



**A Contractual Agreement Between the
Board of Education of Community
High School District 94
and the
West Chicago High School
Teachers' Association, Inc.**

2022-2026

*Community High School strives to promote and provide growth experiences in
LEARNING, LEADERSHIP and LIVING.*

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PREAMBLE

The purpose of this document is to provide an orderly method for the Board of Education of Community High School District 94, West Chicago, Illinois, hereinafter referred to as the "Board" and the West Chicago High School Teachers' Association, Incorporated, hereinafter referred to as the "Association," to negotiate through professional channels on matters defined as negotiable, to reach agreement on these matters and to establish channels for mediation in the event of impasse.

ARTICLE 1: RECOGNITION AND DEFINITION

- A. The Board of Education of Community High School District 94, West Chicago, Illinois, hereinafter referred to as the "Board", and the West Chicago High School Teachers' Association, Incorporated, hereinafter referred to as the "Association"; which Association is hereby recognized by the Board as the exclusive and sole negotiating agent for all regularly-employed professional personnel (persons whose positions require a license issued under Article 21 of the *Illinois School Code* as now or hereafter amended) except those positions requiring administrative licensure, excluding substitutes; short-term employees; and persons hired in positions created which are supervisory or managerial within the meaning of the Illinois Education Employee Labor Relations Act; do hereby enter into this Contractual Agreement.
- B. The term "Member of the Bargaining Unit", when used hereinafter in this Agreement, shall refer to all employees represented by the Association in the Bargaining Unit defined in Section A, above.

The term "Teacher", when used hereinafter in this Agreement, shall refer to a Member of the Bargaining Unit assigned to classroom instructional duties.

- C. The Board agrees not to negotiate with any bargaining organization for certified staff members other than the Association for the duration of this Agreement. Further, the Board agrees not to negotiate with any Member of the Bargaining Unit individually on items covered under this Agreement during the duration of this Agreement. This shall not preclude the issuance by the Board of individual contracts to non-tenured Members of the Bargaining Unit provided that these contracts conform to this Agreement for the said school year.
- D. It is the mutual responsibility of the Board and the Association to confer upon their respective representatives the necessary power and authority to make proposals in the course of negotiations and to reach tentative agreements which shall be presented to the Board and the Association respectively for ratification.

ARTICLE 2: EFFECT OF AGREEMENT

- A. The terms and conditions set forth in this Agreement represent the full and complete understanding and commitment between the parties hereto. The terms and conditions may be altered, changed, added to, deleted from, or modified only through the

voluntary mutual consent of the parties.

- B. The terms and conditions of individual Member of the Bargaining Unit contracts issued by the Board shall conform to this Agreement.
- C. Should any article, section, or clause of this Agreement be declared illegal by a court of competent jurisdiction, or repealed by State or Federal action, said article, section, or clause, as the case may be, shall be automatically deleted from this Agreement to the extent that it violates the law, but the remaining articles, sections, and clauses shall remain in full force and effect for the duration of the Agreement if not affected by the deleted article, section, or clause; however, negotiations concerning a replacement for the deleted article, section, or clause shall begin within forty-five (45) calendar days after the date the deletion becomes effective.
- D. The parties each voluntarily and unqualifiedly waive any right which might otherwise exist under a collective bargaining law to negotiate over any matter during the term of this Agreement, and each agrees that the other shall not be obligated, but may do so if mutually agreed, to bargain collectively with respect to any subject or matter referred to or covered in this Agreement, or with respect to any subject or matter not specifically referred to or covered in this Agreement. Nothing in this section shall preclude the commencement of negotiations for a successor Agreement as provided for in this Agreement and/or by law.

ARTICLE 3: INFORMATION AND DATA

A. General Information

The Association shall be furnished on request all regularly and routinely prepared information concerning the financial condition of the school, including current annual financial statement, adopted budget(s) and audit. In addition, the Association shall be furnished a register of licensed personnel, including home addresses; an outline of items to be covered at all School Board meetings; all current treasurer's reports; school enrollment figures and future projections; and readily and normally available information as defined by statute. Nothing herein shall require the District's or Principal's staff to research or assemble information other than that which is stipulated above.

B. Names and Addresses of New Members of the Bargaining Unit

The Board agrees to furnish the Association with the names and addresses of new Members of the Bargaining Unit within fourteen (14) days of Board approval of their contracts.

C. Vacancies

The Superintendent, or their designee, shall notify the Association President or designee of all vacancies. Such vacancies may occur as a result of death, retirement,

discharge, resignation, reassignment, the creation of a new position or a realignment of administrative duties that creates a position new to the District. Vacancies, as described herein, shall be posted and applications sought consistent with paragraph 1, below. When the posted vacant position is filled, all applicants shall be notified.

1. Written notice of any vacancy in a Bargaining Unit position as determined by the District, including Appendix B, overloads, and summer school, whether temporary or permanent, shall be provided to all Members of the Bargaining Unit within ten (10) days after occurrence of the vacancy. The notice shall include licensure, subject area and other qualifications required for the position, and shall be posted for five (5) working days in the Faculty Lounge/Professional Library, the District website, and via email. In the event that an overload position is created within five (5) working days of the start of the semester for which it will be filled or during the course of the semester for which it will be filled, the duration of the posting may be reduced to two (2) working days provided all eligible candidates from within the Bargaining Unit are notified via all-staff email of the vacancy at the time of posting. Vacancies occurring during school holidays and during summer months will be posted via all-staff email.
2. Candidates from outside the Bargaining Unit may be given consideration for vacancies. A candidate from within the Bargaining Unit with proper licensure will be awarded the position unless an outside candidate is clearly more qualified. In the event the position is filled internally and more than one employee with equal qualifications and credentials applies, the candidate with the greatest seniority shall be awarded the position, unless this assignment results in the furloughing of another Member of the Bargaining Unit or unless the course or program was created and/or developed by a less senior Member of the Bargaining Unit.
3. In the event two or more faculty members apply for the same teaching overload assignment, the following criteria will be used in this order until one of the candidates exceeds the other, that person will then be recommended for the position.
 - Proper licensure
 - Relevant in-district experience in the course within the last five (5) school years
 - Years of teaching experience in this District

Teaching schedules will not be changed to accommodate any faculty member's application for an assignment. Overload assignments will not be granted to any faculty member with a scheduling conflict. Members of the Bargaining Unit and other certified employees (e.g. Division Head) whose position includes a released period (e.g. Association President) shall not be granted an overload unless other options have been exhausted.

D. Administrator Hiring

The Board hereby makes clear the importance of selecting administrative personnel of the highest caliber and involving qualified personnel in a selection process that ensures

the broadest base of fair and competitive candidacy for all such appointments.

Although appointment decisions are reserved exclusively to the Board, the following procedures will apply to hiring for the positions noted herein: Superintendent, Director, Principal, Assistant Principal, Dean, and Division Head.

Advisory input may be provided by those who will be working directly with the individual to be hired as to the qualities being sought for the role. This may be in written or verbal form to the Human Resources office. In all cases at least two members of the Association will be included on the interview team assembled by the Human Resources office.

Participation in the interview process by members of the Association shall be advisory, voluntary and unpaid. The Human Resources Office may select participants from a list of volunteers or invite participation.

ARTICLE 4: RIGHTS AND RESPONSIBILITIES

A. Association Use of Supplies and Equipment

The Association shall have the right to use school equipment if such does not interfere with the operation of the school. Such use shall be subject to reasonable limitations which may be prescribed by the Superintendent, or their designee. Any supplies and labor furnished to the Association shall be paid for by the Association at the current Board cost. The Association shall promptly reimburse the Board for any damage occasioned by such use when such equipment is being operated by Members of the Bargaining Unit. Such privileges shall not be extended to any competing bargaining organization.

B. Association Right to Post Notices

The Association shall have the right to post notices of its activities and matters of Association concern on bulletin boards in the faculty lounge. The Association shall have the right to the use of District mailboxes for communication to Members of the Bargaining Unit. The above items are to be of reasonable volume and shall be identified as having been originated by the Association. Such privileges shall not be extended to any competing bargaining organization.

C. Member of the Bargaining Unit Travel and Attendance at Professional Meetings

1. Recognizing the value of information available to professional educators regarding current trends, techniques, procedures, legislation, laws, etc., at professional meetings and through school visitations, the Board shall permit Member of the Bargaining Unit attendance at such meetings at District expense, provided that attendance at professional meetings and school visitations are approved prior to the meeting by the Superintendent or their designee.

2. The total amount of money to be allocated for Member of the Bargaining Unit travel as defined in the budget and coded 3350 is the sole responsibility of the Board.
3. The Division Head of each department, in consultation with department members, shall plan a proposed set of meetings for department members to attend. The principal criterion for the selection of meetings shall be the educational value and relevance to the Member of the Bargaining Unit's current or projected assignment.

After consultation with each Division Head and the Director of Business Services, the Principal shall notify each Division Head of the travel budget amount for their department prior to August 1. Each individual request to attend a meeting, including projected costs, shall then be submitted to the Principal for approval. Requests approved by the Principal in consultation with the Division Head shall be submitted to the Superintendent or their designee for final approval. In the event that such a request is denied, the Principal or Superintendent, or their designee shall provide the Division Head of the department involved with an explanation of the reason(s) for the denial.

D. Member of the Bargaining Unit Attendance at School-Based Professional Meetings

1. Administration agrees to hold, and Members of the Bargaining Unit agree to attend, no more than one after-school all-faculty meeting per month of up to one-hour in duration. In cases of emergency, meetings may be longer in duration or greater in frequency.
2. Division Heads agree to hold, and Members of the Bargaining Unit agree to attend, no more than an average of one (1) meeting of the entire Division or Department per month held outside the school day.
3. Members of the Bargaining unit agree to attend team meetings held during or outside the school day, and may be called by the Principal and/or team members. Meetings may include, but are not limited to, freshman house teams, student assistance teams, ESL teams, Special Education teams, course teams, etc. Meetings will be scheduled during the school day when reasonably possible.

E. Member of the Bargaining Unit Attendance at Education Association Meetings

The Association shall be granted an aggregate of eight (8) days per year of released time to send delegate(s) of its choice to professional meetings. Said days may be combined to be used over the course of the contract (i.e. for a 2-year contract, 16 total days would be available for use). In addition, the Board shall provide two (2) additional Association Leave Days per year provided that the WCHSTA reimburses the Board the full cost of the substitute teacher(s) for those two days.

The delegates shall not suffer loss of personal compensation for the above-mentioned days. If more than two (2) delegates request released time for the same date(s), the Association shall submit written notification for leave to the Superintendent through the Human Resources office at least five (5) school days prior to the meeting. This

notification shall consist of the date(s) of the meeting(s) and the individual(s) designated to attend. In an emergency, the time limit may be waived by the Superintendent. The Board will accept only the financial responsibility of the substitute teachers.

F. Released Time for Attendance at Hearings

A Member of the Bargaining Unit who is subpoenaed to appear as a witness at a hearing before the IELRB or a Federal or State court on an issue between the Association and the Board shall be permitted to attend the hearing without loss of pay or benefits if the hearing is scheduled during the school day.

G. Faculty Workroom, Faculty Lounge, and Faculty Dining Area

The Board shall provide facilities for a staff dining/lounge area and workroom/publication area for staff members.

H. Association Use of Building

The Association and its representatives shall have the right to hold meetings and transact business in the school building provided such meetings in no way interfere with any aspect of the instructional program, and provided that if such meetings entail additional maintenance, custodial service, or insurance premiums, the Association will pay for same. These meetings shall be subject to the following qualifications:

1. Formal Association meetings and Association Committee meetings held between 7:00 a.m. and fifteen (15) minutes prior to the beginning of the school day and between ten (10) minutes after the end of the school day and 6:00 p.m. on normal school days may be held without prior approval of the Administration.
2. Association meetings and Association committee meetings held at unusual times, that is, outside of the hours during which meetings may be held without prior approval pursuant to paragraph 1 above, on normal school days, or on other than normal school days, shall require prior Administrative approval.
3. If the Association decides to withhold services or participate in a work close-down or stoppage, the right of the building usage shall be forfeited.

I. Member of the Bargaining Unit Rights before the Board

When any Member of the Bargaining Unit is required to appear before the Board or before any Board Committee or Board Member concerning any matter which could adversely affect the continuation of that Member of the Bargaining Unit in their office, position of employment, or the salary or any increments pertaining thereto, the Member of the Bargaining Unit shall be given five (5) days' prior written notice of the reasons for such meeting or interview and shall be entitled to have a representative of the Association and/or legal counsel present to advise and represent them during such meeting or interview. If the aggrieved party intends to be represented by legal counsel, the Board must be notified in writing at least three (3) days before such meeting.

J. Member of the Bargaining Unit Rights before the Administration

When any Member of the Bargaining Unit is required to appear before an Administrator, and it is reasonably anticipated that such a meeting will concern possible disciplinary action against the Member of the Bargaining Unit, the Member of the Bargaining Unit shall be given reasonable prior notice as to the reasons for such meeting and shall be entitled to have a representative of the Association present during such meeting.

K. School Calendar

Prior to the adoption of the school calendar the Association shall be consulted. Recommendations made by the Association shall be advisory in nature.

