



**Board of Directors Meeting  
June 10, 2026  
SASED Administrative Center  
2900 Ogden  
Lisle, IL 60532  
2:00 PM  
AGENDA**

1. **Call to Order/Roll Call**
2. **Pledge of Allegiance**
3. **Public Comment**
4. **Consent Agenda**
  - a. Approval of Open and Closed Session Meeting Minutes from May 20, 2026 Board of Directors Meeting
  - b. Personnel
    - 1) Accept/Approve the Resignations, Retirements, Employment, and Change of Employment Status of Educational Support Staff, Licensed Staff, and Registered Staff as presented.
  - c. Financial
    - 1) Budget Reports
    - 2) Treasurers/Investments Reports
    - 3) Payroll Reports for May 2026
    - 4) Bill List for June 2026
    - 5) Interim Checks and Voids for May 2026
  - d. Governance
    - 1) Approval of the Red Rover Agreement for SY26-27
    - 2) Approve the Legal Notice Regarding the FY27 Budget Public Hearing and Meeting Dates, Times and Location for SY26-27
5. **Action Items**
  - a. Approve the Authorization to Release July 2026 Disbursements Prior to the August 5, 2026, Board of Directors Meeting
  - b. Adopt the SASED Board of Directors Resolution Approving the Proposed Amendments to the SASED Articles of Joint Agreement
6. **Discussion/Information**
  - a. Committee Reports
  - b. Executive Director Report
7. **Enter into Closed Session**

*To enter into closed session to discuss:  
Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. 5 ILCS 120/2(c)(2)*
8. **Reconvene into Open Session**
9. Approve the 2026-2029 Collective Bargaining Agreement with the SASED Education Association
10. **Adjournment**



**Dr. Kim Dryier**  
*Executive Director*

## **ACTION ITEM**

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To: SASED Board of Directors

From: Kim Dryier, Executive Director

Date: June 10, 2026

Re: Approval of Board of Directors Open and Closed Session Meeting Minutes

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Summary: Open and Closed Session meeting minutes from the May 20, 2026 Board of Directors Meeting.

Recommended Action: SASED Administration requests that the Board of Directors approve the open and closed session meeting minutes from the May 20, 2026 Meeting.



## **SCHOOL ASSOCIATION FOR SPECIAL EDUCATION IN DUPAGE**

**SASED Board of Directors Meeting  
May 20, 2026 - 2:00 PM  
SASED Administrative Center  
2900 Ogden Avenue, Lisle, IL 60532**

### **OPEN SESSION MINUTES**

Dr. Jean Barbanente, Chairperson, called the SASED Board of Directors meeting to order at 2:02 pm and welcomed those in attendance. Dr. Omar Castillo was appointed as Pro-Tem Secretary for this meeting.

#### **1. Roll call was taken with the following responding:**

**Present: District**

Keeneyville School District 20  
Benjamin School District 25  
Winfield School District 34  
DuPage County School District 45  
Salt Creek School District 48  
Downers Grove School District 58  
Maercker School District 60  
Cass School District 63  
Center Cass School District 66  
Woodridge School District 68  
DuPage High School District 88  
Community High School District 94  
Community Consolidated School District 180  
Lisle Community Unit School District 202

**Representative**

Dr. Omar Castillo (exited 3:40pm)  
Dr. Patrick McGill  
Dr. Matt Rich  
Dr. Brian Graber (exited 3:26pm)  
Dr. Amy Zaher  
Dr. Kevin Russell  
Dr. Sean Nugent  
Mr. Mark Cross and Dr. Travis McGuire  
Dr. Andrew Wise  
Dr. Patrick Broncato  
Dr. Jean Barbanente  
Dr. Kurt Johansen  
Mr. Kendall Smith  
Dr. Keith Filipiak

**Absent:** West Chicago Elementary School District 33  
Community High School District 99  
Westmont Community Unit School District 201  
Elmhurst Community Unit School District 205

**Present:** 14 Districts

**Absent:** 4 Districts

Also in attendance:

Dr. Kim Dryier, Executive Director, SASED  
Dr. Elizabeth Vander Woude, Asst. Dir. Programs and Services, SASED  
Ms. Rachel Wisniewski, CSBO, SASED  
Dr. Julia Wheaton, Interim Chief Human Resource Officer, SASED  
Mr. Dan Lawler, Technology Coordinator, SASED  
Mr. John Langton, Facilities Specialist, SASED  
Ms. Senga Lowe, Board Recording Secretary, SASED

#### **2. Pledge of Allegiance**

#### **3. Public Comment - None**

#### **4. Dr. Dryier recognized Dr. Elizabeth Vander Woude as DuPage County's Administrator of the Year.**

## 5. Consent Agenda

Dr. Dryier provided a brief summary of the items on the consent agenda, highlighting the District Resolutions to Appoint a Governing Board member, Second reading and adoption of PRESS policies Update 121, and the Wight and Company Application for Occupancy at Southeast. Board members had no questions.

- a. Approval of Open and Closed Session Minutes from April 22, 2026 Board of Directors Meeting
- b. Personnel Recommendations
  1. Accepted/Approved the Resignations, Retirements, Employment, and Change of Employment Status of Educational Support Staff, Licensed Staff, and Registered Staff as presented.
  2. Approved the 2026 ESY Staffing
- c. Financials
  1. Budget Reports
  2. Treasurers/Investments Reports
  3. Payroll Reports for April 2026 in the amount of \$1,778,035.55 with payroll liabilities in the amount of \$600,568.23
  4. Bill List for May 2026 in the amount of \$1,166,255.53
  5. Interim Checks in the amount of \$48,204.89 and no voids for April 2026
- d. Governance
  1. Accepted the Adopted District Resolutions to Appoint a New Representative and Alternate Representative to the SASSED Governing Board
  2. Second Reading and Adopted the Updated Policies Released with IASB PRESS Issue 121 and SASSED Updated Policies
  3. Approved the Facility Use Agreement with NIU Naperville for SASSED's Opening Day 2026
  4. Approved the Intergovernmental Agreements to enroll non-member district students in a SASSED program
  5. Approved the SY26-27 Noncompetitive Procurement Contract Renewal for Food Service Management with Gourmet Gorilla
  6. Accepted the donation from Knight of Columbus
  7. Approved the Wight & Company Application for Occupancy and Temporary Facility Report - Southeast Mobile Unit

***A motion was made to approve the consent agenda items, as presented. This motion was made by Member Nugent and seconded by Member Zaher.***

### Upon Roll Call Vote:

**Ayes:** Castillo SD20, McGill SD25, Rich SD34, Graber SD45, Zaher SD48, Russell SD58, Nugent SD60, Cross SD63, Wise SD66, Broncato SD68, Barbanente SD88, Johansen SD94, Smith SD180, and Filipiak SD202.

**Nays:** None

**Ayes:** 14 Districts

**Nays:** None

**Absent:** 4 Districts

***Upon roll call vote, motion passed.***

## 6. Action Items

- a. Approved the SASSED Administrator contract renewals for SY 2026-27

***A motion was made to approve the SASSED Administrator contract renewals for SY 26-27, for the following: Dr. Elizabeth Vander Woude - \$148,637, Ms. Tara Corral - \$129,930, Ms. Kati Curby - \$115,647, Ms. Amy Gebre - \$121,429, Ms. Sherilyn Genin - \$123,858, and Ms. Laura Lopez - \$123,600. This motion was made by Member Wise and seconded by Member Nugent.***

### Upon Roll Call Vote:

**Ayes:** Castillo SD20, McGill SD25, Rich SD34, Graber SD45, Zaher SD48, Russell SD58, Nugent SD60, Cross SD63, Wise SD66, Broncato SD68, Barbanente SD88, Johansen SD94, Smith SD180, and Filipiak SD202.

**Nays:** None



**Ayes:** 14 Districts      **Nays:** None      **Absent:** 4 Districts

***Upon roll call vote, motion passed.***

b. Approved the new SASED Administrator contracts for SY 2026-27

***A motion was made to approve the SASED new Administrator contracts for SY 26-27, for the following: Ms. Tenika Pickens - \$112,000, Amanda Guida - \$108,000, and Janette Barrett - \$108,000. This motion was made by Member Broncato and seconded by Member Graber.***

**Upon Roll Call Vote:**

**Ayes:** Castillo SD20, McGill SD25, Rich SD34, Graber SD45, Zaher SD48, Russell SD58, Nugent SD60, Cross SD63, Wise SD66, Broncato SD68, Barbanente SD88, Johansen SD94, Smith SD180, and Filipiak SD202.

**Nays:** None

**Ayes:** 14 Districts      **Nays:** None      **Absent:** 4 Districts

***Upon roll call vote, motion passed.***

c. Approved the Designations for FY 2027

***A motion was made to approve the FY27 Designations as follows: This motion was made by Member Rich and seconded by Member Russell.***

Depositories:

1. Fifth Third Bank, NA
2. PMA Securities, LLC - Illinois School District Liquid Asset Fund Plus
3. Fifth Third Securities

Newspaper/Legal Notices: Daily Herald

Legal Counsel: Engler Callaway Baasten & Sraga, LLC

Architect: Wight and Company

**Upon Roll Call Vote:**

**Ayes:** Castillo SD20, McGill SD25, Rich SD34, Graber SD45, Zaher SD48, Russell SD58, Nugent SD60, Cross SD63, Wise SD66, Broncato SD68, Barbanente SD88, Johansen SD94, Smith SD180, and Filipiak SD202.

**Nays:** None

**Ayes:** 14 Districts      **Nays:** None      **Absent:** 4 Districts

***Upon roll call vote, motion passed.***

d. Adopted the Resolution Approving the Surety Bond Treasurer for 2026-27

***A motion was made to adopt the resolution approving the surety bond treasurer for 2026-27, as presented. This motion was made by Member Rich and seconded by Member Cross.***

**Upon Roll Call Vote:**

**Ayes:** Castillo SD20, McGill SD25, Rich SD34, Graber SD45, Zaher SD48, Russell SD58, Nugent SD60, Cross SD63, Wise SD66, Broncato SD68, Barbanente SD88, Johansen SD94, Smith SD180, and Filipiak SD202.

**Nays:** None

**Ayes:** 14 Districts      **Nays:** None      **Absent:** 4 Districts

***Upon roll call vote, motion passed.***

e. Approved the SY 2026-27 Lease Agreements

***A motion was made to approve the SY 26-27 lease agreements, as presented. This motion was made by Member Cross and seconded by Member Nugent.***

**Upon Roll Call Vote:**

**Ayes:** Castillo SD20, McGill SD25, Rich SD34, Graber SD45, Zaher SD48, Russell SD58, Nugent SD60, Cross SD63, Wise SD66, Broncato SD68, Barbanente SD88, Johansen SD94, Smith SD180.  
**Abstain:** Filipiak SD202  
**Nays:** None  
**Ayes:** 13 Districts      **Nays:** None      **Abstain:** 1 District      **Absent:** 4 Districts  
*Upon roll call vote, motion passed.*

f. Approved the SY 2026-27 Board of Directors Meeting Dates, Times and Locations  
*A motion was made to approve the SY 26-27 BOD meeting dates, times and locations, as presented. This motion was made by Member Rich and seconded by Member Russell.*

**Upon Roll Call Vote:**

**Ayes:** Castillo SD20, McGill SD25, Rich SD34, Graber SD45, Zaher SD48, Russell SD58, Nugent SD60, Cross SD63, Wise SD66, Broncato SD68, Barbanente SD88, Johansen SD94, Smith SD180, and Filipiak SD202.  
**Nays:** None  
**Ayes:** 14 Districts      **Nays:** None      **Absent:** 4 Districts  
*Upon roll call vote, motion passed.*

**7. Adjourn Sine-Die**

*A motion was made for the Board of Directors May 20, 2026 meeting to adjourn sine-die at 2:14 pm. This motion was made by Member Barbanente and seconded by Member Rich. Upon voice vote of all ayes from 14 districts present, motion passed.*

**8. Opened into new Board of Directors Meeting at 2:15 pm Roll call was taken with the following responding:**

| <b>Present:</b> | <b>District</b>                             | <b>Representative</b>                 |
|-----------------|---------------------------------------------|---------------------------------------|
|                 | Keeneyville School District 20              | Dr. Omar Castillo (exited 3:40pm)     |
|                 | Benjamin School District 25                 | Dr. Patrick McGill                    |
|                 | Winfield School District 34                 | Dr. Matt Rich                         |
|                 | DuPage County School District 45            | Dr. Brian Graber (exited 3:26pm)      |
|                 | Salt Creek School District 48               | Dr. Amy Zaher                         |
|                 | Downers Grove School District 58            | Dr. Kevin Russell                     |
|                 | Maercker School District 60                 | Dr. Sean Nugent                       |
|                 | Cass School District 63                     | Mr. Mark Cross and Dr. Travis McGuire |
|                 | Center Cass School District 66              | Dr. Andrew Wise                       |
|                 | Woodridge School District 68                | Dr. Patrick Broncato                  |
|                 | DuPage High School District 88              | Dr. Jean Barbanente                   |
|                 | Community High School District 94           | Dr. Kurt Johansen                     |
|                 | Community Consolidated School District 180  | Mr. Kendall Smith                     |
|                 | Lisle Community Unit School District 202    | Dr. Keith Filipiak                    |
| <b>Absent:</b>  | West Chicago Elementary School District 33  |                                       |
|                 | Community High School District 99           |                                       |
|                 | Westmont Community Unit School District 201 |                                       |
|                 | Elmhurst Community Unit School District 205 |                                       |

**Present:** 14 Districts      **Absent:** 4 Districts

**9. Appointment of Dr. Kim Dryier as Chairperson Pro-Tempore**

*A motion was made to appoint Dr. Kim Dryier as Chairperson Pro-Tempore in order to facilitate the board officer elections. This motion was made by Member Barbanente and seconded by Member Rich. Upon voice vote of all ayes from 14 districts present, motion passed.*

## 10. Election of Board Officers

- a. Elect Chairperson  
Dr. Amy Zaher nominated Dr. Jean Barbanente for the office of Chairperson. Dr. Jean Barbanente being the only candidate nominated for the office of Chairperson, the chair pro-tem hereby declared Dr. Jean Barbanente elected by acclamation.
- b. Elect Vice-Chairperson  
Dr. Amy Zaher nominated Dr. Brian Graber for the office of Vice-Chairperson. Dr. Brian Graber being the only candidate nominated for the office of Vice-Chairperson, the chair pro-tem hereby declared Dr. Brian Graber elected by acclamation.
- c. Elect Secretary  
Dr. Amy Zaher nominated Dr. Kristina Davis for the office of Secretary. Dr. Kristina Davis being the only candidate nominated for the office of Secretary, the chair pro-tem hereby declared Dr. Kristina Davis elected by acclamation.

***Dr. Jean Barbanente, Chairperson Elect, was seated and presided over the meeting at 2:23 pm.  
Dr. Hank Thiele from Community High School District 99 arrived at 2:24 pm.***

## 11. Discussion/Information

- a. SASED Enrollment - Dr. Vander Woude provided an update on SASED's current enrollment. Overall enrollment numbers continue to be stable with an enrollment of 356 students. A report showing each member district's enrollment was included.
- b. Human Resource/Staffing Update - Dr. Wheaton provided an HR update as presented in the Board packet. SASED is finishing the 25-26 school year with a staff of 404.32 FTE. Dr. Wheaton will provide Dr. Dryier and the Board an end of the year staffing report that reflects the changes over the year.
- c. Committee Reports - Dr. Dryier provided committee updates in the facilities planning update.
  1. The Finance Committee - The May 6th meeting was rescheduled to June 3, 2026. All Superintendents and District CSBO's are invited to attend. Tammie from PMA, Anjali from Chapman, and Dawn from ECB&S will all be in attendance. We will be reviewing each district's certificate of allocation and debt capacity, and options for the length of the debt certificates.
  2. Facility Planning Committee - The May 13th meeting was rescheduled to May 27, 2026. A report will be provided at the June 10th Board meeting.
  3. Policy Committee - No meeting.
  4. Committee membership - Dr. Dryier shared this information previous to the Board meeting, and with no comments, these are the approved committee memberships, dates and times for SY 26-27 for Policy Committee, Finance Committee, and Facility Planning Committee. Ms. Lowe will send calendar invites to all members of each committee.
- d. Executive Director Report - Dr. Dryier focused on the Strategic Plan and the progress of the indicators and metrics. Dr. Dryier will be working with her team this summer to identify additional indicators and will share those with the Board in the fall. We are entering the fifth year of a 5-year plan and given the remaining uncertainty regarding facilities, Dr. Dryier would like to extend the Strategic Plan to 2029. The four areas are still relevant which include High Quality Staffing, Exemplary Programs and Services, Communication, and Operations. The indicators for each goal will be updated during the summer of 2027 and be brought to the Board in the Spring for review. During the 2027 school year, SASED will work together to develop a much more formal and thorough strategic plan development.  
Dr. Dryier discussed each of the strategic plan areas and provided an update on each area.

### Staffing -

1. Goal 1 is to measure fill rates for positions. We are 4% higher for filled positions than last year. and this remains consistent.
2. Goal 2 is to enhance, expand, and coordinate retention strategies. The metric that is used to measure this is an increase in staff by job category. No changes since mid year.

Additional indicators identified include:

1. To identify specific needs for recruitment of teachers assistants and teachers, a pipeline needs to be developed. We are working with colleges and universities such as College of DuPage, Roosevelt University, and Illinois State University. Also focused on relationships with local colleges and universities such as Illinois Benedictine, Lewis University, and North Central College. We have had an increase in our student teachers and clinical students.
2. Increased satisfaction with SASSED for both staff and families as evidenced by attendance at SASSED activities: Decline in attendance at both the holiday party and the end of year picnic. However, attendance increased at our Night at the Museum from 55 to over 100. Each program hosted each of their own activities.
3. SASSED has entered into a contract with Sunburst Staffing. The outcome expected is to have improved contractual staff training and retention. They will be overseeing the contract staff on site.
4. Staff Satisfaction Survey - Full data is provided to the Board for review. The response rate has declined to only 1/3 of our staff. Dr. Dryier discussed the results of these surveys.

### Programs and Services - Dr. Lizzy Vander Woude reported on programs and services.

Goal 1 is about improving access to SASSED programming and inclusion. The indicators are as follows:

Member district vs non-member district enrollment. The point to this is to make sure that we are prioritizing our member district students over non-member district referrals. These numbers remain pretty steady throughout the past several years with member students at 92% and non-member students at 8%. The reason we are at 356 students is because of a combination of both lack of teachers and the classroom space to be able to increase enrollment. The referrals we are seeing have a higher level of variance. A lot more level 2 and 3 autism. We have received 158 referrals to date this year, but just because SASSED receives a referral, it does not mean the students will be attending SASSED. We would like enrollment to be consistently at 380. DWC low-incidence students also count as part of those 354 students.

The next metric is about inclusion. There is a slight change from last year where we are seeing an increase in inclusion opportunities. This includes students in academics, as we do have students in all four content classes, in addition to exploratory or elective courses. There is also a slight increase in extra curricular activities such as band, orchestras, track, and ROTC.

Goal 2 is to have a comprehensive staff development plan. Our staff development plan is based on walk through data. We do this a couple of times per year. We look for trends, and review and analyze that data at both the administrative level and the program leader level, which includes different staff members. We identify areas of need and then put together a professional development course catalog.

### Communications -

Goal 1 is to have internal and external participants report an increase in being very satisfied or satisfied on the communication survey items.

Some of the strategies that we have been using include weekly program reports through a program specific newsletter shared with staff and families, a monthly newsletter shared with all staff, an active suggestions box, reintroduced the steering committee, more scheduled team meetings, and other feedback opportunities. Although we have implemented all of these communication avenues, the survey reports a lower level of satisfaction with communication, which is primarily based on the fact that staff have less than desired access to their administrators.

Goal 2 is to create enhanced written guidance procedures. We have accomplished a lot in this area. We have a fully launched staff intranet that houses all of our processes and procedures, we also communicate information through the monthly newsletter.

Other indicators include classroom expectations, rules and responsibilities for all staff, sustainable and reasonable attendance procedures for staff and students, as well as classroom partnership agreements that talk about how our teachers and classroom aides are working together. We have also improved the process for purchasing orders.

#### Operations -

Goal 1 is to maintain fiscal responsibility while streamlining business services. The metrics for this goal include providing monthly budget progress statements to the Board.

The second metric is to have clarity in billing procedures and processes for items on the menu of services. We did initiate a new tuition structure this year, as well as a new audiology billing structure. SASSED has tweaked our budget timeline, and billing and tuition is reviewed annually by the Finance Committee.

Goal 2 is the long term facilities plan that aligns to the mission and vision of SASSED. We are continually working on this goal, and are in the process of selecting a location and determining funding sources for that new facility via debt certificates. We are also working with the architect to provide projected costs for the design/build of the new facility based on our needs.

Other indicators for operations include the negotiation of staff contracts for both support staff, and teachers. The SEA contract will be brought to the Board for approval in June. We are still negotiating with the teachers.

- e. Proposed Amendments to SASSED's Articles of Joint Agreement - Dr. Dryier provided a summary. These amendments were reviewed last month and the plan was to take action today. However, after further review by Anjali and Tammie, a few changes were recommended. These changes do not impact the overall intent that was previously shared. The policy committee reviewed the agreement and were asked to include an off ramp for member withdrawal, as well as to ensure all of the legal updates were included. None of this has changed. However, each district must complete a certificate of allocation in order for SASSED to issue the debt certificates. Several districts have asked for clarification on these changes. These questions were also shared with Anjali from Chapman, Tammie from PMA, and Dawn from ECB&S. The Board discussed in detail. These questions will be answered and shared with the Board via email in Dr. Dryier's weekly update, as well as at the Finance Committee on June 3rd, where Anjali, Tammie, and Dawn will be present to discuss the changes and funding in detail with the members district superintendents and CSBO's. Dr. Dryier discussed exactly what a Certificate of Allocation is composed of and the responsibility for each district to complete the certificate. Any further questions will be shared with Tammie, Anjali, and Dawn and answered at the June 3rd Finance Committee meeting. The revised Articles of Joint Agreement will be brought to the Board for approval on June 10th. Dr. Dryier was asked again to clarify what the total debt is estimated to be and how we devise that to be cost neutral to member districts. Dr. Dryier and Mr. John Langton clarified this information in detail. An update on the Southeast property was also provided by Dr. Dryier. SASSED is still waiting on the appraisal to come back and Dr. Dryier will bring this information to the Finance Committee once it is received. Dr. Dryier discussed the need to update the facilities timeline and will provide it to the Board once finalized. The Joint Agreement will be brought to the Board on June 10th for approval, shared to member district boards for ratification on June 11th and will have to be returned within 60 days. A Summer meeting may be necessary, and will be discussed as we get closer.

***Dr. Brian Graber from DuPage School District 45 exited the meeting at 3:26 pm.***

## **12. Enter into Closed Session**

*To convene into closed session to discuss:*

- *the collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. 5 ILCS 120/2(c)(2)*

- *the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. 5 ILCS 120/2(c)(1)*

***A motion was made to enter into closed session at 3:33 pm. This motion was made by Member Wise and seconded by Member Broncato.***

**Upon Roll Call Vote:**

**Ayes:** Castillo SD20, McGill SD25, Rich SD34, Zaher SD48, Russell SD58, Nugent SD60, Cross SD63, Wise SD66, Broncato SD68, Barbanente SD88, Johansen SD94, Thiele SD99, Smith SD180, and Filipiak SD202.

**Nays:** None

**Ayes:** 14 Districts      **Nays:** None      **Absent:** 4 Districts

*Upon roll call vote, motion passed.*

*Dr. Omar Castillo from Keeneyville School District 20 exited the meeting at 3:40 pm.*

### 13. Reconvene into Open Session

*A motion was made to reconvene into open session at 3:54 pm, as stated in the closed session minutes. This motion was made by Member Thiele and seconded by Member Cross. Upon voice vote of all ayes from 13 districts present, motion passed.*

## 14. Adjournment

*A motion was made to adjourn at 3:55 pm. This motion was made by Member Broncato and seconded by Member Russell. Upon voice vote of all ayes from 13 districts present, motion passed.*

Minutes Approved by:

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Chairperson
Date

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|           |      |
|-----------|------|
| Secretary | Date |
|-----------|------|





School Association for Special  
Education in DuPage

**Dr. Kim Dryier**  
*Executive Director*

**ACTION ITEM**

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To: SASED Board of Directors  
Via: Dr. Kim Dryier  
From: Dr. Julia Wheaton, Interim Chief Human Resource Officer  
Date: June 10, 2026  
Re: Personnel Recommendations

**Purpose:** This month's personnel report on staffing changes, including new hires, departures, and any leaves is being presented for your review.

Please see the attached Personnel Notes.

*Financial Impact:* Filled positions have been accounted for in the FY26 budget.

*Recommended Action:* SASED Administration requests that the Board of Directors approve the personnel recommendations as presented.



# School Association for Special Education in DuPage

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## PROPOSED PERSONNEL ACTION

### 1. Resignations/Retirements/Terminations – Licensed Staff

| <u>Name</u>      | <u>Position</u>                               | <u>Funding Source</u> | <u>Initial Employment Date</u> | <u>Last Day Worked</u>  | <u>Reason</u>                |
|------------------|-----------------------------------------------|-----------------------|--------------------------------|-------------------------|------------------------------|
| Goins, Sarah     | Teacher/SLE<br>Holmes                         | Tuition               | 8/10/2023                      | 5/28/2026               | Accepted<br>another position |
| Hansen, Abigail  | Speech/Language<br>Pathologist<br>DHH Program | Tuition               | 8/8/2016                       | 5/21/2026               | Personal reasons             |
| Simpson, Jasmine | Teacher/SLE<br>Winfield Primary               | Tuition               | 3/17/2025                      | 6/25/2026<br>(Inc. ESY) | Accepted<br>another position |

### 2. Resignations/Retirements/Terminations – Educational Support Staff

|                  |                                       |         |          |           |                  |
|------------------|---------------------------------------|---------|----------|-----------|------------------|
| Leonard, Zachary | Signing Assistant/DHH<br>North School | Tuition | 4/3/2023 | 5/19/2026 | Personal reasons |
|------------------|---------------------------------------|---------|----------|-----------|------------------|

### 3. Appointments – Licensed Staff

| <u>Name</u>      | <u>Position</u>              | <u>Funding Source</u> | <u>Initial Employment Date</u> | <u>Hourly Rate</u> | <u>Salary</u> |
|------------------|------------------------------|-----------------------|--------------------------------|--------------------|---------------|
| Chlada, Anabella | Teacher/SLE<br>Location TBD  | Tuition               | 8/12/2026                      |                    | \$54,592.00*  |
| Gotter, Erin     | Teacher/SLE<br>Leman         | Tuition               | 8/12/2026                      |                    | \$54,592.00*  |
| Hoyne, Stephanie | Social Worker<br>DHH Program | Tuition               | 8/7/2026                       |                    | \$64,845.00*  |
| Jaffre, Krista   | Teacher/VI<br>Holmes         | Tuition               | 8/12/2026                      |                    | \$90,066.00*  |

\*Based on the 2025/2026 Teacher & Social Worker Salary Schedules.

