (4) teachers at the elementary, two (2) at the junior high, and three (3) at the high school, not to exceed six (6) teachers district-wide, may be granted personal leave on the same day. In case of an emergency or special circumstance, with the approval of the Superintendent, the above conditions may be waived.
- D. Unused personal leave will be allowed to accumulate to 4 days. After 4 days are accumulated, any additional personal days will roll over as sick leave at the beginning of the next school year. Personal days can be used based on principal's approval.
- E. Staff may borrow up to one personal day from next year's allocation for emergency use. This is a onetime occurrence with superintendent approval.
- F. All personal leave requests for SIP days, Institute Days, or in-service days must be submitted to the Superintendent in writing at least two weeks in advance of the day. None of these days can be used to extend a vacation. A vacation for these purposes is defined as Spring Break, Christmas Break, and/or Thanksgiving Break.

5.4 Association Leave

Officers and representatives of the Association shall be granted a maximum of five (5) working days Board paid leave for official Association business upon written notice to the Superintendent or his designee. When a substitute is needed to replace an employee using this leave the Board and Association shall equally share this cost.

5.5 Leave of Absence

Leaves of absence may be granted without pay to tenured teachers who desire to return to employment in a similar capacity upon termination of said leave. Said leave shall not be counted as teaching experience on the salary schedule. A letter of intent to return from a leave of absence must be filed with the Superintendent thirty (30) days prior to the end of said leave. A failure to provide said notification will be considered as having terminated contractual service.

Each approved leave of absence shall be of the shortest possible duration required to meet the purpose of the leave consistent with a reasonable continuity of instruction for students. Leaves of absence without pay shall normally be for no more than one (1) year; however, under special conditions, e.g. a 2 year graduate program, tenured teachers granted leave may apply for an extension not to exceed one (1) additional year. Leaves shall be granted to tenured teachers according to the following condition.

- A. Written requests for leaves of absence should be made at least two months before the leave is desired. This includes requests before and during the school year. Requests are subject to board approval.

If the leave is for the first/fall semester only, the employee shall notify the Superintendent with written notice by November 15 of the employee's intention to return to a teaching position for the second/spring semester.

If the leave is for the entire year, the employee shall notify the Superintendent with written notice by March 15 of the employee's intention to return to a teaching position for the following August.

- B. If acceptable to the Superintendent the dates that the leave shall begin and end shall be put in writing and presented to the Board.
- C. Leaves of less than (1) month, if acceptable to and approved by the Board, will not require one (1) month notice.
- D. Leave may be granted for:
 1. advanced study leading to a degree in an approved university;
 2. educationally related travel if the applicant provides an itinerary and an explanation of how such travel will improve the educational program;
 3. military service;

4. child care; maternity; paternity; adoption; foster care;
5. other reasons acceptable to the Board.

5.6 Family Medical Leave

Family and medical leave shall run concurrently with other leaves provided herein or by law. Any period of leave taken pursuant to this provision by a non-tenured teacher will qualify toward the continuous employment requirement of 105 ILCS 5/24-11 regarding contractual continued service.

5.7 Bereavement Leave

- A. Three (3) paid days will be granted for reason of bereavement for death of each immediate family member. These days will not be charged against the employee's sick leave or personal leave. "Immediate family" shall include parents (biological, step, or adopted), spouse, domestic partners, brothers, sisters, children (biological, step, adopted, or foster), grandparents, grandchildren, parents-in-law, brother and sisters-in-law, daughters-in-law, sons-in-law, grandparents-in-law, nieces, nephews, aunts, uncles, first cousins, legal guardians, and any legal dependent.
- B. Personal leave can be used for the cause of bereavement or death for those other than "immediate family" members, i.e. friends, etc. If a death occurs with no usable personal leave, the teacher may borrow a personal day from next year's allocation.

Article VI – Reduction in Force by Sequence of Dismissal

- 6.1 All teachers shall be placed in one of four groupings based upon their individual summative performance evaluation rating (teacher evaluation form). Placement in one of the four groupings shall be subject to the Joint Committee for Evaluation agreement.
- A. Group 4 (Excellent): Two out of the last three summative performance evaluation ratings of a teacher have been Excellent, but none of the last three ratings have been either Needs Improvement or Unsatisfactory.
 - B. Group 3 (Proficient): The last two summative performance evaluation ratings have been either Needs Improvement, Proficient, or Excellent where the average is between 3.74 and 3.0.
 - C. Group 2 (Needs Improvement/Unsatisfactory). The average of the last two summative performance evaluation ratings of a teacher is 2.999 or below.
 - D. Group 1 (Not Evaluated): Probationary teachers who have not been evaluated.
- 6.2 The numerical value range assigned for each of the Group performance evaluation ratings specified in 6.1 above are as follows:
- A. Excellent shall be a range of 4.0-3.75 points;
 - B. Proficient shall be a range of 3.74-3.0 points;
 - C. Needs Improvement shall be a range of 2.999-1.999 points;
 - D. 1.998-0 points shall be deemed Unsatisfactory.
- 6.3 After a teacher is placed within one of the Groups (1, 2, 3, or 4), then the teachers shall be ranked within these respective Groups as follows:
- A. Group 4: Teachers will then be ranked for sequence of dismissal based upon seniority. Seniority will be determined by the date the BOE approved the hiring of the employee and ranked from most experience to least experience. If the seniority of any teachers are tied, then a coin toss method may be used to break the tie.
 - B. Group 3: Teachers will then be ranked for sequence of dismissal based upon seniority. Seniority will be determined by the date the BOE approved the hiring of the employee and ranked from most experience to least experience. If the seniority of any teachers are tied, then a coin toss method may be used to break the tie.
 - C. Group 2: The average numerical value of the teacher's last two summative performance evaluations shall be averaged to determine that teacher's raw score.

Teachers will then be ranked for sequence of dismissal based upon their individual raw scores with the highest score at the top and then ranked in descending order according to the raw score. If the raw score of any teachers are tied, then the teacher with the most seniority within New Berlin CUSD #16 shall be ranked higher on the sequence of dismissal list than the other teacher(s) with the same raw score.

- D. Group 1: Teachers may be dismissed at the discretion of the Board of Education without regard to raw scores or seniority.
- 6.4 In the event the Board of Education approves a reduction in force, teachers shall be dismissed in the following sequence : 1) first in Group 1 at the Board's discretion; 2) then teachers in Group 2 with the lowest raw score shall be dismissed first depending upon positions categorized according to legal and District qualifications; 3) then teachers in Group 3 with the lowest seniority; 4) then teachers in Group 4 with the lowest seniority.
- 6.5 No Grievance shall be filed or processed challenging substantive administrative evaluations of an individual teacher's performance rating and/or the overall summative performance rating of any teacher. Article VI Grievances shall be strictly limited to procedural matters and/or the mathematical calculations for placement in Group 3 or Group 2.