The school calendar adopted by the Board shall consist of one hundred seventy-six (176) pupil attendance days or the number established by the Legislature in the event it is changed; four (4) institute days (each seven (7) hours, thirty (30) minutes in length including one (1) hour for lunch); two (2) staff development days (each seven (7) hours, thirty (30) minutes in length including one (1) hour for lunch) to be planned by the Staff Development Committee; and one Student Records Day. In addition, Members of the Bargaining Unit new to District 94 shall attend and participate in up to four (4) Orientation days prior to the start of school, and up to two (2) Workshop days to be scheduled after the school year has started. Of the four (4) Orientation days, three (3) will be full days (each seven (7) hours, thirty (30) minutes in length including one (1) hour for lunch) and one (1) will be individually scheduled between the District and new employee between their hire date and the three (3) Orientation days prior to the start of school. The two (2) Workshop days may be spaced and scheduled in two (2) full-day sessions, four (4) half-day sessions, an equivalent time in after school sessions or some combination of two or three of these as mutually determined by the new Members of the Bargaining Unit and the Administration. For the two (2) Workshop days, new Members of the Bargaining Unit shall be granted in-house staff development credits for each day fully attended. Nothing herein shall be construed to indicate that Members of the Bargaining Unit may be required to work on the legal holidays specified in the Illinois School Code.

Members of the Bargaining Unit shall only be required to work scheduled emergency days to replace actual days lost that year due to emergencies except for one of the five days which shall be scheduled as a Student Records Day. If circumstances cause all five emergency days to be used prior to the Student Records Day, the Board shall eliminate the Student Records Day and declare that day a regular day of student attendance.

L. Just Cause

Suspension of a Member of the Bargaining Unit or the withholding of a monetary benefit shall be for just cause.

ARTICLE 5: PAYROLL

A. Payroll Dates

Members of the Bargaining Unit shall receive their pay via direct deposit unless a member elects otherwise. Paydays are the fifteenth (15th) and last day of each month. If a payday falls on a weekend or holiday observed by the District, the payday shall be the previous business day.

B. Payroll Deductions

1. Each Member of the Bargaining Unit shall have the option of having payroll deductions made for any or all of the following purposes:

Tax-Sheltered Annuities - Any new tax-sheltered annuity program proposed by a Member of the Bargaining Unit must have at least five (5) members submit payroll deduction authorization forms for Board approval (existing programs may be continued regardless of the number of participants).

Charities - As specified by the Board.

Professional Dues - Following notification to the Superintendent or their designee, membership, local WCHSTA, IEA and NEA dues shall be deducted in equal amounts; deductions shall be made from the first paycheck on the 15th of the month following notification through the last paycheck that the Member of the Bargaining Unit receives for the current contract year.

The Board shall forward the deductions monthly to the Association in two checks (one to the local and one to the national). Notification of members shall be forwarded to the Business Office after the commencement of the school year.

Optional Group Life - Refer to Article 15, Section A, Insurance paragraphs 8 and 9.

Each Member of the Bargaining Unit shall be entitled to request the above deductions during the first week of school, and they shall remain in force until a request is received from a Member of the Bargaining Unit to change one or more Payroll Deductions.

Direct Deposit - The Board shall, upon a signed request from a Member of the Bargaining Unit, make payroll deductions for deposit in DuPage Schools Credit Union and/or shall deposit the Member of the Bargaining Unit's entire paycheck in their account in the bank on which the check is drawn or the financial institution of the member's choice. The deadline for a Member of the Bargaining Unit to request such payroll deduction or direct deposit of paychecks shall be October 15; however, during the period from October 16 until August 25 each Member of the Bargaining Unit shall be entitled to have one change made in their deduction for deposit in the DuPage Schools Credit Union.

2. The Association shall indemnify and hold harmless the Board from any and all claims, demands, suits, and costs incurred in connection with any such claim, demand, or suit resulting from any reasonable action taken or omitted by the employer for the purpose of complying with the provisions of Article 5.B.

C. Sick Leave Record

An unofficial accounting of total available Sick Leave days will appear on each payroll stub. An official accounting of total available Sick Leave will be maintained in the Human Resources Office.

D. Teacher Retirement System Payment

If the Internal Revenue Service or a court shall determine that payments by a Board of all or a portion of Member of the Bargaining Unit's retirement obligations are not properly excludable from income, the Board assumes no liability with respect to any income tax consequences resulting from the tax sheltering of the TRS contribution.

E. Section 125 Option - Salary Reduction Plan

The Board shall maintain a salary reduction plan which meets the requirements of Section 125 of the *Internal Revenue Code of 1986*, as amended, ("Code"). If at any time Code Section 125 or its related regulations are amended, the parties shall promptly revise the plan to comply with amendment(s).

An employee may annually elect to participate by choosing to receive benefits for the purposes set forth below, and in the amounts specified. The total amount elected shall be deducted from each employee's compensation.

Prior to the beginning of the plan year (which begins January 1 of each year), each employee shall, in writing, designate the dollar amount(s) elected for that year for each of the following benefits:

1. Premiums for group health and dental insurance
2. Reimbursement for the amount of medical care expenses not covered by insurance or otherwise, as defined in Code Section 213, up to a maximum of the amount allowed by law.
3. Reimbursement for dependent care assistance as defined in Code Section 129, up to a maximum of five thousand (\$5,000.00) dollars or two thousand five hundred (\$2,500.00) dollars if a married participant files a separate claim.

The amounts designated may not be changed during the plan year except on account of a change in the participant's family status or other circumstance provided in Code Section 125 or its related regulations. Any amount designated for reimbursement which remains unused at the end of a plan year shall be forfeited and not otherwise paid to

the employee during that year or carried over to a succeeding plan year.

The total amount(s) of the benefits elected pursuant to the plan shall be deducted in equal amounts from the employee's salary payments during the plan year, unless otherwise specified.

Claims for reimbursement may be submitted no more than once per month, unless an agreement with a plan administrator provides otherwise. Claims for reimbursement must be for services received during the plan year.

F. Payroll Verification

Payroll verification sheets will be distributed by September 15. Payroll verification sheets must be signed and returned to the Business Office by September 30.

ARTICLE 6: TERMS OF EMPLOYMENT

A. Determination of Salary Structure Salaries

Compensation for assignments shall be determined by reference to the compensation schedule attached as Appendix A to this Agreement and salary calculations defined in Section B below. The placement and movement of each teacher on the relevant compensation schedule will be accomplished and agreed to by the Director of Human Resources and the Association President. Each Member of the Bargaining Unit shall confirm the actual salary for each year of the Agreement by signing a salary verification form.

The Board and the Association agree that as of the effective date of this Agreement, all Members of the Bargaining Unit have been placed on Appendix A according to their step placement at their time of hire with the School District plus their years of service with the School District, that such placement fully and finally resolves the grievance filed by the Association on August 9, 2017 as well as all individual salary schedule placement or movement issues that may have arisen prior to this Agreement, and that there shall be no further claim of any kind with respect to such salary schedule placement or movement. The Board and the Association further agree that the placement and movement of Members of the Bargaining Unit on Appendix A under this contract is correct and resolves all prior individual salary schedule placement or movement issues.

For the duration of this Agreement, the Board shall pay 8.5% of the Member of the Bargaining Unit's TRS contribution. However, any reduction in the required teacher TRS contribution resulting from legislative changes shall be used to reduce the Board payment noted above.

B. Compensation Structure for Teaching Assignments

The salaries set forth in Appendix A shall be determined as follows:

1. Base Salary

The base salary shall increase during each year of this Agreement as follows:

For the 2022-2023 school year, the base salary for the prior school year shall be increased by 1%.

For the 2023-2024 school year, the base salary for the prior school year shall be increased by 1%.

For the 2024-2025 school year, the base salary for the prior school year shall be increased by 1%.

For the 2025-2026 school year, the base salary for the prior school year shall be increased by 1%.

Notwithstanding anything contained in this Agreement to the contrary, if the State enacts legislation that negatively impacts the District's 2022, 2023, 2024, or 2025 tax levies, there will be no base salary increase for the 2023-2024, 2024-2025, or 2025-2026 school years. Step movements and column changes will take place.

2. Step Movement

A Member of the Bargaining Unit shall advance one step for every school year in which they actually teach or otherwise are present and participating in the District's educational program for 120 days or more. Days of leave under the Federal Family Medical Leave Act that a Member of the Bargaining Unit is required to take until the end of the school year shall be considered days of teaching or participation in the District's educational program.

3. Members of the Bargaining Unit beyond Step 23

Members of the Bargaining Unit who are beyond Step 23 shall receive an increase of two percent (2%) over their previous school year's salary (in lieu of step or base salary increases), provided they actually taught or otherwise were present and participating in the District's educational program for 120 days or more. Days of leave under the federal Family Medical Leave Act that a Member of the Bargaining Unit is required to take until the end of the school year shall be considered days of teaching or participation in the District's educational program. No Member of the Bargaining Unit beyond Step 23 shall have a base salary that is less than the base salary in Step 23 of their column after applying the two percent (2%) annual increase.

C. Definition of Compensation Structure Terms

1. **STEP:** The term "Step" when used herein in reference to the Compensation Schedule for Teaching Assignments (Appendix A) shall describe the vertical location of the compensation schedule cell in which a Member of the Bargaining Unit is placed.

2. **COLUMN:** The term "Column" when used herein in reference to the Compensation Schedule for Teaching Assignments (Appendix A) shall describe the horizontal location of the compensation schedule cell in which a Member of the Bargaining Unit is placed.
3. **SALARY:** The terms "Salary" and "Base Salary", as used in the Article, do not include Appendix B pay, extra duty pay, overload pay, etc., or employer or member TRS contributions paid by the District.

D. Part-time Members of the Bargaining Unit

Base salaries and increases/adjustments for part time Members of the Bargaining Unit will be prorated based on their full-time equivalency.

E. Column Change

In order for a Member of the Bargaining Unit to qualify for a column change increase on the Compensation Schedule included as Appendix A of this Agreement, the Member of the Bargaining Unit must comply with the following conditions:

1. On the first or second working day of the school year for which such column change is claimed, provide the Superintendent or their designee with written notification that they have earned sufficient approved college credit to qualify for such column change; such notification to be on a form provided by the Superintendent or their designee.
2. By September 20 of the school year for which such column change is claimed, the Member of the Bargaining Unit shall provide the Superintendent or their designee with official copies of transcripts that verify that they have earned sufficient approved college credit to qualify for such column change. In the event that an official transcript is not available due to causes beyond the control of the Member of the Bargaining Unit, a signed letter, containing the official seal of the college or university, from the registrar of the college or university or the dean of the college in which the course(s) were taken shall be acceptable verification; however, an official transcript shall be provided as soon as such becomes available. In the absence of such verification, a Member of the Bargaining Unit shall not qualify for a column change.

A Member of the Bargaining Unit who earns college credit for courses approved by the District that are not part of a graduate program shall be entitled to claim a column change reflective of said college credit either before or after the attainment of a graduate degree. The Member of the Bargaining Unit shall provide the Superintendent or their designee with official copies of transcripts that verify that they have earned sufficient approved college credit to qualify for such column change by September 20 of the school year for which such column change is claimed.

When a Member of the Bargaining Unit beyond Step 23 qualifies for a column change,

the following calculation will be used to determine the new salary: 1) calculate the difference between the salary in the current column and the column of advancement at Step 23 on the Appendix A schedule for the applicable school year, 2) add that difference to the current salary, 3) apply the longevity increase of 2%.

F. Compensation for Members of the Bargaining Unit Rated Unsatisfactory and on Remediation

A Member of the Bargaining Unit who has been rated Unsatisfactory and placed on remediation pursuant to Article 10 (Member of the Bargaining Unit Evaluation) shall, for the duration of their period of remediation, remain at the same Compensation Schedule for Teaching Assignment (Appendix A) vertical step and horizontal column placement in effect during the school year in which the Unsatisfactory rating was assigned.

Note: This limitation shall not apply to placement on the Supplementary Assignment Compensation Schedule (Appendix B).

A Member of the Bargaining Unit who has been rated "Unsatisfactory" and is placed on remediation pursuant to Article 10 (Member of the Bargaining Unit Evaluation) for the 2022-2023 school year shall not receive the salary compensation outlined in Article 6 for the 2022-2023 school year. If such Member of the Bargaining Unit is rated "Proficient" at the conclusion of the period of remediation and prior to the start of the 2023-2024 school year, they shall receive the salary compensation outlined in Article 6 for the 2023-2024 school year. If such Member of the Bargaining Unit is rated "Excellent" at the conclusion of the period of remediation and prior to the start of the 2023-2024 school year, they shall receive the salary compensation outlined in Article 6 for both the 2022-2023 and 2023-2024 school years.

A Member of the Bargaining Unit who has been rated "Unsatisfactory" and is placed on remediation pursuant to Article 10 (Member of the Bargaining Unit Evaluation) for the 2023-2024 school year shall not receive the salary compensation outlined in Article 6 for the 2023-2024 school year. If such Member of the Bargaining Unit is rated "Proficient" at the conclusion of the period of remediation and prior to the start of the 2024-2025 school year, they shall receive the salary compensation outlined in Article 6 for the 2024-2025 school year. If such Member of the Bargaining Unit is rated "Excellent" at the conclusion of the period of remediation and prior to the start of the 2024-2025 school year, they shall receive the salary compensation outlined in Article 6 for both the 2023-2024 and 2024-2025 school years.

A Member of the Bargaining Unit who has been rated "Unsatisfactory" and is placed on remediation pursuant to Article 10 (Member of the Bargaining Unit Evaluation) for the 2024-2025 school year shall not receive the salary compensation outlined in Article 6 for the 2024-2025 school year. If such Member of the Bargaining Unit is rated "Proficient" at the conclusion of the period of remediation and prior to the start of the 2025-2026 school year, they shall receive the salary compensation outlined in Article 6 for the 2025-2026 school year. If such Member of the Bargaining Unit is rated "Excellent" at the conclusion of the period of remediation and prior to the start of the 2025-2026 school

year, they shall receive the salary compensation outlined in Article 6 for both the 2024-2025 and 2025-2026 school years.