### 4. Appointments – Educational Support Staff

|             |                                       |             |          |  |             |
|-------------|---------------------------------------|-------------|----------|--|-------------|
| Lynn, Kelly | Accounting Manager<br>SAC             | Local Funds | 7/1/2026 |  | \$75,000.00 |
| Moran, Leo  | Facility & Logistics<br>Manager – SAC | Local Funds | 7/1/2026 |  | \$75,000.00 |





## School Association for Special Education in DuPage

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### **5. Change of Employment Status – Registered Staff**

|                    |                                       |                           |           |                                             |
|--------------------|---------------------------------------|---------------------------|-----------|---------------------------------------------|
| Farrell, Lysa      | From:                                 |                           |           |                                             |
|                    | Physical Therapist<br>0.80 F.T.E.     | User Fee<br>Member Dists. | 8/15/2016 | \$77,195.38<br>Prorated from<br>\$96,494.23 |
|                    | To:                                   |                           |           |                                             |
|                    | Physical Therapist<br>1.0 F.T.E.      | User Fee<br>Member Dists. | 8/12/2026 | \$96,494.23                                 |
| Hoefs, Emily       | From:                                 |                           |           |                                             |
|                    | Occupational Therapist<br>0.80 F.T.E. | User Fee<br>Member Dists. | 8/12/2024 | \$63,715.26<br>Prorated from<br>\$79,644.08 |
|                    | To:                                   |                           |           |                                             |
|                    | Occupational Therapist<br>1.0 F.T.E.  | User Fee<br>Member Dists. | 8/12/2026 | \$79,644.08                                 |
| Warkentien, Amy    | From:                                 |                           |           |                                             |
|                    | Occupational Therapist<br>1.0 F.T.E.  | User Fee<br>Member Dists. | 8/11/2025 | \$78,409.00                                 |
|                    | To:                                   |                           |           |                                             |
|                    | Occupational Therapist<br>0.60 F.T.E. | User Fee<br>Member Dists. | 8/12/2026 | \$47,045.40<br>Prorated from<br>\$78,409.00 |
| Willmot, Elizabeth | From:                                 |                           |           |                                             |
|                    | Occupational Therapist<br>1.0 F.T.E.  | User Fee<br>Member Dists. | 8/10/2020 | \$71,896.44                                 |
|                    | To:                                   |                           |           |                                             |
|                    | Occupational Therapist<br>0.80 F.T.E. | User Fee<br>Member Dists. | 8/12/2026 | \$57,517.15<br>Prorated from<br>\$71,896.44 |

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**NOTE:** The Administration assures the Board that all of the above salaries are within Board approved ranges and/or schedules.

To Whom it may concern ,

Please accept this letter as formal notice of my resignation from my position as Special Education Teacher at SASSED, effective immediately.

I appreciate the opportunities I have had to work with the students, families, and staff during my time with SASSED. I am grateful for the experiences and professional growth I have gained.

Thank you for your understanding. I wish the school, its students, and staff continued success in the future.

Sincerely,

Sarah Goins

To whom it may concern,

I am writing today to resign my position as a Speech-Language Pathologist at SASSED effective the last day of the 2025-2026 school year. This decision was not made lightly but it is ultimately the best decision for me and my family.

It was an honor to spend the first 10 years of my career working within the Deaf and Hard of Hearing Program. I will cherish the years I got to spend at North School and Westmont Junior High. I leave the DHH program with many memories and life-long friends.

Abigail Hansen, MS, CCC-SLP  
Speech-Language Pathologist

From: **Jasmine Simpson** <[jsimpson@sased.org](mailto:jsimpson@sased.org)>

Date: Tue, Jun 9, 2026 at 11:54 AM

Subject: Resignation

To: Tara Corral <[tcorral@sased.org](mailto:tcorral@sased.org)>, Elizabeth Vander Woude <[evanderwoude@sased.org](mailto:evanderwoude@sased.org)>

Dear Tara and Elizabeth,

I hope you are doing well. I am writing to formally resign from my position at SASED. After a great deal of thought and consideration, I have decided to accept a different position that I believe is the best next step for my career and future goals. While this decision was not an easy one, I feel confident that it is the right move for my professional growth.

I want to express my sincere gratitude to you and everyone at SASED for the incredible support, guidance, and opportunities I have received during my time here. Working at SASED has been such a meaningful and rewarding experience, and I truly appreciate everything the organization has done for me. I have grown tremendously both professionally and personally, and I know that the experiences and skills I gained here will continue to help me throughout my career.

I am especially thankful for the encouragement, patience, and trust that I was given throughout my time with the team. Being able to work alongside such caring and dedicated staff members has taught me so much, and I will always value the relationships and memories I made here. SASED gave me opportunities to learn, grow, and gain confidence in myself, and for that I will always be grateful.

Although I am excited about this next chapter, I will genuinely miss working here and being part of the SASED community. Leaving is bittersweet because this position and the people I worked with have had such a positive impact on me. I truly appreciate all of the kindness and support I have received, and I cannot thank everyone enough for making this such a positive experience.

I will, of course, finish out summer school as planned to ensure as smooth of a transition as possible. I also wanted to ask if there would be a time I could come in to return my computer and look through the classroom materials and personal items I packed away for next year.

If there are any additional steps I need to complete during this transition process, please let me know. I want to make sure everything is handled appropriately before my departure.

Thank you again for everything you have done for me. I will always be thankful for my time at SASED and for all of the support, mentorship, and experiences I received along the way. I wish you, the staff, and the students continued success in the future.

Sincerely,

Jasmine Simpson



Kristie Katzel <kkatzel@sased.org>

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## Leonard's Resignation

1 message

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Tara Corral <tcorral@sased.org>

Tue, May 19, 2026 at 10:57 AM

To: Human Resources <hr@sased.org>, Dan Lawler <dlawler@sased.org>, MATTHEW FLYNN <mflynn@sased.org>, Amy Gebre <agebre@sased.org>

Hello,

I just arrived at North and Zach Leonard immediately asked to talk to me and said he was resigning immediately. He turned in his key to North. I have filled out the staff resignation form. I removed him from the group chat. I think his tech access should be shut down immediately. Thank you.

Tara Corral (she/her)  
SASED Program Coordinator  
2900 Ogden Ave  
Lisle IL 60532  
office phone: 630-955-8074  
cell phone: 224-580-7250  
fax: 331-903-1548

Want to check in? Book a virtual call with Tara [here](#).

To make a hearing or vision service request, [click here](#).  
To submit annual audiology minutes, [click here](#).  
To submit a sign language interpreter request, [click here](#).



## **JOB DESCRIPTION**

**Title: Facility and Logistics Manager**

**Reports To: Assistant Director of Operations**

**FLSA Status: Exempt**

### **Qualifications:**

- Bachelor's Degree with experience facility management
- Knowledge and experience in managing infrastructure and construction
- Experience with electrical, plumbing, carpentry, HVAC, and building systems
- Such alternatives to the above qualifications as the Board may find appropriate and acceptable

### **Core Competencies:**

- Strong desire to be part of a team that puts the needs of exceptional students first
- Ability to build and maintain positive relationships with many groups of people and students
- Demonstrated leadership and organizational skillsExcellent interpersonal and verbal/written communication skill
- Effective collaborative problem-solving ability and independent work ethic

### **Duties and Responsibilities:**

1. Supervise and coordinate the activities of maintenance workers, and vehicle maintenance.
2. Inspect school facilities regularly to identify issues with electrical, plumbing, HVAC, roofing, structural, and general maintenance.
3. Schedule and oversee preventive maintenance programs and regular inspections.
4. Respond promptly to maintenance requests and emergency repairs.
5. Maintain records of maintenance activities, inspections, and work orders.
6. Ensure compliance with health and safety regulations (OSHA, local building codes, fire extinguishers, etc.).
7. Coordinate with external contractors and vendors for specialized repairs and services.
8. Monitor and manage maintenance budget, including ordering supplies and approving purchases.
9. Develop maintenance schedules and assign tasks to staff.
10. Manage and oversee bidding requests for the department.
11. Provide training and guidance to maintenance personnel.
12. Ensure proper operation and maintenance of mechanical systems and security systems.
13. Assist with snow removal, landscaping, and seasonal upkeep of school grounds.
14. Report major maintenance issues and recommendations to administration.
15. Oversee and develop courier services.
16. Coordinate with lessor(s) as needed to ensure appropriate working conditions.

17. Coordinate, manage and execute maintenance work orders for all locations as determined by building and grounds help desk requests
18. Manage contracts maintenance
19. Develop, implement, and update emergency and crisis response plans and facilitate SASSED's Safety Committee
20. Develop and coordinate long term facility planning
21. Coordinate and oversee execution of all mandated safety drills and maintain proper documentation.
22. Schedule, coordinate and manage all required inspections and ensure compliance with
23. Ensure water fountains are functioning, necessary water tests are scheduled, and filters are replaced.
24. Coordinate Air Quality Control testing as needed
25. Coordinate and maintain all necessary supplies for the maintenance department
26. Coordinate Pest management for SASSED owned properties.
27. Oversee and coordinate summer work, moves, and cleaning, including recruitment of necessary summer workers.
28. Coordinate major cleaning of SASSED owned properties.
29. Assist in Obtaining quotes for property management needs.
30. Coordinate storage needs and inventory.
31. Ensure daily safety checks for all vans/buses.
32. Coordinate, evaluate, and oversee SASSED courier.
33. Develop, oversee and ensure compliance with accident procedures.
34. Oversee proper safety measures regarding equipment, supplies and the ability to safely transfer equipment and materials.
35. Maintain documentation for transportation logs and vehicle safety inspections
36. Research, compile, assimilate, support, and prepare accurate and organized documents, projects, presentations, and reports
37. Assist in determining needed supplies and equipment for the program, coordinate all ordering and purchase orders, credit card purchases, maintain an inventory of supplies, coordinate delivery of mail and equipment, and ensure all proper procedures are followed as well as appropriate records.
38. Assist with department budget development, coordinate purchase orders for the department, and oversee accounts.
39. Attend professional development opportunities and engage in ongoing education in order to support a system of learning and improvement and the overall efficiency and functioning of the organization, including staff meetings.
40. Maintain confidentiality in matters of student and staff personnel information
41. Other duties assigned by the supervisor.

**Physical Demands and Work Environment:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand, walk, sit, bend, climb stairs, write, type, speak and listen. In addition, the employee will be required to twist and reach and crawl. Specific vision abilities required by this job include close, peripheral and distant vision. Ability to work in an office environment, sitting, standing, lifting-light and heavy, filing,



operating office machines and computers, communicating with staff, visitors and others. May be required to use ladders, scaffolding, other lift equipment, and other types of mechanical equipment.

The noise level in the work environment ranges from quiet/moderate to loud. The employee is frequently required to interact with other staff and visitors. The employee is directly responsible for the safety and well-being of students.

The statements in the job description are intended to describe the general nature and level of the work to be performed by (an) individual(s) assigned to this position. They are not an exhaustive list of all duties and responsibilities related to the position. This job description will be reviewed periodically as duties and responsibilities change with business necessity and School Board Policy and procedures. Essential and marginal job functions are subject to modification. Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time.

**Terms of Employment:** 259-day work year at compensation set by the SASSED Board of Directors.

**Evaluation:** Performance will be evaluated by the Assistant Director in accordance with the SASSED Board of Directors policy on evaluation.

Developed February 2026

## **JOB DESCRIPTION**

**Title:**           **Systems Manager**

**Reports To:**   **Assistant Director of Operations**

**FLSA Status:** **Exempt**

### **Qualifications:**

- Bachelor's Degree with experience and/or training in educational technology
- Experience in design and management of local and wide area networks, web servers, e-mail servers and operating systems
- Experience with student management software applications
- Such alternatives to the above qualifications as the Board may find appropriate and acceptable

### **Core Competencies:**

- Strong desire to be part of a team that puts the needs of exceptional students first
- Ability to build and maintain positive relationships with many groups of people and students
- Demonstrated organizational skills, google proficiency, and phone etiquette
- Excellent interpersonal and verbal/written communication skill
- Effective collaborative problem-solving ability and independent work ethic

### **Duties and Responsibilities:**

1. Manage and maintain district systems such as student information systems (SIS), learning management systems (LMS), HR/finance platforms, MDM platforms, Resource Management systems, assessment tools, and communication systems.
2. Oversee system updates, integrations, permissions, and troubleshooting.
3. Provide Tier 3 technical support for applicable applications as needed.
4. Ensure reliable access and performance across all campuses.
5. Maintain data integrity, accuracy, and security across all district platforms.
6. Develop disaster recovery plans including backup and recovery of systems and data.
7. Coordinate state and federal reporting requirements, including enrollment, attendance, assessments, staffing, and accountability metrics.
8. Generate reports for administrators, departments, and school leadership teams.
9. Serve as a primary contact for system-related issues; provide technical assistance to staff, administrators, and support teams.
10. Management of IT staff and ticketing system.
11. Collaborate with instructional technology, IT support, and operations teams to ensure systems align with teaching, learning, and administrative needs.
12. Oversee lifecycle workflow for all devices and software.

13. Develop and maintain documentation, user guides, and support resources.
14. Monitor system security protocols to protect sensitive student and staff data.
15. Ensure district systems comply with SOPPA, FERPA, state laws, and district policies.
16. Assist with implementing cybersecurity best practices and staff training initiatives.
17. Lead or assist in the rollout of new platforms, upgrades, or districtwide technology initiatives.
18. Coordinate vendor involvement, timelines, testing, training, and communication.
19. Evaluate and recommend improvements to existing workflows and systems.
20. Provide training sessions for administrators, teachers, and staff on system use, reporting tools, and data processes.
21. Support the development of resources that improve staff digital literacy and system proficiency.
22. Research, compile, assimilate, support, and prepare accurate and organized documents, projects, presentations, and reports
23. Assist with department budget development, coordinate purchase orders for the department, and oversee accounts.
24. Attend professional development opportunities and engage in ongoing education in order to support a system of learning and improvement and the overall efficiency and functioning of the organization, including staff meetings.
25. Maintain confidentiality in matters of student and staff personnel information
26. Other duties assigned by the supervisor.

**Physical Demands and Work Environment:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand, walk, sit, bend, climb stairs, write, type, speak and listen. In addition, the employee will be required to twist and reach and crawl. Specific vision abilities required by this job include close, peripheral and distant vision. Ability to work in an office environment, sitting, standing, lifting-light and heavy, filing, operating office machines and computers, communicating with staff, visitors and others. May be required to use ladders, scaffolding, other lift equipment, and other types of mechanical equipment.

The noise level in the work environment ranges from quiet/moderate to loud. The employee is frequently required to interact with other staff and visitors. The employee is directly responsible for the safety and well-being of students.

The statements in the job description are intended to describe the general nature and level of the work to be performed by (an) individual(s) assigned to this position. They are not an exhaustive list of all duties and responsibilities related to the position. This job description will be reviewed periodically as duties and responsibilities change with business necessity and School Board Policy and procedures. Essential and marginal job functions are subject to modification. Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time.

**Terms of Employment:** 259-day work year at compensation set by the SASSED Board of Directors. Position is eligible for [flex time](#).

**Evaluation:** Performance will be evaluated by the Assistant Director in accordance with the SASSED Board of Directors policy on evaluation.

Developed February 2026



## ACTION ITEM

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To: SASED Board of Directors  
Via: Dr. Kim Dryier  
From: Rachel Wisniewski, Assistant Director of Business/CSBO  
Date: June 10, 2026  
Re: Approval of Financial Reports

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Summary: The Budget Progress report and the Treasurer's report for the period ending May 31, 2026 are attached for your review.

Financial Impact: Revenue for the month of May 2026 totaled \$472,269 primarily consisting of EBF, and Medicaid Revenue. Year to date revenues including Medicaid flow thru through May totaled \$37,879,215 representing 92% of budgeted revenue. Expenditures for the month of May 2026 totaled \$2,955,652 and consisted of regular and customary expenditures, including salaries and benefits, and contractual payments. Year to date expenditures through May 2026 totaled \$33,048,824 representing 70% of budgeted expenditures.

The Treasurer's report shows that as of May 31, 2026, the total ending balance across all funds is \$12,330,949, representing available cash and investments held in secure accounts, including demand deposits, the Illinois School District Liquid Asset Fund, and Fifth Third Securities. From this balance, \$9,722,365 is held in our demand deposit account at Fifth Third. The remaining \$2,608,584 is held in investments through PMA and Fifth Third Securities.

The current cash balance of \$12,330,949 represents approximately 3 months of operating reserves, or 28% of annual budgeted expenditures, placing SASED in a strong financial position.

Overall, revenues, expenditures, and fund balances are in line with expectations, and SASED maintains sufficient liquidity and reserves to support ongoing operations and financial obligations.

Recommended Action: SASED Administration requests that the Board of Directors approve the financial reports as presented.

| <b>Revenues</b>                         | <b>Original Budget</b> | <b>Monthly Activity</b> | <b>FYTD Activity</b> | <b>Encumbered</b> | <b>Unexpended<br/>Budget<br/>Balance</b> | <b>% of<br/>Budget</b> | <b>% of Budget<br/>(prior year)</b> |
|-----------------------------------------|------------------------|-------------------------|----------------------|-------------------|------------------------------------------|------------------------|-------------------------------------|
| Tuition and Fees                        | \$ 34,359,373          | \$ (85,261)             | \$31,827,211         |                   | \$ 2,532,162                             | 92.6%                  | 90.6%                               |
| State Revenue                           | \$ 3,044,932           | \$ 254,724              | \$ 2,689,338         |                   | \$ 355,594                               | 88.3%                  | 91.2%                               |
| Federal Revenue                         | \$ 304,468             | \$ 101,522              | \$ 320,195           |                   | \$ (15,727)                              | 105.2%                 | 71.1%                               |
| Medicaid Revenue                        | \$ 2,869,500           | \$ 180,259              | \$ 2,772,360         |                   |                                          |                        |                                     |
| Grant Revenue                           | \$ 417,000             | \$ 21,025               | \$ 270,111           |                   | \$ 146,889                               | 64.8%                  | 61.0%                               |
| <b>Total Revenues</b>                   | <b>\$ 40,995,273</b>   | <b>\$ 472,269</b>       | <b>\$37,879,215</b>  |                   | <b>\$ 3,018,918</b>                      | <b>92.4%</b>           | <b>93.3%</b>                        |
|                                         |                        |                         |                      |                   |                                          |                        |                                     |
| <b>Expenditures</b>                     |                        |                         |                      |                   |                                          |                        |                                     |
| Payroll                                 | \$ 23,734,033          | \$ 1,780,487            | \$17,002,375         |                   | \$ 6,731,658                             | 71.6%                  | 76.7%                               |
| Benefits                                | \$ 6,283,681           | \$ 428,693              | \$ 3,898,561         |                   | \$ 2,385,120                             | 62.0%                  | 72.6%                               |
| Purchased Services                      | \$ 8,632,076           | \$ 611,388              | \$ 7,916,578         |                   | \$ 715,498                               | 91.7%                  | 81.1%                               |
| Supplies                                | \$ 719,130             | \$ 56,362               | \$ 532,036           |                   | \$ 187,094                               | 74.0%                  | 72.3%                               |
| Capital Outlay                          | \$ 1,874,604           | \$ 8,401                | \$ 728,438           |                   | \$ 1,146,166                             | 38.9%                  | 43.0%                               |
| Other Objects/<br>Medicaid Flow Through | \$ 2,111,029           | \$ 56,100               | \$ 2,743,165         |                   |                                          |                        |                                     |
| Non-cap Equipment                       | \$ 160,000             | \$ 14,220               | \$ 227,671           |                   | \$ (67,671)                              | 142.3%                 | 50.2%                               |
| <b>Total Expenses</b>                   | <b>\$ 43,514,553</b>   | <b>\$ 2,955,652</b>     | <b>\$33,048,824</b>  | <b>\$ -</b>       | <b>\$11,097,865</b>                      | <b>69.6%</b>           | <b>75.3%</b>                        |

**School Association for Special Education in DuPage County**  
**Treasurer's Report**  
**May 31, 2026**

|                                                | <u>A</u>                  | <u>B</u><br>SELF<br>FUNDED<br>MEDICAL<br>INSUR | <u>C</u><br>SELF<br>FUNDED<br>DENTAL<br>INSUR | <u>D</u>           | <u>A + B + C + D</u>                |
|------------------------------------------------|---------------------------|------------------------------------------------|-----------------------------------------------|--------------------|-------------------------------------|
|                                                | <u>EDUCATION<br/>FUND</u> |                                                |                                               | <u>FSA</u>         | <u>TOTAL<br/>EDUCATION<br/>FUND</u> |
| <b>CASH ACTIVITY REPORT</b>                    |                           |                                                |                                               |                    |                                     |
| Beginning Balance                              | <u>13,118,994.70</u>      | <u>(1,628,937.71)</u>                          | <u>358,391.21</u>                             | <u>(23,387.38)</u> | <u>11,825,060.82</u>                |
| Investments                                    |                           |                                                |                                               |                    |                                     |
| April activity                                 |                           |                                                |                                               |                    |                                     |
| Interest Earned                                | 8,563.86                  |                                                |                                               |                    | 8,563.86                            |
| Gains/(Losses) on Sales of Securities          |                           |                                                |                                               |                    | -                                   |
| Record Health Fund Transfers                   | (30,882.55)               | 11,142.21                                      | 20,907.76                                     | (1,167.42)         | (0.00)                              |
| Cash Receipts                                  | 3,447,723.01              | 835.54                                         | 758.12                                        | (11,196.34)        | 3,438,120.33                        |
| Cash Disbursements - General                   | (1,160,309.17)            |                                                |                                               |                    | (1,160,309.17)                      |
| - Payroll                                      | (1,780,487.30)            |                                                |                                               |                    | (1,780,487.30)                      |
| Subtotal                                       | <u>484,607.85</u>         | <u>11,977.75</u>                               | <u>21,665.88</u>                              | <u>(12,363.76)</u> | <u>505,887.72</u>                   |
| Ending Balance                                 | <u>13,603,602.55</u>      | <u>(1,616,959.96)</u>                          | <u>380,057.09</u>                             | <u>(35,751.14)</u> | <u>12,330,948.54</u>                |
| Investment - Demand Deposit - Fifth Third Bank | 10,985,415.87             | (1,617,795.50)                                 | 379,298.97                                    | (24,554.80)        | 9,722,364.54                        |
| IL School District Liquid Asset Fund           | 24,226.32                 |                                                |                                               |                    | 24,226.32                           |
| Fifth Third Securities                         | <u>2,584,357.68</u>       | <u>(1,617,795.50)</u>                          | <u>379,298.97</u>                             | <u>(24,554.80)</u> | <u>2,584,357.68</u>                 |
|                                                | <u>13,593,999.87</u>      |                                                |                                               |                    | <u>12,330,948.54</u>                |

*Rachel Wisniewski*

Rachel Wisniewski, Treasurer

**SCHOOL ASSOCIATION FOR SPECIAL EDUCATION IN DUPAGE COUNTY**  
**SCHEDULE OF INVESTMENTS**  
**5/31/2026**

| EDUCATION FUND                                  | AMOUNT               | INTEREST RATE | TERM            | LOCATION                          | Security/Collateralization       |
|-------------------------------------------------|----------------------|---------------|-----------------|-----------------------------------|----------------------------------|
| <b>PMA IL School District Liquid Asset Fund</b> |                      |               |                 |                                   |                                  |
| Depository Accounts - Liquid                    | 24,226.32            | 0.482%        | Money Market    | ISDLAF                            | Money Market Mutual Fund         |
|                                                 | 24,226.32            |               |                 |                                   |                                  |
| <b>FIFTH THIRD BANK</b>                         |                      |               |                 |                                   |                                  |
| Depository and Demand Deposit Accounts          | 10,985,415.87        | 0.65%         | N/A             | Fifth Third Bank                  | Collateralized Deposit           |
| Demand Deposit - Health Insurance Reserves      | (1,292,579.59)       | 0.65%         | N/A             | Fifth Third Bank                  | Collateralized Deposit           |
| Demand Deposit - Health Insurance Reserves      | 29,528.26            | 0.65%         | N/A             | Fifth Third Bank                  | Collateralized Deposit           |
|                                                 | 9,722,364.54         |               |                 |                                   |                                  |
| <b>FIFTH THIRD SECURITIES</b>                   |                      |               |                 |                                   |                                  |
| Cash & Cash Equivalents                         | 1,599,357.68         | Varies        | Money Market    | Fifth Third Securities, Custodian | Money Market Mutual Fund         |
| Certificates of Deposit - short-term            |                      | Varies        | Various, < 1 yr | Fifth Third Securities, Custodian | FDIC Insured                     |
| Certificates of Deposit - long-term             | 735,000.00           | Varies        | Various, > 1 yr | Fifth Third Securities, Custodian | FDIC Insured                     |
| U S Treasuries - short-term                     |                      | Varies        | Various         | Fifth Third Securities, Custodian | US Gov't. Obligation             |
| U S Treasuries - long term                      |                      | Varies        | Various         | Fifth Third Securities, Custodian | US Gov't. Obligation             |
| U S Agencies - Short term                       |                      | Varies        | Various         | Fifth Third Securities, Custodian | "Full faith and credit of US..." |
| U S Agencies - long term                        | 250,000.00           | Varies        | Various         | Fifth Third Securities, Custodian | "Full faith and credit of US..." |
| Corporate Bonds                                 | -                    |               |                 |                                   |                                  |
| Municipal Bonds                                 | -                    |               |                 |                                   |                                  |
| Other assets, including prepaid interest        | -                    |               |                 |                                   |                                  |
|                                                 | 2,584,357.68         |               |                 |                                   |                                  |
|                                                 | <b>12,330,948.54</b> | <b>TOTAL</b>  |                 |                                   |                                  |



## **GROSS PAYROLL**

**May 2026      \$ 1,780,487.31**

**May, 2026 Monthly Totals**

SASED, IL

**Total Employees 306**

| Monthly Totals | Pay          | Deduction  | Benefit    |
|----------------|--------------|------------|------------|
| January        | 0.00         | 0.00       | 0.00       |
| February       | 0.00         | 0.00       | 0.00       |
| March          | 0.00         | 0.00       | 0.00       |
| April          | 0.00         | 0.00       | 0.00       |
| May            | 1,780,487.31 | 616,701.86 | 428,779.46 |
| June           | 0.00         | 0.00       | 0.00       |
| July           | 0.00         | 0.00       | 0.00       |
| August         | 0.00         | 0.00       | 0.00       |
| September      | 0.00         | 0.00       | 0.00       |
| October        | 0.00         | 0.00       | 0.00       |
| November       | 0.00         | 0.00       | 0.00       |
| December       | 0.00         | 0.00       | 0.00       |
| Totals         | 1,780,487.31 | 616,701.86 | 428,779.46 |