Article VII – Working Conditions

7.1 Tentative Assignments

- A. Teachers shall receive notice of their tentative assignments for the following year no later than June 16.
- B. In the event an emergency (for example death, disability, or resignation of a teacher) causes a change in assignment, the affected employee or employees shall be notified as soon as possible by the Superintendent or building Principal. The Superintendent shall consider interests of volunteers in circumstances where a teacher reassignment is deemed necessary by the Superintendent. Any volunteer for a vacant position shall be interviewed for such position.
- C. In the event that a teacher is reassigned after 14 days before the first new teacher work day, the employee will receive a one-time stipend of \$500.
- D. If these terms are not acceptable to the employee, said employee will be allowed the option of a one (1) year leave of absence or resignation.

7.2 Teacher Work Day

The teacher calendar will not exceed 180 work days except for the positions that are under extended days. The teacher work day will be 7 hours and 31 minutes with the teacher work day beginning at 8:00 am and ending at 3:31 pm, with the exception of those instances listed in subparagraphs (A)-(E) of this subsection and/or early dismissal times as stated in 7.4. High school and junior high teachers will be provided at least a thirty (30) minute, duty free lunch period and not less than one (1) preparation period per day. The length of the preparation period will be defined as the regular class period length in the school of assignment. Pre-K through 5th grade and traveling teachers will be provided at least a thirty (30) minute, duty-free lunch period and two hundred fifteen (215) minutes of preparation time per week with a minimum of 25 consecutive minutes per day, exclusive of employees who set their own schedules. Schedules must be pre-approved by the building administration.

A principal may permit a teacher to leave immediately after the close of the official student day if, in the principal's opinion, the teacher has a justifiable reason. The opening and closing time for the student day will be determined by the Board for each attendance center. Teachers, however, shall also be required to remain for:

- A. Scheduled parent-teacher and student-teacher conferences (all members), grant funded required events (Pre-K members and Title I), Promotion (Junior High members), Graduation (High School members), and Elementary Meet the Teacher Night (Elementary School members).

- B. Fulfillment of extracurricular assignments (as paid at the rate listed in Appendix B and/or C).
- C. Scheduled monthly staff meetings lasting no longer than 40 minutes prior to the start of or beyond close of official school day. Each building principal will provide the staff a calendar of these meetings no later than August 31. Shared faculty members will attend the faculty meeting in the building in which they spend the majority of their day, as deemed by administration.
- D. Emergencies as defined by the Administration.
- E. After school committee meetings, which will end by 4:30 PM. Member will only be required to participate in one building team/committee meeting per month.

Any employee who attends a school function or completes other professional responsibilities outside of regular work hours for which the administration requires their attendance shall receive compensation at the extra duty rate for all such work.

Shared faculty members shall be obligated to attend post-school day events hosted by only one building, in cases where such events are scheduled on separate nights, as deemed by administration.

Meetings held after regular school hours shall not take place on a Friday or the day preceding a holiday (Thanksgiving, Christmas, or Easter).

Teachers required to attend meetings scheduled after 4:30 p.m. shall receive written notification at least one week in advance, unless in cases of emergency as mutually agreed upon by the administration and the Association.

7.3 Student Schedule

The schedule for the Junior-Senior High Schools shall be no more than 8 periods.

If there is an intention to change the starting and ending times more than 15 minutes, it will be negotiated.

If the Board has an intention to change, the Association will be notified by December 1 of each year of the desire to change, and of the Board's willingness to bargain both the decision and the impact of a change in the daily schedule.

7.4 Dismissal Time - Thanksgiving, Christmas, and Easter

Dismissal time for teachers on the school day immediately preceding Thanksgiving, Christmas, and Easter vacations shall be five (5) minutes after buses have left unless an

emergency situation exists. The dismissal time for students on these days shall be the amount of time necessary to receive full state aid.

7.5 School Calendar

The school calendar shall consist of not more than a maximum of one hundred eighty (180) teacher attendance days. A calendar committee will be formed consisting of three (3) employees appointed by the Association that will serve and provide input on the school calendar formation in collaboration with the Superintendent and two (2) principals, which is to follow the ISBE calendar guidelines and/or other requirements by law. The final calendar will be presented at the February board meeting.

7.6 Personnel File

A teacher shall have the right to examine the contents of his/her personnel file pursuant to the Illinois Personnel Record Review Act provided an administrator is present, with the exception of those materials exempted by statute. Said review shall take place during the regular hours established for the central office. The teacher shall have the right to respond in writing to any materials in the file, and his/her response shall be attached to the file copy. Upon request, the teacher, at his/ her own expense, will be provided one (1) copy of the material in the file. Materials related to the discipline, or evaluation of a teacher shall be placed in the personnel file of the teacher only after the teacher has had the opportunity to read the materials.

No materials of disciplinary action or supporting disciplinary action maybe placed in the personnel file of a teacher more than thirty (30) calendar days from the date disciplinary action is taken. If a disciplinary action is grieved, the materials must be placed within 30 days of the grievance decision being finalized or the last date discipline occurred, whichever is later.

7.7 Teacher Evaluation

A. Frequency of Evaluations

Non-tenured teachers shall be evaluated at least once each year. Tenured teachers shall be evaluated at least once every three (3) years. For each tenured teacher who received an *excellent* or *proficient* rating, a minimum of two (2) observations are required during the cycle in which the current evaluation is conducted, one (1) of which must be a formal observation.

For each tenured teacher who received a *needs improvement* or *unsatisfactory* rating, a minimum of three (3) observations are required in the school year immediately following the year in which the *needs improvement* or *unsatisfactory* rating was assigned, of which two (2) must be formal observations.

For each non-tenured teacher, a minimum of three (3) observations are required each school year, of which two (2) must be formal observations.

Employees who have floating or multiple building locations will be informed as to who will evaluate their performance by September 1.

Evaluations for non-tenured teachers will be completed no later than the third week of March. Evaluations for tenured teachers will be completed prior to May 1 of the year of the evaluation.

B. Nature of Observations

All teacher observation will be conducted by qualified administrators. An observation shall be made for a minimum of thirty (30) uninterrupted minutes. Teachers will be given advance notice of a formal evaluation minimum of 7 calendar days. No observation can be made the day before a holiday break. Teachers may request an additional formal/informal observation within 24 hours which will replace the previous observation.

C. Rating Scale

Ratings shall include “excellent”, “proficient”, “needs improvement” and “unsatisfactory”.