A Member of the Bargaining Unit who has been rated "Unsatisfactory" and is placed on remediation pursuant to Article 10 (Member of the Bargaining Unit Evaluation) for the 2025-2026 school year shall not receive the salary compensation outlined in Article 6 for the 2025-2026 school year. If such Member of the Bargaining Unit is rated "Proficient" at the conclusion of the period of remediation and prior to the start of the 2026-2027 school year, they shall be eligible to receive any Appendix A salary increase under this Article 6 negotiated for the 2026-2027 school year. If such Member of the Bargaining Unit is rated "Excellent" at the conclusion of the period of remediation and prior to the start of the 2026-2027 school year, they shall receive the salary compensation outlined in Article 6 for the 2025-2026 school year and shall be eligible to receive any Appendix A salary increase under this Article 6 negotiated for the 2026-2027 school year.

The foregoing shall also apply to Members of the Bargaining Unit in Longevity (beyond Step 23).

The foregoing shall not apply to placement on the Supplementary Assignment Compensation Schedule (Appendix B).

G. Length of the School Day

1. The normal school day for Members of the Bargaining Unit shall be established by the Board; shall not exceed seven (7) hours and fifty-five (55) minutes consecutively (except as provided in Paragraph 2 below), including the time the Member of the Bargaining Unit is required to be in attendance before and after the normal school day for students; and shall be scheduled between the hours of 7:30 a.m. and 3:40 p.m. Members of the Bargaining Unit shall work from 7:30 a.m. until 3:10 p.m. except as noted in Paragraph 2, below.
2. In the event that it is necessary for classes to be taught either before 7:30 a.m. or after 3:40 p.m., a Member of the Bargaining Unit will not be assigned these classes without a joint meeting of the Member of the Bargaining Unit, Division Head, and Principal. A Member of the Bargaining Unit shall not be required to be in attendance any more than seven (7) hours and fifty-five (55) minutes consecutively.

H. Teaching Load

The normal teaching load of a full-time Teacher shall be five (5) class periods of classroom instruction per day. These five (5) class periods may be a combination of teaching assignments and student supervision.

The teaching load of a full-time interdisciplinary Teacher shall be the normal teaching load of students for Teachers of their discipline.

An assignment load of more than five (5) class periods of classroom exposure per day for a full year, except for those arranged and agreed to as noted in the exceptions

below, shall constitute an overload. An overload for a full-year course shall be paid at one-fifth of MA+0/Step 8 (cash salary) on the salary schedule for the applicable school year. When the assignment load of more than five class periods as noted herein is for less than one full year, the rate shall be divided by the total number of Member of the Bargaining Unit work days for that year, and multiplied by the number of overload days scheduled to determine the total overload salary.

No Teacher shall be assigned more than one (1) overload during any one (1) semester. Members of the Bargaining Unit will have first right of refusal of additional sections before they are offered as part-time positions.

When the Board determines there is a need to employ a Teacher for an assignment that constitutes an overload, as defined above, notice of the availability of the assignment shall be posted as per Article 3.C.

A Member of the Bargaining Unit assigned to work in one of the following job classifications shall be considered an exception to the normal teaching load specified above, and their assignment load shall be determined by the Superintendent or their designee:

1. Librarian
 2. Work-study program Teacher
 3. A Special Education Teacher will be expected to provide five (5) class periods per day of direct contact with students and two (2) class periods per day of indirect contact. Indirect contact includes planning; checking student progress in class and on the IEP; conferring with regular education or Special Education staff; contacting parents; and case management responsibilities. A Special Education Teacher will be granted one (1) day of release time each semester. Release time must be used in full-day increments with sub coverage provided, must be worked on campus, and must have prior approval from the Director of Special Education.
 4. Tutor/Academic Skills Center Teacher
 5. STAR Teacher
 6. Professional Educator License, School Support Personnel (including but not limited to: School Counselor, Social Worker, Nurse, etc.)
- I. School Counselor Extended Year and Compensatory Time

A Member of the Bargaining Unit holding the position of School Counselor may be assigned to work outside the regular school day up to six (6) days per school year for the purpose of registering students, provided the Member of the Bargaining Unit is given a compensatory day for each full evening of work (4-6 hours duration). Such compensatory time will be available to the School Counselor beginning on the first day of the school year. Compensatory time is non-cumulative. Use of compensatory time

shall follow the guidelines for personal day usage.

In addition, School Counselors shall work three (3) days prior to the work year for Members of the Bargaining Unit and three (3) days beyond the last day of the work year for Members of the Bargaining Unit. All six (6) days shall be paid at the Counselor's regular per diem rate.

Also provided will be a total of ten (10) summer work days to be scheduled as needed. While the Division Head or Director is likely to work most of these ten (10) days, the Division Head or Director may mutually agree with one or more other Counselors to work a portion of the total of ten (10) days. Such mutual agreement will be approved by the Administration and shall be paid at the regular per diem rate of the Counselor involved.

If the Administration and Board determine that days of summer work are needed for Librarians and Nurses, they shall be paid at the regular per diem rate of the Librarian or Nurse involved. The days shall be cooperatively scheduled between the supervising Administrator and the Librarian or Nurse as the case may be.

J. Open House and Parent-Teacher Conferences

Members of the Bargaining Unit that work Fall Open House, generally held in September, will be released early after the State assessment, generally administered in the Spring. Members of the Bargaining Unit that work 8th Grade Open House, generally held in January, will be released early on the day Prom occurs if Prom is held on a Friday and that day is a scheduled school improvement day or half day. If Prom is held on a weekend, the District and Association agree to meet with the purpose of finding an alternative compensatory time. Members of the Bargaining Unit that work evening Parent-Teacher Conferences, one held in the Fall and one held in the Spring, will be released at 12:00 noon the following day after morning Parent-Teacher Conferences provided that the ISBE Calendar Guidelines permit it. All compensatory time listed in this section will be consistent with any State or Federal law or guidance governing the school calendar and length of the school day.

K. Supervision of Students

The Association and the Board accept the belief that both the Members of the Bargaining Unit and Administration have a major responsibility for maintaining reasonable student behavior within the school building, and that reasonable student behavior is essential to the overall success of the school's educational program; therefore:

1. The Board will continue to establish and administer policies regarding student conduct so as to assist Members of the Bargaining Unit as they exercise their student supervision responsibilities.
2. The professional responsibilities of the Member of the Bargaining Unit include supervision in the hallways during passing periods and for the time necessary to

clear the halls at the beginning and end of preparation periods, responding to disturbances during preparation periods, and giving reasonable aid to specific problem situations when requested by the Principal or their designee.

L. Association President Release Time

The Association President shall be granted two class periods of release time each semester for the purpose of conducting Association business. For example, if a full-time teaching load is five (5) class periods, the Association President would teach three (3) periods with two (2) periods of release time. The Association President may decide to allocate one period of release time each semester to another Member of the Association for the purpose of conducting Association business. Such allocation will remain in effect for the duration of the school year. The Association President will make this decision no later than the end of the first semester of the year prior to which it applies. Such notification shall be made in writing to the Superintendent or their designee.

M. Hepatitis B Vaccination

The Hepatitis B Vaccination will be provided for individuals listed in Category A or B in the Board rules and regulations related to bloodborne pathogens. If an individual believes that their position should be listed in Categories A or B in the Board rules and regulations related to bloodborne pathogens, the individual may request that the Superintendent submit the position to the Board for inclusion in Categories A or B.

The Board will consider the appeal at the next scheduled committee meeting and will submit a recommendation for review at the next regularly scheduled Board meeting.

N. Member of the Bargaining Unit Assignments

The Board shall notify each Member of the Bargaining Unit no later than the last Member of the Bargaining Unit work day of the school year of their anticipated teaching assignment for the following school year. Any changes in such assignments shall be communicated as promptly as feasible.

O. Supplemental Assignment Compensation Schedule - Appendix B

All persons filling positions included in Appendix B shall be compensated in accordance with Appendix B.

P. Special Education Placement

The Board will follow State and Federal Law regarding the placement of Special Education students.

Q. Interdisciplinary Course Development

1. Expenditures for New Courses

- a. All new courses will be allocated summer curriculum writing monies to prepare for the new course. The sums allocated are to be based on the complexity of the task.
- b. Teachers may receive funding for attendance at conferences/workshops which specifically address content or skills in the new course.
- c. Consultants who have expertise in a particular skill or the content of the new course may be employed.
- d. Teachers may be granted release time to work on a new course with other teachers, consultants, or Division Heads.

2. Release Time for Semester(s)

Release time may be granted according to the following criteria:

- a. The release time granted for the course must recognize the need for a team of teachers to meet on a daily basis to plan units of instruction.
- b. The complexity of the course(s) requires daily meetings to plan for the course.
- c. The departments affected by the release time should not experience an increase in overall class size for the department.

3. Reduction of Teaching Load

The teaching load of teachers in an interdisciplinary assignment may have their teaching load reduced from five (5) class periods to four (4) class periods according to the following criteria:

- a. The number of disciplines involved requires more time for teachers to plan for instruction and to develop schedules and activities for diverse ability groups.
- b. The success of the program is in jeopardy.
- c. The released time would not result in an increase of class size in the affected disciplines. The student load of the teachers in the program will be the same as that of teachers in their department who teach five (5) classes.

R. Work from Home

No Member of the Bargaining Unit shall be assigned by the District to work from home for any portion of their assigned workday. However, nothing herein precludes a Member of the Bargaining Unit from voluntarily performing work-related tasks from their home as long as such tasks are not established as conditions of employment by the employer. The Association agrees that it will not in any way impose or imply any

limitations on tasks the Member of the Bargaining Unit chooses to do of their own volition.

ARTICLE 7: LEAVE

A. Sick Leave

Sick Leave shall be defined as paid leave of absence granted to a Member of the Bargaining Unit for the purpose of protecting the Member of the Bargaining Unit against loss of pay due to personal illness or the illness of a family member as specified below.

Each Member of the Bargaining Unit shall be entitled to thirteen (13) Sick Leave days with full pay per school year. Sick leave will be taken in quarter ($\frac{1}{4}$) day increments. Each part-time Member of the Bargaining Unit or full-time Member of the Bargaining Unit employed after the beginning of the school year shall be entitled to Sick Leave based on the employee's percentage of full-time or full year employment.

A Member of the Bargaining Unit may accumulate unused Sick Leave days up to a total of three-hundred forty (340) days. Each Member of the Bargaining Unit shall have available each school year all Sick Leave theretofore accumulated plus their annual entitlement of thirteen (13) Sick Leave days.

A Member of the Bargaining Unit shall be granted Sick Leave for the following reasons:

1. Personal illness of the Member of the Bargaining Unit.
2. Quarantine at home.
3. Serious or terminal illness of a child, parent or legal guardian of the Member of the Bargaining Unit or their spouse, brother, sister, aunt, uncle, sister-in-law, brother-in-law, grandchild, grandparent, daughter-in-law, or son-in-law of the Member of the Bargaining Unit or their spouse, or any member of the Member of the Bargaining Unit's immediate household. The term "spouse", as used throughout the agreement shall have the same meaning as ascribed to that term in the Illinois Religious Freedom Protection and Civil Union Act (Public Act 096-1513).
4. Birth of a child (parental leave). The total period of absence for this purpose may not exceed twelve (12) weeks. A Member of the Bargaining Unit without sufficient current and accumulated paid leave to cover the entire requested period of absence for this purpose shall be entitled to any unpaid leave of absence equal to the portion of the requested period of absence that is not covered by such paid leave, upon written certification by the Member of the Bargaining Unit to the Human Resources Office of the necessity for such unpaid leave.
5. Adoption of a child under six (6) years of age. The total period of absence for this purpose may not exceed twelve (12) weeks. A Member of the Bargaining Unit

without sufficient current and accumulated paid leave to cover the entire requested period of absence for this purpose shall be entitled to any unpaid leave of absence equal to the portion of the requested period of absence that is not covered by such paid leave, upon written certification by the Member of the Bargaining Unit to the Human Resources Office of the necessity for such unpaid leave.

Sick Leave shall not apply for cosmetic surgery during the school year except when required as a result of injury or accident.

The Board may require a physician's certificate or, if the treatment is by prayer or spiritual means, that of a spiritual advisor or practitioner of such person's faith, as a basis for pay during Sick Leave after an absence of three (3) consecutive days for personal illness, or as it may deem necessary in cases where misuse of Sick Leave seems apparent.

B. Bereavement Leave

Bereavement Leave shall be defined as paid leave of absence granted to a Member of the Bargaining Unit for the purpose of protecting the Member of the Bargaining Unit against loss of pay due to the death of a family member as specified below.

Each full-time Member of the Bargaining Unit shall be entitled to three (3) Bereavement Leave days with full pay per school year. Each part-time Member of the Bargaining Unit or full-time Member of the Bargaining Unit employed after the beginning of the school year shall be entitled to Bereavement Leave on a pro rata basis. If additional days are required, those days will be deducted from Sick Leave. Said Bereavement Days need not be taken contiguously and may be taken in quarter-day increments.

A Member of the Bargaining Unit shall be granted Bereavement Leave for the following reason:

Death of a child, parent, legal guardian, brother, sister, grandchild, grandparent, brother-in-law, sister-in-law, aunt, or uncle of the Member of the Bargaining Unit or their spouse or of any member of the Member of the Bargaining Unit's immediate household.

Requests for Bereavement Leave of persons not covered in this Agreement may be made to the Superintendent or their designee. Decisions on each request will be made on an individual basis.

C. Duty Connected Disability

A Member of the Bargaining Unit who is absent due to a duty connected injury and who receives Workers' Compensation insurance payments for such absence shall be paid the difference between the amount of such Workers' Compensation payments and the Member of the Bargaining Unit's full salary. Pro rata deductions from accumulated Sick Leave shall be made only for such Sick Leave payments.

D. Personal Leave

Each Member of the Bargaining Unit shall be entitled to use up to eight (8) quarter days (the equivalent of two full days) per school year as personal business leave without loss of pay for matters which it would be unreasonable to expect the Member of the Bargaining Unit to handle during non-school days or hours. Personal Leave shall also be available for use as Sick Leave. All Personal Leave will be taken in quarter ($\frac{1}{4}$) day increments.