\*\*\*\*\*End of report\*\*\*\*\*

**SASED 2900 OGDEN AVE, LISLE, IL 60532-1676**

**PAY INFORMATION**

**5/15/2026**

| <b>Pay Type</b>                         | <b>Pay Gross</b> |                   | <b>Net Pay</b>    |
|-----------------------------------------|------------------|-------------------|-------------------|
| 12JUL - 12 MON JULY BEG.                | \$               | 102,699.79        | \$ 64,332.13      |
| 20PAY - 20 PAY CONTRACT                 | \$               | 128,546.75        | \$ 85,329.55      |
| 20PY2 - 20 PAY 2ND CONTRACT             | \$               | 2,538.09          | \$ 1,819.90       |
| 24AG2 - 24 PAYS AUG BEG 2ND CONTRACT-1  | \$               | 702.47            | \$ 249.98         |
| 24AUG - 24 PAYS AUG BEGINNING DATE      | \$               | 15,999.31         | \$ 11,750.90      |
| 24PAY - 24 PAY CONTRACT-1               | \$               | 625,219.36        | \$ 408,037.76     |
| 24PY2 - 24 PAY 2ND CONTRACT             | \$               | 4,396.81          | \$ 2,842.81       |
| 24PY3 - 24 PAY 3RD CONTRACT-1           | \$               | 2,092.99          | \$ 1,590.88       |
| DOCK - DOCKED PAY                       | \$               | (11,028.46)       | \$ (9,453.92)     |
| HRLYCERT - HOURLY2 CERTIFIED            | \$               | 2,785.30          | \$ 2,038.97       |
| HRLYNONC - HOURLY1 NON CERTIFIED        | \$               | 3,119.72          | \$ 2,572.62       |
| QOT - QUALIFIED OVERTIME                | \$               | 1,311.54          | \$ 951.49         |
| SBTAH - SUB TA HOURLY                   | \$               | 1,717.94          | \$ 1,513.55       |
| SBTHR - SUB TEACHER HRLY                | \$               | 4,749.92          | \$ 3,935.00       |
| STILAPP - STIPEND-LONGEVITY AMT PER PAY | \$               | 9.68              | \$ 8.18           |
| STIPADMN - STIPEND FROM ADMINISTRATION  | \$               | 1,579.04          | \$ 1,254.01       |
| SUBST - SUB STIPEND                     | \$               | 1,885.00          | \$ 1,534.27       |
| <b>Pay Grand Total:</b>                 |                  | <b>888,325.25</b> | <b>580,308.08</b> |

SASED 2900 OGDEN AVE, Lisle, IL 60532-1676

PAY INFORMATION

5/29/2026

| Pay Type                                  | Pay Gross |                   | Net Pay   |                   |
|-------------------------------------------|-----------|-------------------|-----------|-------------------|
| 12JUL - 12 MON JULY BEG.                  | \$        | 100,225.56        | \$        | 62,996.62         |
| 20PAY - 20 PAY CONTRACT                   | \$        | 129,068.57        | \$        | 85,873.44         |
| 20PY2 - 20 PAY 2ND CONTRACT               | \$        | 2,538.09          | \$        | 1,827.08          |
| 24AG2 - 24 PAYS AUG BEG 2ND CONTRACT-1    | \$        | 702.47            | \$        | 249.98            |
| 24AUG - 24 PAYS AUG BEGINNING DATE        | \$        | 15,999.31         | \$        | 11,673.21         |
| 24PAY - 24 PAY CONTRACT-1                 | \$        | 625,219.36        | \$        | 407,489.09        |
| 24PY2 - 24 PAY 2ND CONTRACT               | \$        | 4,396.81          | \$        | 2,842.81          |
| 24PY3 - 24 PAY 3RD CONTRACT-1             | \$        | 2,092.99          | \$        | 1,590.88          |
| DOCK - DOCKED PAY                         | \$        | (7,397.41)        | \$        | (6,160.10)        |
| DOCWC - DOCK WORKERS COMP IMRF            | \$        | (378.45)          | \$        | (326.64)          |
| HRLYCERT - HOURLY2 CERTIFIED              | \$        | 3,651.90          | \$        | 2,726.90          |
| HRLYNONC - HOURLY1 NON CERTIFIED          | \$        | 4,668.44          | \$        | 3,641.49          |
| QOT - QUALIFIED OVERTIME                  | \$        | 234.49            | \$        | 179.02            |
| SBTAH - SUB TA HOURLY                     | \$        | 1,900.01          | \$        | 1,625.53          |
| SBTHR - SUB TEACHER HRLY                  | \$        | 3,075.20          | \$        | 2,554.00          |
| STICADMN - STIPEND CERT STAFF ADMINREASON | \$        | 550.00            | \$        | 372.14            |
| STILAPP - STIPEND-LONGEVITY AMT PER PAY   | \$        | 9.68              | \$        | 8.18              |
| STIMN - STIPEND-MENTOR                    | \$        | 550.00            | \$        | 381.22            |
| STIPADMN - STIPEND FROM ADMINISTRATION    | \$        | 1,579.04          | \$        | 1,254.01          |
| STISP - STIPEND SPECIAL                   | \$        | 2,200.00          | \$        | 1,640.02          |
| SUBST - SUB STIPEND                       | \$        | 1,276.00          | \$        | 1,038.49          |
| <b>Pay Grand Total:</b>                   | <b>\$</b> | <b>892,162.06</b> | <b>\$</b> | <b>583,477.37</b> |

## **PAYROLL LIABILITIES**

**May 2026       \$ 605,752.64**

## AP Check Register

AP Run: 05/15/2026 PAYROLL AP — Post Date: 2026-05-15 — AP Run Type: R

SASED, IL

| Check Date | Check Number | Payment Type  | Name                            | Check Amount |
|------------|--------------|---------------|---------------------------------|--------------|
| 05/15/2026 | 106390       | Check         | STATE DISBURSEMENT UNIT         | 750.00       |
| 05/15/2026 | 202400512    | Wire Transfer | ILLINOIS DEPT OF REVENUE        | 36,354.58    |
| 05/15/2026 | 202400513    | Wire Transfer | MB FINANCIAL (FEDERAL)          | 68,812.00    |
| 05/15/2026 | 202400514    | Wire Transfer | MB FINANCIAL BANK (FICA-E)      | 33,085.34    |
| 05/15/2026 | 202400515    | Wire Transfer | MB FINANCIAL BANK (FICA-W)      | 33,085.34    |
| 05/15/2026 | 202400516    | Wire Transfer | TEACHERS RETIREMENT (2.2%)      | 3,010.17     |
| 05/15/2026 | 202400517    | Wire Transfer | TEACHERS RETIREMENT SYSTEM      | 46,710.48    |
| 05/15/2026 | 202400518    | Wire Transfer | TEACHERS RETIREMENT SYSTEM SSP  | 3,852.73     |
| 05/15/2026 | 202400519    | Wire Transfer | THE OMNI GROUP                  | 1,398.00     |
| 05/15/2026 | 202400520    | Wire Transfer | THIS (TRS HEALTH) FUND          | 8,148.41     |
| 05/15/2026 | 202400521    | Wire Transfer | TRUSTAGE                        | 27,912.15    |
| 05/15/2026 | 9252600752   | ACH           | SASED EDUCATION ASSOCIATION     | 4,497.91     |
| 05/15/2026 | 9252600753   | ACH           | SASED SUPPORT STAFF ASSOCIATION | 576.39       |
| Total:     |              |               |                                 | 268,193.50   |

### 05/15/2026 PAYROLL AP Summary

| Type            | Count | Amount     |
|-----------------|-------|------------|
| Regular Checks: | 1     | 750.00     |
| ACH Checks:     | 2     | 5,074.30   |
| Wire Transfers: | 10    | 262,369.20 |
| Epayables:      | 0     | 0.00       |
| Total:          | 13    | 268,193.50 |

AP Check Register

| Check Date | Check Number | Payment Type  | Name                                           | Check Amount |
|------------|--------------|---------------|------------------------------------------------|--------------|
| 05/29/2026 | 106461       | Check         | STATE DISBURSEMENT UNIT                        | 750.00       |
| 05/29/2026 | 202400522    | Wire Transfer | TEACHERS HEALTH INSURANCE SECURITY (THIS) FUND | 400.00       |
| Total:     |              |               |                                                | 1,150.00     |

| 05/29/2026 PAYROLL AP Summary |       |          |
|-------------------------------|-------|----------|
| Type                          | Count | Amount   |
| Regular Checks:               | 1     | 750.00   |
| ACH Checks:                   | 0     | 0.00     |
| Wire Transfers:               | 1     | 400.00   |
| Epayables:                    | 0     | 0.00     |
| Total:                        | 2     | 1,150.00 |

## AP Check Register

AP Run: 05/29/2026 PAYROLL AP RUN 2 — Post Date: 2026-05-29 — AP Run Type: R

SASED, IL

| Check Date | Check Number | Payment Type  | Name                            | Check Amount |
|------------|--------------|---------------|---------------------------------|--------------|
| 05/29/2026 | 202400523    | Wire Transfer | ILLINOIS DEPT OF REVENUE        | 36,526.77    |
| 05/29/2026 | 202400524    | Wire Transfer | MB FINANCIAL (FEDERAL)          | 68,777.17    |
| 05/29/2026 | 202400525    | Wire Transfer | MB FINANCIAL BANK (FICA-E)      | 33,187.36    |
| 05/29/2026 | 202400526    | Wire Transfer | MB FINANCIAL BANK (FICA-W)      | 33,187.36    |
| 05/29/2026 | 202400527    | Wire Transfer | TEACHERS RETIREMENT (2.2%)      | 3,029.07     |
| 05/29/2026 | 202400528    | Wire Transfer | TEACHERS RETIREMENT SYSTEM      | 47,003.61    |
| 05/29/2026 | 202400529    | Wire Transfer | TEACHERS RETIREMENT SYSTEM SSP  | 3,855.10     |
| 05/29/2026 | 202400530    | Wire Transfer | THE OMNI GROUP                  | 1,398.00     |
| 05/29/2026 | 202400531    | Wire Transfer | THIS (TRS HEALTH) FUND          | 8,199.61     |
| 05/29/2026 | 202400532    | Wire Transfer | TRUSTAGE                        | 28,119.04    |
| 05/29/2026 | 9252600811   | ACH           | SASED EDUCATION ASSOCIATION     | 4,458.21     |
| 05/29/2026 | 9252600812   | ACH           | SASED SUPPORT STAFF ASSOCIATION | 576.39       |
| Total:     |              |               |                                 | 268,317.69   |

### 05/29/2026 PAYROLL AP RUN 2 Summary

| Type            | Count | Amount     |
|-----------------|-------|------------|
| Regular Checks: | 0     | 0.00       |
| ACH Checks:     | 2     | 5,034.60   |
| Wire Transfers: | 10    | 263,283.09 |
| Epayables:      | 0     | 0.00       |
| Total:          | 12    | 268,317.69 |



AP Check Register

| Check Date | Check Number | Payment Type  | Name                  | Check Amount |
|------------|--------------|---------------|-----------------------|--------------|
| 05/29/2026 | 202400533    | Wire Transfer | IMRF (EMPLOYEES CONT) | 37,407.46    |
| 05/29/2026 | 202400534    | Wire Transfer | IMRF (EMPLOYERS CONT) | 30,683.99    |
| Total:     |              |               |                       | 68,091.45    |

| 05/29/2026 IMRF Summary |       |           |
|-------------------------|-------|-----------|
| Type                    | Count | Amount    |
| Regular Checks:         | 0     | 0.00      |
| ACH Checks:             | 0     | 0.00      |
| Wire Transfers:         | 2     | 68,091.45 |
| Epayables:              | 0     | 0.00      |
| Total:                  | 2     | 68,091.45 |

AP Check Register

SASED, IL

| Fund                | Total             |
|---------------------|-------------------|
| 10 - EDUCATION FUND | 605,752.64        |
|                     | <b>605,752.64</b> |

## **BILLS PAYABLE LIST – FLOW THROUGH**

|                  |                    |
|------------------|--------------------|
| <b>June 2026</b> | <b>\$ 1,293.03</b> |
|------------------|--------------------|

Payables

| SASED, IL                    |                             |                                          |          |
|------------------------------|-----------------------------|------------------------------------------|----------|
| Check #                      | Name on Check               | Description                              | Amount   |
| 9252600813                   | SALT CREEK SCHOOL DIST. #48 | Reimbursement of Medicaid funds received | 1,293.03 |
| Grand Totals: 1 Total Checks |                             |                                          | 1,293.03 |

## **BILLS PAYABLE LIST – GRANTS**

|                  |                    |
|------------------|--------------------|
| <b>June 2026</b> | <b>\$ 9,978.69</b> |
|------------------|--------------------|

Payables

| SASED, IL                    |                                |                                      |          |
|------------------------------|--------------------------------|--------------------------------------|----------|
| Check #                      | Name on Check                  | Description                          | Amount   |
| 106464                       | COMMUNITY SCHOOL DISTRICT #200 | Wheaton Transition STEP outcome      | 7,253.76 |
| 106465                       | NDSEC                          | NDSEC STEP outcome reimbursement for | 1,605.11 |
| Grand Totals: 2 Total Checks |                                |                                      | 8,858.87 |

Payables

| SASED, IL                    |                           |                                         |          |
|------------------------------|---------------------------|-----------------------------------------|----------|
| Check #                      | Name on Check             | Description                             | Amount   |
| 9252600814                   | COMMUNITY HS DISTRICT #94 | West Chicago STEP outcome reimbursement | 1,119.82 |
| Grand Totals: 1 Total Checks |                           |                                         | 1,119.82 |

## **BILLS PAYABLE LIST – SASED PROGRAMS**

**June 2026                      \$ 1,587,083.73**



## Payables

SASED, IL

| Check # | Name on Check                                | Description                                     | Check Date | Amount     |
|---------|----------------------------------------------|-------------------------------------------------|------------|------------|
| 106466  | ACOUSTIC PIONEER                             | Audiology - Acoustic Pioneer Credits (1,300     | 06/11/2026 | 1,000.00   |
| 106467  | AHS STAFFING                                 | Contract services week ending 05/22/2026        | 06/11/2026 | 22,057.50  |
| 106468  | AMERICAN HERITAGE LIFE INSURANCE CO          | Allstate Critical Illness and Accident Coverage | 06/11/2026 | 2,347.31   |
| 106469  | APPLE INC.                                   | Supplies for Classroom Team Projects &          | 06/11/2026 | 4,776.00   |
| 106470  | ARTHUR J. GALLAGHER RISK MANAGEMENT SERVICES | Bond Renewal Premium                            | 06/11/2026 | 3,200.00   |
| 106471  | AT & T MOBILITY                              | AT&T Hotspot monthly charges                    | 06/11/2026 | 63.36      |
| 106472  | AYA HEALTHCARE INC.                          | Contract Services week ending 05/22/2026        | 06/11/2026 | 15,400.00  |
| 106473  | BERWYN GARAGE                                | MNO3 Brakes/Condensor                           | 06/11/2026 | 5,825.39   |
| 106474  | BLAZERWORKS, LLC                             | contract Services week ending 04/10/2026        | 06/11/2026 | 383,022.17 |
| 106475  | BUSINESSOLVER.COM, INC                       | Invoice for Businessolver May Service Fees -    | 06/11/2026 | 156.00     |
| 106476  | CLASSIC LANDSCAPE, LTD.                      | June Monthly landscape maintenance              | 06/11/2026 | 1,244.25   |
| 106477  | CORPAY MASTERCARD                            | Fuel/Cards 05.16.26-05.31.26                    | 06/11/2026 | 850.82     |
| 106478  | DUPAGE COUNTY PUBLIC WORKS                   | water sewer charges SE ALT 01/29/2026-          | 06/11/2026 | 172.79     |
| 106479  | EDU HEALTHCARE, LLC                          | Paraprofessional Services for 5/4/26 through    | 06/11/2026 | 6,271.18   |
| 106480  | EDUCATIONAL BENEFIT COOPERATIVE              | June 2026 Final Invoice for EBC - Medical       | 06/11/2026 | 361,473.33 |
| 106481  | FIRST COMMUNICATIONS LLC                     | Phone Services charge                           | 06/11/2026 | 54.04      |
| 106482  | FIRST STUDENT, INC.                          | Transportation Services SE Alt to Kane          | 06/11/2026 | 4,770.00   |
| 106483  | HOME DEPOT CREDIT SERVICES                   | Account # 6035 3221 4998 5602 05/21/26          | 06/11/2026 | 4,503.31   |
| 106484  | ILLINOIS STATE POLICE                        | Fingerprinting April, 2026 (Invoice Number -    | 06/11/2026 | 297.00     |
| 106485  | JASON JOBB                                   | Mileage Reimbursement for May 2026              | 06/11/2026 | 128.47     |
| 106486  | KONICA MINOLTA PREMIER FINANCE               | Konica Contract 5/12/2026-6/11/2026 Cust.       | 06/11/2026 | 3,352.22   |
| 106487  | LADSE                                        | Invoice for Nursing Consultation per E Vander   | 06/11/2026 | 330.84     |
| 106488  | LAURA A LOPEZ                                | Reimbursement-Breakfasts and Lunches            | 06/11/2026 | 459.84     |
| 106489  | MAXIM HEALTHCARE SERVICES                    | Contract Services 05/04/2026-05/08/2026         | 06/11/2026 | 182,672.10 |
| 106490  | MICROSONIC INC.                              | Invoice #: WC7934RL, Date: 5/22/2026, Client    | 06/11/2026 | 748.99     |
| 106491  | NCS PEARSON                                  | Instructional Supplies                          | 06/11/2026 | 26.36      |
| 106492  | NEXTERA ENERGY SERVICES MIDWEST, LLC         | Energy Services SE ALT 04/01-04/30/2026         | 06/11/2026 | 926.15     |

## Payables

|                               |                                             |                                               |            | SASED, IL    |  |
|-------------------------------|---------------------------------------------|-----------------------------------------------|------------|--------------|--|
| Check #                       | Name on Check                               | Description                                   | Check Date | Amount       |  |
| 106493                        | OTICON INC                                  | DHH Program Equipment - Invoice               | 06/11/2026 | 214.19       |  |
| 106494                        | PARENTS ALLIANCE EMPLOYMENT PROJECT         | Parents Alliance Employment Project Invoices  | 06/11/2026 | 4,266.67     |  |
| 106495                        | RINGCENTRAL INC                             | RingCentral Monthly Customer ID               | 06/11/2026 | 4,199.05     |  |
| 106496                        | SUNBURST WORKFORCE ADVISORS, LLC            | Contract Services week ending 05/22/2026      | 06/11/2026 | 464,687.06   |  |
| 106497                        | SUPERIOR AIR-GROUND AMBULANCE SERVICE, INC. | Rich Laren Day May 8 2026                     | 06/11/2026 | 840.00       |  |
| 106498                        | TEAM SELECT HOME CARE                       | Nursing Services for 4/7/26 through 4/30/26   | 06/11/2026 | 12,816.00    |  |
| 106499                        | TOTAL FIRE AND SAFETY                       | 5 Yr sprinkler inspection, Hydrotest, service | 06/11/2026 | 1,802.50     |  |
| 106500                        | WESTMONT CUSD #201                          | School Lunch Program - April 2026             | 06/11/2026 | 690.76       |  |
| 106501                        | WIGHT & COMPANY                             | Mobile Unit Annual Inspection                 | 06/11/2026 | 1,435.74     |  |
| 106502                        | WINFIELD SCHOOL DISTRICT #34                | School Lunch Program - April 2026             | 06/11/2026 | 1,688.40     |  |
| Grand Totals: 37 Total Checks |                                             |                                               |            | 1,498,769.79 |  |

Payables

| SASED, IL                    |                                        |                                               |          |
|------------------------------|----------------------------------------|-----------------------------------------------|----------|
| Check #                      | Name on Check                          | Description                                   | Amount   |
| 106504                       | ALLIED BENEFIT SYSTEMS                 | Allied FSA Invoice June 2026 (April Census) - | 327.75   |
| 106505                       | INTERIM SCHOOL BUSINESS OFFICE<br>INC. | Contract Services M Dyrek May 2026            | 4,629.00 |
| Grand Totals: 2 Total Checks |                                        |                                               | 4,956.75 |

## Payables

SASED, IL

| Check #    | Name on Check                  | Description                                | Check Date | Amount    |
|------------|--------------------------------|--------------------------------------------|------------|-----------|
| 9252600815 | 2955, LLC                      | Building expenses                          | 06/11/2026 | 10,475.95 |
| 9252600816 | MAY K AHN                      | Mileage Reimbursement for May 2026         | 06/11/2026 | 103.31    |
| 9252600817 | AL WARREN OIL CO., INC.        | Fuel Delivery 05/21/2026                   | 06/11/2026 | 989.38    |
| 9252600818 | DANA B ALDRICH                 | Mileage Reimbursement for May 2026         | 06/11/2026 | 77.29     |
| 9252600819 | EMILIA E ARIANO                | Mileage Reimbursement for May 4 2026       | 06/11/2026 | 5.15      |
| 9252600820 | MEGAN M BAKER                  | Reimburse Mileage and meals-Illinois       | 06/11/2026 | 268.20    |
| 9252600821 | FRANK J BECVAR                 | Mileage Reimbursement for April and May    | 06/11/2026 | 106.44    |
| 9252600822 | RACHEL L BELL                  | Mileage Reimbursement for May 2026         | 06/11/2026 | 100.13    |
| 9252600823 | BETH T BERGFELD                | Mileage Reimbursement for May 2026         | 06/11/2026 | 121.37    |
| 9252600824 | SHANNON R BOHNERT              | Mileage Reimbursement for April - May 2026 | 06/11/2026 | 72.02     |
| 9252600825 | KRISTY L BOOTSMAN              | Mileage Reimbursement for May 2026         | 06/11/2026 | 75.04     |
| 9252600826 | TINA L BUNGERT                 | Mileage Reimbursement for May 2026         | 06/11/2026 | 31.93     |
| 9252600827 | DOROTA CELINSKA                | Mileage Reimbursement for 04/07/2026 -     | 06/11/2026 | 142.10    |
| 9252600828 | CENTER CASS DISTRICT #66       | School Lunch Program - April 2026          | 06/11/2026 | 680.05    |
| 9252600829 | COMMUNITY CONSOLIDATE SD #180  | School Lunch Program - April 2026          | 06/11/2026 | 730.03    |
| 9252600830 | TARA J CORRAL                  | Mileage Reimbursement for Mar and Apr      | 06/11/2026 | 200.61    |
| 9252600831 | HELEN S CREAGAN                | Mileage Reimbursement for May 2026         | 06/11/2026 | 57.06     |
| 9252600832 | SUSAN L CUOMO                  | Mileage Reimbursement for Feb - May 2026   | 06/11/2026 | 130.64    |
| 9252600833 | DONALD A DOPKA                 | Mileage Reimbursement for Mar-May 2026     | 06/11/2026 | 394.11    |
| 9252600834 | DOWNERS GROVE DISTRICT #58     | School Lunch Program - April 2026          | 06/11/2026 | 980.21    |
| 9252600835 | DUPAGE COUNTY SCHOOL DIST. #45 | School Lunch Program - April 2026          | 06/11/2026 | 4,028.43  |
| 9252600836 | JENNIFER M ELIAS               | Mileage Reimbursement for May 2026         | 06/11/2026 | 18.92     |
| 9252600837 | HEARTLAND ALLIANCE HEALTH CCIS | CCIS Invoice # 28228                       | 06/11/2026 | 8.75      |
| 9252600838 | JULIA L HOMAN                  | Mileage Reimbursement for May 2026         | 06/11/2026 | 129.70    |
| 9252600839 | PATRICIA S KADEN               | Mileage Reimbursement for May 2026         | 06/11/2026 | 205.90    |
| 9252600840 | ERIN KANIEWSKI                 | Mileage Reimbursement for May 2026         | 06/11/2026 | 54.81     |
| 9252600841 | KEENEYVILLE DISTRICT #20       | School Lunch Program - April 2026          | 06/11/2026 | 331.03    |
| 9252600842 | BETHANY L. LITCHFIELD          | Mileage Reimbursement for May 2026         | 06/11/2026 | 53.87     |
| 9252600843 | KATHERINE LOONEY               | Mileage Reimbursement for May 2026         | 06/11/2026 | 144.85    |

## Payables

| SASED, IL                     |                             |                                              |            |
|-------------------------------|-----------------------------|----------------------------------------------|------------|
| Check #                       | Name on Check               | Description                                  | Check Date |
| 9252600844                    | MAERCKER DISTRICT #60       | School Lunch Program - April 2026            | 06/11/2026 |
| 9252600845                    | KATHLEEN MCGANN             | Mileage Reimbursement for April and May      | 06/11/2026 |
| 9252600846                    | KRISTYN B MOROZ             | Mileage Reimbursement for May 2026           | 06/11/2026 |
| 9252600847                    | CYNTHIA MOY                 | Mileage Reimbursement for March - May        | 06/11/2026 |
| 9252600848                    | LYNN E MOYNIHAN             | Mileage Reimbursement for May 2026           | 06/11/2026 |
| 9252600849                    | MEGHAN B. MURRAY            | Mileage Reimbursement for Mar-May 2026       | 06/11/2026 |
| 9252600850                    | TRACEY V NARDI              | Reimburse Instructional Supplies April / May | 06/11/2026 |
| 9252600851                    | JENNIFER NATZKE             | Mileage Reimbursement for May 2026           | 06/11/2026 |
| 9252600852                    | SUSAN L NOWAK               | Mileage Reimbursement for May 2026           | 06/11/2026 |
| 9252600853                    | NATASHA I OMEL-EDWARDS      | Reimburse registration portion-AOTA          | 06/11/2026 |
| 9252600854                    | VICKI L OTTO                | Mileage Reimbursement for May 2026           | 06/11/2026 |
| 9252600855                    | NICOLE G PALKA              | Mileage Reimbursement for April and May      | 06/11/2026 |
| 9252600856                    | COLLEEN N PETERSON          | Mileage Reimbursement for May 2026           | 06/11/2026 |
| 9252600857                    | SALT CREEK SCHOOL DIST. #48 | School Lunch Program - April 2026            | 06/11/2026 |
| 9252600858                    | KERRY M SHANAHAN            | Mileage Reimbursement for May 2026           | 06/11/2026 |
| 9252600859                    | KELLY L STAMATELOPOULOS     | Mileage Reimbursement for April and May      | 06/11/2026 |
| 9252600860                    | EVA G THOMPSON              | Mileage reimbursement for March-May 2026     | 06/11/2026 |
| 9252600861                    | ANNA M WALSH                | Mileage Reimbursement for May 2026           | 06/11/2026 |
| 9252600862                    | ELIZABETH WAWCZAK           | Mileage Reimbursement for April-May 2026     | 06/11/2026 |
| Grand Totals: 48 Total Checks |                             |                                              | 26,057.19  |

Amount

1,876.14

50.55

83.67

54.85

99.33

158.55

25.88

60.90

170.38

250.00

45.10

39.88

95.70

946.12

184.15

316.83

492.76

48.51

340.61

## Payables

| SASED, IL                    |                         |                                  |           |
|------------------------------|-------------------------|----------------------------------|-----------|
| Check #                      | Name on Check           | Description                      | Amount    |
| 9252600863                   | 2955, LLC               | Lease 2900 Ogden July 2026       | 56,100.00 |
| 9252600864                   | KIMBERLY J DRYIER       | FY26 MILEAGE ALLOTMENT-June 2026 | 400.00    |
| 9252600865                   | ELIZABETH I VANDERWOUDE | FY26 MILEAGE ALLOTMENT-June 2026 | 400.00    |
| 9252600866                   | RACHEL M WISNIEWSKI     | FY26 MILEAGE ALLOTMENT           | 400.00    |
| Grand Totals: 4 Total Checks |                         |                                  | 57,300.00 |

## **INTERIM CHECKS**

|                 |                     |
|-----------------|---------------------|
| <b>May 2026</b> | <b>\$ 41,214.18</b> |
|-----------------|---------------------|