D. Teacher Evaluations Placed in Personnel File

A copy of each teacher’s evaluation shall be placed in that teacher’s personnel file and a copy of the same shall be provided to the teacher within ten (10) days. Teachers shall be given an opportunity to attach a statement of rebuttal to each evaluation.

E. Unsatisfactory Evaluations of Tenured Teachers

When a written evaluation results in an unsatisfactory rating, a remediation plan shall be devised and initiated in an effort to correct the areas identified as unsatisfactory.

F. Teacher Evaluation Process Subject to Grievance

Only the above aspects (A-F) of the evaluation process are subject to the grievance procedure.

7.8 Extra Duty Assignments

- A. Whenever the District determines that a vacancy exists in an extra duty assignment, the Superintendent will advertise, for one week where practicable as determined by both the Activities/Athletic Director and the Superintendent, for applicants to fill the assignment among the members of the unit. Applicants from within the school system will be given first consideration. However, the Board reserves the right to employ the candidate that best fits the total needs of the district, and the Board's decision will be final.
- B. In the event the district decides to terminate an extra duty assignment, the District shall first notify the teacher in writing of the intended change and shall give the teacher an opportunity to discuss the termination with the Superintendent. In the event the teacher is not satisfied with the results of the conference with the Superintendent, the teacher may appeal to the Board.
- C. A teacher may resign from an extra duty assignment by giving written notice to the Superintendent. The Superintendent shall advertise for volunteers to fill the assignment from among members of the unit. In the event the district elects not to accept a volunteer, the district may also consider persons who are not members of the unit. The Superintendent's decision to grant or to deny a teacher's request for release from an extra duty assignment may be appealed to the Board.
- D. When a resignation of an extra duty and/or athletic position is received by the Administration/ Board, reasonable efforts will be made to fill the position, with someone acceptable to the Board, in a timely manner.
- E. As for prior experience in other districts, the employee will need to provide the Superintendent written documentation. The Superintendent with the input of the Activities/Athletic Director will give the employee credit for experience in the specific sport; however, discretion is given as to the exact placement of step when taking into consideration the level, capacity, years of experience, and where the former experience was earned.
- F. Employees who teach an early bird class will be compensated by being allowed to leave early at the end of the day. The compensatory time will be equal to the amount of time that they are required to be present for the early bird class. In instances where it is in the best interest of students to have the opportunity for an early bird class and compensatory time off at the end of the day is not possible, the individual will receive compensation for the additional class at the overload rate of 15% of the base.
- G. Extra Duty for Staff in Departments with Daily Subs
In the case of an emergency substitute situation, if no outside sub can be found to cover a teacher's class, teachers who take additional students into their regular class will be paid at the teacher extra duty rate.

In the case of an all day teacher absence or a one-half day teacher absence, the principal will make every effort to obtain a substitute. If a substitute cannot be obtained, the principal will find coverage from among the available staff for any particular period when a sub is needed. Availability will most always be determined by teachers with a preparation period/time at that time.

7.9 Vacancies

A. Vacancy Defined

A vacancy occurs whenever a current or newly created bargaining unit position is open for the following year. Current bargaining unit employees may apply and shall be given an opportunity to interview for any vacancy for which they apply.

B. Posting of Vacancies

Whenever a vacancy occurs for the following year the Superintendent shall, within four (4) working days, e-mail a vacancy notice to all employees who are included in this Agreement under Article 1.1.

C. Filling of Vacancies

In filling a vacancy, the district accepts the principle of seniority as first consideration, and applications from within the school system will be given first consideration. However, the Board reserves the right to employ the candidate that best fits the total needs of the district, and the Board's decision will be final. If an in-district candidate is not chosen for the position, the applicant can request a conference with the Superintendent, where the applicant will be given reasons for the selection of another candidate.

D. When hiring new employees, full credit will be given for teaching experience earned while holding a valid Illinois teaching license, regardless of where the experience was earned.

E. Notification of Hires

The Association President will be notified of newly hired teachers pursuant to 115 ILCS 5/3(c)(2). The new hire notification will include salary schedule placement.

7.10 New Teachers to District Orientation

First-year probationary teachers will be required to work up to four (4) days prior to the beginning of the regular school year as part of their initial contract with the District. The additional days will be used to orient these teachers to District policies, procedures, and curriculum and to provide professional development and building activities. It is the intent

of the parties that at least one (1) of these four (4) days be directed toward building-level activities. The Association will have input into the planning and evaluation of the program. The NBEA will be given one-half (1/2) day for an NBEA workshop. The District shall pay the new teachers a lump sum stipend of \$700, provided the teacher attends the in-services and works the building-level activities as required for all four (4) days. If a teacher can't attend the four (4) days or the orientation is scheduled for less than four (4) days, the rate of pay will be pro-rated.

7.11 Classroom Size

- A. The Board continues to be aware of the value of lower class sizes, and they will direct administration to meet with building teachers in order to make recommendations to the Board which reflect student and teacher needs, while balancing financial constraints.
- B. The number of students on a special education teacher's caseload shall not exceed 18 students. If for any reason the administration cannot meet these requirements a teacher will receive an overload stipend (15% of the base for the year).

7.12 Summer Curriculum/Training

Members that are requested to attend curriculum planning and trainings during the summer shall be paid the extra duty rate.

Additionally, members in their first three (3) years of implementing a new curriculum, or who are part of a specific teaching cohort with a new member (e.g., third grade, high school science department, etc.), will be allowed four (4) hours of paid time for curriculum planning with colleagues during the summer, to be paid at the extra duty rate. Members seeking to work summer hours must submit a detailed agenda for approval by the building's administrator. This agenda must outline the specific tasks and goals to be accomplished during the summer hours.

Each building principal will be required to provide teachers with four (4) consecutive hours of curriculum time to meet with colleagues to vertically align during the first week of school.

Article VIII – Economic Benefits

8.1 Employee Compensation Insurance

- A. The Board will pay \$800.00 of the monthly PPO “Employee Only” premium from August 1, 2024 through November 30, 2024. If employees have or choose a different health insurance plan during open enrollment (including but not limited to HSA Employee Only, HSA Employee & Spouse, HSA Employee & Child(ren), HSA Family, PPO Employee & Spouse, PPO Employee & Child(ren), PPO Family, HMO Employee Only, HMO Employee & Spouse, HMO Employee & Child(ren), and HMO Family), the employee will pay the difference between the employee’s plan of choice and the dollar amount equal to the Board monthly contribution of the PPO “Employee Only” plan as stated above. If an HSA plan is offered and an employee is taking the “Employee Only” HSA plan when the premium is less than the Board contribution, the difference between the individual HSA monthly premium and the monthly Board contribution will be deposited into a Health Savings account for said employee. Starting December 1, 2024 and each renewal date thereafter for the duration of this Agreement, the Board shall continue to pay that current monthly contribution and any increase to the premium from the previous year’s premium will be split 50/50 between the Board and employee. If a certified employee elects only the dental and/or vision coverage under the District group health plan (provided the plan allows such a partial election of coverage), but does not elect full coverage, the Board will pay the individual premium cost for dental and/or vision coverage up to but not more than an amount equal to the maximum as prescribed by 8.1A. A certified employee who elects only dental and/or vision coverage is not entitled to receive the difference between the annual cost of that partial coverage and the maximum as prescribed by 8.1A amount for full coverage.
- B. If the Board anticipates a change in coverage or carrier, the Association will be notified and a committee appointed by the association will be allowed advisory input as to the coverage and carrier.
- C. The Board will provide a Sec. 125 plan to shelter employee premium costs.