Unused Personal Leave shall accumulate up to three (3) days. Other unused non-cumulative personal leave shall be added to accumulated sick leave annually (e.g. if a Member of the Bargaining Unit has two (2) personal days remaining at the end of the school year, on the next July 1, one (1) of the remaining personal leave days will be added to accumulated sick leave. The other day shall remain for use during the subsequent school year as a personal leave day).

Written notification for such leave shall be made to the Human Resources Office without reasons stated, no later than noon of the preceding school day of such leave, provided that in an emergency such notice shall be given as soon as feasible. Such leave will not be granted during the first three (3) or last three (3) Member of the Bargaining Unit employment days or the day immediately preceding or following a school vacation holiday, or non-attendance day, provided these restrictions shall not apply to religious holidays, emergencies, or unavoidable legal business of a personal or family nature, or non-discretionary family obligations beyond the control of the Member of the Bargaining Unit. Said family obligations shall be limited to those involving the Member of the Bargaining Unit; the child, parent, or legal guardian of the Member of the Bargaining Unit or their spouse; brother, sister, aunt, uncle, sister-in-law, brother-in-law, grandchild, grandparent, daughter-in-law, or son-in-law of the Member of the Bargaining Unit or their spouse; or any member of the Member of the Bargaining Unit's immediate household. In the case where a Member of the Bargaining Unit requests personal leave on a prohibited day for one of the four reasons noted above, they shall furnish the reason for their leave to the Human Resources Office. In the case of a non-discretionary family obligation, the request shall be made no fewer than fifteen (15) calendar days prior to the requested date of leave.

If a Member of the Bargaining Unit certifies to the Human Resources Office that two (2) days of personal leave have been or will be used for taking part in religious observances or recognized religious holidays of their faith not otherwise scheduled as school holidays, a third day will be granted.

If a Member of the Bargaining Unit certifies to the Human Resources Office that three personal days have been used for religious observance or recognized religious holidays of their faith not otherwise scheduled as school holidays, a fourth personal leave day for personal business will be granted provided that the Member of the Bargaining Unit agrees to provide five class periods of internal substitution, or its equivalent, without compensation, during the same school year.

If a Member of the Bargaining Unit certifies to the Human Resources Office that they

need additional personal days for the completion of an adoption, the Human Resources Office shall grant up to two (2) days within the current school year as needed.

Personal business leave shall not be available for purposes of recreation, any activity which produces taxable income (other than capital gains), or during a work-stoppage of any kind.

If the Member of the Bargaining Unit fails to qualify for a Personal Leave as defined above and takes an unauthorized leave on one or more of the prohibited days noted above, said Member of the Bargaining Unit's pay shall be reduced at a per diem rate of their Appendix A salary divided by the total number of the Member of the Bargaining Unit work days for that year. If, in addition to taking leave on a prohibited day, the Teacher takes additional Personal Leave days on days contiguous to the prohibited day, that leave shall be deemed unauthorized, and their pay shall be reduced at the per diem rate.

E. Military Leave of Absence

A Military Leave of Absence shall be granted in accordance with applicable law. A Member of the Bargaining Unit shall be granted a Military Leave of Absence pursuant to the requirements of the *Illinois School Code* and other applicable laws. Application for leave shall be made in writing to the Superintendent or their designee.

F. Unpaid Leave of Absence

Leave of Absence for two years without pay, following completion of the contract year, may be granted to a tenured Member of the Bargaining Unit if the request is made prior to February 15.

After February 15, leave may be granted subject to finding a suitable replacement. Such leaves may be granted for:

1. Furthering education
2. Exchange teaching (domestic and/or foreign)
3. Teaching assignments in foreign countries.

Leave of Absence for one (1) year or one (1) semester without pay, following completion of the contract year, may be granted to a tenured Member of the Bargaining Unit if the request is made prior to February 15. After February 15, leave may be granted subject to finding a suitable replacement. Such leaves may be granted for:

1. Furthering education.
2. Exchange teaching (domestic and/or foreign).
3. Teaching assignments in foreign countries.

4. Travel.
5. Employment in areas related to their teaching specialty.
6. Death or serious illness in the immediate family (spouse, child, or parent of the Member of the Bargaining Unit).
7. Child-rearing: The welfare of a Member of the Bargaining Unit's child necessitates the presence of the Member of the Bargaining Unit in the home.

With regard to "furthering education" as shown above, the provisions included in "Unpaid Educational Leave of Absence" (Section H, below) shall not apply to "furthering education" unless explicitly stated in Section H, below.

The total number of Leaves of Absence granted by the Board under the terms of this Article shall not exceed ten percent (10%) of the total number of Members of the Bargaining Unit employed.

Upon return to District 94, step advancement on the Compensation Schedule shall be granted to individuals receiving Leave of Absence for exchange teaching on a full-time basis or teaching assignments in foreign countries on a full-time basis.

If a mutually-acceptable agreement for advancement or non-advancement on the Compensation Schedule for other than full-time teaching can be arrived at by the Member of the Bargaining Unit and the Superintendent prior to the application for leave of and copies submitted with application for Leave of Absence, such agreement shall be reduced to writing and shall be signed by the Member of the Bargaining Unit and the Superintendent and copies submitted with application for Leave of Absence.

A notice of intent to return or not to return for the subsequent academic year shall be filed with the Superintendent or their designee on or before February 15 of the last year of the Leave of Absence. Failure to file said notice of intent to return or not to return for the subsequent academic year with the Superintendent or their designee on or before February 15 of the last year of the leave of absence shall constitute a voluntary resignation as a Member of the Bargaining Unit employed by the Board, provided that the Superintendent or their designee has sent a notification by certified mail on or before January 15 of the last year of the leave of absence reminding the Member of the Bargaining Unit of the requirement to furnish said notice.

G. Unpaid Leave of Absence - Insurance

A Member of the Bargaining Unit on any type of unpaid Leave of Absence after FMLA may, at their own expense, remain a member of the Group Life Insurance Plan and the Group Hospital/Major-Medical Insurance Plan and may continue to purchase Group Term Life Insurance for Dependents subject to the following conditions:

1. The Member of the Bargaining Unit shall notify the Board in writing of the election

to continue the insurance thirty (30) days prior to the commencement of the leave of absence.

2. The payment by the Member of the Bargaining Unit shall be received by the Board at least thirty (30) days prior to the payment of the monthly premium.

If the Board's insurance carrier shall not agree to continue the participation of the Member of the Bargaining Unit on leave as part of the insurance group, the parties shall promptly meet to find an alternative course of action to avoid interruption of coverage.

H. Unpaid Educational Leave of Absence

A Member of the Bargaining Unit who takes an unpaid educational leave of absence for the purpose of furthering education at an accredited institution may desire to purchase service credit with Teachers' Retirement System (TRS) under conditions stipulated by TRS and/or continue health insurance benefits with Community High School District 94.

To obtain a year of credited service, a Member of the Bargaining Unit can apply to TRS for such credit under the provisions of the Optional Service Credit set forth by TRS.

The actual payment for the Optional Service Credit shall be made by the Member of the Bargaining Unit at a time of their own choosing or dictate of TRS. When the District is provided with evidence of application to, and authorization of, purchase of the Optional Service Credit by the Member of the Bargaining Unit and TRS, the District shall reimburse the District share of TRS based on the salary earned by the Member of the Bargaining Unit during the year immediately prior to the year of the approved unpaid educational leave of absence.

In addition, the Member of the Bargaining Unit can receive reimbursement for health and dental insurance premiums based on the coverage in which the Member of the Bargaining Unit is enrolled during the year immediately prior to the year of the unpaid educational leave of absence. During such year the Member of the Bargaining Unit shall pay health insurance premiums. The District contribution shall be capped at the District share in effect for the 2006-07 school year. Shown below are the monthly caps for the Board share of the health and dental insurance subject to the provisions of Section H of Article 7 - Leave:

	Single	Family
Health - PPO	\$320.09	\$1,028.34
Health - HMO	\$297.38	\$521.90 (single + spouse) \$553.31 (single + child/ren) \$795.34 (family)
Dental	\$29.04	\$74.08

Reimbursement shall be made on the following schedule:

Years of Employment in District Following Completion of Unpaid Leave of Absence for which Optional Service &/or Health Insurance is Purchased by the Member of the Bargaining Unit	Percent of Total District Share of TRS and/or Health Insurance Payment to be Reimbursed by District for One Year of Unpaid Leave of Absence for a Member of the Bargaining Unit on Unpaid Educational Leave of Absence
1	20%
2	20%
3	20%
4	20%
5	20%

The District will pay this benefit to the Member of the Bargaining Unit no later than June 1 of each year during which the benefit applies.

The provisions included herein for unpaid educational leave of absence shall not apply to other unpaid leaves of absence.

I. Family and Medical Leave Act

Members of the Bargaining Unit are entitled to leave according to the terms of the Family and Medical Leave Act of 1993 subject to the provisions as outlined in Board Policy 5:185 Family and Medical Leave and its accompanying Practices.

J. Other Leaves

Other types of leaves not specifically covered by this Agreement shall be granted based on mutual agreement of the Board and the Member of the Bargaining Unit.

ARTICLE 8: EXTRA DUTY SALARY SCHEDULE

When the following extra duty positions are authorized by the Board and/or Superintendent, or their designee, the following schedule will apply. For the purpose of this Article, the rate of pay for those performing these responsibilities shall be in effect from the beginning of the current school year to the beginning of the succeeding school year.

A. Cafeteria Supervision

1. If Members of the Bargaining Unit are required for supervision of the student cafeteria, they shall be compensated at the rate of one-half of the internal substitute pay rate per each lunch period supervised.
2. The District will seek to use educational support staff or temporary supervisors in the cafeteria but will allow Members of the Bargaining Unit to volunteer first for cafeteria duty with the understanding that the District may decline to accept a volunteer if the performance of that volunteer on cafeteria duty has been

determined to be unacceptable by the Administration.

3. If it is not possible to employ educational support staff, temporary supervisors, or volunteers, Members of the Bargaining Unit may be assigned on a rotating basis. Cafeteria supervision assignments shall be rotated on a regular basis to ensure equitability.

B. Internal Substitute Teaching

1. The Principal or their designee shall employ an external substitute teacher, whenever feasible, to fulfill the functions of a Teacher who is absent. Each Division Head may provide a list indicating their preferences for substitute teacher.
2. If a Teacher is to be absent less than a full day or if it is not feasible to secure the services of an external substitute teacher, the Principal or their designee may assign or request other Teachers to perform internal substitutions according to the following criteria:
 - a. Each Teacher may be assigned to perform up to two (2) class periods of internal substitution within their department per school year during their non-teaching class periods.
 - b. A Teacher may be requested to perform internal substitutions in addition to the two (2) assigned pursuant to paragraph 1 of this Section. Such requested additional internal substitutions may be within or outside the Teacher's department and may be during a teaching or a non-teaching class period.
 - c. All internal substitution performed pursuant to paragraphs 1 and 2 of this Section shall be paid at the following rates:

2022-2023	\$37.00 per period
2023-2024	\$38.00 per period
2024-2025	\$39.00 per period
2025-2026	\$40.00 per period

C. Mentoring Program

Members of the Bargaining Unit serving as mentors will be paid a stipend for work outside the regular school hours. The amount of the stipend shall be determined by multiplying thirty-two (32) hours times the curriculum pay rate in effect for the applicable year. The assignment of mentors will be the responsibility of the Mentoring Committee and the Human Resources Office.

D. Student Staffing

General Education Teachers who are invited to attend a Special Education staffing shall be paid the internal substitution rate for every staffing they attend during their preparation time after attending two (2) unpaid staffings. Said payment shall only occur

when the General Education Teacher attends for the full preparation period.

E. Curriculum Writing

2022-2023	\$37.00 per period
2023-2024	\$37.00 per period
2024-2025	\$38.00 per period
2025-2026	\$38.00 per period

F. Summer School Teaching Rate

The rate of pay for teaching high school students during summer school shall be as shown below:

2022-2023	\$43.00 per period
2023-2024	\$43.00 per period
2024-2025	\$44.00 per period
2025-2026	\$44.00 per period

In addition, summer school teachers will be paid one (1) hour preparation for each day of teaching that equals or exceeds four (4) hours.

Members of the Bargaining Unit who teach Wildcat Driving School before and after school during the school year shall be paid at the summer school teaching rate.

G. STAR Summer School Teaching Rate

Members of the Bargaining Unit who teach the STAR summer school program will be paid as follows:

1. Determine the number of hours paid to a Teacher for a general education summer school course during the same summer:

Example: For Summer 2023, general education summer school courses meet for 12 days, 5 hours per day = 60 hours

2. Multiply the hours determined using paragraph 1 by the negotiated summer school teaching rate:

Example: 60 hours x \$43.00 (2023 summer school teaching rate) = \$2,580.00

3. For the first 40 enrollments, (1 student for 1 semester course) in STAR summer school, the instructor will be paid the amount determined using paragraph 2 for a one-semester session.
4. For enrollments 41 - 80 in STAR summer school, the instructor will be paid the amount determined using paragraph 2 for a second one-semester session.

5. As there are only two summer school sessions for general education students and instructors, for each enrollment in STAR summer school after the initial 80, the instructor will be paid the amount determined using paragraph 2 divided by 40 students.