Payables

| SASED, IL                    |                                |                                           |          |
|------------------------------|--------------------------------|-------------------------------------------|----------|
| Check #                      | Name on Check                  | Description                               | Amount   |
| 106462                       | CORPAY MASTERCARD              | Fuel Cards/Service 05/01-05/15/2026       | 679.56   |
| 106463                       | KONICA MINOLTA PREMIER FINANCE | Konica Contract 3/12/2026-4/11/2026 Cust. | 6,704.44 |
| Grand Totals: 2 Total Checks |                                |                                           | 7,384.00 |



Payables

| SASED, IL                    |               |                            |                      |
|------------------------------|---------------|----------------------------|----------------------|
| Check #                      | Name on Check | Description                | Check Date Amount    |
| 106391                       | BMO           | pcard statement 04/20/2026 | 05/15/2026 33,830.18 |
| Grand Totals: 1 Total Checks |               |                            | 33,830.18            |

## AP Check Register

AP Run: Interim BMO 05.15.26 — Post Date: 2026-05-15 — AP Run Type: R

SASED, IL

| Check Date          | Check Number                         | Payment Type | Name | Invoice Date | Invoice Amount | Account                      | Check Amount |
|---------------------|--------------------------------------|--------------|------|--------------|----------------|------------------------------|--------------|
| 05/15/2026          | 106391                               | Check        | BMO  |              |                |                              | 33,830.18    |
| Invoice Number      | Description                          |              |      | Invoice Date | Invoice Amount | Account                      | Amount       |
| AG pcard 04.20.26   | Amy Gebre P-Card 04/20/2026 1/3      |              |      | 05/07/2026   | 325.00         | 10 E 000 1206 3120 01 134202 | 325.00       |
| AG pcard 04.20.26-2 | Amy Gebre P-Card 04/20/2026 2/3      |              |      | 05/07/2026   | 29.58          | 10 E 003 1220 4100 01 134206 | 29.58        |
| AG pcard 04.20.26-3 | Amy Gebre P-Card 04/20/2026 3/3      |              |      | 05/07/2026   | 290.00         | 10 E 014 1221 4100 01 134207 | 290.00       |
| amaz2032600092-3    | Emma Borshell Materials Request      |              |      | 04/27/2026   | 7.59           | 10 E 003 1206 4100 01 134202 | 7.59         |
| amaz2032600112      | Regina Fernandez Material Request    |              |      | 04/27/2026   | 40.77          | 10 E 003 1206 4100 01 134202 | 40.77        |
| amaz2032600113      | Natasha Arroyo Materials Request     |              |      | 04/27/2026   | 214.88         | 10 E 003 1206 4100 01 134202 | 214.88       |
| amaz2032600115      | Natasha Arroyo Materials Request     |              |      | 04/27/2026   | 123.13         | 10 E 003 1206 4100 01 134202 | 123.13       |
| amaz2032600116      | Tamara Hodalic Materials Request     |              |      | 04/27/2026   | 89.54          | 10 E 003 1206 4100 01 134202 | 89.54        |
| amaz2032600117      | Jacquelyn Jackson Furniture Request  |              |      | 04/27/2026   | 201.95         | 10 E 003 1206 4100 01 134202 | 201.95       |
| amaz2032600118      | Pat Vandercar Materials Request      |              |      | 04/27/2026   | 68.72          | 10 E 003 1206 4100 01 134202 | 68.72        |
| Amaz2032600119      | Emilia Ariano Materials Request      |              |      | 04/27/2026   | 275.66         | 10 E 003 1206 4100 01 134202 | 275.66       |
| amaz2042600103      | Amy Deegan Materials Request         |              |      | 04/27/2026   | 35.18          | 10 E 012 1207 4100 01 134203 | 35.18        |
| amaz2042600104-2    | Amy Deegan Materials Request         |              |      | 04/27/2026   | 9.87           | 10 E 012 1207 4100 01 134203 | 9.87         |
| amaz2042600118      | Brittany Alexander Materials Request |              |      | 04/27/2026   | 136.60         | 10 E 012 1207 4100 01 134203 | 136.60       |
| amaz2042600120      | Kelly STory Materials Request        |              |      | 04/27/2026   | 80.20          | 10 E 012 1207 4100 01 134203 | 80.20        |

## AP Check Register

AP Run: Interim BMO 05.15.26 — Post Date: 2026-05-15 — AP Run Type: R

SASED, IL

| Check Date       | Check Number                                      | Payment Type | Name | Invoice Date | Invoice Amount | Account                      | Check Amount |
|------------------|---------------------------------------------------|--------------|------|--------------|----------------|------------------------------|--------------|
| 05/15/2026       | 106391                                            | Check        | BMO  |              |                |                              | 33,830.18    |
| Invoice Number   | Description                                       |              |      | Invoice Date | Invoice Amount | Account                      | Amount       |
| amaz2042600121   | Julia Nowicki Instructional Materials             |              |      | 04/27/2026   | 129.83         | 10 E 012 1207 4100 01 134203 | 129.83       |
| amaz2042600122   | Kelly Story Materials Request                     |              |      | 04/27/2026   | 36.73          | 10 E 012 1207 4100 01 134203 | 36.73        |
| amaz2042600123   | Haley Drucker Materials Request                   |              |      | 04/27/2026   | 69.86          | 10 E 012 1207 4100 01 134203 | 69.86        |
| amaz2042600124   | Amy Deegan Materials Request                      |              |      | 04/27/2026   | 50.98          | 10 E 012 1207 4100 01 134203 | 50.98        |
| amaz2042600127   | Cassidy Van Cleve Materials Request               |              |      | 04/27/2026   | 244.11         | 10 E 012 1207 4100 01 134203 | 244.11       |
| amaz2042600128   | Cassidy Van Cleve Materials Request               |              |      | 04/27/2026   | 119.62         | 10 E 012 1207 4100 01 134203 | 119.62       |
| amaz2052600165-2 | Kindergarten books and calmness materials/Pullins |              |      | 04/28/2026   | 17.98          | 10 E 004 1212 4100 01 134204 | 17.98        |
| amaz2052600176   | 4th quarter AIM/Friday fun HS                     |              |      | 04/28/2026   | 176.70         | 10 E 003 1212 4160 01 134204 | 176.70       |
| amaz2052600177   | Staff Appreciation                                |              |      | 04/28/2026   | 137.95         | 10 E 003 1212 4160 01 134204 | 137.95       |
| amaz2052600178   | School field Day                                  |              |      | 04/28/2026   | 292.32         | 10 E 000 1212 3140 01 134204 | 18.99        |
| amaz2052600179   | Graduation celebration and move on                |              |      | 04/28/2026   | 21.56          | 10 E 003 1212 4160 01 134204 | 273.33       |
| amaz20626000046  | Brittany Wilson Materials Request- Kitchen SMNP   |              |      | 04/28/2026   | 177.16         | 10 E 003 1216 4100 01 134205 | 21.56        |
| amaz20626000048  | Kevin DOWns Material Request                      |              |      | 04/28/2026   | 416.63         | 10 E 003 1216 4100 01 134205 | 177.16       |
| amaz20626000049  | Kevin Downs Material Request                      |              |      | 04/28/2026   | 165.15         | 10 E 003 1216 4100 01 134205 | 416.63       |
| amaz20626000050  | Brittany Wilson Materials Request- SMNP           |              |      | 04/28/2026   | 863.85         | 10 E 003 1216 4100 01 134205 | 165.15       |
|                  |                                                   |              |      |              |                | 10 E 003 1216 4100 01 134205 | 863.85       |

## AP Check Register

AP Run: Interim BMO 05.15.26 — Post Date: 2026-05-15 — AP Run Type: R

SASED, IL

| Check Date       | Check Number                                                      | Payment Type | Name | Invoice Date | Invoice Amount | Account                      | Check Amount |
|------------------|-------------------------------------------------------------------|--------------|------|--------------|----------------|------------------------------|--------------|
| 05/15/2026       | 106391                                                            | Check        | BMO  |              |                |                              | 33,830.18    |
| Invoice Number   | Description                                                       |              |      | Invoice Date | Invoice Amount | Account                      | Amount       |
| amaz2072600139   | Bernie Judd Materials Request                                     |              |      | 04/28/2026   | 95.05          | 10 E 010 1220 4100 01 134206 | 95.05        |
| amaz2072600140   | Jennifer Goes Materials Request                                   |              |      | 04/28/2026   | 31.29          | 10 E 003 1220 4100 01 134206 | 31.29        |
| amaz2072600141   | Sarah Turner Materials Request                                    |              |      | 04/28/2026   | 58.41          | 10 E 003 1220 4100 01 134206 | 58.41        |
| amaz2072600141-2 | Sarah Turner Materials Request                                    |              |      | 04/28/2026   | 112.81         | 10 E 003 1220 4100 01 134206 | 112.81       |
| amaz2072600142   | Sarah Turner Materials Request                                    |              |      | 04/28/2026   | 118.93         | 10 E 003 1220 4100 01 134206 | 118.93       |
| amaz2072600143   | Laura Dahl Materials Request                                      |              |      | 04/28/2026   | 187.90         | 10 E 003 1220 4100 01 134206 | 187.90       |
| amaz2072600144   | Amy Klimczak Materials Request                                    |              |      | 04/28/2026   | 105.68         | 10 E 003 1220 4100 01 134206 | 105.68       |
| amaz2072600145   | Jennifer Goes Furniture Request                                   |              |      | 04/28/2026   | 269.96         | 10 E 003 1220 4100 01 134206 | 269.96       |
| amaz2072600146   | Diane Lazzar Materials Request                                    |              |      | 04/28/2026   | 494.88         | 10 E 003 1220 4100 01 134206 | 494.88       |
| amaz2082600068   | Classroom Supplies                                                |              |      | 04/28/2026   | 36.18          | 10 E 014 1221 4100 01 134207 | 36.18        |
| amaz2082600070   | COFFEE MUGS FOR PERSONALIZATION TO SELL<br>M BAKER                |              |      | 04/28/2026   | 68.38          | 10 E 014 1221 4100 01 134207 | 68.38        |
| amaz2082600071   | General Supplies for Transition<br>LZ                             |              |      | 04/28/2026   | 209.16         | 10 E 014 1221 4100 01 134207 | 209.16       |
| amaz2082600072   | Supplies to support SASED Station Lab & creating cards<br>M Baker |              |      | 04/28/2026   | 64.04          | 10 E 000 1221 4100 01 134220 | 64.04        |
| amaz2082600079   | Instructional Materials - Transition<br>for LZ & JM               |              |      | 04/28/2026   | 83.93          | 10 E 014 1221 4100 01 134207 | 83.93        |

## AP Check Register

AP Run: Interim BMO 05.15.26 — Post Date: 2026-05-15 — AP Run Type: R

SASED, IL

| Check Date            | Check Number                                                         | Payment Type | Name | Invoice Date | Invoice Amount | Account                      | Check Amount  |
|-----------------------|----------------------------------------------------------------------|--------------|------|--------------|----------------|------------------------------|---------------|
| 05/15/2026            | 106391                                                               | Check        | BMO  | 04/28/2026   | 45.58          |                              | 33,830.18     |
| <b>Invoice Number</b> | <b>Description</b>                                                   |              |      |              |                |                              | <b>Amount</b> |
| amaz2082600080        | General Transition Supplies<br>L Zacharski                           |              |      | 04/28/2026   | 45.58          |                              |               |
| amaz2082600082        | Items for Voc lab<br>M Baker                                         |              |      | 04/28/2026   | 27.83          | 10 E 014 1221 4100 01 134207 | 45.58         |
| amaz2082600083        | ADL's for student<br>J Duncan                                        |              |      | 04/28/2026   | 282.97         | 10 E 014 1221 4100 01 134207 | 27.83         |
| amaz3002600050        | OTPT Therapeutic Equipment                                           |              |      | 04/28/2026   | 190.73         | 10 E 014 1221 4100 01 134207 | 282.97        |
| amaz3002600051        | OTPT Therapeutic Equipment & Resources                               |              |      | 04/28/2026   | 279.02         | 10 E 005 2130 4110 01 194001 | 190.73        |
| amaz3002600052        | OTPT Consumable Order                                                |              |      | 04/28/2026   | 115.28         | 10 E 005 2130 4110 01 194001 | 279.02        |
| amaz3002600053        | OTPT Office Supplies                                                 |              |      | 04/28/2026   | 40.30          | 10 E 005 2130 4110 01 194001 | 115.28        |
| amaz3012600053        | c3 2032 batteries, disney stickers and desk pets for<br>appointments |              |      | 04/28/2026   | 36.49          | 10 E 004 2130 4100 01 194001 | 40.30         |
| amaz3026000042        | Supplies for Classroom Team Projects & Training                      |              |      | 04/28/2026   | 75.61          | 10 E 000 2150 4100 01 194002 | 36.49         |
| amaz3032600098        | Rich Laren Outdoor Ed Day - May 8, 2026                              |              |      | 04/28/2026   | 893.39         | 10 E 010 2210 3100 01 194012 | 75.61         |
| amaz3032600102        | supplies for stations at Rich Laren Day of Outdoor<br>Learning       |              |      | 04/28/2026   | 39.99          | 10 E 001 1200 3100 01 134208 | 893.39        |
| amaz3062600040        | Supplies for Classroom Team Projects & Training                      |              |      | 04/28/2026   | 641.39         | 10 E 001 1200 3100 01 134208 | 39.99         |
| amaz3062600041        | Supplies for Classroom Team Projects & Training                      |              |      | 04/28/2026   | 310.17         | 10 E 010 2210 3100 01 194012 | 641.39        |
|                       |                                                                      |              |      |              |                | 10 E 010 2210 3100 01 194012 | 310.17        |

## AP Check Register

AP Run: Interim BMO 05.15.26 — Post Date: 2026-05-15 — AP Run Type: R

SASED, IL

| Check Date           | Check Number                                                                               | Payment Type | Name | Invoice Date | Invoice Amount | Account                      | Check Amount |
|----------------------|--------------------------------------------------------------------------------------------|--------------|------|--------------|----------------|------------------------------|--------------|
| 05/15/2026           | 106391                                                                                     | Check        | BMO  |              |                |                              | 33,830.18    |
| Invoice Number       | Description                                                                                |              |      |              |                |                              | Amount       |
| amaz3072600016       | Hearing Itinerant Supplies - Boppit and Simon games for CAPD therapy                       |              |      | 04/28/2026   | 226.40         |                              |              |
| amaz3092600124       | Amazon order for laptop bags and HDMI Cables                                               |              |      | 04/28/2026   | 1,228.71       | 10 E 004 1207 4100 01 194014 | 226.40       |
| AmazBG04.26          | Building Supplies                                                                          |              |      | 04/28/2026   | 73.62          | 10 E 004 2660 4100 01 266000 | 1,228.71     |
| amazoffic04.2026     | SAC General Office Supplies                                                                |              |      | 04/28/2026   | 188.30         | 10 E 000 2540 4100 01 254000 | 73.62        |
| AmazRLday 04.26      | Rich L day supplies from Amazon                                                            |              |      | 04/28/2026   | 104.86         | 10 E 004 2320 4100 01 232000 | 188.30       |
| Amazsupp04.26        | Amazon-classroom supplies                                                                  |              |      | 04/28/2026   | 59.73          | 10 E 001 1200 3100 01 134208 | 104.86       |
| buslic04.2026        | bus license renewal                                                                        |              |      | 04/28/2026   | 10.00          | 10 E 003 1206 4100 01 134202 | 59.73        |
| CJ pcard 04/20/2026  | Cherise Jerrard P-CARD 04/20/2026                                                          |              |      | 05/11/2026   | 27.77          | 10 E 013 2550 3310 01 134207 | 10.00        |
| Costco04.2026        | Costco Water pallet-Rich L Day                                                             |              |      | 04/28/2026   | 699.72         | 10 E 003 1206 4100 01 134202 | 27.77        |
| CR pcard 04.20.26    | Cary Reddy P-Card 04/20/2026                                                               |              |      | 05/07/2026   | 4.50           | 10 E 001 1200 3100 01 134208 | 699.72       |
| CS Pcard 04.20.26    | BMO Monthly Credit Card for Purchases made by Claire K. Smith on her P-Card for April 2026 |              |      | 05/07/2026   | 78.65          | 10 E 003 1206 4100 01 134202 | 4.50         |
| curricmtgs04.26      | Curric/Exec meetings and Regs                                                              |              |      | 04/28/2026   | 1,805.00       | 10 E 010 2210 3100 01 194012 | 78.65        |
| DL pcard 04.20.26    | Bluedog Ink Purchases                                                                      |              |      | 04/28/2026   | 1,176.07       | 10 E 001 2210 3120 01 134208 | 1,805.00     |
| Firstcomm128863915 + | Firstcomm Phone Bill March Inv. 128863915 and 128875483                                    |              |      | 04/28/2026   | 3,823.95       | 10 E 000 2660 3200 01 266000 | 1,176.07     |
|                      |                                                                                            |              |      |              |                | 10 E 000 2660 3410 01 266000 | 3,823.95     |



## AP Check Register

AP Run: Interim BMO 05.15.26 — Post Date: 2026-05-15 — AP Run Type: R

SASED, IL

| Check Date              | Check Number                                                                               | Payment Type | Name | Invoice Date | Invoice Amount | Account                                                      | Check Amount    |
|-------------------------|--------------------------------------------------------------------------------------------|--------------|------|--------------|----------------|--------------------------------------------------------------|-----------------|
| 05/15/2026              | 106391                                                                                     | Check        | BMO  |              |                |                                                              | 33,830.18       |
| <b>Invoice Number</b>   | <b>Description</b>                                                                         |              |      |              |                |                                                              | <b>Amount</b>   |
| FoodSafe04.26           | Food Safety Course/Cert                                                                    |              |      | 04/28/2026   | 134.00         | 10 E 000 2562 4100 01 169000                                 | 134.00          |
| ImagPrint303260009<br>7 | student t-shirts for the Rich Laren Day of Outdoor Learning 2026 on May8th - Invoice 54884 |              |      | 04/28/2026   | 5,666.86       |                                                              |                 |
| IPA-mtgs 04.26          | Illinois Principals Assoc. registrations                                                   |              |      | 04/28/2026   | 550.00         | 10 E 001 1200 3100 01 134208                                 | 5,666.86        |
| JD pcard 04.20.26       | P-Card Statement 04/20/2026<br>J Duncan                                                    |              |      | 05/07/2026   | 143.05         | 10 E 000 2320 3120 01 232000                                 | 550.00          |
| JM pcard 04.20.26       | P-Card Statement 04/20/2026<br>J Marchese                                                  |              |      | 05/07/2026   | 55.13          | 10 E 000 1221 3140 01 134207<br>10 E 014 1221 4100 01 134207 | 55.86<br>87.19  |
| KP pcard 04.20.26       | P-Card Statement 04/20/2026<br>K Peahl                                                     |              |      | 05/07/2026   | 3.50           | 10 E 000 1221 3140 01 134207<br>10 E 014 1221 4100 01 134207 | 37.49<br>17.64  |
| LL pcard 04.20.26       | Monthly Statement                                                                          |              |      | 04/28/2026   | 456.46         | 10 E 013 2550 3310 01 134207                                 | 3.50            |
| LM pcard 04.20.26       | Building/Maintenance Pcard 04.20.26                                                        |              |      | 04/28/2026   | 344.33         | 10 E 003 1212 4160 01 134204                                 | 456.46          |
| LZ pcard 04.20.26       | P-Card Statement 04/20/2026<br>L Zacharski                                                 |              |      | 05/07/2026   | 153.28         | 10 E 000 2540 4100 01 254000                                 | 344.33          |
| MB pcard 04.20.26       | P-Card Statement 04/20/2026<br>M. Baker                                                    |              |      | 05/07/2026   | 295.23         | 10 E 000 1221 4100 01 134220<br>10 E 014 1221 4100 01 134207 | 108.82<br>44.46 |
| MR pcard 04.20.26       | Marc Renc P-Card 04/20/2026                                                                |              |      | 05/07/2026   | 39.80          | 10 E 000 1221 4100 01 134220                                 | 295.23          |
| paypal04.2026           | paypal microbusiness 04.2026                                                               |              |      | 04/28/2026   | 30.00          | 10 E 003 1206 4100 01 134202<br>10 E 000 1216 3120 01 134205 | 39.80<br>30.00  |

## AP Check Register

AP Run: Interim BMO 05.15.26 — Post Date: 2026-05-15 — AP Run Type: R

SASED, IL

| Check Date               | Check Number                                                                                      | Payment Type | Name | Invoice Date | Invoice Amount | Account                      | Check Amount |
|--------------------------|---------------------------------------------------------------------------------------------------|--------------|------|--------------|----------------|------------------------------|--------------|
| 05/15/2026               | 106391                                                                                            | Check        | BMO  |              |                |                              | 33,830.18    |
| Invoice Number           | Description                                                                                       |              |      |              |                |                              | Amount       |
| PD pcard 04.20.26        | P-Card Statement 04/20/2026<br>P Dugan                                                            |              |      | 05/07/2026   | 122.24         |                              |              |
| pods/wci 04.20.26        | April 2026 pods/WCI/Iron Mountain                                                                 |              |      |              |                | 10 E 013 2550 3310 01 134207 | 65.00        |
|                          |                                                                                                   |              |      |              |                | 10 E 014 1221 4100 01 134207 | 57.24        |
| SC pcard 04.20.26        | Sue Cuomo pcard, transportation, statement 04.20.26                                               |              |      | 04/28/2026   | 3,914.62       | 10 E 001 1212 3200 01 134204 | 3,914.62     |
|                          |                                                                                                   |              |      |              | 525.86         |                              |              |
|                          |                                                                                                   |              |      | 05/07/2026   |                | 10 E 013 2550 4100 01 255000 | 525.86       |
| SGenin 04.20.26          | OTPT Supply - Bright Star Kids - Order # 4000827115 -<br>Learn to Type Keyboard Stickers - Laptop |              |      | 04/28/2026   | 43.70          |                              |              |
|                          |                                                                                                   |              |      |              |                | 10 E 005 2130 4110 01 194001 | 43.70        |
| SL Pcard 04.20.26        | S Lowe pcard statement 04/20/2026                                                                 |              |      | 05/13/2026   | 666.91         |                              |              |
|                          |                                                                                                   |              |      |              |                | 10 E 000 2320 3120 01 232000 | 219.59       |
|                          |                                                                                                   |              |      |              |                | 10 E 004 2320 4100 01 232000 | 447.32       |
| SLI04.2026               | sign Language interpreter                                                                         |              |      | 04/28/2026   | 189.86         |                              |              |
|                          |                                                                                                   |              |      |              |                | 10 E 003 1206 4100 01 134202 | 189.86       |
| TC pcard 04.20.26        | Tara Corral P-Card 04/20/2026 1/2                                                                 |              |      | 05/07/2026   | 215.90         |                              |              |
|                          |                                                                                                   |              |      |              |                | 10 R 000 3200 0000 01 134220 | 53.28        |
|                          |                                                                                                   |              |      |              |                | 10 E 000 1207 3120 01 134203 | 125.00       |
|                          |                                                                                                   |              |      |              |                | 10 E 012 1207 4100 01 134203 | 37.62        |
| Trans2 pcard -04.20.26-1 | Transportation Two P-Card 1/3 04/20/2026                                                          |              |      | 05/11/2026   | 68.00          |                              |              |
|                          |                                                                                                   |              |      |              |                | 10 E 000 1207 3140 01 134203 | 68.00        |
| Trans2 pcard -04.20.26-2 | Transportation Two P-Card 2/3 04/20/2026                                                          |              |      | 05/11/2026   | 45.08          |                              |              |
|                          |                                                                                                   |              |      |              |                | 10 E 000 1206 3140 01 134202 | 45.08        |
| Trans2 pcard -04.20.26-3 | Transportation Two P-CARD 3/3 04/20/2026                                                          |              |      | 05/11/2026   | 158.71         |                              |              |
|                          |                                                                                                   |              |      |              |                | 10 E 000 1220 3140 01 134206 | 158.71       |
| Trans3-pcard -04.20.26-1 | Transportation Three 2/3 P-CARD 04/20/2026                                                        |              |      | 05/11/2026   | 46.43          |                              |              |
|                          |                                                                                                   |              |      |              |                | 10 E 000 1206 3140 01 134202 | 46.43        |



## AP Check Register

AP Run: Interim BMO 05.15.26 — Post Date: 2026-05-15 — AP Run Type: R

SASED, IL

| Check Date               | Check Number                                         | Payment Type | Name           | Invoice Date          | Invoice Amount | Account | Check Amount |
|--------------------------|------------------------------------------------------|--------------|----------------|-----------------------|----------------|---------|--------------|
| 05/15/2026               | 106391                                               | Check        | BMO            |                       |                |         | 33,830.18    |
| Invoice Number           | Description                                          | Invoice Date | Invoice Amount | Account               | Amount         |         |              |
| Trans3-pcard -04.20-26-2 | Transportation Three 3/3 P-CARD                      | 04/20/2026   | 67.42          |                       |                |         |              |
|                          |                                                      |              |                | 10 E 000 1216 3140 01 | 134205         |         | 67.42        |
| Trans3-pcard -04.20-26-3 | Transportation Three P-CARD                          | 04/20/2026   | 75.99          |                       |                |         |              |
|                          |                                                      |              |                | 10 E 000 1220 3140 01 | 134206         |         | 75.99        |
| Walm2052600169           | Staff supplies                                       | 04/28/2026   | 82.12          |                       |                |         |              |
|                          |                                                      |              |                | 10 E 003 1212 4160 01 | 134204         |         | 82.12        |
| Walm2052600171           | Building supplies                                    | 04/28/2026   | 124.24         |                       |                |         |              |
|                          |                                                      |              |                | 10 E 004 1212 4100 01 | 134204         |         | 124.24       |
| Walm2052600174           | Gaona Elementary 4th Quarter AIM and Friday fun days | 04/28/2026   | 154.30         |                       |                |         |              |
|                          |                                                      |              |                | 10 E 003 1212 4160 01 | 134204         |         | 154.30       |
| walm2052600175           | 4th quarter AIM                                      | 04/28/2026   | 185.43         |                       |                |         |              |
|                          |                                                      |              |                | 10 E 003 1212 4160 01 | 134204         |         | 185.43       |
| Total:                   |                                                      |              |                |                       |                |         | 33,830.18    |

### Interim BMO 05.15.26 Summary

| Type            | Count | Amount    |
|-----------------|-------|-----------|
| Regular Checks: | 1     | 33,830.18 |
| ACH Checks:     | 0     | 0.00      |
| Wire Transfers: | 0     | 0.00      |
| Epayables:      | 0     | 0.00      |
| Total:          | 1     | 33,830.18 |

## AP Check Register

SASED, IL

| Fund                | Total            |
|---------------------|------------------|
| 10 - EDUCATION FUND | 33,830.18        |
|                     | <b>33,830.18</b> |

## **VOIDED CHECKS**

**May 2026** **\$ 0**



## School Association for Special Education in DuPage

Teaching ♦ Leading ♦ Believing

**Dr. Kim Dryier**  
*Executive Director*

### **ACTION ITEM**

---

To: SASED Board of Directors  
Via: Dr. Kim Dryier  
From: Mr. Matthew Flynn, Assistant Director of Human Resources  
Date: June 5, 2026  
Re: Approval of the Red Rover Agreement July 1, 2026 - June 30, 2027

---

**Summary:** The Red Rover Agreement provides a unified K-12 human capital management platform to manage SASED's applicant tracking, digital interviewing, and centralized employee onboarding record-keeping. The implementation allows SASED to transition away from legacy Frontline Recruiting, Appli Track workflows, and Frontline Absence Management.