8.2 Shelter Teacher Retirement Contribution

As provided by law, the Board agrees to pay to the Teachers’ Retirement System (TRS) on behalf of each teacher under the “salary add-on method” an amount up to nine per cent (9%) of the teacher’s creditable earnings for each fiscal year during the term of this Agreement. The Board will continue making TRS contributions of 9% as long as the 9% level is allowed by law. If during the term of this Agreement the 9% level of contribution is reduced by law, the Association acknowledges that employees are not entitled to the excess between a lesser contribution percentage and the 9% level, but retain the right to engage in good faith negotiations on this subject as provided hereinafter. In the event the law is changed or

modified after July 1, 2017, concerning the obligations of teachers and/or the Board in making pension contributions, either party may serve upon the other party a written notice to reopen bargaining pertaining only to 8.2. If such a notice to bargain is served and received, the parties agree to promptly meet and negotiate any modifications in good faith.

8.3 Mileage

Teachers required by the Administration to use their own transportation in the performance of their duties shall be reimbursed at the rate equal to the amount of the Illinois State rate. The Illinois State rate shall be the reimbursement rate for the contract period.

8.4 Pay Period

All employees of the District will be paid on the 1st and 15th day of each month. If the 1st or 15th occurs on Saturday or Sunday, the pay date will be the previous business day. The only exception will be the first pay date in January, which shall be the first business day on or after January 2nd.

8.5 Retirement Incentive Award Payment

A. An employee who submits to the Board of Education on or before August 15th four (4) years prior to the June 30th of the year of actual retirement an irrevocable letter (unless otherwise agreed to by the Board) to retire shall be eligible for a retirement incentive in each of his/her final four (4) years of teaching service provided the employee meets all of the following express conditions:

1. The employee shall have a minimum of fifteen (15) years of continuous full-time teaching service in CUSD #16 at the intended date of retirement; and,
2. The employee (teacher) shall not retire pursuant to the TRS Early Retirement Option (ERO) or its equivalent; and,
3. The employee (teacher) retirement shall not result in CUSD #16 being required to pay any penalty, surcharge or supplemental contribution assessment to TRS caused by the employee's retirement; and,
4. The employee (teacher) must be either sixty (60) years of age by the June 30th in which the retirement is effective or at least fifty-five (55) years of age with at least thirty-five (35) years of creditable service by the June 30th in which the retirement is effective and does not retire pursuant to an ERO option.

In exchange for the employee's (teacher) submission of a binding and irrevocable letter of retirement (unless otherwise agreed to by the Board), CUSD #16 shall remove the employee from the teacher's salary schedule and for each fiscal year prior to the date of retirement shall pay a six percent (6%) increase in the employee's

creditable earnings from the amount of reportable creditable earnings paid the previous year. For the purpose of this calculation the previous year's creditable earnings shall include CUSD #16's TRS contribution made on behalf of the teacher. In no event, shall any amount in excess of the 6% salary increase paid on reportable creditable earnings from year to year prior to the actual date of retirement be considered due and owing to the employee (teacher) within the period prior to retirement.

- B. CUSD #16 and the employee (teacher) agree to execute a retirement incentive agreement that governs the payment of the retirement award.
- C. An employee shall be eligible for the above retirement incentive payments for one (1), two (2) or three (3) years if the irrevocable letter of retirement is submitted by the August 15th date and expressly specifies a period of less than four (4) years prior to retirement and the employee (teacher) meets all of the other conditions set forth in subparagraphs A and B above.
 - 1. Example: A teacher applies for the award 1 year prior to retirement. The teacher's creditable earnings for 2008-2009 school year were \$40,000.00. The teacher's final year creditable earnings will be \$42,400.00 ($\$40,000.00 \times 1.06 = \$42,400.00$).
 - 2. Example: A teacher applies for the award 3 years prior to retirement. The teacher's creditable earnings for 2008-2009 school year were \$40,000.00. The teacher's first year creditable earnings will be \$42,400.00 ($\$40,000.00 \times 1.06 = \$42,400.00$). The teacher's second year creditable earnings will be \$44,944.00 ($\$42,400.00 \times 1.06 = \$44,944.00$). The teacher's final year creditable earnings will be \$47,640.00 ($\$44,944.00 \times 1.06 = \$47,640.00$).
- D. If a teacher has an extra duty obligation at the commencement of the retirement incentive program and ceases to perform those duties during the retirement incentive period, the calculation of the teacher's six percent (6%) increase shall be reduced by the amount of the extra duty compensation.
 - 1. Example: A teacher applies for the award 3 years prior to retirement. The teacher's creditable earnings for the 2008-2009 school year were \$40,000.00. The teacher's first year creditable earnings will be \$42,400.00 ($\$40,000.00 \times 1.06 = \$42,400.00$). The teacher's second year creditable earnings will be \$44,944.00 ($\$42,400.00 \times 1.06 = \$44,944.00$). The teacher ceases to perform an extra duty assignment in his/her final year of employment for which he/she would have been paid \$2,000.00. The teacher's final year of creditable earnings will be \$45,520.00 ($\$44,944.00 - \$2,000.00 \times 1.06 = \$45,520.00$).

- E. Once an irrevocable letter of retirement is submitted, the employee will not be assigned any additional extra duties or TRS reportable duties not currently being performed without the consent of the employee.
- F. If a teacher fails to complete the pre-retirement periods, leaves CUSD #16 prior to the designated retirement date or otherwise retires under the statutory Early Retirement Option causing CUSD #16 to have to pay a penalty or other monies constituting a surcharge to the Teacher Retirement System, CUSD #16 shall be entitled to damages for breach of contract against the teacher in the amount equal to the retirement incentive payment received by the teacher including taxes and retirement withholdings. Upon complete reimbursement, the teacher shall be entitled to any general wage increase, which would have been applicable during the pre-retirement period.
- G. In the event the retirement award provided for in this Article would cause CUSD #16 to pay a penalty or other monies constituting a surcharge to the Teacher Retirement System or would conflict with any state statute or final rule or regulation promulgated by the Teacher Retirement System, the provisions of this Section shall become void and the parties agree to reopen this Agreement and attempt to midterm bargain changes necessary to correct any defect created by this incentive.
- H. Teachers shall not rely upon the continuation of this retirement incentive award payment program in subsequent collective bargaining agreements. Unless the parties agree to continue this Section in a subsequent collective bargaining agreement, the foregoing benefits will be denied to those who have not applied for such benefits prior to the expiration of this Agreement.