Example: $\$2,580.00/40 = \64.50

6. STAR summer school instructors shall not receive any paid preparation time.
7. Overall examples of the application of this formula are as follows:

65 students
First 40 students = \$2,580.00
Students 41-65 (25 students) = \$2,580.00
Total Instructor Pay = \$5,160.00

90 students
First 40 students = \$2,580.00
Students 41-80 = \$2,580.00
Students 81-90 (10 students) = \$645.00
Total Instructor Pay = \$5,805.00

H. Staff Development Teaching Rate

1. The rate of pay for teaching colleagues and other adults shall be as shown below:

2022-2023	\$43.00 per period
2023-2024	\$43.00 per period
2024-2025	\$44.00 per period
2025-2026	\$44.00 per period

2. In addition, district staff development presenters will be paid two hours' preparation for each day of presentation that equals or exceeds four (4) hours.
3. Staff development teaching done outside the normal work day or year (i.e., before or after work hours, weekends, or breaks) will be paid at the staff development teaching rate. A Member of the Bargaining Unit's "normal work day" and "normal work year" shall be as determined pursuant to this Agreement.
4. During the normal work day, pay will only be granted to a Member of the Bargaining Unit for staff development teaching that is:
 - A. delivered to persons outside of the division to which the member is assigned;
 - B. done at the request of the Administration;
 - C. done on an institute day, staff development day, late start day, or ½ day school improvement day.

"Staff development teaching" means, at a minimum, a lesson or presentation to other Members of the Bargaining Unit or adults of at least 45 minutes for which

there is a defined objective or objectives, a coherent lesson plan or agenda, and some form of materials, PowerPoint, or slide deck is provided.

Members of the Bargaining Unit who request to deliver staff development teaching will not be paid for such staff development teaching. If the Staff Development Committee asks for proposals or presenters, and the Administration engages a Member of the Bargaining Unit to do staff development teaching based on that solicitation, such staff development teaching will be considered as being done at the request of Administration, and the member will be paid for such staff development teaching.

5. Members of the Bargaining Unit who serve the whole school (e.g., Nurse, Counselor, Social Worker, Psychologist, LRC, etc.) will not be paid for staff development teaching done at the request of the Administration on a topic that is within the normal scope of their job duties. For example, the Administration requests that the School Psychologist or Social Worker do staff development teaching on the impact of trauma on student learning; this is considered staff development teaching within their discipline for which they would not be paid. If Members of the Bargaining Unit who serve the whole school are asked to perform staff development teaching that they or the Administration believe is “above and beyond” their regular job duties, either party may request in advance that the staff development teaching be considered for pay. Such request is to be made in writing to the Assistant Principal for Teaching and Learning with reasons to support the request and the response will also be provided in writing.
6. Notwithstanding anything in this Article to the contrary, Members of the Bargaining Unit who are sent by the District to obtain training with the purpose of “bringing the training back to the staff” (i.e., doing staff development teaching regarding the training received) will not be paid for such staff development teaching. For example, a Member of the Bargaining Unit who is sent by the District for CRISS certification provides staff development teaching regarding the training obtained through that certification; the member would not be paid for such staff development teaching.

I. Miscellaneous Duties

Payment for performance of miscellaneous duties not specifically identified above shall be made at the internal substitute rate. Such duties may include proctoring standardized national or state tests.

All such duty assignments must be specifically approved by a supervising Administrator.

J. Translation Services

A Member of the Bargaining Unit who provides oral or written language translation at the request of the Principal or their designee which requires more than fifteen (15) minutes to complete shall be compensated at the rate of one-fourth of the internal substitute rate dollars per quarter class period or fraction thereof, provided such translation is not related to the performance of the Member of the Bargaining Unit's

regular duties and responsibilities.

ARTICLE 9: ACADEMIC FREEDOM

Academic Freedom shall be guaranteed to Teachers and no arbitrary limitations shall be placed upon the study, investigation, presentation, and interpretation of facts and ideas. The Board shall require the study and discussion of controversial issues in the classroom to be:

- A. Relevant to the educational purposes of the course.
- B. Appropriate with the maturity level of the students.
- C. Presented objectively.
- D. Presented without bias.
- E. Respectful of the rights of each student to arrive at their own conclusion.
- F. Free from influences that interfere with inquiry and teaching.

The Board shall support Teachers in the execution of this policy.

ARTICLE 10: MEMBER OF THE BARGAINING UNIT EVALUATION

The Professional Development Plan shall be maintained as part of the contractual agreement under separate cover for ease of distribution to all certified staff members to fulfill its annual distribution requirement.

ARTICLE 11: EVALUATION FILE

Each Member of the Bargaining Unit shall be entitled, upon request, to a copy of their current evaluation report. Each Member of the Bargaining Unit shall have the right to challenge an evaluation report which contains or is based on erroneous information or data through the grievance procedure as herein provided. If a correction of an evaluation report is made, the Member of the Bargaining Unit shall be entitled to a statement in writing that the correction has been made and that the correction appears in their personnel file.

ARTICLE 12: WEGO COLLABORATION COMMITTEE

Each school year, the District shall establish the WeGo Collaboration Committee for the purpose of making improvements to the operational, programmatic, and/or academic effectiveness of the school by discussing topics that are broad and school-wide in nature. Examples may include but are not limited to: new course proposals, grading practices, school-wide support programs, etc.

The membership of the committee shall be comprised of four (4) members of the

Association appointed by the Association, and four (4) members of the District appointed by the Superintendent or their designee, including one co-chair representing the Association and one co-chair representing the Administration. The membership of this Committee may be expanded to include more Association and/or District members on an as-needed basis.

The Committee shall meet minimally five (5) times each year, the first meeting occurring no later than fifteen (15) work days after the first day of school and once per quarter thereafter, and shall serve solely in an advisory capacity. The establishment of this committee does not preclude the District from establishing other committees or focus groups.

ARTICLE 13: MEMBER OF THE BARGAINING UNIT PROTECTION

- A. Any case of assault upon a Member of the Bargaining Unit while on duty for the School District shall be promptly reported to the Superintendent or their designee. The Board shall render reasonable assistance to the Member of the Bargaining Unit in the handling of the incident by law enforcement and judicial authorities.
- B. The Board acknowledges its responsibility under the *Illinois School Code* to provide protection against claims, suits, and assertions of liability against a Member of the Bargaining Unit and to provide indemnification for such.

ARTICLE 14: MAINTENANCE OF STANDARDS

The duties of any Member of the Bargaining Unit or the responsibilities of any position in the negotiating unit, not covered by this Agreement, shall not be substantially altered or increased without prior consultation and discussion with the Association.

Neither the above nor the contractual continued service status of a Member of the Bargaining Unit shall restrict the power of the Board to transfer a Member of the Bargaining Unit to a position which the Member of the Bargaining Unit is qualified to fill.

ARTICLE 15: INSURANCE

All insurance shall be in effect for the term of this Agreement. The Board and Association will continue to work through the established joint Insurance Committee to find cost savings for the District and its employees, and may recommend additional health insurance options to the Association and Board.

A. Group Insurance Programs

1. Group Term Life Insurance Plan

Each Member of the Bargaining Unit shall be provided group term life insurance equal to one and one half (1.5) times the total annual compensation they receive pursuant to Appendix A, Appendix B, and Appendix C of this Agreement. If this

amount is not a multiple of \$1,000.00, it will be rounded to the nearest multiple of \$1,000.00.

2. Group Hospital/Major-Medical Insurance Plan

- a. The company selected to provide group hospital/major-medical insurance for Members of the Bargaining Unit and the coverage provided shall be mutually acceptable to the Board and the Association.
- b. Each Member of the Bargaining Unit shall have the option to elect coverage as defined in the annual benefit booklet for each plan or to elect not to participate in the group hospital/major-medical insurance plan. Members of the Bargaining Unit may only receive coverage under the PPO plan (PPO2), High-Deductible/HSA PPO plan (PPO3), Blue Choice Options plan (PPO4), or the Blue Advantage HMO plan (HMO).

3. Group Dental Insurance Plan

- a. The coverage provided shall be mutually acceptable to the Board and the Association.
- b. Each Member of the Bargaining Unit shall have the option to elect single coverage or family coverage or to elect not to participate in the group dental insurance plan.

4. Group Long-Term Disability Insurance Plan

Each Member of the Bargaining Unit shall participate in a group income protection plan described as follows:

The group income protection plan shall include twenty-four (24) hour accident coverage, which, in conjunction with any benefits from the disability section of the State of Illinois Teachers' Retirement Plan and/or Worker's Compensation, will guarantee the Member of the Bargaining Unit sixty percent (60%) of monthly total earnings (based on the Member of the Bargaining Unit's total salary as determined by the Compensation Structure and Appendices A, B, and C of this Agreement) up to a maximum benefit of \$5,000.00 per month. Said income protection plan shall provide coverage for a disability due to sickness or injury which results in the Member of the Bargaining Unit's inability to perform any and every duty pertaining to their job. Benefits will be payable after twenty-six (26) weeks of continuous disability and will continue to age sixty-five (65) for both accident and sickness.

5. Payment of Premiums

- a. The following shall define the percentage of insurance premiums to be paid by the full-time Member of the Bargaining Unit and the Board pursuant to paragraphs 1, 2, 3, and 5 of this section.

Plan	Plan	Single Rate	Family Rate
PPO2	PPO	25%	25%
PPO3	High-Deductible/HSA	15%	15%
PPO4	Blue Choice Options	25%	25%
HMO	Blue Advantage HMO	15%	15%
Dental	MetLife Dental	15%	20%

- b. For the High-Deductible/HSA PPO plan (PPO3), the Board will make an annual contribution directly to a Health Savings Account (HSA) of \$500.00 (single)/\$1,000.00 (family). In order to receive the annual contribution, Members of the Bargaining Unit must establish a Health Savings Account (HSA) and provide their HSA account information in writing to the District. A Member of the Bargaining Unit will only begin receiving contributions once that information is provided to the District. Account information must be provided to the District by the first day of student attendance; contributions will be prorated based on the date the information is provided for Members of the Bargaining Unit who provide account information after that date. The Board will make contributions in equal installments over the twenty-four (24) pay periods. Members of the Bargaining Unit must be actively employed as of the pay date (15th or end of the month) in order to receive the HSA contribution. Members of the Bargaining Unit required to pay the full cost of health insurance due to an unpaid leave of absence, not including FMLA, are not eligible for the HSA contribution. If a Member of the Bargaining Unit changes to another health plan, the HSA contribution will cease as of that date.
- c. Any Member of the Bargaining Unit beyond at Step 23 on the salary schedule may retain insurance coverage (family or single) at the specified percentage contribution (see Table 5a. in this section) for the duration of this contractual agreement. In the event that said Member qualifies to move from single to family coverage, they shall move to the family rates noted in section a. above, with any increased employee premium contributions being phased in over the course of four school years (including the school year in which said Member moves from single to family coverage).
- d. Any Member of the Bargaining Unit on longevity (beyond Step 23, not in the retirement track) who maintains the same medical benefit elections from 2021-2022 to 2022-2023 will receive a one-time, lump sum reimbursement equaling the increase in their contribution toward the medical insurance premium to offset the cost to the employee. This reimbursement is not intended to be creditable earnings under TRS.

6. Part-Time Members of the Bargaining Unit

For each part-time Member of the Bargaining Unit, the Board shall pay twenty (20%) percent of the premium cost the Board would pay for group insurance provided pursuant to paragraphs 1, 2, 3, and 5 of Section a. of this Article if the Member of the Bargaining Unit were employed on a full-time basis times the number of class periods the Member of the Bargaining Unit is contracted to teach; the Member of the Bargaining Unit shall pay the remainder of the premium cost through payroll deductions. However, to be eligible for benefits under paragraphs 2 and 3 of Section A. of this Article, the Member of the Bargaining Unit must be employed no less than the minimum time determined by and acceptable to the insurance carrier.

(Example: For a Member of the Bargaining Unit employed to teach three (3) class periods per day, the Board shall pay sixty percent (60%) of the amount the Board would pay if the Member of the Bargaining Unit were employed on a full-time basis, and the Member of the Bargaining Unit shall pay the remainder.)

7. The Insurance Committee, comprised of Members of the Bargaining Unit and Administration, along with the District's insurance consultant will make annual recommendations, with the intent of containing increases of the total medical insurance premiums to 5% or less, to the Board and the Association by no later than March 31. The Board and the Association shall then have until no later than April 30 to discuss and agree to such recommendations. To the extent that the Board and the Association do not agree to the recommended changes by April 30, the terms and coverages of the District's medical insurance plans and coverages for the current plan year shall remain in effect for the following plan year. The District and the Members of the Bargaining Unit who receive medical insurance through a District plan shall pay their respective percentage amounts for medical insurance premiums, up to 105% of the prior plan year's premiums. The District and the Members of the Bargaining Unit who receive medical insurance through a District plan shall each pay one-half of the amount of any increase in medical insurance premiums that is more than 105% of the prior plan year's premiums.

Additionally, and notwithstanding any provision to the contrary in this Agreement or other agreements between the parties, if changes are enacted into law under state, federal or local laws and/or regulations which render any insurance plans or benefits provided under this Article out of compliance or which could subject the Board to any penalties or surcharges, such as the "Excise Tax" provided for in Section 4980I of the Internal Revenue Code (either directly for self-insured coverage or indirectly through an insurer for fully-insured coverage), then this provision of the Agreement will become open for negotiations and the Board and the Association will bargain in order to adopt one or more plan design changes that are sufficient to bring such plans or benefits into compliance with law and/or that are sufficient to avoid any penalties or surcharges imposed.

8. Dependent Life Insurance Coverage

The Board shall make available to each Member of the Bargaining Unit group life insurance for dependents, the cost of which shall be paid by the Member of the Bargaining Unit through payroll deductions.