**Financial Impact:** By signing a contract with Red Rover, this transition will eliminate the need for SASED to renew contracts of: Frontline Education Absence and Substitute Management, \$17,058.87 annual renewal cost, as well as Frontline Education: Applicant Tracking for \$5,427.44, annual renewal cost. SASED qualifies for bundled pricing that reduces the total implementation setup to a one-time cost of \$8,000.00 (a 38.93% savings) and the annual subscription to \$20,175.00 (a 38.26% savings). Specifically, the onboarding components account for \$1,750.00 each in discounted setup fees, with annual subscriptions of \$4,250.00 for Hiring and \$4,375.00 for Records. These baseline rates are contractually locked to eliminate standard Year 2 market rate step-ups, and operational fees are completely waived until July 1, 2026, to prevent duplicate system payments during the transition.

**Recommended Action:** SASED Administration requests that the Board of Directors approve the Red Rover Agreement for the period of July 1, 2026, through June 30, 2027.



# Modern Human Capital Management

One unified system for your K-12 school workforce.

Red Rover is not just a collection of tools — it's a purpose-built, cohesive, and modern human capital management platform intentionally designed to work as one. Built from the ground up for K-12, and in close collaboration with school districts, our platform has grown organically to meet a clear and increasing need: unified solutions that eliminate fragmentation and administrative burden. Through continuous feedback and refinement, we evolve our solutions to meet the challenges of today while anticipating those of tomorrow.



## ABSENCE MANAGEMENT

**Absence Tracking & Substitute Scheduling**

- Partial Fill Absences
- Job Acceptance via Text
- FMLA Notifications
- Calendar Limits and Events
- Absence Approvals

## TIME TRACKING

**Timekeeping & Extra Duty**

- Multiple Positions and Jobs
- Variance and Exception Pay
- Multi-Level Workflows
- Comp Time
- Automated Blended Overtime

## HIRING

**Talent Acquisition & Onboarding**

- Requisitions
- Candidate Tracking
- On-Demand Video
- Reference Checks
- Electronic Forms

## PD MANAGEMENT

**Learning Management & Compliance Tracking**

- Activity Catalog
- Learning Tracks
- Attendance and Check-In
- Credit Management
- Certificates and Records

## RECORDS

**Forms Collection & Record Retention**

- Centralized Records
- Custom Forms
- Document Management
- Automated Workflows
- Retention Compliance

“ This has hands down been the easiest transition into a major system that I’ve ever gone through. ”

- Haley Carter

Administrative Assistant, Flat Rock Community Schools

## Pricing Options

If purchased separately:

| Replaces                | If Purchased Separately |                |                           |                  |                         |                |                       |
|-------------------------|-------------------------|----------------|---------------------------|------------------|-------------------------|----------------|-----------------------|
|                         |                         | Standard Setup | Standard Subscription     | Discounted Setup | Discounted Subscription | Setup Discount | Subscription Discount |
| Frontline Absence/Aesop | <b>Absence</b>          | \$2,625.00     | \$8,250.00                | \$2,100.00       | \$6,600.00              | 20.00%         | 20.00%                |
| Paper/Sunburst          | <b>Time Tracking</b>    | \$4,500.00     | \$9,925.00                | \$3,600.00       | \$7,900.00              | 20.00%         | 20.40%                |
| Frontline Applitrack    | <b>Hiring</b>           | \$3,125.00     | \$7,625.00                | \$2,500.00       | \$6,100.00              | 20.00%         | 20.00%                |
| Frontline Central       | <b>Records</b>          | \$2,850.00     | \$6,875.00                | \$2,250.00       | \$5,490.00              | 21.05%         | 20.15%                |
|                         |                         |                |                           |                  |                         |                |                       |
|                         | <b>Standard Total =</b> | \$13,100.00    | \$32,675.00               |                  |                         |                |                       |
|                         |                         |                |                           |                  |                         |                |                       |
|                         |                         |                | <b>Discounted Total =</b> | \$10,450.00      | \$26,090.00             | 20.23%         | 20.15%                |

If purchased together:

| Replaces                | If Purchased Together   |                |                           |                  |                         |                |                       |
|-------------------------|-------------------------|----------------|---------------------------|------------------|-------------------------|----------------|-----------------------|
|                         |                         | Standard Setup | Standard Subscription     | Discounted Setup | Discounted Subscription | Setup Discount | Subscription Discount |
| Frontline Absence/Aesop | <b>Absence</b>          | \$2,625.00     | \$8,250.00                | \$1,650.00       | \$5,250.00              | 37.14%         | 36.36%                |
| Paper/Sunburst          | <b>Time Tracking</b>    | \$4,500.00     | \$9,925.00                | \$2,850.00       | \$6,300.00              | 36.67%         | 36.52%                |
| Frontline Applitrack    | <b>Hiring</b>           | \$3,125.00     | \$7,625.00                | \$1,750.00       | \$4,250.00              | 44.00%         | 44.26%                |
| Frontline Central       | <b>Records</b>          | \$2,850.00     | \$6,875.00                | \$1,750.00       | \$4,375.00              | 38.60%         | 36.36%                |
|                         |                         |                |                           |                  |                         |                |                       |
|                         | <b>Standard Total =</b> | \$13,100.00    | \$32,675.00               |                  |                         |                |                       |
|                         |                         |                |                           |                  |                         |                |                       |
|                         |                         |                | <b>Discounted Total =</b> | \$8,000.00       | \$20,175.00             | 38.93%         | 38.26%                |

Additional Information:

- we're offering a significant discount on RR Hiring in IL since we know that the state of IL has the lowest Applitrack rates, due to Applitrack getting its start in Chicago 35+ years ago
- the **subscription savings** will be locked in as long as you remain a client (i.e., we would not step you up to the standard rates in year 2 or beyond); we'd establish this as your baseline subscription, and there would be nominal renewal increases in future years (e.g., this last year was 3%)
- the one-time implementation fee covers everything from your dedicated implementation project manager, to loading the data, configuring your business rules, and setting up any integrations

- the subscription also includes unlimited customer support and all new features that we roll out every 6–8 weeks, so you are always using the newest version
- we can ***waive fees until 7/1/26*** so you could begin setting up and using the system as soon as possible, but not double pay subscriptions

For more context, **Red Rover Absence** includes:

- leave requests for staff
- automating approval for leave requests
- notifications & scheduling for subs
- reports on leave information
- data integrated with your finance/payroll system

**Red Rover Time Tracking** includes:

- time tracking for regular hourly users
- extra duty tracking for any users, including teachers, etc.
- substitute time tracking if you want subs clocking-in against their hours already scheduled in RR Absence

**Red Rover Hiring** includes:

- applicant tracking
- on-demand video interviews (*districts have been able to cancel HireVue, SparkHire, InterviewStream, etc. subscriptions*)
- onboarding forms and onboarding task management
- integration with Verifent

And **Red Rover Records** includes:

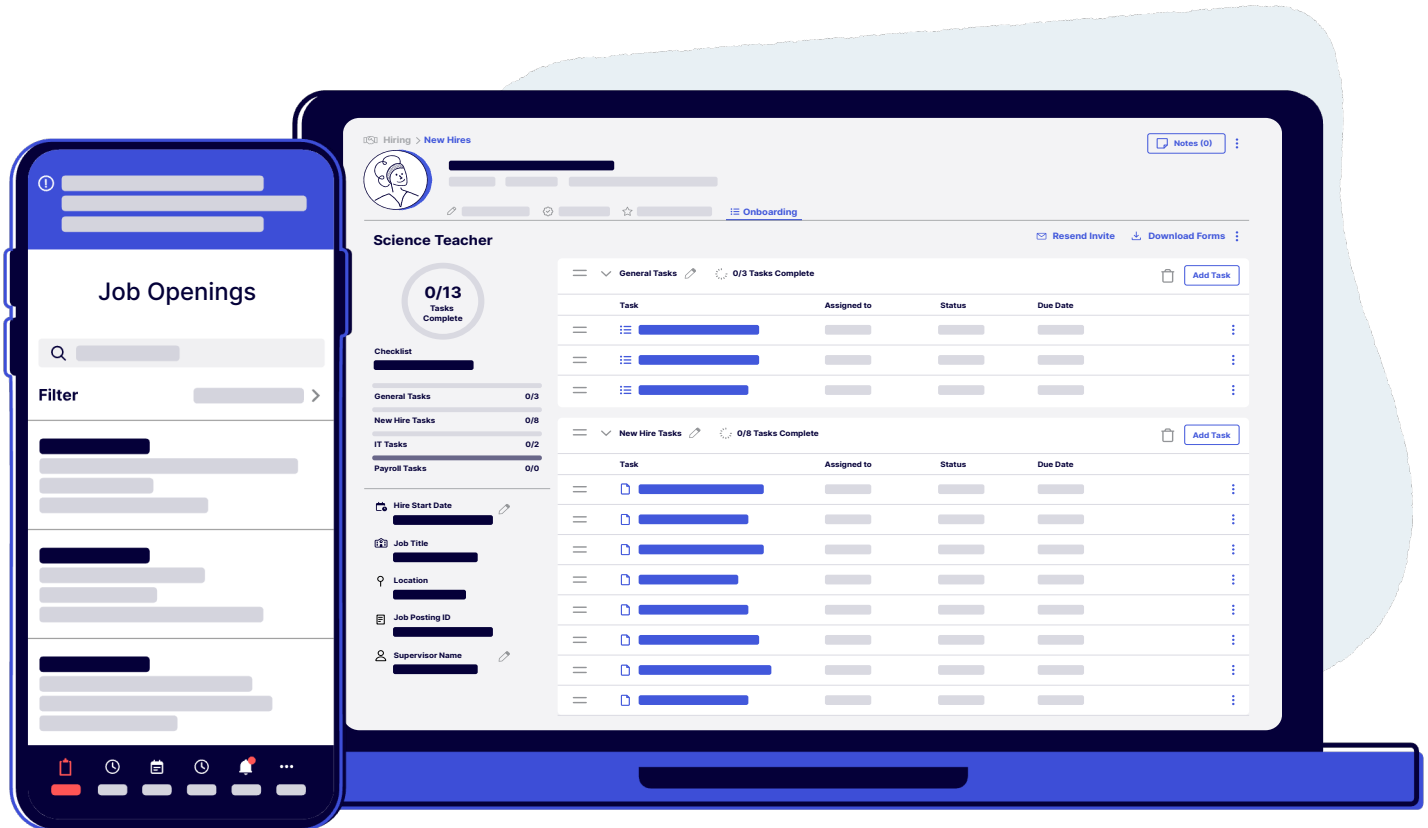
- Centralization of employee documents into a single system of record
- Completed forms and documents automatically organized on employee profiles, eliminating the need to manage files across multiple platforms
- Secure data imports from any system you can export from, including the ability to automate the import process through a secure FTP

# Hiring

## Talent Acquisition & Onboarding

- MODERN CANDIDATE EXPERIENCE
- FASTER HIRING & ONBOARDING
- MOBILE-FRIENDLY APPLICATION PROCESS
- STREAMLINED HIRING WORKFLOWS
- CONFIGURABLE DISTRICT PROCESSES
- REDUCED ADMINISTRATIVE EFFORT

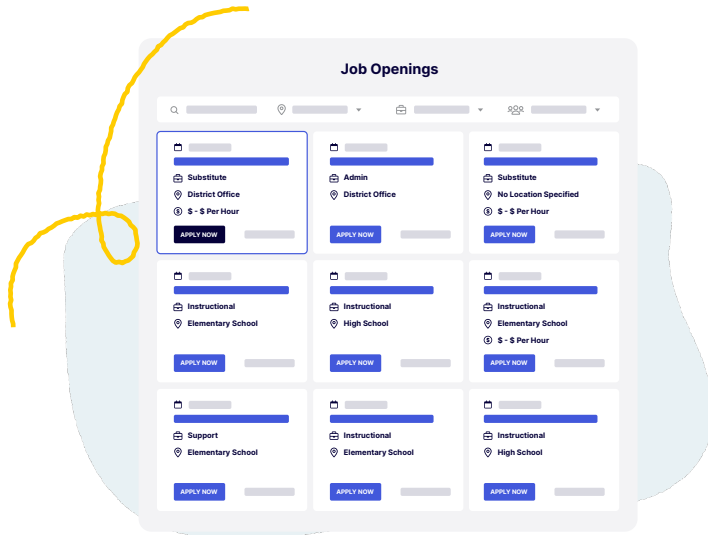
Red Rover modernizes hiring and onboarding with a purpose-built platform for schools. From job posting through onboarding, Red Rover's Hiring solution supports the full hiring lifecycle in a single, unified system. Districts can manage postings, applications, approvals, and onboarding with configurable workflows, built-in tracking, and optional video interviews — giving hiring teams visibility while keeping the process simple for applicants. Designed specifically for schools and hiring teams, Red Rover reduces manual steps, shortens time to hire, and removes friction from the hiring and onboarding process.





## HIRING THAT FITS SCHOOLS

K-12 hiring is fundamentally different from other industries. Red Rover Hiring supports high applicant volume, varied job types, and seasonal hiring cycles. With a modern, mobile-friendly application experience and intuitive workflows for administrators, districts can attract candidates more easily and move them through the hiring process faster.



## KEEP THE HIRING PROCESS MOVING

Speed, consistency, and visibility matter in hiring, and Red Rover reduces bottlenecks with configurable applications, automated actions, and visual candidate status boards that give teams clear insight into candidate progress while keeping applicants engaged from application through offer.

Because Hiring is natively connected to Red Rover's HCM platform, applicant data automatically becomes employee data — flowing directly into onboarding, time tracking, and absence management. This eliminates duplicate entry, improves accuracy, and creates a seamless transition from candidate to employee.

## KEY FEATURES:

- Mobile-Optimized Applications
- Passwordless Candidate Login
- Resume Parsing
- Modern District Career Site
- Configurable Applications
- Intuitive Hiring Interface
- Built-In Onboarding Workflows
- AI Candidate Summary
- Integrated Video Interview Tools
- Candidate Board View
- Automated Stage Actions
- Digital Forms and Documents

## ADDITIONAL PRODUCT OFFERINGS



### ABSENCE MANAGEMENT

Absence Tracking & Substitute Scheduling



### PD MANAGEMENT

Learning Management & Compliance Tracking



### TIME TRACKING

Timekeeping & Extra Duty



### RECORDS

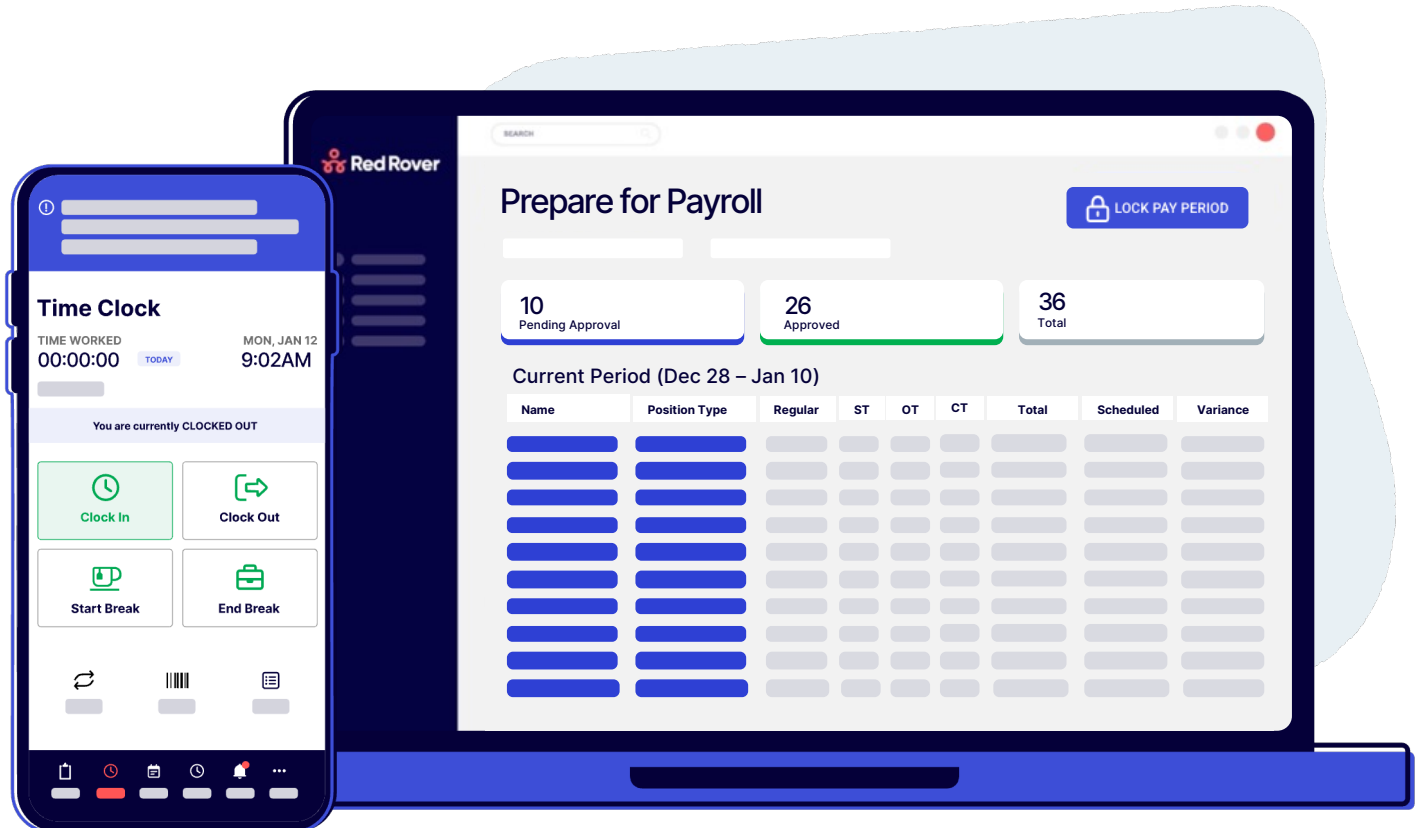
Forms Collection & Record Retention

# Time Tracking

## Timekeeping & Extra Duty

- ACCURATE TIME CAPTURE
- PAYROLL CONFIDENCE
- FLSA COMPLIANCE
- LABOR COST VISIBILITY
- REDUCED ADMIN EFFORT
- UNIFIED WORKFORCE DATA

Red Rover Time Tracking gives school districts a flexible, accurate way to capture employee time across all roles and work types. Built exclusively for K-12, the platform supports the complexity of substitutes, teachers, hourly staff, extra duty, and contract time within one intuitive system. It reduces payroll errors, strengthens FLSA compliance, and provides real-time visibility into hours worked, overtime, and labor costs — all through seamless connection with Red Rover's modern human capital management suite.

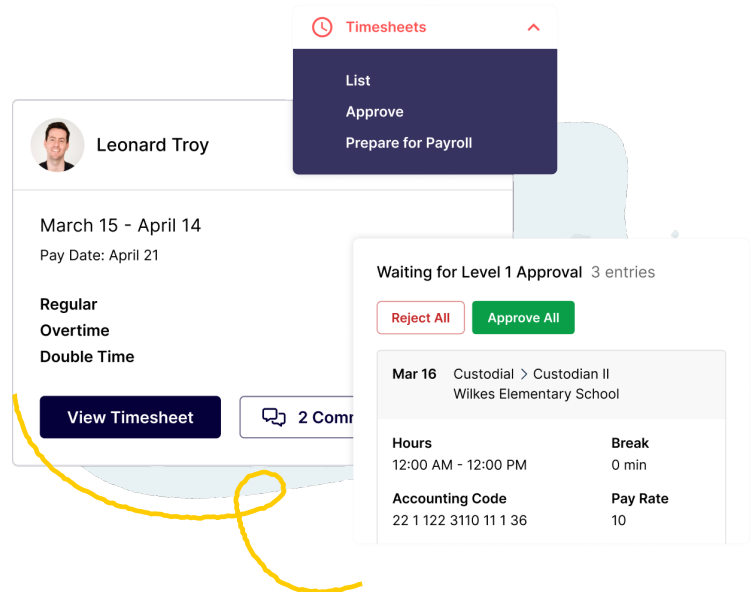


## BUILT FOR HOW SCHOOLS WORK

K-12 time tracking isn't one-size-fits-all. Red Rover supports multiple employee types, complex pay rules, contract hours, extra duty, and blended overtime. The system aligns to district policies and negotiated agreements, ensuring time is captured accurately and consistently from the start. It's time tracking designed around real school roles, real schedules, and real exceptions.

## GET IT RIGHT BEFORE PAYROLL

Accuracy and compliance are critical to employee pay. Red Rover reduces risk through automated rules, approvals, and validations that catch errors before payroll. Administrators gain clear oversight of overtime, comp time, and exceptions, while employees benefit from transparent, confirmed timekeeping, resulting in fewer corrections and greater trust.



Because Time Tracking is natively connected to Red Rover's human capital management ecosystem, absences, coverage, and paid time stay in sync. This eliminates duplicate entry, reduces errors, and provides a unified view of workforce activity and labor costs.

## KEY FEATURES:

- Native Absence Management
- Substitute Time and Pay
- Contract Hours and Exception Pay Tracking
- Teacher Check-In and Time Capture
- Extra Duty Tracking with Approvals
- Calendar-Based Assignments and Tracking
- Overtime Assignment and Distribution
- Blended Overtime Calculation
- Timesheet Attestation and Confirmation
- Comp Time Tracking
- Custom Payroll Calendars and Pay Periods
- Pre-Configured Imports and Exports

## ADDITIONAL PRODUCT OFFERINGS



### ABSENCE MANAGEMENT

Absence Tracking & Substitute Scheduling



### PD MANAGEMENT

Learning Management & Compliance Tracking



### HIRING

Talent Acquisition & Onboarding



### RECORDS

Forms Collection & Record Retention

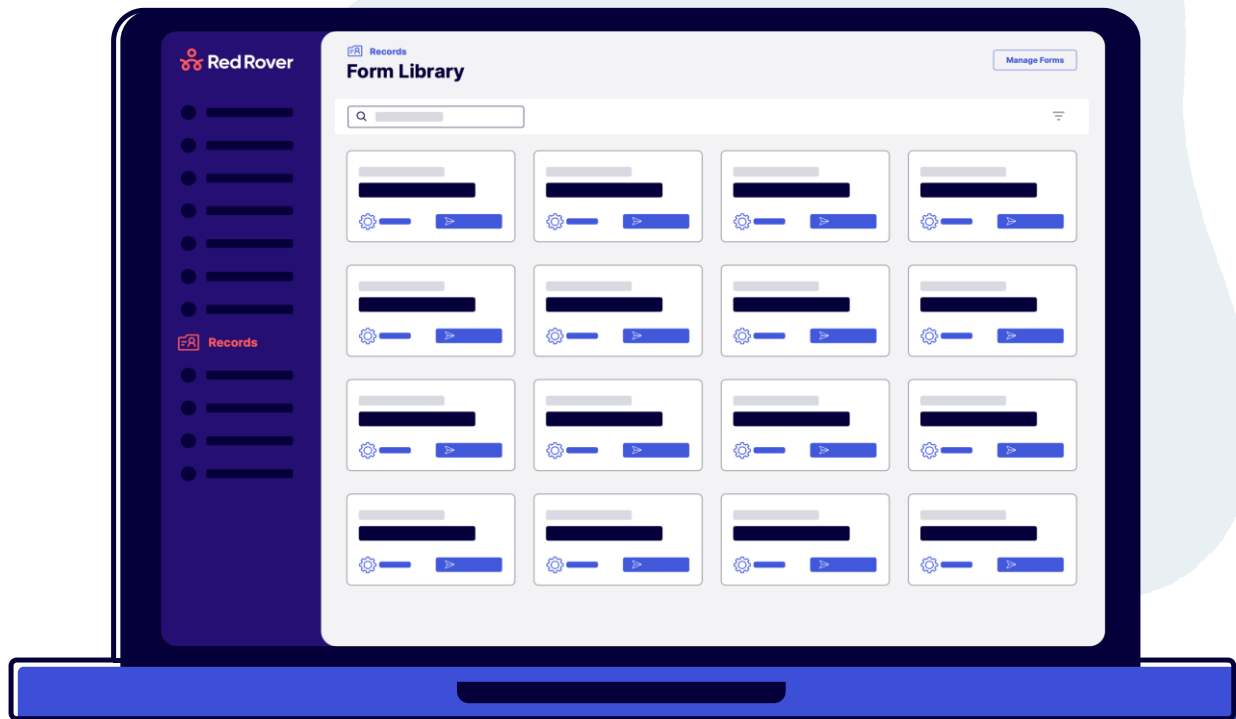


# Records

## Forms Collection & Record Retention

- CENTRALIZED EMPLOYEE RECORDS
- CUSTOM FORMS & DATA CAPTURE
- DOCUMENT MANAGEMENT
- WORKFLOW-DRIVEN APPROVALS
- COMPLIANCE & RETENTION
- EMPLOYEE SELF-SERVICE

Red Rover centralizes employee records for K-12 in a unified system for ease of access and compliance. Employee records are maintained alongside key documents, making it easier for HR teams to find related information quickly. Centralized records ensure that employee information is easily accessible through a unified system, reducing manual effort and improving day-to-day visibility. Designed to empower HR to manage employee data in a single system of record, Red Rover Records is a central hub deeply integrated into Red Rover's suite of solutions to connect and support employees throughout their entire lifecycle.

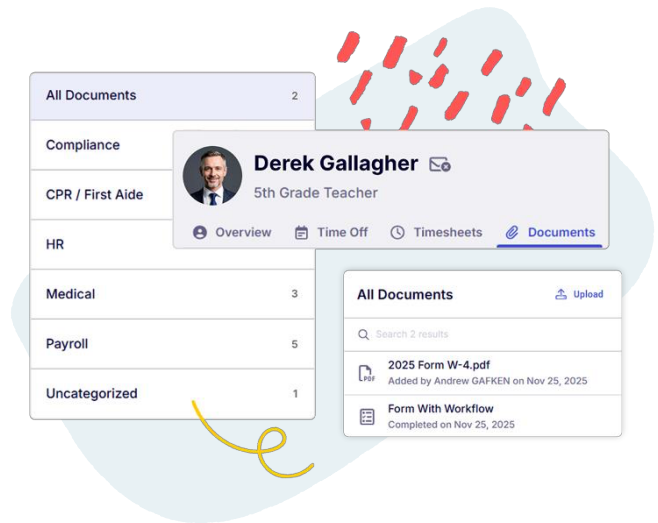


## EMPLOYEE RECORDS BUILT FOR K-12

Managing employee records in K-12 requires accuracy, accessibility, and compliance. Red Rover Records centralizes employee files, contracts, and key documents in one unified system designed specifically for school districts. With employee information organized and easy to access, HR teams spend less time searching for records and more time supporting schools and staff.

## ACCESS, VISIBILITY, AND COMPLIANCE

Red Rover Records simplifies record management by keeping documents connected directly to employee profiles. HR teams can quickly find contracts, certifications, and critical files while maintaining consistent access controls and audit readiness. The result is improved visibility, reduced manual effort, and greater confidence that records are accurate, complete, and compliant.