8.6 Tuition Reimbursement

College courses, to qualify for reimbursement, must be offered by a recognized and accredited institution of higher learning. Each teacher will provide proper documentation for reimbursement for these expenses, which includes proof of completion of the course with a grade of B (or its equivalent) or higher. These funds cannot be used to hire substitute teachers.

The District shall provide \$175 per college course credit hour (not to exceed the actual cost of the course), up to 12 credit hours per year, provided the teacher who receives District funds for college course credit hours under this Section agrees not to voluntarily leave employment in the District for a period of two (2) school years subsequent to the year in which the credit hours were taken. Any teacher who voluntarily leaves employment within two (2) school years must reimburse the District 50% of the costs of the District's share of the college credits earned within that time period.

If the District requires a teacher to get an additional certificate to assist with master scheduling, then the District will pay for the courses required towards the certificate. A member may not choose to revoke any certificate earned utilizing any amount of funds from

this Section 8.6. If a member chooses to revoke such a certificate, he or she must reimburse the District 100% of the funds paid by the District utilized towards earning said certificate, unless the member has used said certificate for 2 years.

8.7 Extended Contract

All employees, except for positions listed below, are hired for a 180-day school year. Those positions on an extended contract are the following and will be paid their daily rate for any days extending beyond the 180-day school year:

Director of Student Services (200 days)
 District Librarian (190 days)
 Agriculture Teacher (190 days)
 Social Workers (190 days)

8.8 Longevity Incentives

The Board agrees to pay the following one-time stipends to staff members whose years of service to New Berlin School District reach the thresholds set forth.

5 years of service	\$125
10 years of service	\$250
20 years of service	\$500
30 years of service	\$1,000

8.9 Movement of Rooms

When the requirement to move material is a directive that stems from an administrator or from a board action, as in the case of school construction, renovation, involuntary relocation from one building to another, and/or involuntary room-to-room transfers, the District will pay a \$150 stipend to the member if the movement of rooms is necessary to be performed after contractual hours. Members must use best efforts to complete any room movements during contractual hours. Members must submit a form with supervisor approval to receive payment for room movements completed outside of contractual hours.

8.10 Athletic Events

To encourage employee attendance at school activities, employees shall receive a family pass to be used for household members.

8.11 Dual Credit Stipend

Any teacher teaching a dual credit course will receive an additional stipend of \$1000.00 annually. As a stipend, this amount is not added to the teacher's base salary.

8.12 Professional Development

The Board shall provide an allocation of funds for professional development to support teachers in their pursuit of professional growth. This allocation shall be distributed amongst the schools within the District based on the number of teaching staff in each building. Teachers wishing to utilize the fund for professional development shall submit a request to their building administrator outlining the nature of the proposed activity, its relevance to their professional growth, and all anticipated costs. The building administrator shall review each request and may approve or deny the request based on the availability of funds, alignment with the District's goals and priorities, and the potential impact on the instructional practice. In the event that a request for professional development is denied by the building administrator, the administrator shall provide a written explanation to the requesting teacher outlining the reasons for denial. A denial shall not be the basis for a grievance. In the event of an overnight stay, each employee shall have their own bed to sleep in, unless the employees agreed otherwise.

Article IX – Effect of Agreement

9.1 Complete Understanding

The terms and conditions set forth in this Agreement represent the full and complete understanding between the parties. The terms and conditions may be modified only through written mutual consent of the parties.

The parties acknowledge that during the negotiations which resulted in this Agreement, each had an unlimited right to make demands and proposals with respect to any subject or matter not removed by law from the area of collective bargaining. Therefore, each party voluntarily and unqualifiedly waives the right for the life of this Agreement to bargain collectively with respect to any matter referred to or covered in this Agreement or impact thereof.

9.2 No Strike

The Association agrees that during the effective dates of this Agreement, it will not take any concerted activity against the Board, individual Board members, or its representatives including the withholding in whole or in part of any duty or service, school-related picketing, or disruptive activity.

9.3 Savings Clause

Should any article, section, or clause of this agreement be declared illegal by a court of competent jurisdiction, then that article, section, or clause shall be deleted from this Agreement to the extent that it violates the law. The remaining articles, sections, and clauses shall remain in full force and effect.

9.4 Effect of Agreement

This language Agreement shall become effective August 1, 2024, and shall continue in effect until August 1, 2027.

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This agreement is signed this _____ day of _____.

In witness thereof:

*FOR THE NEW BERLIN
EDUCATION ASSOCIATION*

*FOR THE BOARD OF EDUCATION
SCHOOL DISTRICT 16*

President

President

Secretary

Secretary

Appendix A

Steps: Steps will end at the following:

BA +0	10
BA + 8	12
BA + 16	14
BA + 24	18

Once an employee reaches the last step in a column said employee will only receive future salary increases as a percentage equivalent to the negotiated percent increase and will not receive step adjustments. No employee may ever move more than one vertical step in one year.