9. Additional Term Life Insurance

- a. The Board shall make available to each Member of the Bargaining Unit and each retiring Member of the Bargaining Unit a plan by which additional term life insurance may be purchased by a Member of the Bargaining Unit or a retiring Member of the Bargaining Unit to increase their own coverage. Such additional coverage must be in multiples of \$1,000.00 and its purchase is subject to the following conditions:
- b. A Member of the Bargaining Unit remaining in active service shall pay the cost of such insurance through payroll deduction.
- c. A Member of the Bargaining Unit remaining in active service wishing to purchase additional insurance under this provision shall notify the Director of Business Services within the first ten (10) working days of the first semester of the school year.
- d. A Member of the Bargaining Unit who is retiring at the end of the current school year and wishes to purchase insurance under this provision shall notify the Director of Business Services at least thirty (30) calendar days prior to the effective date of retirement.
- e. A Member of the Bargaining Unit who is retiring at the end of the current school year shall pay the cost of such insurance on a semi-annual basis and due dates shall be established by the Director of Business Services. If payments are not received by these dates, the Board may cancel the insurance.

10. The parties agree that if the Illinois Human Rights Commission or any court of record shall determine that the payment of insurance benefits as prescribed by this Agreement is contrary to the statutory prohibition against discrimination based on marital status, they shall meet to renegotiate such payment of insurance benefits within forty-five (45) calendar days after the date on which one of the parties of this Agreement provides the other party with evidence that such a determination has been made.

B. Mental Health Parity Act

The Board shall take such actions as are reasonable and necessary to bring the group health insurance plan which provides coverage to the Members of the Bargaining Unit covered by this Agreement (and their dependents) into compliance with the provisions of the Mental Health Parity Act (MHPA) for all plan years beginning after January 1, 1998. Thereafter, the Board shall take such actions as are reasonable and necessary to maintain compliance with the requirements of MHPA. The actions stated above shall be mutually acceptable to the Board and Association. The decision to exempt said group health plan from the requirements of MHPA, if compliance with MHPA results in an increased cost to said plan of at least one percent (1%), shall be mutually acceptable to the Board and Association; and such exemption shall be claimed pursuant to MHPA,

and any rules and regulations promulgated thereunder.

ARTICLE 16: RETIREMENT

A. Teacher Retirement System Plan

All Members of the Bargaining Unit who have elected to participate in this plan, and whose election has been approved, shall receive the benefits set forth in this plan, to the extent that they may be provided without obligating the Board to pay any new or additional employer contribution, charge, or penalty to the Illinois Teachers' Retirement System ("TRS") or any other State entity.

A Member of the Bargaining Unit with ten (10) or more years of service in the District and who is eligible for retirement through TRS may give irrevocable notice of retirement to the employer up to four years in advance of the expected retirement date. Notice shall be made to the Superintendent or their designee in writing no later than April 1 of the year prior to the year in which the Member of the Bargaining Unit would begin participation. An individual agreement is executed that provides the Member of the Bargaining Unit with a guaranteed (vested) benefit.

In the event employee circumstances change and the Member of the Bargaining Unit desires to retire earlier than stipulated in the initial letter, a second letter specifying the earlier retirement date must be received by the Superintendent or their designee no later than January 15 of the year in which the Member of the Bargaining Unit now seeks to retire. Under no circumstances shall a revised letter delay the retirement date or cause the District to incur any cost over and beyond what would have been incurred as a result of the submission and approval of the original letter requesting retirement.

Definitions:

1. Base Year - the last school year immediately preceding the first Notice Year
2. Notice Years - the years between the Base Year and the Member of the Bargaining Unit's retirement from District 94 during which they realize the benefits noted herein
3. Creditable Earnings - TRS Creditable earnings from all district sources and from any other non-district TRS employer received by the Member of the Bargaining Unit for the performance of duties in the year preceding the first Notice Year.
 - a. The Member of the Bargaining Unit leaves the salary and all extra duty schedules, and, in exchange for performing the same paid duties as the Base Year, receives a 5.5% increase in Creditable Earnings for each year of service covered by the Notice Years.

The Members of the Bargaining Unit shall not perform any other duties during any of the Notice Years, unless the remuneration for such duties does not cause

- the Member's total creditable earnings increase (from all sources, including non-district TRS employers) for any Notice Year to exceed five and a half percent (5.5%). Under no circumstances will the Member of the Bargaining Unit receive a total creditable earnings increase of more than five and a half percent (5.5%) for any Notice Year, regardless of the duties performed during that Notice Year.
- b. The Member of the Bargaining Unit remains "off schedule" and receives a 5.5% increase for each Notice Year – up to four (4) years (four year notice, 5.5% for each of four years; three year notice, 5.5% for each of three years; two year notice, 5.5% for each of two years; one year notice, 5.5% for one year).
 - c. All paid duties performed in the Base Year will be performed in the Notice Years.
 - d. "Creditable earnings" as set forth in Article 16.A.3 for the Base Year shall not include compensation received by a Member of the Bargaining Unit for an overload assignment as defined in Article 6.H. The District shall not be required to offer an overload assignment to a Member of the Bargaining Unit who has given their irrevocable notice of retirement.
 - e. A Member of the Bargaining Unit may voluntarily resign from an extra duty assignment; however, the Member of the Bargaining Unit's compensation would be reduced accordingly.
 - f. A Member of the Bargaining Unit may be removed from a creditable earnings assignment by the Board only for cause. In such case, the compensation would be reduced accordingly. Elimination of a program would require a mutually agreeable alternative assignment.
 - g. A Member of the Bargaining Unit who takes courses or would otherwise "move" on the salary schedule, or move on an extra duty/stipend schedule, would receive no additional compensation beyond the 5.5% incentive.
 - h. The Association agrees that the Board is not required to assign work that would result in creditable earnings that would result in excess of 5.5% more than the previous year's creditable earnings.
 - i. The 5.5% incentive raises are compounded in each of the notice years. (Year 1 - $\$80,000 \times 1.055 = \$84,400$; Year 2 - $\$84,400 \times 1.055 = \$89,042$; etc.)
 - j. The Member of the Bargaining Unit would have to retire and the Notice Years would have to be included in the years used by TRS for "best four" calculations to be eligible for the incentive.
 - k. The parties agree that if legislation is enacted or administrative rules adopted during the life of this agreement that adversely affects the Board's obligations or employee rights under any of the benefits set forth in this Article, then the provisions relating to such benefits are null and void, and the parties agree to meet within thirty (30) days of the passage of the legislation to renegotiate the

provision and the impact on any and all employees.

The Board shall not place any limit on the number of eligible Members of the Bargaining Unit who may elect to participate in the retirement benefits noted in Article 16.A.

B. Retirement Benefit

1. Unused Sick Leave

At the time of retirement or death, a Member of the Bargaining Unit with twenty (20) or more years of service in the District (or their beneficiary) shall receive \$30 per day for each day of Sick Leave up to 210 days that is unused and uncompensated to Teachers' Retirement System. Payment will not be made until thirty (30) days after the effective date of retirement or the receipt of the final paycheck for regular earnings, whichever is later. The Member of the Bargaining Unit shall provide written notification to the Business Office by June 1 of the last year of employment of the number of days to be compensated.

2. Insurance

A Member of the Bargaining unit who retires from the District with twenty (20) or more years of District service ("retiree"), elects to participate in a hospital/major-medical insurance plan available through the Illinois Teacher Retirement System/THIS, and pays the premiums for such coverage, will be reimbursed by the District in an amount equal to forty-five percent (45%) of the premium for the lowest cost individual insurance plan option available through the Illinois Teacher Retirement System/THIS. This reimbursement shall be made for all such coverage provided to the retiree from the date of retirement until the date the retiree is eligible for Medicare.

All Members of the Bargaining Unit who have elected this benefit as of said date shall receive said benefit to the extent that it may be provided without obligating the Board to pay any new or additional employer contribution, charge, or penalty to the Illinois Teachers' Retirement System ("TRS") or any other State entity.

3. Catastrophic Illness Provision

A Member of the Bargaining Unit who is planning early retirement, who has been diagnosed with a catastrophic illness and who has already exhausted or will be exhausting shortly their Sick Leave may file an application to the Board for an unpaid leave of absence for up to and including one (1) year. The application must include written physician documentation of the catastrophic illness and prognosis for return to full-time service.

Upon Board approval the Member of the Bargaining Unit shall continue to receive during the leave of absence the long-term disability insurance benefit offered by the District and the other benefits offered by the long-term disability insurance benefit

and resulting from it.

ARTICLE 17: PROFESSIONAL GRIEVANCE PROCEDURES

A. Definitions

1. **Grievance:** A grievance is a claim by the Association, a group of Members of the Bargaining Unit, or an individual Member of the Bargaining Unit that there has been a violation, misapplication, or misinterpretation of the terms of this Agreement or a violation of written Board Policy.
2. **Immediately-Involved Supervisor:** An Immediately-Involved Supervisor is the Administrator or Division Head responsible for the action that gave rise to the grievance.
3. **Aggrieved Person:** An Aggrieved Person is the Member of the Bargaining Unit, group of Members of the Bargaining Unit, or the Association making the claim.

B. Time Limits

As used herein "days" shall mean Member of the Bargaining Unit work days except that between school years "days" shall mean days on which the District business office is open.

C. Informal Procedure

Since the purpose of this procedure is to secure equitable solutions to grievances at the lowest possible administrative level and to keep the proceedings as informal and confidential as may be appropriate at any level of the procedure, nothing herein shall be construed as limiting the right of any Member of the Bargaining Unit having a grievance to discuss the matter informally with the appropriate member of the Administration, as outlined in Board Policy, and have the Grievance adjusted, provided that the Association has been notified and the adjustment is not inconsistent with the terms of the Agreement.

D. Formal Procedure

The parties acknowledge that it is usually most desirable for a Member of the Bargaining Unit and their Immediately-Involved Supervisor to resolve problems through free and informal communication.

The Board recognizes the right of the Association to designate its Grievance Committee and principal grievance representative. At least one Grievance Committee representative shall be present for any meetings, hearings, appeals, or other proceedings relating to a grievance which has been formally presented. When requested by the Aggrieved Person, the grievance representative may intervene to assist in the resolution. However, should such informal processes fail to satisfy the

Aggrieved Person or the Association, it shall be stated in writing by the Aggrieved Person that it is unresolved and proceed to Step 1, then a grievance shall be processed as follows:

Step 1: Within sixty (60) calendar days after the facts on which the grievance is based first occurred or became known to the Aggrieved Person or the Grievance Committee of the Association, whichever is later, the Individual or Association shall present the grievance in writing to the Immediately-Involved Supervisor, under the level of the Principal, who will arrange for a meeting to take place within ten (10) days after receipt of the grievance. The Aggrieved Person, the Association representative, and the Immediately-Involved Supervisor shall be present for the meeting. The Immediately-Involved Supervisor must provide the Aggrieved Person and the Association with a written answer on the Grievance within six (6) days after the meeting. Such answer shall include reasons upon which the decision was based. The filing of the grievance at this step shall occur within ten (10) days after failure to reach agreement under Section C above. Should the Immediately-Involved Supervisor be the Principal, Step 1 shall be omitted.

Step 2: If the Grievance is not resolved at Step 1, then the Grievance Committee shall refer the Grievance to the Principal within four (4) days after receipt of the Step 1 answer or within ten (10) days after the Step 1 meeting, whichever is the latter. The Principal shall arrange for a meeting with the representative of the Association's Grievance Committee to take place within ten (10) days of their receipt of the appeal. Each party shall have the right to include in its representation such witnesses and advisors as it deems necessary to develop the facts pertinent to the grievance. Upon conclusion of the hearing the Principal will have six (6) days in which to provide their written decision to the Association.

Step 3: If the grievance is not resolved in Step 1 or Step 2 as applicable, then the Grievance Committee shall refer the grievance to the Superintendent within six (6) days after receipt of the Step 1 or Step 2 answer as applicable, or within ten (10) days after the Step 1 or Step 2 meeting, as applicable, whichever is the latter. The Superintendent shall arrange for a meeting with the representative of the Association's Grievance Committee to take place within ten (10) days of their receipt of the appeal. Each party shall have the right to include in its representation such witnesses and advisors as it deems necessary to develop facts pertinent to the grievance. Upon conclusion of the hearing, the Superintendent will have six (6) days in which to provide their written decision to the Association.

E. Arbitration

If the Association is not satisfied with the disposition of the grievance at Step 3 or the Step 3 time limits expire without the issuance of the Superintendent's written answer, the Association may submit the grievance to arbitration under the Voluntary Labor Arbitration Rules of the American Arbitration Association, which shall act as administrator of the proceeding so long as such Rules are consistent with this Agreement. The arbitrator's opinion and award shall be final and binding on the Association and the Board. If a demand for arbitration is not filed within thirty (30) days

of the date from the Superintendent's Step 3 reply, then the grievance will be deemed withdrawn.

An arbitrator shall be selected from the American Arbitration Association as described below:

1. A list of seven (7) arbitrators shall be secured from the arbitration service, provided that such list shall not include a resident of District 94.
2. Selection of the arbitrator shall be made by the parties from the list supplied as determined above. Final selection of the arbitrator shall be made by the parties alternately striking a name from the list until one (1) name remains and this person shall serve as arbitrator. The party eligible for the first deletion shall be determined by chance.
3. If the final arbitrator named is unable to serve, the last name struck from the list shall be the alternate.

The arbitrator shall have no power to alter the terms of this Agreement. Each party shall bear the full costs for its representation in the arbitration. The cost of the arbitrator and the American Arbitration Association expenses will be divided equally between the Board and the Association.

Should either party request a transcript of the proceedings, then that party will bear the full costs for that transcript. Should both parties order a transcript, then the cost of the two transcripts will be divided equally between the parties.

F. Association Representation

The Board acknowledges the right of the Association's grievance representative to participate and state the Association's views in the processing of a grievance at any level for any Member of the Bargaining Unit. No Member of the Bargaining Unit shall be required to discuss any grievance if the Association's representative is not present.

G. Agreement to Bypass Steps

Provided the Association and Superintendent, at the request of the Immediately-Involved Supervisor, agree, Step 1, Step 2, and/or Step 3 of the grievance procedure may be bypassed and the grievance brought directly to the next step.