Because Records is natively connected to Red Rover's human capital management platform, it serves as the foundation for the entire employee lifecycle. A single employee profile powers every module, enabling sophisticated workflows, role-based permissions, and automated processes that aren't possible with disconnected systems. The result is cleaner data, streamlined operations, and enhanced functionality across the district.

## KEY FEATURES:

- Centralized Employee Profiles
- Secure Document Storage
- Granular Permissions for Documents
- Audit-Ready Record Organization
- Configurable Workflow and History
- District-Wide Search and Retrieval
- Custom Fields, Reports, and Form Builder
- License and Certification Management
- Employee Self-Service
- Single Database

## ADDITIONAL PRODUCT OFFERINGS



### ABSENCE MANAGEMENT

Absence Tracking & Substitute Scheduling



### HIRING

Talent Acquisition & Onboarding



### TIME TRACKING

Timekeeping & Extra Duty



### PD MANAGEMENT

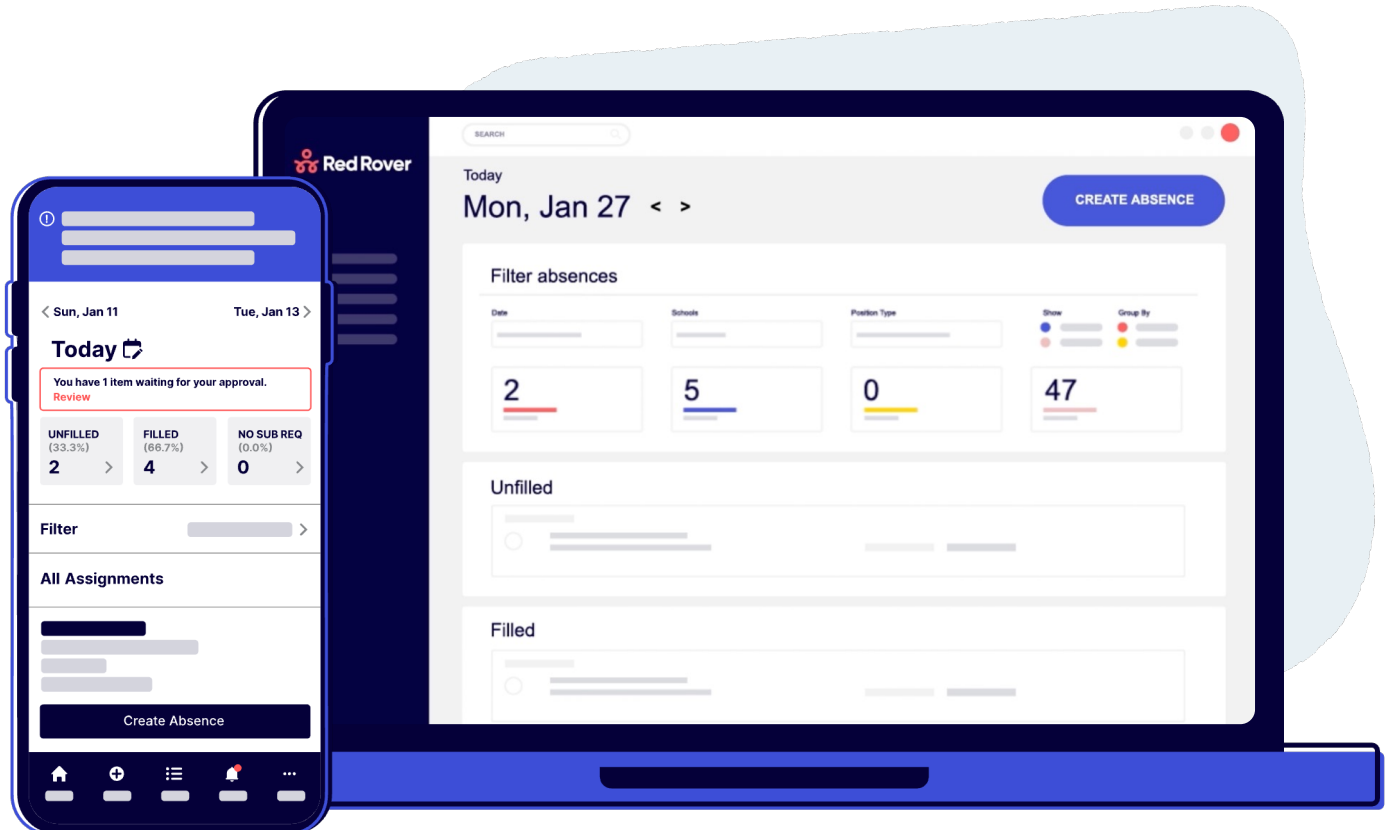
Learning Management & Compliance Tracking

# Absence Management

## Absence Tracking & Substitute Scheduling

- FAST & INTUITIVE ABSENCE CREATION
- FLEXIBLE, REAL-WORLD SCHEDULING
- RELIABLE CLASSROOM COVERAGE
- BUILT-IN SUBSTITUTE COMMUNICATION
- EMPLOYEE BALANCE TRANSPARENCY
- REDUCED ADMINISTRATIVE WORKLOAD

Red Rover redefines absence management for K-12 with a modern, intuitive platform designed around how schools *actually* operate. Purpose-built for K-12, Red Rover's Absence Management handles both routine and complex absences without rigid workflows. The system tracks employee absences, routes requests through configurable approval workflows, enforces daily absence limits, and automatically notifies qualified substitutes via text and email to fill open assignments quickly.

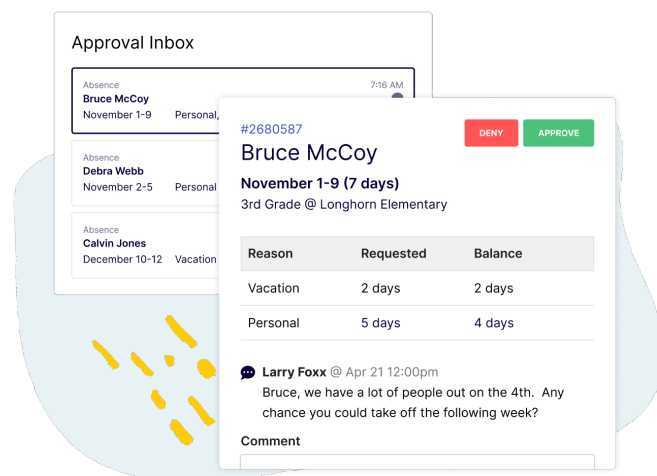


## MODERN K-12 ABSENCE MANAGEMENT

K-12 absence management is fundamentally different from traditional workforce environments. Red Rover is designed to handle the nuances schools face, such as multiple employee types, varied absence reasons, partial-day and period-based absences, multi-position roles, and complex coverage needs. Rather than forcing rigid workflows, Red Rover adapts to district policies and instructional schedules.

## VISIBILITY FOR EVERYONE

Accuracy and visibility are essential for managing absences and coverage. Red Rover reduces disruption with structured workflows, real-time balance visibility, and flexible assignment rules. Administrators get clear oversight of leave usage and FMLA tracking, while employees get transparent balances and easy submission.



Because Absence Management exists natively within the Red Rover ecosystem, absences and substitute assignments stay synchronized. This approach eliminates duplicate data entry, reduces miscommunication, and ensures all stakeholders rely on the same accurate information.

## KEY FEATURES:

- Flexible Absence Segments
- Multi-Position Absences
- Period-by-Period Absences
- Partial and Multi-Sub Coverage
- Balance Visibility at Creation
- Bulk Absence Creation
- Automated Sub Text Messaging
- Classroom Info for Substitutes
- Sub Swap Management
- Employee-to-Employee Coverage
- FMLA Tracking and Notifications
- Role-Based Attachments and Links

## ADDITIONAL PRODUCT OFFERINGS



### TIME TRACKING

Timekeeping & Extra Duty



### PD MANAGEMENT

Learning Management & Compliance Tracking



### HIRING

Talent Acquisition & Onboarding



### RECORDS

Forms Collection & Record Retention

## **SCHOOL ASSOCIATION FOR SPECIAL EDUCATION IN DUPAGE COUNTY**

### **NOTICE OF PUBLIC HEARING**

Notice is hereby given by the Board of Director and Governing Board of the School Association for Special Education in DuPage County (SASED), in the County of DuPage, State of Illinois, that a tentative budget for SASED for the fiscal year beginning July 1, 2026 and ending June 30, 2027, will be on file and conveniently available for public inspection at the SASED Administrative Office, 2900 Ogden Avenue, Lisle, Illinois, from and after 9:00 a.m. Central Daylight Savings Time on the 24th day of July, 2026.

Notice is hereby further given that a public hearing on said budget will be held at 6:30pm, Central Daylight Savings Time, on the 26th day of August, 2026, at the SASED Administrative Office, 2900 Ogden Avenue, Lisle, Illinois.

Dated this 24th of July, 2026

Ms. Kristina Davis  
Secretary of the Board of Directors  
School Association for Special Education in DuPage County,  
Lisle, Illinois

### **SY26-27 BOARD OF DIRECTORS MEETING DATES**

| <b>Date</b>        | <b>Time</b> | <b>Location</b>             |
|--------------------|-------------|-----------------------------|
| August 5, 2026     | 2:00 PM     | SASED Administrative Center |
| September 16, 2026 | 2:00 PM     | SASED Administrative Center |
| October 21, 2026   | 2:00 PM     | SASED Administrative Center |
| November 18, 2026  | 2:00 PM     | SASED Administrative Center |
| December 16, 2026  | 2:00 PM     | SASED Administrative Center |
| January 20, 2027   | 2:00 PM     | SASED Administrative Center |
| February 17, 2027  | 2:00 PM     | SASED Administrative Center |
| March 17, 2027     | 2:00 PM     | SASED Administrative Center |
| April 21, 2027     | 2:00 PM     | SASED Administrative Center |
| May 19, 2027       | 2:00 PM     | SASED Administrative Center |
| June 9, 2027       | 2:00 PM     | SASED Administrative Center |

### **SY26-27 GOVERNING BOARD MEETING DATES**

| <b>Date</b>      | <b>Time</b> | <b>Location</b>             |
|------------------|-------------|-----------------------------|
| August 26, 2026  | 6:30 PM     | SASED Administrative Center |
| January 27, 2027 | 6:30 PM     | SASED Administrative Center |
| May 26, 2027     | 6:30 PM     | SASED Administrative Center |





## **ACTION ITEM**

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To: SASED Board of Directors  
Via: Dr. Kim Dryier  
From: Rachel Wisniewski, Assistant Director of Business/CSBO  
Date: June 10, 2026  
Re: Authorization to release July 2026 disbursements prior to the August 2026 Board of Directors meeting

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Purpose: To pay July invoices in a timely manner.

Summary: The next scheduled board meeting will be held August 5, 2026, which creates an eight-week span before bills can be approved and paid. This increment is typically four weeks. The business office would like to do a check run on July 9, 2026. The bills would be subject to ratification at the August 5, 2026 board meeting and would be included in the bill list.

Recommended Action: The Administration respectfully requests permission to pay the July bills on July 9, 2026, prior to the ratification of said bills at the Board of Directors meeting to be held on August 5, 2026.

**SASED BOARD OF DIRECTORS RESOLUTION**  
**APPROVING PROPOSED AMENDMENTS**  
**TO THE**  
**SASED ARTICLES OF JOINT AGREEMENT**

**WHEREAS**, the Board of Directors of the School Association for Special Education in DuPage (“SASED”) has received proposed amendments to the SASED joint agreement; and

**WHEREAS**, the Board of Directors determined that certain amendments to the SASED Articles of Joint Agreement are warranted to enhance provisions regarding new member districts, remove outdated language relating to the Governing Board and Board of Directors, clarify terms pertaining to Board voting and attendance at Board meetings, add specific provisions relating to anticipated debt instruments and real estate transactions, clarify related terms, and comply with changes in applicable law (including, but not limited to, statutory changes relating to withdrawal), said proposed amendments appearing in annotated form on Exhibit A hereto; and

**WHEREAS**, the Board of Directors has determined that said amendments are beneficial to SASED and its member boards of education and are appropriate for approval by the Board of Directors and submission to the member boards of education for ratification in accordance with the SASED Articles of Joint Agreement.

**NOW, THEREFORE**, be it, and the same is hereby resolved by the Governing Board as follows:

**Section 1.** That the proposed amendments to the SASED Articles of Joint Agreement appearing in annotated form on Exhibit A hereto are hereby approved.

**Section 2.** That the Board of Directors recommends and requests that the SASED member boards of education ratify the proposed amendments appearing in redacted form on Exhibit A hereto by adopting the sample resolution attached hereto as Exhibit B.

**Section 3.** That the Executive Director is authorized and directed to transmit a copy of this Resolution, and Exhibits A and B, to all SASSED member boards of education and their respective Superintendents of Schools for consideration and ratification by the member boards.

**Section 4.** That the Board of Directors requests that the member boards' Superintendents of Schools provide written notification of such ratification by returning a copy of the sample resolution attached hereto as Exhibit B, as approved by the member board, to the SASSED Board of Directors Secretary.

**Section 5.** That this Resolution shall take effect upon its passage.

Member \_\_\_\_\_ moved that the foregoing resolution be adopted and Member \_\_\_\_\_ seconded the motion. Upon a roll call vote being taken, the members voted as follows:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

The Chairperson declared the motion carried and the Resolution duly adopted.

BOARD OF DIRECTORS OF THE SCHOOL  
ASSOCIATION FOR SPECIAL EDUCATION IN  
DUPAGE ("SASED")

BY: \_\_\_\_\_  
Chairperson

ATTEST: \_\_\_\_\_  
Secretary

DATE: \_\_\_\_\_

STATE OF ILLINOIS) )  
COUNTY OF DuPAGE ) SS

**CERTIFICATION**

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Directors of the School Association for Special Education in DuPage (“SASED”) (“Board”), and as such official I am the keeper of the records and files of the Board.

I do further certify that the foregoing constitutes a full, true and complete copy of the Resolution adopted by the Board at its meeting held on the 10th day of June 2026, said Resolution entitled:

**SASED BOARD OF DIRECTORS RESOLUTION**  
**APPROVING PROPOSED AMENDMENTS**  
**TO THE**  
**SASED ARTICLES OF JOINT AGREEMENT**

a true, correct and complete copy of which said Resolution as adopted at said meeting appears in the minutes of said meeting.

I do further certify that the roll call vote taken adopting said Resolution was conducted openly, that said meeting was called and held at a specified time and place convenient to the public, that said meeting was called and held in strict compliance with the provisions of the *Open Meetings Act* of the State of Illinois, as amended, and that the Board of Directors has complied with all of the provisions of said *Act* and with all of the procedural rules of the Board of Directors.

IN WITNESS WHEREOF, I hereunto affix my official signature this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

Secretary, SASED Board of Directors

\_\_\_\_\_  
Secretary

## **EXHIBIT A**

(Proposed Amendments to SASED Articles of Joint Agreement)

## **EXHIBIT B**

**(Resolution of Board of Education Ratifying Proposed Amendments to the SASSED Articles of Joint Agreement)**

# **JOINT AGREEMENT/BY-LAWS FOR SCHOOL ASSOCIATION FOR SPECIAL EDUCATION IN DUPAGE (SASED)**

As adopted by the SASED Policy Board, April 30, 1981

Revised: Effective, February 23, 1982

Revised. Effective, November 22, 1982

Revised: Effective, July 1, 1991

Revised: Effective, December 14, 1993

Revised: Effective, July 1, 1997

Revised: Effective, May 28, 1998

Revised: Effective, January 27, 2003

Revised: Effective February 23, 2010

Revised: Effective July 1, 2015

Revised: Effective July 1, 2016

Revised: Effective May 1, 2023

Revised: Effective \_\_\_\_\_, 2026

## I. Name:

The name of the special education cooperative formed as a result of this joint agreement shall be: The School Association for Special Education in DuPage County, hereinafter called SASED.

## II. Purpose:

The purpose of the cooperative formed as a result of this joint agreement shall be to provide special education programs and services to students enrolled in the public school districts that comprise SASED pursuant to Sections 3-15.14 and 10-22.31 of *The Illinois School Code*.

## III. Membership:

- A. Membership in this Cooperative, as of July 1, 1997, shall include the Districts listed in Appendix A. Districts that become members of SASED pursuant to the terms of this Joint Agreement subsequent to July 1, 1997, shall be listed in Appendix B.
- B. Membership in SASED shall be open to all public school districts in DuPage County and all public school districts contiguous to school districts within DuPage County. School Districts desiring to join SASED shall submit a request to the Board of Directors not later than January 1 of the year the district wishes to Join SASED. The request shall include information related to the district's size and special education needs. The request shall be granted or denied by a majority vote of the entire Board of Directors. The Board of Directors may grant the request on such terms and conditions as it deems appropriate, including the payment of a new member admission fee. In but in all cases, membership shall be conditioned on the express agreement of the Board of Education to abide by this Joint Agreement in its entirety.

Updates to Appendix B to reflect new member districts shall not be considered an amendment to this Agreement within the meaning of Section X. The Executive Director shall amend Appendix B upon the admission of a new member district.

- C. The school districts that were members of SASSED immediately preceding July 1, 1997, will share in the assets and liabilities of the Century Hill Educational Center (CHEC) Building as previously agreed in the Agreement for Deed, dated August 16, 1995, between the DuPage Intermediate Educational Cooperative (DIEC) and SASSED ("CHEC Agreement") as may be amended. Any district joining SASSED after July 1, 1997, shall not share in the assets and liabilities of the CHEC Building. ~~All districts that are members of SASSED on the date that SASSED acquires improved or unimproved real property after July 1, 1997 ("New Property"), will share in the assets and liabilities of that property.~~

#### IV. Governing Board:

- A. Membership: The Governing Board shall consist of a board of education member from each member district. The member district, by Resolution, shall designate its Governing Board representative and shall provide a copy to SASSED's Governing Board Secretary. Additionally, each member district, by Resolution, shall designate a board of education member to serve as an Alternate Representative to attend Governing Board meetings in the event that the representative of the member district is unable to attend.

~~The Governing Board will hold an organizational meeting prior to September 1, 2016. At that meeting, the Governing Board designate nine (9) of its members to serve until May 2017 and nine of its members to serve until May 2018. Thereafter, all All terms will be for two years. Such appointments shall take place at a regularly scheduled meeting in May.~~

- B. Officers: The officers of the Governing Board shall be a Chairperson, a Vice Chairperson and Secretary. ~~For the 2016-2017 school year, officers shall be elected at the organizational meeting held prior to September 1, 2016 to terms expiring in May 2017. Beginning in May 2017, officers~~ Officers shall be elected to one year terms at a Governing Board meeting held in May of each year. The Governing Board shall establish such other officers as it deems necessary. No officer shall receive any compensation. Upon advance approval by the Governing Board and upon submission of an itemized statement therefore, any officer may be reimbursed for cash actually expended by him/her in the performance of his/her duties in connection with SASSED.
- C. Voting: Each member of the Governing Board shall have one vote. In order to conduct business, a quorum of the Governing Board must be in attendance. The presence of over fifty percent (50%) of the Governing Board members shall constitute a quorum of the Governing Board. Unless otherwise provided by law or in this Joint Agreement/By-Laws, a majority of the votes cast (with ~~of a quorum~~ being present) shall constitute action of the Governing Board.
- D. Meetings: The Governing Board shall meet each school year during the month of May. If ~~the annual budget for the 2016-2017 school year is not approved before July 1, 2016, the Governing Board shall approve the annual budget prior to September 1, 2016. Beginning with the 2017-2018 school year, if~~ the annual budget is not approved at the May meeting, the Governing Board shall hold a meeting prior to September 1 to approve the annual budget. The Governing Board shall meet at a time and place established by its own action. The Governing Board shall establish a schedule of its regular meetings for the next school year at its May meeting. Special meetings may be called by the Chairperson or by any five (5) members of the Governing Board. Members of the Governing Board shall receive at least forty-eight (48) hours prior notice of all special meetings except in the case of emergencies. Meetings of the Governing Board shall be governed in accordance with the *Open Meetings Act, 5 ILCS 120/1 et seq.*



E. The duties of the Governing Board shall be as follows:

1. Shall be the final authority of SASSED and shall conduct the affairs of SASSED under the statutory authority granted in the *Illinois School Code*.
2. Shall serve as the Administrative Agent for SASSED.
3. Shall adopt the annual budget, but may not levy taxes nor authorize the incurring of indebtedness which exceeds the annual budget.
4. Shall delegate operational responsibilities to the Board of Directors to conduct the business of SASSED.
5. Shall approve employment of the Executive Director.
6. Shall consider all other matters placed on the agenda.

V. Board of Directors:

- A. Membership: The Board of Directors shall consist of the superintendent from each member district. ~~For the 2016-2017 school term, the Board of Control will designate nine (9) of its representatives to serve a one year term and nine (9) of its representatives to serve a two year term. Thereafter, all terms will be for two years. Such appointments shall take place at a regularly scheduled meeting in May. Beginning May 1, 2023, for any member district represented on the Board of Directors by a Board of Education member, the superintendent of each such member district will assume the representation for that district, with the transition in representation to be completed by August 1, 2023, regardless of term. Upon approval of the Board of Directors, a Board of Education member serving on the SASSED Board of Control as of April 30, 2023 may continue to serve as the member district's representative to the Board of Directors for a definite, continued term as approved by the Board of Directors. After May 1, 2023, a member district may not designate a new Board of Education member as its representative to the SASSED Board of Directors.~~ Elected Board of Education members may ~~continue to be designated as Alternate Representatives~~ with voting rights, or another administrator may attend meetings as a representative without voting rights.
- B. Officers: The officers of the Board of Directors shall be a Chairperson, a Vice Chairperson and Secretary; Officers shall be elected to one year terms at a Board of Directors Meeting held in May of each year. The Board of Directors shall establish such other officers as it deems necessary. No officer shall receive any compensation. Upon advance approval by the Board of Directors and upon submission of an itemized statement therefore, any officer may be reimbursed for cash actually expended by him in the performance of his duties in connection with SASSED.
- C. Voting: Each member of the Board of Directors shall have one vote. In order to conduct business, a quorum of the Board of Directors must be in attendance. The presence of over fifty percent (50%) of the Board of Directors members shall constitute a quorum of the Board of Directors. Unless otherwise provided by law or in this Joint Agreement ~~/By-Laws, or by law,~~ a majority of the votes cast (with ~~of~~ a quorum being present) shall constitute action of the Board of Directors.

- D. Meetings: The Board of Directors shall meet at least ten times per calendar year at a time and place established by its own action. The Board of Directors shall establish a schedule of its regular meetings for the next twelve (12) months at its June meeting. Special meetings may be called by the Chairperson or by any five (5) members of the Board of Directors. Members of the Board of Directors shall receive at least forty-eight (48) hours prior notice of all special meetings except in the case of emergencies. Meetings of the Board of Directors shall be governed in accordance with the *Open Meetings Act, 5 ILCS 120/1 et seq.*
- E. The Board of Directors shall serve as the Executive Board of SASSED as provided by Section 5/10-22.31 of the *Illinois School Code*. The Board of Directors shall manage and carry out the operations of SASSED, unless otherwise provided by the Governing Board, and its duties, responsibilities, and authorities shall include, but not be limited to, the following:
1. To establish general policies to govern the operation of SASSED and to monitor the implementation of those policies; such policies shall be in conformance with applicable provisions of Federal and State laws and rules and regulations.
  2. To provide housing for staff and programs operated solely by the cooperative.
  3. To employ necessary personnel, determine terms and conditions of employment, and approve employment contracts and collective bargaining agreements.
  4. To establish an advisory council, Finance Committee, Policy/Governance Committee and such other committees and/or subcommittees as deemed necessary.
  5. To approve contracts with various consultants, professionals and independent contractors when necessary to carry out the purposes of SASSED.
  6. To perform all other acts permitted by the *Illinois School Code* and the Joint Agreement/By-Laws unless otherwise provided by the Governing Board.
- F. The Governing Board shall indemnify members of the Board of Directors and Executive Director for any and all liability that may arise when acting in the scope of their authority under the Joint Agreement/By-Laws.

#### VI. Executive Director:

The Chief executive officer of SASSED shall be the Executive Director who shall report to the Governing Board and the Board of Directors. The Board of Directors shall establish the duties and responsibilities of the Executive Director. The Executive Director shall have such staff as is authorized by the Board of Directors.

#### VII. Facilities and Transportation:

##### A. Facilities:

Facilities required for any program operated by SASSED shall be authorized and funded as determined by the Board of Directors.

B. Transportation:

Student transportation for special education programs shall be provided in conformance with general policies and procedures established by the Board of Directors.

VIII. Finance:

The Board of Directors shall have the authority to establish fiscal policies and procedures which shall be binding on all member districts of SASSED. Such fiscal policies may include, but not be limited to:

- A. Annual assessments/fees to member districts.
- B. Special assessments/fees as approved by the Board of Directors.
- C. Guidelines and priorities for the use of grant funds available for special education purposes.
- D. Tuition and fee formulas and specific rates (surcharge for non-members).
- E. Schedules for the completion of tuition bills, fiscal reports, etc.
- F. Forms and procedures for contractual agreements.
- G. Establish the fiscal year as commencing July 1.

The following information will be provided annually to all member districts: An annual presentation of SASSED's fiscal year budget, and information regarding the calculation of member and usage fees.

IX. Withdrawal of Member District from SASSED:

- A. ~~Procedures: General:~~ Procedures for the withdrawal of a member board of education from SASSED will be in accordance with the *Illinois School Code* (including Section 10-22.31) ~~See Sections 5/10-22.31 and 5/7-6~~ and consistent with the requirements and rules adopted by the Illinois State Board of Education within Title 23 of the Illinois Administrative Code.
- B. Additional Conditions: ~~Procedures:~~
  - 1. ~~Initiation of Withdrawal Process:~~ A member board that seeks to withdraw from SASSED shall adopt a written resolution approving its withdrawal. Such written resolution shall state the proposed effective date of the withdrawal, the specific reason(s) for withdrawal, the benefits of withdrawal to the withdrawing board and its students, and the projected financial and educational impact of the proposed withdrawal upon SASSED and the remaining member districts and their students.
  - 2. The proposed effective date of withdrawal shall be July 1 of a future school year in accordance with the timelines set forth in this Agreement and School Code Section 10-22.31.
  - 3. Within thirty (30) days after adopting the written withdrawal resolution, and no later than eighteen months (18) months prior to the proposed effective date of withdrawal, a member

board seeking withdrawal shall present such written resolution ~~and a petition to withdraw~~ to the Chairperson of the SASSED Board of Directors and the Chairperson of the Governing Board, the SASSED Executive Director, and the Superintendents of Schools for the remaining member districts by certified mail, return receipt requested, or personal delivery with receipt.