2024-2025										
SALARY SCHEDULE										
										5.00%
STEP	BA-0	BA-8	BA-16	BA-24	MA-0	MA-8	MA-16	MA-24	MA-32	MA-40
0	\$ 39,050.31	\$ 40,893.56	\$ 42,736.83	\$ 44,580.07	\$ 46,423.32	\$ 48,266.57	\$ 50,109.81	\$ 51,953.07	\$ 53,796.32	\$ 55,679.19
1	\$ 40,002.75	\$ 41,890.97	\$ 43,779.19	\$ 45,667.39	\$ 47,555.59	\$ 49,443.81	\$ 51,332.00	\$ 53,220.22	\$ 55,108.42	\$ 57,037.22
2	\$ 40,387.40	\$ 42,293.77	\$ 44,200.15	\$ 46,106.50	\$ 48,012.86	\$ 49,919.23	\$ 51,825.59	\$ 53,731.95	\$ 55,638.30	\$ 57,585.64
3	\$ 40,775.73	\$ 42,700.43	\$ 44,625.15	\$ 46,549.83	\$ 48,474.52	\$ 50,399.22	\$ 52,323.90	\$ 54,248.61	\$ 56,173.29	\$ 58,139.36
4	\$ 41,167.81	\$ 43,111.02	\$ 45,054.23	\$ 46,997.42	\$ 48,940.63	\$ 50,883.83	\$ 52,827.02	\$ 54,770.23	\$ 56,713.42	\$ 58,698.39
5	\$ 42,003.76	\$ 44,010.12	\$ 46,016.49	\$ 48,022.84	\$ 50,029.18	\$ 52,035.54	\$ 54,041.89	\$ 56,048.25	\$ 58,054.61	\$ 60,086.51
6	\$ 43,053.85	\$ 45,110.37	\$ 47,166.90	\$ 49,223.41	\$ 51,279.92	\$ 53,336.44	\$ 55,392.94	\$ 57,449.46	\$ 59,505.97	\$ 61,588.67
7	\$ 43,866.50	\$ 45,974.43	\$ 48,082.37	\$ 50,190.28	\$ 52,298.20	\$ 54,406.14	\$ 56,514.06	\$ 58,621.98	\$ 60,729.91	\$ 62,855.46
8	\$ 44,692.85	\$ 46,853.48	\$ 49,014.13	\$ 51,174.74	\$ 53,335.36	\$ 55,495.99	\$ 57,656.60	\$ 59,817.24	\$ 61,977.86	\$ 64,147.07
9	\$ 45,854.87	\$ 48,071.68	\$ 50,288.49	\$ 52,505.28	\$ 54,722.08	\$ 56,938.89	\$ 59,155.68	\$ 61,372.48	\$ 63,589.28	\$ 65,814.90
10	\$ 47,047.10	\$ 49,321.53	\$ 51,595.99	\$ 53,870.43	\$ 56,144.85	\$ 58,419.29	\$ 60,693.73	\$ 62,968.16	\$ 65,242.60	\$ 67,526.09
11		\$ 50,603.90	\$ 52,937.49	\$ 55,271.06	\$ 57,604.62	\$ 59,938.20	\$ 62,271.76	\$ 64,605.35	\$ 66,938.91	\$ 69,281.76
12		\$ 51,684.26	\$ 54,017.84	\$ 56,351.41	\$ 58,684.98	\$ 61,018.55	\$ 63,352.13	\$ 65,685.69	\$ 68,019.25	\$ 70,399.93
13			\$ 55,098.19	\$ 57,431.78	\$ 59,765.34	\$ 62,098.89	\$ 64,432.47	\$ 66,766.07	\$ 69,099.61	\$ 71,518.10
14			\$ 56,178.98	\$ 58,511.55	\$ 60,845.64	\$ 63,179.72	\$ 65,512.32	\$ 67,846.39	\$ 70,180.49	\$ 72,636.81
15				\$ 59,592.47	\$ 61,926.04	\$ 64,259.61	\$ 66,593.21	\$ 68,926.76	\$ 71,260.32	\$ 73,754.44
16				\$ 60,672.83	\$ 63,006.41	\$ 65,339.98	\$ 67,673.55	\$ 70,007.10	\$ 72,340.66	\$ 74,869.44
17				\$ 61,753.18	\$ 64,086.76	\$ 66,420.32	\$ 68,753.90	\$ 71,087.47	\$ 73,421.04	\$ 75,990.78
18				\$ 62,833.54	\$ 65,167.11	\$ 67,500.68	\$ 69,834.26	\$ 72,167.81	\$ 74,501.39	\$ 77,108.93
19					\$ 66,247.46	\$ 68,581.04	\$ 70,914.62	\$ 73,248.19	\$ 75,581.75	\$ 78,227.11
20					\$ 67,327.83	\$ 69,661.40	\$ 71,994.98	\$ 74,328.53	\$ 76,662.11	\$ 79,345.29

2025-2026										
SALARY SCHEDULE										
STEP	BA-0	BA-8	BA-16	BA-24	MA-0	MA-8	MA-16	MA-24	MA-32	MA-40
0	\$ 40,026.56	\$ 41,915.90	\$ 43,805.25	\$ 45,694.57	\$ 47,583.90	\$ 49,473.24	\$ 51,362.56	\$ 53,251.89	\$ 55,141.22	\$ 57,071.17
1	\$ 41,002.82	\$ 42,938.24	\$ 44,873.67	\$ 46,809.07	\$ 48,744.48	\$ 50,679.90	\$ 52,615.30	\$ 54,550.72	\$ 56,486.13	\$ 58,463.15
2	\$ 42,002.89	\$ 43,985.52	\$ 45,968.15	\$ 47,950.76	\$ 49,933.37	\$ 51,916.00	\$ 53,898.60	\$ 55,881.23	\$ 57,863.84	\$ 59,889.08
3	\$ 42,406.77	\$ 44,408.46	\$ 46,410.16	\$ 48,411.82	\$ 50,413.50	\$ 52,415.19	\$ 54,416.86	\$ 56,418.55	\$ 58,420.22	\$ 60,464.93
4	\$ 42,814.52	\$ 44,835.46	\$ 46,856.40	\$ 48,877.32	\$ 50,898.25	\$ 52,919.18	\$ 54,940.10	\$ 56,961.04	\$ 58,981.95	\$ 61,046.33
5	\$ 43,226.20	\$ 45,266.57	\$ 47,306.94	\$ 49,347.29	\$ 51,387.66	\$ 53,428.02	\$ 55,468.37	\$ 57,508.74	\$ 59,549.09	\$ 61,633.31
6	\$ 44,103.95	\$ 46,210.63	\$ 48,317.32	\$ 50,423.98	\$ 52,530.64	\$ 54,637.32	\$ 56,743.99	\$ 58,850.67	\$ 60,957.34	\$ 63,090.84
7	\$ 45,206.55	\$ 47,365.89	\$ 49,525.25	\$ 51,684.58	\$ 53,843.92	\$ 56,003.26	\$ 58,162.59	\$ 60,321.93	\$ 62,481.27	\$ 64,668.11
8	\$ 46,059.83	\$ 48,273.15	\$ 50,486.48	\$ 52,699.80	\$ 54,913.11	\$ 57,126.45	\$ 59,339.76	\$ 61,553.08	\$ 63,766.41	\$ 65,998.23
9	\$ 46,927.49	\$ 49,196.15	\$ 51,464.83	\$ 53,733.48	\$ 56,002.13	\$ 58,270.79	\$ 60,539.43	\$ 62,808.10	\$ 65,076.75	\$ 67,354.43
10	\$ 48,147.61	\$ 50,475.26	\$ 52,802.91	\$ 55,130.55	\$ 57,458.19	\$ 59,785.83	\$ 62,113.46	\$ 64,441.10	\$ 66,768.75	\$ 69,105.65
11		\$ 51,787.61	\$ 54,175.79	\$ 56,563.95	\$ 58,952.10	\$ 61,340.26	\$ 63,728.41	\$ 66,116.57	\$ 68,504.73	\$ 70,902.39
12		\$ 53,134.09	\$ 55,584.37	\$ 58,034.61	\$ 60,484.85	\$ 62,935.11	\$ 65,385.35	\$ 67,835.61	\$ 70,285.85	\$ 72,745.85
13			\$ 56,718.73	\$ 59,168.98	\$ 61,619.23	\$ 64,069.47	\$ 66,519.73	\$ 68,969.97	\$ 71,420.21	\$ 73,919.92
14			\$ 57,853.10	\$ 60,303.37	\$ 62,753.61	\$ 65,203.83	\$ 67,654.10	\$ 70,104.37	\$ 72,554.59	\$ 75,094.01
15				\$ 61,437.13	\$ 63,887.92	\$ 66,338.70	\$ 68,787.94	\$ 71,238.71	\$ 73,689.51	\$ 76,268.65
16				\$ 62,572.09	\$ 65,022.34	\$ 67,472.59	\$ 69,922.87	\$ 72,373.09	\$ 74,823.33	\$ 77,442.16
17				\$ 63,706.47	\$ 66,156.73	\$ 68,606.98	\$ 71,057.23	\$ 73,507.46	\$ 75,957.70	\$ 78,612.91
18				\$ 64,840.84	\$ 67,291.10	\$ 69,741.34	\$ 72,191.59	\$ 74,641.84	\$ 77,092.09	\$ 79,790.32
19					\$ 68,425.46	\$ 70,875.71	\$ 73,325.97	\$ 75,776.20	\$ 78,226.45	\$ 80,964.38
20					\$ 69,559.83	\$ 72,010.10	\$ 74,460.35	\$ 76,910.60	\$ 79,360.84	\$ 82,138.47

