

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is entered into this ____ day of December, 2025 between the Board of Education of Dunlap Community Unit School District No. 323 ("Board" or "District") and the Dunlap Support Personnel Association ("Association").

Recitals

- A. The Board and the Association have entered into a Collective Bargaining Agreement ("Agreement").
- B. Represented employees have from time to time served in substitute roles within the District including, but not limited to, long-term substitute teaching positions.
- C. The Parties desire to enter into a Memorandum of Understanding to insure that represented employees serving in substitute roles within the District which are outside the bargaining unit, earn and maintain seniority in their regular positions when they return to those positions following the substitute assignment without a break in service.

Agreement

- 1. Recitals. The recitals set forth above are found to be true and correct.
- 2. Seniority. Article V of the Agreement is amended by adding a new Section 5.6 as follows:

5.6. Maintenance of Seniority

When an employee covered by the Agreement accepts a substitute assignment within the District which is outside the bargaining unit, he or she shall continue to earn seniority in his or her regular position during the substitute assignment. When the employee returns to his or her regular position following the substitute assignment without a break in service, his or her seniority shall reflect the seniority at the time that the substitute assignment was accepted plus the seniority accrued during the substitute assignment.

- 3. No Further Changes. Except as otherwise set forth herein, the Parties agree that the terms of the Agreement remain unchanged and shall continue in full force and effect.
- 4. Effective Date. This Agreement is effective as the date set forth above.

**BOARD OF EDUCATION OF DUNLAP
COMMUNITY UNIT SCHOOL
DISTRICT No. 323**

**DUNLAP SUPPORT PERSONNEL
ASSOCIATION**

Thomas Feldman
Board President

Teresa Anderson
Association President