4. For the hearing required by *School Code* Section 10-22.31, the member board seeking withdrawal shall send prior written notice of the hearing to the Chairperson of the SASSED Board of Directors and the Chairperson of the Governing Board, the SASSED Executive Director, and the Superintendents of Schools for the remaining member districts by certified mail, return receipt requested, or personal delivery with receipt.
5. The member board seeking withdrawal also shall comply with all other applicable procedures, timelines, and notice requirements set forth in governing statute(s) and regulations, including *School Code* Section 10-22.31 and any applicable rules adopted by the Illinois State Board of Education within Title 23 of the Illinois Administrative Code.
- ~~2. Member Boards Concur: If all SASSED member boards adopt written concurring resolutions agreeing to the proposed withdrawal, the withdrawing member board need not file a petition with the regional board of school trustees, or the applicable board(s) of school trustees or boards of education of the member districts, as may be applicable, seeking approval of the proposed withdrawal. Withdrawal will be effective on July 1 of the school year as proposed by the withdrawing member district in accordance with these Articles of Joint Agreement and following the approval of a written concurring resolution by all of the member boards. If all of the member boards adopt concurring resolutions, the withdrawing member board shall provide written notice of the approved withdrawal to the Illinois State Board of Education.~~
- ~~3. Member Boards Do Not Concur: If the SASSED member boards do not adopt written concurring resolutions agreeing to the proposed withdrawal within one (1) year following the adoption of its written resolution approving withdrawal, the member board seeking withdrawal may appeal the disapproval to convene a hearing as set forth in applicable requirements of the Illinois School Code, 105 ILCS 5/10-22.31(g). Such appeal shall be filed no later than fourteen (14) months following the member board's adoption of its written resolution approving the withdrawal. Withdrawal shall be effective on July 1 after approval of the withdrawal becomes final, or as may be otherwise provided under the *Illinois School Code*. In the event that the member board seeking withdrawal fails to file its petition with the regional board of school trustees, board(s) of school trustees or boards of education, as may be applicable, within fourteen (14) months following adoption of its written resolution approving withdrawal, the member board seeking withdrawal shall reinitiate the withdrawal process under subsection B.1 above.~~

#### C. Disposition of Assets and Liabilities:

Except as may be otherwise provided in these Articles of Joint Agreement, and as a condition of withdrawal, a member board seeking withdrawal shall be deemed to irrevocably waive any interest in the assets of SASSED, including but not limited to real property, buildings, equipment and materials, and funds, provided, however, that SASSED shall return to the withdrawing member board any unspent Federal IDEA Part B Funds generated by students in the withdrawing member district (i.e., "carryover"). The member board seeking withdrawal shall remain liable for its share of any SASSED liabilities that arose or accrued before the effective date of withdrawal.

Such liabilities shall include, but not be limited to notes, bonds, and debt certificates; retirement incentives and other costs related to staff retirements, including employer contributions or other payments to the Illinois Teachers' Retirement System or the Illinois Municipal Retirement Fund; and the contractual continued service of certificated staff employed for joint agreement programs as determined pursuant to Sections 14-9.01, 24-11 and 24-12 of the *Illinois School Code*. Unless otherwise provided by these Articles of Joint Agreement or by law, the withdrawing member board's share of SASED liabilities shall be determined based on the withdrawing member board's district enrollment as a percentage of the total current enrollment of all member districts as identified in the most recent fall enrollment count submitted to ISBE last fall public school housing report for each member district prior to the effective date of withdrawal.

D. Specific Financial Provisions Related to Withdrawal:

1. CHEC Building: If one or more of the 15 district members listed on Appendix A, which were members of SASED on July 1, 1997, withdraws in compliance with the procedure outlined in this Joint Agreement, that district is entitled to its share of the CHEC Building as previously agreed to by DIEC and SASED in the CHEC Agreement as may be amended.
2. Other Real Property: Other than as stated above in subsection 1, a withdrawing district shall not be entitled to any share of SASED's real property assets. Improved and Unimproved Real Property (New Property): If a district that has a share in the New Property withdraws in compliance with the procedures outlined in this Joint Agreement, then that district is entitled to its share of the New Property based on the following formula:

$$\frac{\text{District Enrollment}}{\text{Total SASED Enrollment}} = \frac{\text{Depreciated value of New Property (Effective end of fiscal year of withdrawal)}}{\text{Total SASED Enrollment}}$$

3. Cash and Personal Property: A withdrawing district shall not be entitled to any portion of SASED cash reserves, fund balances or personal property upon withdrawal from SASED, provided, however, that SASED shall return to the withdrawing district any unspent Federal IDEA Part B Funds generated by students in the withdrawing member district (i.e., "carryover").

A In summary a member district that seeks to withdraw without providing fails to provide timely notice of withdrawal will be liable for any and all resultant costs and liability due to the district's failure to give timely notice, including but not limited to the costs of any additional staff retained by SASED. In addition, a member district that fails to give timely notice of withdrawal shall forfeit all rights and interests in SASED real and personal property to which it would have been entitled upon withdrawal from SASED pursuant to this Article.

X. Amendments:

The following procedures shall be used in amending this joint agreement and by-laws:

- A. A proposed amendment to this joint agreement may be submitted to the Board of Directors by any member district. Such proposed amendment must be in writing and must include an effective date and must be received by the Secretary of the Board of Directors at least the ten (10) calendar days prior to the date of the Board of Directors meeting at which the submitter wishes the proposed amendment to be considered.
- B. If two-thirds of the Board of Directors members present and voting approve a proposed amendment, the proposed amendment shall be forwarded to the Board of Education of each member district of SASSED for ratification.
- C. A proposed amendment shall become effective upon its ratification by two thirds (2/3) of member districts' boards of education.
- D. The ratification of a proposed amendment by a member district board of education shall be verified to the Board of Directors by written notification from the member district superintendent to the Secretary of the Board of Directors. A proposed amendment shall be deemed approved by the member district if the member district fails to take action on the proposed amendment and notify the Secretary of the Board of Directors of the district's vote within sixty (60) days after the Board of Directors forwards the proposed amendment to the member district.

#### XI. Member District Obligations:

##### A. Each member district expressly agrees:

- 1A. To work cooperatively through SASSED and its governing structure, pledging to accept the minimum standards, policies, procedures, and guidelines adopted by the Board of Directors of SASSED.
- 2B. To meet its financial commitments in a timely manner within guidelines established by the Board of Directors.
- 3C. To cooperate with all monitoring activities implemented by the Board of Directors and accept such sanctions as imposed by the Board of Directors.
- 4D. To adhere to the procedures and practices established by the Board of Directors regarding billing, grants, preapproval and claim forms, and any other items related to special education as outlined in this joint agreement, and as provided by federal and state laws, rules or regulations.

##### B. In addition, with regard to the debt instruments (e.g., bonds, notes, and/or debt certificates) to be issued during the 2026-2027 school year:

- 1. Each member district agrees to be jointly and severally liable for the payment of the debt instruments.
- 2. Each member district shall be obligated to pay the debt instrument based on its enrollment in SASSED as a percentage of the total SASSED enrollment of all member districts. The allocation of each member district will be recalculated every year as each member district's SASSED enrollment, and as the percentage of all member districts' SASSED enrollment,

changes. Repayment of the debt instruments shall be accomplished via tuition rates established by the Board of Directors and paid by member districts and any participating non-member districts, such that each tuition bill includes payment for a portion of the annual debt service due on the debt instrument. Debt service amounts paid by participating non-member districts shall reduce the aggregate amount of debt service paid by the member districts.

3. Notwithstanding the above provision (and except as provided in subsection a below), a withdrawing member board shall repay its share of the outstanding debt instruments, determined as follows: The withdrawing member board's share shall be determined based on the withdrawing member board's average student enrollment in SASED programs over the 5-year period immediately before the debt instruments were issued as a percentage of all member districts' average student enrollment in SASED programs over the 5-year period immediately before the debt instruments were issued. The withdrawing member board shall have the option to pay its share of the outstanding debt instruments (i) on an annual basis, as a percentage of the annual debt service due on the debt instrument until the debt instrument is paid in full, or (ii) as a lump sum payment, as a percentage of all remaining debt service due on the debt instrument to maturity.

a. However, a member district will not be obligated to repay its share of the outstanding debt instruments upon withdrawal if all of the following criteria are met:

- i. On or before June 30, 2026, the member district serves a written Letter of Intent to Withdraw on the Executive Director, the Chairperson of the Governing Board, and the Chairperson of the Board of Directors; and
- ii. On or before December 31, 2026, the member district adopts a written resolution approving withdrawal effective July 1, 2028; and
- iii. The member district complies with the withdrawal provisions set forth in this Agreement and applicable law; and
- iv. The member district actually withdraws effective July 1, 2028.

b. If a member district elects to pursue withdrawal from SASED in accordance with Section XI(B)(3)(a) (above) and adopts the withdrawal resolution, the member district shall not be permitted to rescind its decision to withdraw from SASED.

## **XII. Dissolution of SASED:**

SASED may be dissolved by the approval of a written resolution by all of the member boards of education. For dissolution to take effect, all such resolutions must be adopted within a twelve-month period. Dissolution will be effective on July 1 following the approval of a written resolution by all of the member boards, or on such other July 1 as all of the member boards' resolutions authorize. In the event of dissolution, the Joint Agreement's assets will be liquidated and the net proceeds thereof, after satisfaction of liabilities, distributed to the boards of education that were members of the Joint Agreement on the date when the last member board approved the written resolution for dissolution.

In the event SASED dissolves, SASED's assets will be distributed as follows:

- A. The SASED buildings or real property will be offered for sale to the SASED's successor, if any ("Successor") or SASED's current member district/s, at the average appraised value based on a minimum of two appraisals with payment agreements interest free over a 15 or 20 year period.



If the Successor or one of SASSED's member districts does not purchase the building/s, the Board of Directors will place the site/s on the commercial market.

After the property has been sold, the net proceeds will be distributed to the appropriate member districts utilizing the preceding average ten (10) year enrollment of the member districts. Those districts entitled to a share of improved or unimproved real property upon withdrawal from SASSED pursuant to Article IX shall be entitled to a share upon dissolution.

The education equipment and materials assigned to student programs will be transferred to the Successor with the stipulation that it is the Successor's intent to operate these programs for more than two (2) years. If no Successor exists, the equipment and material will be sold with non-program equipment and materials.

Any non-program equipment and materials will be offered at an auction and assets distributed to the member districts utilizing the average preceding ten (10) year enrollment of the member districts.

- B. Personnel reimbursement generated by SASSED during the school year prior to dissolution will be distributed when forwarded by ISBE to the Regional Office of Education and flow to the Successor of that position (employee), if any, except for User Fee positions.

Personnel Reimbursement for User Fee positions will be disbursed as follows:

1. Program User Fee Teachers and Program User Fee Teacher Assistants (not one- to-one aides) will flow to the Successor with the stipulation that it is the Successor's intent to operate the programs for more than two (2) years based upon the five (5) year average user fee use for the position.
  2. The Reimbursement for the remaining User Fee positions will be distributed utilizing the average prior five (5) year enrollment of the member districts.
- C. The SASSED grant carryover funds will be allocated to member districts as determined by the Board of Directors, provided, however, that SASSED shall return to each member district any unspent Federal IDEA Part B Funds generated by students in the member district (i.e., "carryover").
  - D. The self-insurance fund balance of SASSED, if any, will be allocated for residual claims based on the current Plan Document (School Association for Special Education/DuPage County Health Care Plan) and any fund balance (residual or deficiency) be distributed/charged based on the employees participating in the SASSED Health Care Plan, i.e., to the Successor at the time of dissolution.
  - E. Any remaining fund balances and/or deficits will be distributed and/or charged to SASSED's current member districts utilizing the average prior ten (10) year enrollment of the member districts.

### XIII. Professional Worker Teaching Schedule



Any full-time professional (i.e., “qualified”) worker employed by SASSED who spends more than fifty percent (50%) of his/her time in one member school district shall not be required to work a different teaching schedule than the other professional workers in that member district.

XIV. Effective Date:

This revised Joint Agreement will become effective \_\_\_\_\_, ~~2026~~ ~~May 1, 2023~~ upon passage and ratification by two thirds of the member districts.

**APPENDIX A  
MEMBER DISTRICTS OF SASD  
AS OF JULY 1, 1997**

**Keeneyville Elementary School District 20**

**Benjamin School District 25**

**West Chicago Elementary School District 33**

**Winfield Elementary School District 34**

**Downers Grove Grade School District 58**

**Maercker District 60**

**Cass School District 63**

**Center Cass School District 66**

**Woodridge School District 68**

**Puffer Hefty School District 69**

**Community High School District 94**

**Community High School District 99**

**Community Consolidated School District 180**

**Community Unit School District 201**

**Lisle Community Unit School District 202**

**APPENDIX B  
MEMBER DISTRICTS OF SASD  
AS OF JULY 1, 2004**

**Keeneyville Elementary School District 20**

**Benjamin School District 25**

**West Chicago Elementary School District 33**

**Winfield Elementary School District 34**

**School District 45, DuPage County**

**Salt Creek School District 48**

**Downers Grove Grade School District 58**

**Maercker District 60**

**Cass School District 63**

**Center Cass School District 66**

**Woodridge School District 68**

**DuPage High School District 88**

**Community High School District 94**

**Community High School District 99**

**Community Consolidated School District 180**

**Community Unit School District 201**

**Lisle Community Unit School District 202**

**Elmhurst Community Unit School District 205**

## **Exhibit B**

**RESOLUTION OF BOARD OF EDUCATION OF  
\_\_\_\_\_ SCHOOL DISTRICT NO. \_\_\_\_  
RATIFYING PROPOSED AMENDMENTS TO THE  
SCHOOL ASSOCIATION FOR SPECIAL EDUCATION IN DuPAGE  
ARTICLES OF JOINT AGREEMENT**

**WHEREAS**, the Board of Education of \_\_\_\_\_ School District \_\_\_\_  
("Board") is a member of the School Association for Special Education in DuPage ("SASED");  
and

**WHEREAS**, at its June 10, 2026 meeting, the SASED Board of Directors approved  
proposed amendments to the SASED Joint Agreement/By-Laws by the required two-thirds (2/3)  
vote, a copy of which amendments are attached hereto as Exhibit A; and

**WHEREAS**, the proposed amendments to the SASED Joint Agreement/By-Laws, are to  
be effective upon ratification by two-thirds ( $\frac{2}{3}$ ) of the member districts' boards of education, and  
are intended to enhance provisions regarding new member districts, remove outdated language  
relating to the Governing Board and Board of Directors, clarify terms pertaining to Board voting  
and attendance at Board meetings, add specific provisions relating to anticipated debt instruments  
and real estate transactions, clarify related terms, and comply with changes in applicable law  
(including, but not limited to, statutory changes relating to withdrawal); and

**WHEREAS**, pursuant to the terms of the current SASED Joint Agreement/By-Laws,  
proposed amendments become effective once ratified by at least two-thirds (2/3) of the SASED  
member district boards of education, including a member district's failure to act upon the  
proposed amendment and notify the Secretary of the Board of Directors within sixty (60) days  
from issuance of the notice of the proposed amendment; and

**WHEREAS**, the Board has reviewed and considered the proposed amendments to the Joint  
Agreement/By-Laws attached hereto as Exhibit A and has determined that the same are appropriate

## Exhibit B

for ratification.

**NOW, THEREFORE, BE IT HEREBY RESOLVED** by the Board as follows:

**Section 1.** The Board hereby approves and ratifies the proposed amendments to the Joint Agreement/By-Laws which are attached as Exhibit A.

**Section 2.** The Board directs its Superintendent to send to the Secretary of the SASSED Board of Directors a copy of this Resolution as evidence of this Board's approval of the Joint Agreement/By-Laws.

**Section 3.** This Resolution shall be in full force and effect immediately upon its passage.

Member \_\_\_\_\_ moved that the foregoing resolution be adopted and Member \_\_\_\_\_ seconded the motion. Upon a roll call vote being taken, the members voted as follows:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

The President declared the motion carried and the Resolution duly adopted.

Board of Education of \_\_\_\_\_  
School District No. \_\_\_\_, DuPage County

By: \_\_\_\_\_  
President

Attest: \_\_\_\_\_  
Secretary

Date: \_\_\_\_\_

## Exhibit B

STATE OF ILLINOIS        )  
                                      )  
COUNTY OF DuPAGE      )       SS

### CERTIFICATION

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Education of \_\_\_\_\_ School District No. \_\_\_\_\_, DuPage County, Illinois (“the Board”), and as such official I am the keeper of the records and files of the Board.

I do further certify that the foregoing constitutes a full, true and complete copy of the Resolution adopted by the Board at its meeting held on the \_\_\_\_\_ day of \_\_\_\_\_ 2026, said Resolution entitled:

**RESOLUTION OF BOARD OF EDUCATION OF  
\_\_\_\_\_ SCHOOL DISTRICT NO. \_\_\_\_\_  
RATIFYING PROPOSED AMENDMENTS TO THE SCHOOL ASSOCIATION FOR  
SPECIAL EDUCATION IN DuPAGE ARTICLES OF JOINT AGREEMENT**

a true, correct and complete copy of which said Resolution as adopted at said meeting appears in the minutes of said meeting.

I do further certify that the roll call vote taken adopting said Resolution was conducted openly, that said meeting was called and held at a specified time and place convenient to the public, that said meeting was called and held in strict compliance with the provisions of the *Open Meetings Act* of the State of Illinois, as amended, and that the Board of Education has complied with all of the provisions of said *Act* and with all of the procedural rules of the Board.

IN WITNESS WHEREOF, I hereunto affix my official signature this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

Secretary,       Board       of       Education       of  
\_\_\_\_\_  
DuPage County, Illinois       School District No. \_\_\_\_\_,

\_\_\_\_\_  
Secretary



## INFORMATIONAL

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To: SASED Board of Directors  
From: Dr. Kim Dryier  
Date: June 10, 2026  
Re: Committee Updates

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Summary: Below are updates for the SASED Board committees:

### Facilities Planning Committee- May 27, 2026

The Facility Committee reviewed updates to potential properties. We are still awaiting a response from the bank regarding the offer SASED made back in April. The committee also discussed the need to employ a construction manager for projected construction needs. The team discussed the pros and cons of contracting with a construction manager associated with our current architect firm and an independent construction manager. Once a property is determined, Dr. Dryier will issue an RFP for a construction manager and include district reps in the process. The Board of Directors will need to ultimately approve the contract once selected. A poll will be shared with members of the Facility Committee to determine a potential meeting date over the summer if needed.

### Finance Committee- June 3, 2026

Tammie Schmallo and Anjali Vij presented to the Finance Committee and several other members of our Board of Directors and district CSBO's. The goal of the presentation was to share each district's projected Allocation Certificate Cost, each district's debt capacity, and to discuss options for the length of the debt. This is the [handout](#) that was shared. Dawn Hinkle also attended the meeting and she, Tammie, and Anjali addressed all the previously identified questions posed as well as new questions. A recommendation for the length of the debt will be brought forward by the Finance Committee at a later date, once a building is secured and a strong estimate for construction is received. All questions regarding the revised bylaws were addressed as well. SASED was asked to provide the Board of Directors with the five year SASED enrollment by district for the previous 5 years.

### Policy Committee- No Meetings Scheduled



## INFORMATIONAL

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To: SASED Board of Directors  
From: Dr. Kim Dryier  
Date: June 10, 2026  
Re: Executive Director Report

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### **SASED EOY Strategic Plan Update Part 2**

Dr. Vanderwoude will be presenting an update from our Programs. You can see her [presentation here](#).

#### **Operations:**

No new information is available to share regarding the acquisition of a property. SASED remains waiting for a response from the bank. More information will be shared as it becomes available.

#### **End of Year:**

SASED's programming officially ended on June 5th, although most of our programs ended on May 22. ESY started this week. SASED has much work to complete over the summer. We need to ensure all our moves are completed by the first week in August and all of tech is labeled, cleaned, and working. We will be hosting many professional development opportunities for our staff. Leadership will be working on program improvements as well as reviewing and extending our strategic plan. Lastly, much attention will continue to be placed on facilities and moving forward with our building acquisition. SASED continues to recruit new candidates for open positions.

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## **ACTION ITEM**

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To: SASED Board of Directors

Via: Dr. Kim Dryier

From: Rachel Wisniewski, Assistant Director of Business CSBO

Date: June 10, 2026

Re: Approve the Collective Bargaining Agreement between SASED and the SASED Education Association, IEA-NEA

---

**Summary:** The School Association for Special Education in DuPage County (SASED) Education Association, IEA-NEA (SEA), currently operates under a collective bargaining agreement that expires on June 30, 2026. Representatives of SASED and the SEA have engaged in collective bargaining and reached a tentative 3-year successor agreement. The agreement has been ratified by the bargaining unit membership and is being presented to the Board of Education for final approval. The proposed agreement reflects the collaborative efforts of both parties to support employees while maintaining fiscal responsibility and operational effectiveness.

**Financial Impact:** The proposed agreement includes salary schedule index increases of 1.5% in each year of the three-year term. When combined with projected step and lane movement, these index increases are estimated to result in salary schedule increases of approximately 3.6%, 3.28%, and 3.19% in Fiscal Years 2027, 2028, and 2029, respectively, or 10.07% over the term of the agreement.

Additional economic provisions include modifications to the retirement incentive, increased compensation rates in Appendix E, and the creation of Appendix F activity stipends. Because participation in these provisions is dependent upon employee eligibility, administrative approval, and operational need, the total financial impact of the agreement cannot be precisely determined in advance.

The Business Department will monitor the costs associated with all economic provisions throughout the term of the agreement. Administration will manage and approve extra-duty compensation opportunities to ensure the overall cost of the agreement remains within the Board-authorized limit of 12% over the three-year contract term.

**Recommended Action:** SASED Administration requests that the Board of Directors approve the Collective Bargaining Agreement between SASED and the SASED Education Association, IEA-NEA for the term July 1, 2026, through June 30, 2029, as presented.



## **AGREEMENT**

**SCHOOL ASSOCIATION FOR SPECIAL EDUCATION  
DUPAGE EDUCATION ASSOCIATION, IEA-NEA**

**AND**

**SCHOOL ASSOCIATION FOR SPECIAL EDUCATION  
DUPAGE BOARD OF DIRECTORS**

**2026-2029**

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# ARTICLE I--RECOGNITION, DEFINITIONS AND PROCEDURES

## 1.1 Recognition

The S.A.S.E.D. (School Association for Special Education DuPage) Board of Directors, hereinafter referred to as the "Board," hereby recognizes the School Association for Special Education DuPage Education Association, IEA-NEA, hereinafter referred to as the "Association" as the exclusive and sole negotiation representative of:

Included: full-time and part-time licensed (certificated) employees employed by S.A.S.E.D. to include: teachers, certified school nurses, speech language pathologists, school counselors, school psychologists, school social workers, behavior management specialists and orientation and mobility specialists.

Excluded: All persons employed by S.A.S.E.D. in the following positions/job titles: all physical therapists, occupational therapists, supervisory, managerial, confidential or short-term employees as defined in Section 2 of the Illinois Educational Labor Relations Act, 115 ILCS 5/1, et seq.

## 1.2 Definitions

The term "Employee" when used hereinafter in this Agreement, shall refer to all those represented by the Association in the negotiating unit as determined above.

Unless otherwise noted, the term "Teacher" when used hereinafter in this Agreement, shall refer specifically to the certificated teachers, school nurses, speech language pathologists, orientation and mobility specialists and school counselors represented by the Association in the negotiating unit.

## 1.3 Negotiation Procedures

A. The Board agrees to participate in good faith negotiations with the duly designated representatives of the Association and further agrees that it will not negotiate with any other employees' organization or any employee individually on matters covered by this Agreement.

The Board and Association agree that they will confer upon their respective representatives the necessary power and authority to make proposals, counterproposals, and tentative agreements. When tentative agreement is reached on all matters of negotiations, the items will be reduced to writing and submitted to the Association for ratification and to the Board for official approval.

B. Within thirty (30) days of ratification of this Agreement, sufficient copies of this Agreement shall be prepared for distribution by the Association to each employee,

plus twenty-five (25) copies for the Board. The cost of reproduction shall be shared equally by the Association and Board.

- C. Negotiations shall begin no later than March 1, unless both parties agree to an alternate date. Meetings will be held as necessary at times and places agreed to by both parties. If agreement is not reached by July 1<sup>st</sup> of the forthcoming school year, the parties shall jointly request a mediator from the Federal Mediation and Conciliation Service (FMCS), unless the parties jointly agree not to do so. Either party can invoke mediation within fifteen (15) days of the start of the school year.
- D. If by mutual agreement negotiations are conducted during regular work hours, released time shall be provided for the Association's negotiating committee members. This released time is not to be deducted from the Association leave time.

## **ARTICLE II--ASSOCIATION RIGHTS, FAIR SHARE, MANAGEMENT RIGHTS & NO STRIKE**

### **2.1 Association Rights**

- A. The Board shall make available on the SASED website a current copy of the Board's policies and procedures. The Board shall make every effort to maintain a current copy of the Board's policies and procedures in the SASED Central Office and on the SASED Website. The Board shall also provide the Association President with a copy of such policy.
- B. A copy of the agenda of the regular meetings and a summary of such meetings of the Board shall be posted on the website. The Association President shall also receive a copy of each agenda.
- C. The Association shall have the right to:
  - 1. Use school buildings under Board control for Association meetings, provided the Association shall reimburse the Board for any special custodial charges incurred and any damages occasioned by such use. Request for the use of such building shall be submitted to the principal at least two (2) days in advance.  
  
Use shall not interfere with any previously scheduled use of the facility. This subsection shall not be applicable unless at least ninety percent (90%) of those in attendance (if such attendance is fifteen (15) or more persons) are employees of the Board or family members of such employees.

2. Use employee mailboxes and school bulletin boards for the purpose of Association communication. All such communications shall contain no material which attacks the character of any Board member or employee.
  3. Use Board computer and/or copier machines outside of the employee workday or, with express knowledge of Administration, and when such are not required for Board purposes, provided the Association shall promptly reimburse the Board for all consumable materials used, machine charges, and damage occasioned by such use.
- D. The Board shall provide the President of the Association with a complete listing of names, addresses, phone numbers, schools, and program classifications of all employees promptly, but not to exceed forty-five (45) calendar days after the beginning of the school term. Names, addresses and phone numbers of newly hired employees shall be provided to the Association within fourteen (14) calendar days of hire.
- E. The Association shall be permitted, with the approval of the Director, to utilize up to six (6) days per school year for Association activities. The Association will also be allowed to request two (2) additional days per year for Association activities. All costs associated with the utilization of those additional days (i.e. substitutes) will be the sole responsibility of the Association. Notice of intention to utilize such days, including the identities of the employee (s) involved, shall be given to the Director or designee no later than 10:00 a.m. on the third working day prior to the day to be used for Association business. By mutual agreement of the Association President and the Director or designee, less notice may be granted provided there is no negative impact on the Association member's assignment. No more than three (3) employees from a given program may participate in Association activities on any given day.
- F. For the purposes of subsection E., a program is defined as the Southeast Alternative School, Supportive Learning Environment, Deaf and Hard of Hearing Program, Visually Impaired Program, Itinerant Program, Transition Program, Supportive Medical Needs Program, and the School Improvement Instructional Support Program (including Assistive Technology).
- G. Attendance at Board Meetings: For any Board meetings occurring during school hours, up to two (2) Association members from two (2) separate classrooms shall receive release time to travel to and attend the meeting upon providing one (1) week's prior notice of such intent to attend via e-mail to the Executive Director.