2026-2027											
SALARY SCHEDULE											
											5.00%
STEP	BA-0	BA-8	BA-16	BA-24	MA-0	MA-8	MA-16	MA-24	MA-32	MA-40	
0	\$ 41,027.23	\$ 42,963.80	\$ 44,900.38	\$ 46,836.93	\$ 48,773.50	\$ 50,710.07	\$ 52,646.62	\$ 54,583.19	\$ 56,519.75	\$ 58,497.95	
1	\$ 42,027.89	\$ 44,011.70	\$ 45,995.52	\$ 47,979.30	\$ 49,963.09	\$ 51,946.90	\$ 53,930.68	\$ 55,914.49	\$ 57,898.28	\$ 59,924.73	
2	\$ 43,052.96	\$ 45,085.15	\$ 47,117.36	\$ 49,149.53	\$ 51,181.71	\$ 53,213.90	\$ 55,246.07	\$ 57,278.26	\$ 59,310.44	\$ 61,386.31	
3	\$ 44,103.04	\$ 46,184.79	\$ 48,266.56	\$ 50,348.29	\$ 52,430.04	\$ 54,511.80	\$ 56,593.53	\$ 58,675.29	\$ 60,757.03	\$ 62,883.53	
4	\$ 44,527.11	\$ 46,628.88	\$ 48,730.66	\$ 50,832.41	\$ 52,934.17	\$ 55,035.95	\$ 57,137.71	\$ 59,239.48	\$ 61,341.23	\$ 63,488.17	
5	\$ 44,955.24	\$ 47,077.23	\$ 49,199.22	\$ 51,321.19	\$ 53,443.16	\$ 55,565.14	\$ 57,687.10	\$ 59,809.09	\$ 61,931.05	\$ 64,098.65	
6	\$ 45,387.51	\$ 47,529.89	\$ 49,672.29	\$ 51,814.66	\$ 53,957.04	\$ 56,099.42	\$ 58,241.79	\$ 60,384.17	\$ 62,526.54	\$ 64,714.98	
7	\$ 46,309.14	\$ 48,521.16	\$ 50,733.18	\$ 52,945.18	\$ 55,157.17	\$ 57,369.19	\$ 59,581.19	\$ 61,793.20	\$ 64,005.20	\$ 66,245.38	
8	\$ 47,466.87	\$ 49,734.19	\$ 52,001.51	\$ 54,268.81	\$ 56,536.11	\$ 58,803.43	\$ 61,070.72	\$ 63,338.03	\$ 65,605.33	\$ 67,901.51	
9	\$ 48,362.82	\$ 50,686.81	\$ 53,010.81	\$ 55,334.79	\$ 57,658.77	\$ 59,982.77	\$ 62,306.75	\$ 64,630.74	\$ 66,954.73	\$ 69,298.14	
10	\$ 49,273.87	\$ 51,655.96	\$ 54,038.07	\$ 56,420.15	\$ 58,802.23	\$ 61,184.32	\$ 63,566.40	\$ 65,948.51	\$ 68,330.59	\$ 70,722.15	
11		\$ 52,999.02	\$ 55,443.06	\$ 57,887.07	\$ 60,331.10	\$ 62,775.12	\$ 65,219.13	\$ 67,663.16	\$ 70,107.18	\$ 72,560.93	
12		\$ 54,376.99	\$ 56,884.58	\$ 59,392.15	\$ 61,899.70	\$ 64,407.27	\$ 66,914.83	\$ 69,422.40	\$ 71,929.97	\$ 74,447.51	
13			\$ 58,363.59	\$ 60,936.34	\$ 63,509.09	\$ 66,081.87	\$ 68,654.62	\$ 71,227.39	\$ 73,800.14	\$ 76,383.14	
14			\$ 59,554.67	\$ 62,127.43	\$ 64,700.19	\$ 67,272.95	\$ 69,845.72	\$ 72,418.47	\$ 74,991.23	\$ 77,615.92	
15				\$ 63,318.53	\$ 65,891.29	\$ 68,464.03	\$ 71,036.80	\$ 73,609.59	\$ 76,182.32	\$ 78,848.71	
16				\$ 64,508.99	\$ 67,082.32	\$ 69,655.64	\$ 72,227.34	\$ 74,800.65	\$ 77,373.99	\$ 80,082.08	
17				\$ 65,700.69	\$ 68,273.46	\$ 70,846.22	\$ 73,419.01	\$ 75,991.75	\$ 78,564.50	\$ 81,314.27	
18				\$ 66,891.80	\$ 69,464.56	\$ 72,037.33	\$ 74,610.09	\$ 77,182.83	\$ 79,755.58	\$ 82,543.56	
19					\$ 70,655.65	\$ 73,228.41	\$ 75,801.17	\$ 78,373.93	\$ 80,946.70	\$ 83,779.83	
20					\$ 71,846.73	\$ 74,419.50	\$ 76,992.27	\$ 79,565.01	\$ 82,137.78	\$ 85,012.60	