H. Non-Reprisal

No reprisals of any kind shall be taken by the Board or the school Administrators against the Aggrieved Person, the grievance representative, the Grievance Committee, the Association or any other participant in the grievance procedure by reason of such participation. Nor shall reprisals of any kind be taken by the Association or Members thereof against the Board and/or its representatives by reason of their participation in the grievance procedure.

I. Cooperation by Board

The Board and the Administration will cooperate with the Association in the investigation of any Grievance, and, further, will furnish the Association with the information upon which the Grievance is based.

J. Released Time

Should the investigation or processing of any Grievance require that a Member of the Bargaining Unit or an Association representative be released from their regular assignment, they shall be released without loss of pay or benefits. This section shall not be interpreted to apply to a Member of the Bargaining Unit who has been dismissed or suspended in accordance with the *Illinois School Code*.

K. Records

All documents dealing with the processing of a grievance will be filed separately from the personnel files of the participants.

L. Withdrawal

A grievance may be withdrawn at any level without establishing precedent and if withdrawn shall be deemed as though never having been filed.

M. Statute of Limitations

A grievance shall be processed pursuant to the procedures specified in Sections D and E of this Article only if the following conditions have been met:

1. The Association has provided the Superintendent written notice of the intent to file a grievance within twenty (20) days after the date on which the action being grieved became known, or could reasonably be expected to have been known, to the grievant.
2. The grievance has been filed within forty (40) days following the date on which the action being grieved became known, or could reasonably be expected to have been known, to the grievant.

ARTICLE 18: PROCEDURES FOR SUCCESSOR AGREEMENT

A. Meetings

Negotiations shall begin no later than March 15 of the year in which this Agreement terminates, unless both parties agree to an alternate date. Meetings will be held as necessary at times and places agreed to by both parties. If negotiation sessions are held during school time, the Association negotiators shall be released from scheduled

assignments without loss of compensation. At every opportunity negotiations will be held so as to avoid conflicting with regularly-scheduled duties.

B. Tentative Agreements

During negotiations, agreed upon material shall be prepared for the Board and Association and signed as soon as practicable. Said agreements are subject to ratification by the Association and adoption by the Board.

C. Agreement and Appendices

When the Board and Association reach tentative agreement on all matters being negotiated, they will be reduced to writing and shall be submitted to the membership of the Association for ratification and to the Board for official approval. Upon ratification by both parties, the negotiated terms shall become additions, amendments, or appendices to the Agreement being negotiated for the following school year(s).

D. Mediation

The Federal Mediation and Conciliation Service (FMCS) shall be requested by the parties to appoint a mediator from its staff. The mediator shall meet promptly with the parties or their representatives and shall take such steps as they shall deem appropriate to persuade the parties to resolve their differences and effect an agreement. The mediator shall not, without the consent of both parties, make findings of fact or recommend the terms of settlement.

The parties agree that all mediation sessions shall ordinarily be held at the High School and at such times so as not to interfere with the normal work day of the members of the Board. If the FMCS cannot or will not provide a mediator within five (5) days of the request, the parties shall within three (3) days thereof seek to agree on a mediator. If such agreement is not reached, the parties will utilize the Illinois Educational Labor Relations Board (IELRB) to supply a mediator.

E. Costs

Costs for consultants chosen by any party shall be paid by that party. The costs for the mediator shall be shared equally by the Board and the Association.

ARTICLE 19: PUBLIC COMPLAINTS

Any complaints by a citizen or parent of a student shall be channeled, when possible, through the Member of the Bargaining Unit against whom the complaint has been lodged within ten (10) school days. If any administrative action is required, it shall not be initiated until a conference has been attempted between the complainant and the Member of the Bargaining Unit. If a child's record is to be discussed, the Member of the Bargaining Unit may request the presence of a member of the administrative staff at such conference to serve as a corroborating witness.

If the Member of the Bargaining Unit or the complainant is not satisfied with the results of this conference, the following sequence of conferences shall be employed as needed to seek resolution of the problem:

1. Complainant/Member of the Bargaining Unit/Principal;
2. Complainant/Member of the Bargaining Unit/Principal/Superintendent or their designee; or
3. Member of the Bargaining Unit petition to the Board in writing.

The Member of the Bargaining Unit, at their request, shall have an Association representative at any of the above conferences unless a child's record is to be discussed.

Anonymous complaints shall be handled at the discretion of the Administration; however, such complaints should not be reflected or included in the evaluation of the Member of the Bargaining Unit, unless they are determined to be founded through appropriate investigation. Anonymous means a complainant who refuses to give their name or who requests that their name not be revealed to the person against whom the complaint is lodged.

Conference notes and minutes shall be maintained consistent with current policy and practice.

Nothing herein shall apply to allegations against a Member of the Bargaining Unit that could result in mandated reporting, criminal action or process, or a violation of Federal or State law.

ARTICLE 20: DURATION OF CONTRACT

This Agreement shall be effective July 1, 2022 and shall continue in effect through June 30, 2026.

For the purposes of this contract, the beginning of the school year shall mean the first day Members of the Bargaining Unit report.

Execution and Adoption

IN WITNESS WHEREOF:

For the West Chicago High School Teachers'
Association, Incorporated

For the Board of Education of
Community High School District 94

Christopher Lukas, President

Bob Brown, President

Nicholas Caltagirone, Chief Negotiator

Rich Nagel, Secretary

Date

Date

APPENDIX A

2022 - 2023 WCHSTA SALARY SCHEDULE COMMUNITY HIGH SCHOOL DISTRICT 94

	STEP	BA+0	BA+15	MA+0	MA+15	MA+30	MA+45	DR+0
	1	\$48,344	\$49,795	\$53,340	\$54,941	\$56,589	\$58,286	\$60,035
102.25%	2	\$49,432	\$50,915	\$54,540	\$56,177	\$57,862	\$59,598	\$61,386
102.25%	3	\$50,544	\$52,060	\$55,767	\$57,442	\$59,164	\$60,939	\$62,767
102.25%	4	\$51,682	\$53,232	\$57,022	\$58,734	\$60,495	\$62,310	\$64,179
104.00%	5	\$53,750	\$55,361	\$59,303	\$61,084	\$62,915	\$64,803	\$66,746
102.25%	6	\$54,960	\$56,607	\$60,637	\$62,459	\$64,330	\$66,261	\$68,248
102.25%	7	\$56,196	\$57,880	\$62,001	\$63,864	\$65,777	\$67,752	\$69,784
102.25%	8	\$57,460	\$59,183	\$63,396	\$65,302	\$67,257	\$69,276	\$71,354
102.25%	9	\$58,753	\$60,514	\$64,822	\$66,770	\$68,770	\$70,835	\$72,960
104.00%	10	\$61,103	\$62,934	\$67,414	\$69,442	\$71,521	\$73,669	\$75,878
102.25%	11	\$62,478	\$64,351	\$68,931	\$71,004	\$73,130	\$75,327	\$77,585
102.25%	12	\$63,883	\$65,799	\$70,482	\$72,602	\$74,776	\$77,022	\$79,330
102.25%	13	\$65,320	\$67,280	\$72,068	\$74,236	\$76,458	\$78,755	\$81,115
102.25%	14	\$66,790	\$68,793	\$73,690	\$75,906	\$78,178	\$80,527	\$82,940
104.00%	15	\$69,462	\$71,545	\$76,637	\$78,942	\$81,305	\$83,748	\$86,258
102.25%	16	\$71,025	\$73,155	\$78,362	\$80,718	\$83,134	\$85,632	\$88,199
102.25%	17	\$72,623	\$74,801	\$80,125	\$82,534	\$85,005	\$87,558	\$90,184
102.25%	18	\$74,257	\$76,484	\$81,928	\$84,391	\$86,918	\$89,529	\$92,213
102.25%	19	\$75,928	\$78,205	\$83,772	\$86,290	\$88,873	\$91,543	\$94,287
104.00%	20	\$78,965	\$81,333	\$87,122	\$89,741	\$92,428	\$95,204	\$98,059
102.25%	21	\$80,742	\$83,163	\$89,083	\$91,761	\$94,508	\$97,346	\$100,266
102.25%	22	\$82,558	\$85,034	\$91,087	\$93,825	\$96,635	\$99,537	\$102,521
102.25%	23	\$84,416	\$86,948	\$93,137	\$95,937	\$98,809	\$101,776	\$104,828

The amount that appears in each cell includes Board-paid TRS of 8.5% of each Member of the Bargaining Unit's creditable earnings. To determine the cash salary (not including Board-paid TRS), divide the amount in each cell by 1.092896. The salary schedule includes a 1% base increase from the prior year.

2023 - 2024 WCHSTA SALARY SCHEDULE
COMMUNITY HIGH SCHOOL DISTRICT 94

	STEP	BA+0	BA+15	MA+0	MA+15	MA+30	MA+45	DR+0
	1	\$48,827	\$50,293	\$53,873	\$55,491	\$57,155	\$58,869	\$60,635
102.25%	2	\$49,926	\$51,424	\$55,085	\$56,739	\$58,442	\$60,193	\$61,999
102.25%	3	\$51,049	\$52,581	\$56,325	\$58,015	\$59,756	\$61,548	\$63,393
102.25%	4	\$52,198	\$53,765	\$57,592	\$59,320	\$61,101	\$62,932	\$64,820
104.00%	5	\$54,285	\$55,916	\$59,896	\$61,693	\$63,544	\$65,449	\$67,412
102.25%	6	\$55,507	\$57,174	\$61,244	\$63,081	\$64,974	\$66,921	\$68,929
102.25%	7	\$56,756	\$58,460	\$62,622	\$64,501	\$66,436	\$68,427	\$70,480
102.25%	8	\$58,033	\$59,776	\$64,031	\$65,952	\$67,931	\$69,967	\$72,066
102.25%	9	\$59,339	\$61,121	\$65,471	\$67,436	\$69,460	\$71,541	\$73,687
104.00%	10	\$61,713	\$63,566	\$68,090	\$70,133	\$72,238	\$74,402	\$76,635
102.25%	11	\$63,102	\$64,997	\$69,622	\$71,711	\$73,863	\$76,076	\$78,360
102.25%	12	\$64,521	\$66,459	\$71,188	\$73,325	\$75,526	\$77,788	\$80,122
102.25%	13	\$65,973	\$67,954	\$72,790	\$74,975	\$77,225	\$79,538	\$81,926
102.25%	14	\$67,457	\$69,483	\$74,428	\$76,662	\$78,963	\$81,327	\$83,769
104.00%	15	\$70,155	\$72,262	\$77,405	\$79,729	\$82,121	\$84,580	\$87,120
102.25%	16	\$71,733	\$73,889	\$79,148	\$81,522	\$83,969	\$86,483	\$89,081
102.25%	17	\$73,348	\$75,551	\$80,928	\$83,356	\$85,859	\$88,428	\$91,085
102.25%	18	\$74,998	\$77,250	\$82,749	\$85,232	\$87,791	\$90,419	\$93,134
102.25%	19	\$76,685	\$78,988	\$84,611	\$87,150	\$89,766	\$92,452	\$95,229
104.00%	20	\$79,753	\$82,148	\$87,996	\$90,636	\$93,356	\$96,151	\$99,038
102.25%	21	\$81,548	\$83,996	\$89,976	\$92,675	\$95,457	\$98,315	\$101,267
102.25%	22	\$83,383	\$85,885	\$92,000	\$94,761	\$97,604	\$100,527	\$103,545
102.25%	23	\$85,259	\$87,817	\$94,070	\$96,893	\$99,800	\$102,789	\$105,875

The amount that appears in each cell includes Board-paid TRS of 8.5% of each Member of the Bargaining Unit's creditable earnings. To determine the cash salary (not including Board-paid TRS), divide the amount in each cell by 1.092896. The salary schedule includes a 1% base increase from the prior year.

2024 - 2025 WCHSTA SALARY SCHEDULE
COMMUNITY HIGH SCHOOL DISTRICT 94

	STEP	BA+0	BA+15	MA+0	MA+15	MA+30	MA+45	DR+0
	1	\$49,316	\$50,796	\$54,412	\$56,046	\$57,727	\$59,458	\$61,242
102.25%	2	\$50,425	\$51,939	\$55,636	\$57,307	\$59,025	\$60,796	\$62,620
102.25%	3	\$51,560	\$53,107	\$56,887	\$58,597	\$60,353	\$62,164	\$64,028
102.25%	4	\$52,719	\$54,302	\$58,167	\$59,915	\$61,711	\$63,563	\$65,469
104.00%	5	\$54,828	\$56,473	\$60,494	\$62,311	\$64,180	\$66,105	\$68,087
102.25%	6	\$56,062	\$57,744	\$61,855	\$63,714	\$65,624	\$67,592	\$69,620
102.25%	7	\$57,323	\$59,044	\$63,246	\$65,148	\$67,101	\$69,114	\$71,186
102.25%	8	\$58,613	\$60,373	\$64,669	\$66,613	\$68,610	\$70,669	\$72,788
102.25%	9	\$59,932	\$61,731	\$66,123	\$68,111	\$70,154	\$72,259	\$74,426
104.00%	10	\$62,330	\$64,200	\$68,768	\$70,836	\$72,961	\$75,150	\$77,403
102.25%	11	\$63,732	\$65,645	\$70,316	\$72,429	\$74,602	\$76,840	\$79,145
102.25%	12	\$65,166	\$67,121	\$71,898	\$74,059	\$76,281	\$78,569	\$80,926
102.25%	13	\$66,633	\$68,632	\$73,516	\$75,726	\$77,997	\$80,338	\$82,746
102.25%	14	\$68,132	\$70,176	\$75,170	\$77,429	\$79,752	\$82,145	\$84,609
104.00%	15	\$70,858	\$72,983	\$78,177	\$80,527	\$82,942	\$85,432	\$87,993
102.25%	16	\$72,452	\$74,625	\$79,936	\$82,339	\$84,809	\$87,354	\$89,974
102.25%	17	\$74,083	\$76,304	\$81,734	\$84,191	\$86,717	\$89,319	\$91,998
102.25%	18	\$75,750	\$78,021	\$83,574	\$86,085	\$88,668	\$91,329	\$94,068
102.25%	19	\$77,454	\$79,776	\$85,455	\$88,022	\$90,662	\$93,384	\$96,185
104.00%	20	\$80,552	\$82,967	\$88,873	\$91,543	\$94,289	\$97,119	\$100,032
102.25%	21	\$82,364	\$84,834	\$90,873	\$93,603	\$96,410	\$99,304	\$102,282
102.25%	22	\$84,217	\$86,743	\$92,918	\$95,709	\$98,579	\$101,538	\$104,584
102.25%	23	\$86,113	\$88,695	\$95,009	\$97,862	\$100,798	\$103,822	\$106,937

The amount that appears in each cell includes Board-paid TRS of 8.5% of each Member of the Bargaining Unit's creditable earnings. To determine the cash salary (not including Board-paid TRS), divide the amount in each cell by 1.092896. The salary schedule includes a 1% base increase from the prior year.