Base Salary												2025-2026
\$	40,026.56											
APPENDIX C												
ATHLETIC SALARY SCHEDULE												
All Activities and Sports will be paid over the year												
Percentage of Base Salary (B.A.+0)												
Amounts paid only if organizations are actively meeting throughout the year. If more than one faculty member is assigned, salary will be divided equally.												
HIGH SCHOOL												
Positions	0, 1, 2	Dollar Amount	3,4,5	Dollar Amount	6, 7, 8	Dollar Amount	9, 10, 11	Dollar Amount	12+	Dollar Amount		
HS Baseball - Head Coach	18%	\$7,205	19%	\$7,605	20%	\$8,005	21%	\$8,406	22%	\$8,806		
HS Baseball - Assistant Coach	10%	\$4,003	11%	\$4,403	12%	\$4,803	13%	\$5,203	14%	\$5,604		
HS Basketball - Head Coach	18%	\$7,205	19%	\$7,605	20%	\$8,005	21%	\$8,406	22%	\$8,806		
HS Basketball - Assistant Coach	10%	\$4,003	11%	\$4,403	12%	\$4,803	13%	\$5,203	14%	\$5,604		
HS Basketball - Freshman	6%	\$2,402	7%	\$2,802	8%	\$3,202	9%	\$3,602	10%	\$4,003	*	
HS Cheerleading - Basketball - Head Coach	18%	\$7,205	19%	\$7,605	20%	\$8,005	21%	\$8,406	22%	\$8,806		
HS Cheerleading - Basketball - Assistant Coach	10%	\$4,003	11%	\$4,403	12%	\$4,803	13%	\$5,203	14%	\$5,604		
HS Cheerleading - Football - Head Coach	6%	\$2,402	7%	\$2,802	8%	\$3,202	9%	\$3,602	10%	\$4,003		
HS Football - Head Coach	18%	\$7,205	19%	\$7,605	20%	\$8,005	21%	\$8,406	22%	\$8,806		
HS Football - Assistant Coach	10%	\$4,003	11%	\$4,403	12%	\$4,803	13%	\$5,203	14%	\$5,604		
HS Football - JV Coach	6%	\$2,402	7%	\$2,802	8%	\$3,202	9%	\$3,602	10%	\$4,003		
HS Football - Freshman Coach	6%	\$2,402	7%	\$2,802	8%	\$3,202	9%	\$3,602	10%	\$4,003		
HS Softball - Head Coach	18%	\$7,205	19%	\$7,605	20%	\$8,005	21%	\$8,406	22%	\$8,806		
HS Softball - Assistant Coach	10%	\$4,003	11%	\$4,403	12%	\$4,803	13%	\$5,203	14%	\$5,604		
HS Track - Boys - Head Coach	16%	\$6,404	17%	\$6,805	18%	\$7,205	19%	\$7,605	20%	\$8,005		
HS Track - Girls - Head Coach	16%	\$6,404	17%	\$6,805	18%	\$7,205	19%	\$7,605	20%	\$8,005		
HS Track - Boys/Girls - Asst. Coach	6%	\$2,402	7%	\$2,802	8%	\$3,202	9%	\$3,602	10%	\$4,003		
HS Volleyball - Head Coach	18%	\$7,205	19%	\$7,605	20%	\$8,005	21%	\$8,406	22%	\$8,806		
HS Volleyball - Assistant Coach	10%	\$4,003	11%	\$4,403	12%	\$4,803	13%	\$5,203	14%	\$5,604		
HS Volleyball - Freshman Coach	6%	\$2,402	7%	\$2,802	8%	\$3,202	9%	\$3,602	10%	\$4,003	*	
JR. HIGH SCHOOL												
JH Baseball - Head Coach	9%	\$3,602	10%	\$4,003	11%	\$4,403	12%	\$4,803	13%	\$5,203		
JH Baseball - Assistant Coach	4%	\$1,601	5%	\$2,001	6%	\$2,402	7%	\$2,802	8%	\$3,202		
JH Basketball - Head Coach	12%	\$4,803	13%	\$5,203	14%	\$5,604	15%	\$6,004	16%	\$6,404		
JH Basketball - Assistant Coach	6%	\$2,402	7%	\$2,802	8%	\$3,202	9%	\$3,602	10%	\$4,003		
JH Cheerleading - Basketball - Head Coach	9%	\$3,602	10%	\$4,003	11%	\$4,403	12%	\$4,803	13%	\$5,203		
JH Softball - Head Coach	9%	\$3,602	10%	\$4,003	11%	\$4,403	12%	\$4,803	13%	\$5,203		
JH Softball - Assistant Coach	4%	\$1,601	5%	\$2,001	6%	\$2,402	7%	\$2,802	8%	\$3,202		
JH Track - Boys - Head Coach	9%	\$3,602	10%	\$4,003	11%	\$4,403	12%	\$4,803	13%	\$5,203		
JH Track - Girls - Head Coach	9%	\$3,602	10%	\$4,003	11%	\$4,403	12%	\$4,803	13%	\$5,203		
JH Track - Boys/Girls - Assistant Coach	4%	\$1,601	5%	\$2,001	6%	\$2,402	7%	\$2,802	8%	\$3,202		
JH Volleyball - Head Coach	12%	\$4,803	13%	\$5,203	14%	\$5,604	15%	\$6,004	16%	\$6,404		
JH Volleyball - Assistant Coach	6%	\$2,402	7%	\$2,802	8%	\$3,202	9%	\$3,602	10%	\$4,003		
ELEMENTARY												
6th Grade Basketball	4%	\$1,601	5%	\$2,001	6%	\$2,402	7%	\$2,802	8%	\$3,202	*	
6th Grade Volleyball	4%	\$1,601	5%	\$2,001	6%	\$2,402	7%	\$2,802	8%	\$3,202	*	
DISTRICT WIDE												
OTHER SUPPLEMENTAL PAY												
Event Supervisor			\$15	per hour	** guaranteed 3.5 hours							
Fan Bus Supervisor			\$15	per hour	** guaranteed 3.5 hours			* contingent on number of players				
Announcer			\$15	per hour	** guaranteed 2.5 hours							
Timer			\$15	per hour	** guaranteed 2.5 hours							
Scorekeeper			\$15	per hour	** guaranteed 2.5 hours							
Ticket Duty - 1 game			\$15	per hour	** guaranteed 2.5 hours							
Ticket Duty - 2 games			\$15	per hour	** guaranteed 3.5 hours							

Appendix D

[To be added after prepared by and agreed to by Sick Bank Committee]