2025 - 2026 WCHSTA SALARY SCHEDULE
COMMUNITY HIGH SCHOOL DISTRICT 94

	STEP	BA+0	BA+15	MA+0	MA+15	MA+30	MA+45	DR+0
	1	\$49,809	\$51,304	\$54,956	\$56,607	\$58,304	\$60,052	\$61,854
102.25%	2	\$50,929	\$52,458	\$56,192	\$57,880	\$59,615	\$61,403	\$63,245
102.25%	3	\$52,075	\$53,638	\$57,457	\$59,183	\$60,956	\$62,785	\$64,668
102.25%	4	\$53,247	\$54,845	\$58,750	\$60,514	\$62,328	\$64,198	\$66,122
104.00%	5	\$55,377	\$57,038	\$61,099	\$62,934	\$64,821	\$66,766	\$68,767
102.25%	6	\$56,623	\$58,321	\$62,474	\$64,351	\$66,279	\$68,269	\$70,315
102.25%	7	\$57,897	\$59,634	\$63,880	\$65,799	\$67,770	\$69,804	\$71,897
102.25%	8	\$59,200	\$60,976	\$65,317	\$67,280	\$69,295	\$71,375	\$73,515
102.25%	9	\$60,532	\$62,348	\$66,787	\$68,793	\$70,855	\$72,980	\$75,168
104.00%	10	\$62,953	\$64,842	\$69,458	\$71,545	\$73,689	\$75,899	\$78,175
102.25%	11	\$64,369	\$66,301	\$71,021	\$73,155	\$75,346	\$77,608	\$79,933
102.25%	12	\$65,817	\$67,792	\$72,619	\$74,801	\$77,042	\$79,354	\$81,732
102.25%	13	\$67,298	\$69,318	\$74,252	\$76,484	\$78,775	\$81,140	\$83,572
102.25%	14	\$68,813	\$70,878	\$75,923	\$78,205	\$80,548	\$82,965	\$85,452
104.00%	15	\$71,566	\$73,713	\$78,961	\$81,333	\$83,769	\$86,284	\$88,871
102.25%	16	\$73,176	\$75,372	\$80,738	\$83,163	\$85,655	\$88,225	\$90,871
102.25%	17	\$74,823	\$77,068	\$82,554	\$85,034	\$87,581	\$90,210	\$92,916
102.25%	18	\$76,506	\$78,802	\$84,412	\$86,948	\$89,552	\$92,239	\$95,007
102.25%	19	\$78,227	\$80,575	\$86,311	\$88,904	\$91,567	\$94,315	\$97,144
104.00%	20	\$81,356	\$83,798	\$89,764	\$92,460	\$95,229	\$98,087	\$101,029
102.25%	21	\$83,187	\$85,683	\$91,784	\$94,541	\$97,373	\$100,294	\$103,303
102.25%	22	\$85,059	\$87,611	\$93,849	\$96,668	\$99,564	\$102,551	\$105,627
102.25%	23	\$86,973	\$89,582	\$95,961	\$98,843	\$101,804	\$104,858	\$108,004

The amount that appears in each cell includes Board-paid TRS of 8.5% of each Member of the Bargaining Unit's creditable earnings. To determine the cash salary (not including Board-paid TRS), divide the amount in each cell by 1.092896. The salary schedule includes a 1% base increase from the prior year.

APPENDIX B: EXTRACURRICULAR SALARY SCHEDULE

A. General Information

Coaches and advisors shall be paid in accordance with the Appendix B schedule.

Assistant coaches/advisors shall be paid a Base Stipend of 70% of the Base Stipend paid to the head coach/advisor of the activity for which they are being compensated. They shall also be eligible for the Incentive Stipends and Bonuses described below.

B. Extracurricular Salary Schedule

a. Stipend Schedule Placement

Except as otherwise stated in this Section, coaches/advisors shall be initially placed at Step 1 of the Appendix B stipend schedule. For the duration of this Agreement, one step shall be granted for each additional year of experience.

Coaches who have documented paid experience as high school and/or college coaches shall be placed on the stipend schedule based on the following:

- One (1) year credit for each year as head coach of any sport, counting no more than one (1) head coaching position per year, and
- One (1) year credit for each year as assistant coach of the same sport, with a maximum of 6 years and counting no more than one (1) assistant position per year.
- *Coaching both indoor and outdoor track shall count as one (1) year of experience for the purpose of stipend schedule placement*

Advisors who have documented paid experience as high school and/or college advisors shall be placed on the stipend schedule based on the following:

- One (1) year credit for each year as head advisor of the same or similar activity, counting no more than one (1) head advisor position per year, and
- One (1) year credit for each year as assistant advisor of the same or similar activity, with a maximum of 6 years, and counting no more than one (1) assistant position per year

b. Split Positions and Stipends

In the event that two or more staff members wish to split a coaching or activity sponsor position and its stipend, said staff members shall put their request in writing (including the proposed division of the stipend amount), affix their signatures, and obtain a written signature from the President (or delegated officer) of the WCHSTA acknowledging that the Association is aware the request is being made. The written request must then be presented to the Human Resources Office. If approved, the approval will be reflected in subsequent Board minutes.

c. Incentive stipends shall be of two kinds: multiple sports/activities and extended-season.

1. Multiple Sport/Activities

Coaches/advisors who provide leadership in multiple sports/activities during the same school year shall receive an added bonus from the following table:

Number of Sports/Activities	Bonus
2	\$415
2.5	\$600
3	\$780
3.5	\$910
4	\$1,040

Only coaches/sponsors who "split" positions (and the resultant stipend) shall be eligible for the "2.5" or "3.5" portions of the above table.

2. Extended Season Bonus

When coaches/advisors have seasons/events extended beyond the normal end of the sport/activity and are required to coach/advise teams or individual students in competitions or presentations after the normal end of the activity/event, a bonus will be paid for each additional activity or event in which the coaching/advising is extended based on the following table:

Base Stipend	Bonus Per Event
\$0 - \$2,500	\$50.00
\$2,501 - \$5,000	\$75.00
\$5,001 +	\$100.00

Regular competitions included at the end of the regular schedule will not be included in the extended season bonus plan (e.g. make-up games rescheduled due to inclement weather). Those areas to be included shall be advancement to quarter-finals, semi-finals, and finals within the IHSA competition structure. Payment shall be based on a team competition on a given day or on one or more individual competitions held on the same day. In instances where individual students compete in individual events (wrestling, swimming, etc.), only one bonus shall be granted per team regardless of how many individual students compete.

The bonus will be granted to head and assistant varsity coaches and head and assistant sponsors.

3. Review of Appendix B Positions

The Appendix B committee shall consist of three (3) appointees from the WCHSTA and one (1) appointee from the WCHSSA designated by said Associations, and four

(4) appointees designated by the Board. The committee will audit and evaluate Appendix B, and make recommendations to the Board as to the reallocation of existing Appendix B funds, the addition of new Appendix B positions, removal of current Appendix B positions, all based on criteria established by the committee. This process shall be followed annually, with the committee convening by no later than February 1 of each school year.

Appendix B Extracurricular Positions by Group

Groups						
1	2	3	4	5	6	7
Basketball	Baseball	Speech Team	Badminton	Band - Jazz	Art Club	Anime
Cheer	Soccer	Yearbook	Cross Country	Chess Team	BPA	Book Club
Dance	Softball		Golf	IHSA Drama	Compass	Club Green
Football	Swimming		Tennis	Math Team	Creative Writing	Drama
Track & Field	Volleyball		Choral Group	Scholastic Bowl	Dance Production	Flag/Color Guard
	Wrestling		Orchestra		FCCLA	GSA
	Band Director		Play Director Fall		Marching Band Associate	Horticulture
			Play Director Winter		Roar	Interact
			Spring Musical Director		Spring Musical Orchestra	International
			Student Council		Spring Musical Chorus	Lifesmarts
			Wildcat Chronicle		Steppers	Music Honors
			Strength & Conditioning Coach - Fall		WeGo Global	National Honor Society
			Strength & Conditioning Coach - Winter		WeGo Buddies	OLAAS
			Strength & Conditioning Coach - Spring			Pep
			Student Council			Personal Finance
			Wildcat Chronicle			Photography
Above reflects Head position placement						Snowball
All Assistant positions are 70% of the Head position						Spring Musical - Choreographer

Appendix B Extracurricular Salary Schedule Structure

% of BA+0/Step 1	Groups						
Step	1	2	3	4	5	6	7
1-3	15.00%	13.00%	10.50%	9.10%	7.35%	5.46%	3.68%
4-6	16.50%	14.50%	11.55%	10.15%	8.09%	6.09%	4.04%
7-10	18.00%	16.00%	12.60%	11.20%	8.82%	6.72%	4.41%
11-15	19.50%	17.50%	13.65%	12.25%	9.56%	7.35%	4.78%
16+	21.00%	19.00%	14.70%	13.30%	10.29%	7.98%	5.15%

2022 - 2023 Appendix B Salary Schedule

Base: \$44,235	Groups						
Step	1	2	3	4	5	6	7
1-3	6,635.25	5,750.55	4,644.68	4,025.39	3,251.27	2,415.23	1,627.85
4-6	7,298.78	6,414.08	5,109.14	4,489.85	3,578.61	2,693.91	1,787.09
7-10	7,962.30	7,077.60	5,573.61	4,954.32	3,901.53	2,972.59	1,950.76
11-15	8,625.83	7,741.13	6,038.08	5,418.79	4,228.87	3,251.27	2,114.43
16+	9,289.35	8,404.65	6,502.55	5,883.26	4,551.78	3,529.95	2,278.10

2023 - 2024 Appendix B Salary Schedule

Base: \$44,677	Groups						
Step	1	2	3	4	5	6	7
1-3	6,701.55	5,808.01	4,691.09	4,065.61	3,283.76	2,439.36	1,644.11
4-6	7,371.71	6,478.17	5,160.19	4,534.72	3,614.37	2,720.83	1,804.95
7-10	8,041.86	7,148.32	5,629.30	5,003.82	3,940.51	3,002.29	1,970.26
11-15	8,712.02	7,818.48	6,098.41	5,472.93	4,271.12	3,283.76	2,135.56
16+	9,382.17	8,488.63	6,567.52	5,942.04	4,597.26	3,565.22	2,300.87

2024 - 2025 Appendix B Salary Schedule

Base: \$45,124	Groups						
Step	1	2	3	4	5	6	7
1-3	6,768.60	5,866.12	4,738.02	4,106.28	3,316.61	2,463.77	1,660.56
4-6	7,445.46	6,542.98	5,211.82	4,580.09	3,650.53	2,748.05	1,823.01
7-10	8,122.32	7,219.84	5,685.62	5,053.89	3,979.94	3,032.33	1,989.97
11-15	8,799.18	7,896.70	6,159.43	5,527.69	4,313.85	3,316.61	2,156.93
16+	9,476.04	8,573.56	6,633.23	6,001.49	4,643.26	3,600.90	2,323.89

2025 - 2026 Appendix B Salary Schedule

Base: \$45,575	Groups						
Step	1	2	3	4	5	6	7
1-3	6,836.25	5,924.75	4,785.38	4,147.33	3,349.76	2,488.40	1,677.16
4-6	7,519.88	6,608.38	5,263.91	4,625.86	3,687.02	2,775.52	1,841.23
7-10	8,203.50	7,292.00	5,742.45	5,104.40	4,019.72	3,062.64	2,009.86
11-15	8,887.13	7,975.63	6,220.99	5,582.94	4,356.97	3,349.76	2,178.49
16+	9,570.75	8,659.25	6,699.53	6,061.48	4,689.67	3,636.89	2,347.11

APPENDIX C: STUDENT SUPPORT INITIATIVE

1. General Information

Student Support Initiative (SSI) is a program designed to deliver structured support to all students. All Members of the Bargaining Unit, except for those in the retirement track as of April 1, 2022, are required to participate in SSI and will be assigned one of three roles: Den Time Teacher, Academic Support Teacher, or Student Services Member.

In addition, one or more Den Time Teachers may be designated SSI Lead Teachers. SSI Lead Teachers will, in collaboration with Administration, monitor, assess, and further develop the SSI program; participate as a Den Time Teacher; and provide professional development and support the implementation of SSI.

2. Compensation

Members of the Bargaining Unit will receive a stipend of \$2,500.00 annually as compensation for their role as Den Time Teacher, Academic Support Teacher, or Student Services Member in SSI. SSI Lead Teachers will receive a total stipend of \$4,375.00 annually. Members of the Bargaining Unit who have submitted irrevocable notice of retirement by April 1, 2022, will not receive the annual stipend and will not participate in SSI.