## 2.2 Management Rights

The Board of Directors retains and reserves the ultimate responsibility for proper management of SASSED conferred upon and vested in it by the statutes and Constitutions of the State of Illinois and the United States, including, but not limited, to the responsibility for the right:

- A. To maintain executive management and administrative control of SASSED and its properties and facilities and the professional activities of its employees as related to the conduct of school affairs.
- B. To hire all employees and, subject to the provisions of the law, to determine their qualifications, and the conditions of their continued employment, and their dismissal or demotion, their assignment, and to promote and transfer all such employees.
- C. To establish programs and courses of instruction for all students.
- D. To delegate authority through recognized administrative channels for the development and organizations of the means and methods of instruction according to current written Board Policy or as the same may from time to time be amended, the selection of textbooks and other teaching materials, and the utilization of teaching aids of all kinds.
- E. To determine class schedules, the hours of instruction, and the duties, responsibilities and assignments of teachers and other employees with respect thereto, and non-classroom assignments.

The exercise of the foregoing powers, rights, authorities, duties, and responsibilities by the Board shall be limited by the specific and express terms of this Agreement.

## 2.3 No Strike

The Association shall not engage in nor encourage the participation of any employee in a strike against SASSED during the term of this agreement.

# ARTICLE III--LEAVES

## 3.1 Type of Leaves

### A. Sick Leave

Each employee shall be entitled to fourteen (14) sick leave days per school term without loss of pay. Sick leave may be taken in hourly, half-day or full-day increments. Sick leave shall accumulate to a maximum of (340) days, or as

otherwise provided by law, or the number of days accumulated by the employee on the effective date of this Agreement, whichever shall be the greater. Sick leave shall be interpreted to mean personal illness, quarantine at home, serious illness or death in the immediate family or household, or birth, adoption, or placement for adoption. Immediate family shall be defined as parents, spouse, brothers, sisters, children, grandparents, grandchildren, parents-in-law, brothers-in-law, sisters-in-law, legal guardian, or an individual residing in the household. The Executive Director may require a certificate from a physician licensed in Illinois to practice medicine and surgery in all its branches, an advanced practice nurse who has a written collaborative agreement with a collaborating physician that authorizes the advance practice nurse to perform health examinations, or a physician's assistant who has been delegated the authority to perform health examinations by his/her supervising physician, or if the treatment is by prayer or spiritual means, that of a spiritual advisor or practitioner of the employee's faith, as a basis for pay during leave after an absence of three (3) days for personal illness, or as the Executive Director may deem necessary in other cases. If the Executive Director requires a certificate for pay during leave of less than three (3) days, the Board shall pay the expenses incurred by the employee in obtaining the certificate.

**B. Personal Business Leave**

Each employee shall be entitled to four (4) half days of personal business leave per school term without loss of pay. Unused leave shall be added to accumulated sick leave at the end of the day on the last day of school.

Written notification for such leave shall be made to the Director or designee, at least two days prior to the desired onset of such leave, providing that in an emergency, such notice shall be given as soon as feasible. Such leave shall not be utilized during the first five (5) or the last five (5) employment days of the school term or on the day preceding or following a school holiday or recess period, provided the foregoing may be waived by the Director in his/her sole discretion for good cause shown and such waiver shall be non-precedential. Personal business leave may be utilized for illness, and it also shall be applicable for observance of a religious holiday of the employee's faith and/or bereavement of other than a family member. Such leave shall not be granted for purposes of recreation, accompanying another on a trip, a job interview, any activity likely to produce income (taxable as ordinary income), or to participate in any form of work stoppage or protest.

If the employee certifies to the Director or designee that two (2) days of personal leave have been used for taking part in religious services observances or recognized religious holidays of his/her faith not otherwise scheduled as school holidays, a third day can be granted.

In addition, the Director or designee shall grant to each employee up to one (1) day of paid leave for emergencies to be approved as soon as possible. Emergency leave may be utilized for illness. Unused emergency leave during the school year shall accumulate as sick leave and will be added to accumulated sick leave at the end of the day on the last day of school.

The Director or designee shall approve all personal business leave. No more than three (3) employees from a program can be approved on any given day for personal business leave.

**C. Bereavement Leave**

Employees shall be granted up to three (3) days of paid bereavement leave for the death of an immediate family member. The immediate family shall be defined as in 3.1 A. In case of death in the employee's immediate family, an employee may request and the Director may grant more time, if needed, and such time shall be deducted from the employee's accumulated sick leave. Bereavement leave shall not accumulate in any form.

**D. FMLA Leave**

All eligible employees may take a FMLA leave for:

- a. The birth and first-year care of a son or daughter;
  - b. The adoption or foster placement of a child;
  - c. The serious health condition of an employee's spouse, parent, or child;
  - d. The employee's own serious health condition; and
  - e. Because of any qualifying exigency (as the Secretary of Labor shall, by regulation, determine) arising out of the fact that the spouse, or a son, daughter or parent of the employee is on active duty (or has been notified of an impending call or order to active duty) in the Armed Forces in support of a contingency operation.
1. To be eligible for family and medical leave, an employee must be employed by SASED for at least twelve (12) months (the 12 months need not be consecutive) and have actively worked for at least 1000 hours during the twelve (12) month period immediately before the beginning of the leave.
  2. Eligible employees may use family and medical leave, guaranteed by the Federal Family and Medical Leave Act, for up to a combined total of twelve (12) weeks each rolling year. The twelve (12) month period during which the twelve (12) weeks of leave entitlement occurs shall be calculated based upon a

rolling twelve (12) month period looking backward to the employee's use of leave over the immediately preceding 12 months.

It is understood that weeks when school is not in session do not count as FMLA weeks.

3. Notice Requirements: The employee is required to notify the Director or designee not less than thirty (30) days before the date the leave is to begin. However, in the event that thirty (30) days' notice is not possible, the employee must give the Director or designee as much notice as is practicable. ("As soon as practicable" generally means at least verbal notice to the Director or designee within one (1) or two (2) business days of learning of the need to take FMLA leave.)
4. During a family and medical leave, employees are entitled to continuation of health benefits that would have been provided if they were working. If the employee fails to return to work after the employee's FMLA leave has been exhausted or expires, SASSED may recover its share of health plan premiums during the period of FMLA unless the reason the employee does not return is due to:
  - a. The continuation, recurrence or onset of a serious health condition of the employee or employee's family member which would otherwise entitle the employee to leave under FMLA; or
  - b. Other circumstances beyond the employee's control as stated in the FMLA of 1993.
5. An employee returning from a FMLA leave shall be returned to the position the employee would have held if the leave had not been taken.
6. A non-tenured employee who qualifies and is granted an FMLA leave and who returns within the twelve (12) weeks allowed, shall not suffer a loss of tenure status.

#### **E. Extended Leave of Absence**

The Board may grant an employee a leave of absence for a period not to exceed one (1) year for any purpose consistent with the objectives of the Cooperative. Such leaves shall be in the sole discretion of the Board and non-precedential with respect to any other leave of absence sought and/or granted to such employee and/or any other employee.

### **3.2 Conditions of Leaves**

#### **A. Salary Schedule Advancement**

Any employee who has worked one hundred (100) or more school days in a school term shall be entitled to advancement on the salary schedule.

#### **B. Waiver of Unemployment Compensation**

A condition of any unpaid leave of absence shall be the waiver by the employee of any claim to unemployment compensation during the term of such leave or any recess or vacation period adjacent thereto.

#### **C. Insurance Coverage**

An employee on unpaid leave of absence may continue all Board-paid insurance in effect, with the consent of the carrier, by paying all premiums therefore in a timely manner to the SASSED Business Office or designee.

#### **D. Return From All Leaves of Absence**

In all instances where an employee is granted an unpaid leave of absence prior to March 1 for the remainder of the school term or for a full school term, as a condition thereof, the employee shall advise the Director or designee in writing by March 1 prior to the termination of such leave that he/she intends to return to employment. Failure to timely advise the Director or designee of intent to return as required by the preceding sentence shall be treated as an election not to return to employment and as a resignation from the Cooperative.

### **3.3 Professional Leaves and Conferences**

The Director may grant a leave of absence with or without pay to employees to attend professional conferences and/or training sessions. The Director may also provide for the reimbursement of expenses incurred while attending such conferences or sessions. The granting or withholding of such leave of absence shall be within the sole discretion of the Director and shall be non-precedential with respect to any other request for such leave by such employee or by any other employee. The Administration shall make available to employees information concerning professional conferences that the Administration deems appropriate and information on SASSED workshops on the SASSED website.

### **3.4 Workers' Compensation**

Any employee who suffers a job-related illness or injury that results in temporary total disability under applicable Workers' Compensation statutes, may use accumulated sick leave days during the period he/she is absent from work, according to the following provisions.

1. For each day the employee is unable to work, but receives no temporary total disability compensation, he/she may use a full sick leave day;

2. For each day the employee is unable to work, and receives temporary total disability compensation, he/she may use one-third (1/3) of a sick leave day, providing that such fractional sick leave days must be taken in groups of three (3) so that the amount of sick leave available to employees is always calculable in full-day increments;
3. An employee may not use a full sick leave day if temporary total disability is paid, because no more than 100% of regular compensation will be paid.

## ARTICLE IV--GRIEVANCE PROCEDURE

### 4.1 Definitions

- A. A grievance is any claim by the Association or employee(s) that there has been violation, misinterpretation, or misapplication of the terms of this Agreement.
- B. All time limits shall be employee employment days (i.e. work days) except during the summer recess when days shall mean those when the business office shall be operating.
- C. One (1) Association representative shall have the right to be present and to represent the Association at any meeting, hearing, appeal, or other proceedings relating to a grievance which has been formally presented. Nothing contained herein shall be construed as limiting the right of any employee having a grievance to discuss the matter informally with his/her supervisor and having the grievance adjusted without the intervention of the Association, provided the adjustment is not inconsistent with the terms of this Agreement.

### 4.2 Procedure

The parties hereto acknowledge that it is usually most desirable for the employee and his/her immediately involved supervisor to resolve problems through free and informal communications. When requested by the employee, an Association representative may accompany the employee to assist in the informal resolution of the grievance. If, however, such informal processes fail to satisfy the employee or the Association, a grievance may be processed as follows:

STEP A. The filing of the grievance at this step shall be no later than twenty (20) work days following the occurrence complained of as the basis for the grievance or within twenty (20) work days of when the occurrence may reasonably be ascertained. The employee or the Association may present the grievance in writing to the supervisor immediately involved who will arrange for a meeting to take place within ten (10) work days after receipt of the grievance. Not to exceed



two (2) representatives of the Association, the aggrieved employee (if any), and the immediately involved supervisor and his/her invitees shall be present for the meeting. The employee shall receive a written response to the grievance within ten (10) work days of the STEP A meeting date.

STEP B. If the grievance is not resolved at Step A, then the Association and/or the employee may refer the grievance to the Director or designee in writing within ten (10) work days after receipt of the Step A answer the Director or designee shall arrange for a meeting to take place within ten (10) work days of his/her receipt of the appeal. Each party shall have the right to include in its representation at the meeting such witnesses and representatives, not to exceed two (2) representatives of the Association, as it deems necessary to develop facts pertinent to the grievance. Upon conclusion of the meeting, the Director or designee shall have ten (10) work days in which to provide his/her written decision with reasons to the grievant, with a copy to the Association.

STEP C. Within ten (10) work days after receiving the Step B decision of the Executive Director, the Association may request a Grievance Mediation session through the Federal Mediation and Conciliation Services (FMCS). Upon receipt of written notification of intent, the Executive Director or his designees shall submit the request to FMCS.

Grievance mediation is a voluntary, informal and confidential process. It is understood by both parties that the mediator has no authority to compel the resolution of the grievance. Procedures to be utilized during the mediation process are within the domain of the FMCS mediator and cannot be mandated by either party.

All statements by the parties, participants or the mediator shall not be used for any purpose whatsoever in any pending or subsequent proceedings on the matter. If the grievance is not resolved at Step C the Association may proceed to Step D. At least one meeting with the mediator must occur before proceeding to Step D.

STEP D. If the Association is not satisfied with the disposition of the grievance at Step C the Association may submit the grievance to binding arbitration. The American Arbitration Association shall act as the Administrator of the proceedings. If a demand for arbitration is not filed within thirty (30) calendar days of the date of the Step C conclusion, the grievance shall be deemed withdrawn.

1. Neither the Board nor the Association shall be permitted to assert any grounds or evidence before the arbitrator which were not previously disclosed to the other party.
2. The arbitrator shall have no power to alter the terms of this Agreement.

3. The arbitrator is empowered to include in any award such financial reimbursements or other remedies as he judges to be proper.
4. Each party shall bear the full costs for its representation in the arbitration. The costs of the arbitration and of the AAA shall be divided equally between the Board and the Association.
5. If either party requests a transcript of the proceeding, the party shall bear the full costs for the transcript. If both parties order a transcript, the cost of the transcripts shall be divided equally between the Board and the Association as well as the cost of the transcript to be furnished the arbitrator.

#### **4.3 Initiating Grievance at Step B**

Grievances involving more than one program or multiple programs or locations and grievances involving an administrator above the program level may be initially filed by the Association at Step B.

#### **4.4 No Reprisals Clause**

No reprisals of any kind shall be taken by the Board or the administration against any employee because of his/her participation in this grievance process.

#### **4.5 Release Time**

Should the processing of any grievance require that an employee(s) or an Association representative(s) be released from his/her their regular assignment(s), he/she shall be released without loss of pay or benefits.

#### **4.6 Filing of Materials**

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

#### **4.7 Grievance Withdrawal**

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



# ARTICLE V--COMPENSATION

## 5.1 Compensation

In no event will an employee's total annual year to year creditable earnings increase exceed six percent (6%), except that this limit shall not apply as follows:

1. The above limit will not apply with respect to payments made in accordance with approved timesheets for the following:
  - a. Voluntary extra duties pursuant to Section 5.11 of the CBA;
  - b. Bus duty pursuant to Section 5.15 of the CBA;
  - c. Set up days pursuant to Section 5.16 of the CBA;
  - d. Missed plan time pursuant to Section 7.6 of the CBA;
  - e. Internal substitution pursuant to Section 7.7 of the CBA;
  - f. Stipend work identified in Appendix A of the CBA;
  - g. Stipend work identified in Appendix B of the CBA; and
  - h. Work in an extended school year (ESY) position.
2. Lane changes that exceed 6% will be implemented as follows: When an employee's lane change would result in a salary increase in excess of 6%, the employee's salary will be increased by 6% in the first year of the lane change and up to 6% each year thereafter until the employee is receiving the applicable salary.

### **A. Compensation Schedules for Teachers, Speech Language Pathologists, and Orientation and Mobility Specialists**

The Compensation Schedules for the 2026-2027, 2027-2028, and 2028-2029 school years of this Agreement for teachers, speech language pathologists, and orientation and mobility specialists are set forth in Appendix C attached to and incorporated into this Agreement.

### **B. Compensation Schedules for Certificated Behavior Management Specialists, Certified School Nurses, Certificated Psychologists, Certificated Social Workers, and Certified School Counselors**

The Compensation Schedules for certificated behavior management specialists, and the Compensation Schedules for psychologists, social workers, and certified school counselors for the 2026-2027, 2027-2028, and 2028-2029 school years are set forth in Appendix C attached to and incorporated into this Agreement.

### **C1. Increases to Base Compensation**

Base compensation increases (i.e., increases at BS1 on the indexed salary schedules) during the term of this Agreement, as reflected in the salary schedules in Appendix C, will be as follows:

Effective at start of the 2026-2027 school year, base compensation will increase by 1.5% over the 2025-2026 base compensation rates;

Effective at start of the 2027-2028 school year, base compensation will increase by 1.5% over the 2026-2027 base compensation rates;

Effective at start of the 2028-2029 school year, base compensation will increase by 1.5% over the 2027-2028 base compensation rates;

### **C2. For employees who are not on the salary schedule during the 2025-2026 school year due to the limit on 6% increases, said employees will be placed back on the salary schedule at the appropriate step and lane, as follows:**

- a. The following employees will be placed back on the salary schedule for the 2026-2027 school year: Any employee whose return to the salary schedule will result in an increase in creditable earnings of six percent (6%) or less.
- b. For any employee who is not returned to the salary schedule for the 2026-2027 school year in accordance with subsection a, above: The employee will receive a salary increase of six percent (6%) for the 2026-2027 school year, then salary increases of up to six percent (6%) each school year thereafter until the employee can be returned to the appropriate step and lane of the salary schedule.

### **C3. Each employee who begins employment with SASSED during the 2026-2027, 2027-2028, or 2028-2029 school term will receive a one-time, non-compounding signing bonus of \$1,500. The bonus will be paid after the employee completes one full school term, paid upon the employee's return in the following school term. The bonus will not become part of the employee's base salary and will not otherwise be included in base salary for purposes of future salary increases or any other purpose.**

### **D. Lane Changes as a Result of Additional Education**

Lane changes become effective upon receipt by the Director or designee of official transcripts evidencing that a lane change is appropriate and must be submitted no later than September 1 in order for the lane change to be effective for the current school year. Lane changes will not be made retroactively. Employees are limited to one lane change (with movement of not more than one lane) per fiscal year.

## **E. Prior Service Credit**

To determine placement on the Compensation Schedules, for employees hired with prior teaching experience, SASSED may determine the appropriate number of years of experience for which to credit such employees.

### **5.2 Advanced Training**

Graduate courses satisfactorily completed at fully accredited, CAEP approved institutions of higher learning pre-approved by the Director or designee shall qualify an employee for advancement on the salary schedule. The Director or designee shall not arbitrarily decline to approve any graduate course related to the employee's current assignment or to other aspects of special education.

The Director or designee may also identify courses specially prepared by or for SASSED as qualifying for advancement on the salary schedule. Horizontal advancement on the salary schedule shall be effective at the onset of the school semester next following the completion of the courses described above, provided implementation of any salary adjustment shall not be required prior to a reasonable time following receipt of an official transcript.

### **5.3 Withholding Vertical Advancement**

Nothing herein shall affect the right of the Board to withhold vertical advancements on the salary schedule for just cause.

### **5.4 Student Teaching**

- A. Teachers and other employees are encouraged but shall not be compelled to accept a student teacher or practicum student.
- B. Monies made available to SASSED by the placing university shall be paid to the supervising employee.
- C. Unused student teacher waivers/credit hours shall be entered into a pool to be used on a first-come, first-serve basis by employees. Employees shall be notified of the availability of the pool balance on a quarterly basis on the website.

### **5.5 Reimbursement for Use of Personal Vehicle**

#### **5.5.1. Standard Mileage Reimbursement**

Employees who are required to travel in the course of their assigned duties (e.g., IEP meetings, consultations, classroom observations, home visits, etc.) shall be reimbursed at the rate per mile authorized by the Internal Revenue Service (for deductions without documentary evidence) for all approved mileage to perform their assigned duties. Reimbursement claims shall be filed pursuant to procedures established by the Director.

#### **5.5.2. Additional Reimbursement for Extraordinary Use of Personal Vehicle**

In addition, an employee who travels more than 5,000 miles during a school term will be eligible for additional reimbursement of \$.25 per mile for mileage in excess of 5,000 miles. An employee who wishes to submit a request for such reimbursement shall maintain copies of his/her reimbursement claims for the school term and, if qualified for additional reimbursement, submit his/her request with copies of the claims to the business office no earlier than the end of the school term and no later than September 1<sup>st</sup> of the next school term. Reimbursement shall be paid to the employee as soon as practicable after receipt and review of the request for reimbursement. Such reimbursement will be taxable to employees and will be paid through normal payroll.

#### **5.5.3. Driving Stipend**

An annual \$1,500 driving stipend will be paid to an employee who obtains and maintains licensure to operate a vehicle for the purpose of transporting students, provided that the following conditions are met:

- The employee obtains prior written approval from the Executive Director or designee; and
- The employee actually drives.

The stipend will be paid in one lump sum at the end of the school term, and will be prorated for any employee who obtains the licensure mid-year.

#### **5.5.4. Reimbursement of Deductible**

Subject to Board approval, SASSED may reimburse an employee up to \$500 for the employee's payment of his/her vehicle insurance deductible as a result of the employee's vehicle accident occurring during SASSED-required travel. The Board will not reimburse the employee if the Board determines that the employee's willful or wanton conduct contributed to the accident.

### **5.6 Salary Balance**

Any balance of an employee's contractual salary due an employee who has resigned, retired, and/or non-reemployed from SASSED, effective the forthcoming school term, shall be paid at his/her option within three (3) days of the last day of service to the Board, provided the employee has exercised such option in writing to the Business Office at least fifteen (15) calendar days prior to the end of the school term.

### **5.7 Insurance**

#### **5.7.1 Life Insurance**

The Board shall provide group life insurance for all employees in the amount of \$50,000 subject to all conditions as may be required by the insurance carrier.

#### **5.7.2 Medical Insurance**

##### **Single Health Insurance Coverage**

The Board will make health insurance available to employees as indicated in the medical plan document. The Board will pay 80% of the cost of the individual medical insurance premium for full time employees enrolled in SASSED's medical insurance plan. For each annual open enrollment of this Agreement, the prior year's actual cost of insurance will be allowed to increase up to a maximum of 10% without changing the 20% contribution level required for full time employees. However, once the cost of insurance increases by more than 10% for a fiscal year the additional cost in excess of 10% for that year will be allocated 50% to employees and 50% to the Board.

Part time employees who work twenty (20) hours or more may enroll in the health insurance program with the percentage of the premium paid by the Board, based upon the percentage of the employee's employment. The employee is responsible for payment of the remainder of the premium.

#### Dependent Health Insurance Coverage

Dependent health insurance coverage is available to employees as indicated in the medical plan document. The Board will pay 60% of the cost of dependent coverage for full time employees enrolled in SASSED's medical insurance plan. For each annual open enrollment of this Agreement, the prior year's actual cost of insurance will be allowed to increase up to a maximum of 10% without changing the 40% employee contribution level required for full time employees. However, once the Board contribution increases by more than 10% for a fiscal year the additional cost in excess of 10% for that year will be allocated 50% to employees and 50% to the Board.

Part time employees who work twenty (20) hours or more may participate in the dependent health insurance coverage with the percentage of the premium paid by the Board, based upon the percentage of the employee's employment. The employee is responsible for payment of the remainder of the premium.

#### **5.7.3 Group Disability Insurance**

The Board shall also provide a group term disability policy for employees pursuant to specifications prescribed by the Board.

#### **5.7.4 Dental Insurance**

##### Single Dental Insurance Coverage

The Board will make dental insurance available to employees as indicated in the dental plan document. The Board will pay 80% of the cost of the individual dental insurance premium for full time employees, enrolled in SASSED's dental insurance plan. Each annual open enrollment of this Agreement thereafter, the prior year's actual cost of insurance will be allowed to increase up to a maximum of 10% without changing the 20% contribution level required for full time employees. However, once the cost of insurance increases by

more than 10% for a fiscal year the additional cost in excess of 10% for that year will be allocated 50% to employees and 50% to the Board.

Part time employees who work twenty (20) hours or more may enroll in the dental insurance program with the percentage of the premium paid by the Board, based upon the percentage of the employee's employment. The employee is responsible for payment of the remainder of the premium.

#### Dependent Dental Insurance Coverage

Dependent dental insurance coverage is available to employees as indicated in the dental plan document. The Board will pay 60% of the cost of dependent coverage for full time employees. Each annual open enrollment of this Agreement thereafter, the prior year's actual cost of insurance will be allowed to increase up to a maximum of 10% without changing the 40% employee contribution level required for full time employees. However, once the Board contribution increases by more than 10% for a fiscal year, the additional cost in excess of 10% for that year will be allocated 50% to employees and 50% to the Board.

Part time employees who work twenty (20) hours or more may participate in the dependent dental insurance coverage with the percentage of the premium paid by the Board, based upon the percentage of the employee's employment. The employee is responsible for payment of the remainder of the premium.

#### **5.7.5 Medical Reimbursement Account**

Employees may annually elect to have specific amounts automatically deducted from their (pre-tax) paychecks to pay for non-reimbursed eligible medical expenses for themselves and dependents as permitted by law. Amounts to be withheld shall be determined during the annual open enrollment period. To receive reimbursement for eligible expenses, employees must follow procedures developed by the Plan Administrator.

Employees participating in this program whose family/marital status changes during the plan year may amend the amounts to be withheld not less than thirty (30) days prior to the change taking effect. Requests for reimbursement must be submitted prior to March 31<sup>st</sup> of the following year. Any amounts remaining in an employee's account after the filing period will be forfeited.

#### **5.7.6 Dependent Care Reimbursement Account**

Employees may annually elect to have specific amounts (as specified by law) automatically deducted from their (pre-tax) paychecks to pay for Dependent Care expenses as permitted by law. Amounts to be withheld shall be determined during the annual open enrollment period. To receive reimbursement for certified Dependent Care expenses, employees must follow procedures developed by the Plan Administrator. Employees participating in this program whose family/marital status changes during the plan year may amend the amount



to be withheld not less than thirty (30) days prior to the change taking effect. Requests for reimbursement must be submitted prior to March 31<sup>st</sup> of the following year. Any amount remaining in an employee's account after the filing period will be forfeited.

#### **5.8 Payments Remitted to the Illinois Teacher Retirement System**

From the Compensation Schedule, the Board shall deduct for each employee a sum equal to the required contributions to the State of Illinois Teachers' Retirement System and the Teachers' Health Insurance Security Fund on behalf of the employee. It is the intent of the parties by this Agreement to qualify these payments as "picked-up" contributions within the meaning of Section 414(h)(2) of the Internal Revenue Code so as to be excludable from the gross income of all employees. The employees shall have no right or claim to the funds so remitted except as they may subsequently become available from the State of Illinois Teachers' Retirement System.

No employee shall have the option of choosing to receive the amounts contributed by the Board directly and the assumption and payment of the employees' required contribution to the Illinois Teachers' Retirement System is a condition of employment made in order to secure the employees' future services, knowledge, and experience.

The balance of the amount due each employee pursuant to such Compensation Schedule shall be payable to the employee as salary installments as otherwise provided herein, provided the Board shall deduct there from all monies as required by law or as authorized by the employee pursuant to this Agreement, or as otherwise authorized by the Board. Such withholding shall include any and all additional amounts required to be paid to the State of Illinois Teachers' Retirement System for the account of such employee.

Internal Revenue Service Rulings indicate such amounts paid to the State of Illinois Teachers' Retirement System are properly excludable from the gross income of the employee for income taxation purposes, and the Cooperative will not withhold Federal and State income taxes on funds remitted to the State of Illinois Teachers' Retirement System on behalf of employees.

#### **5.9 Supplemental Jobs**

If, during the school term the Board shall create any additional supplemental jobs, the Board shall so advise the Association President or designee. Such advice shall include the proposed compensation for such supplemental job. At the request of the Association President or designee, the Director or designee shall enter into discussions with respect to such compensation. If an agreement thereon shall not be reached, the amount agreed upon as compensation for such supplemental job in the course of the next negotiations of this Agreement shall be paid retroactively to the person appointed to such supplemental job.

## 5.10 Retirement Enhancement Program

### A. Eligibility

A SASED retirement enhancement program shall be available for an employee with a retirement date no later than June 30, 2033 who meets all of the following eligibility criteria:

1. On the date of retirement must be eligible and have applied to retire under Illinois Teachers' Retirement System ("TRS") requirements;
2. On the date of retirement must have been employed:
  - a. full-time in the Cooperative for fifteen (15) years preceding his/her retirement;
  - b. part-time in the Cooperative for thirty (30) years preceding his/her retirement; or
  - c. at least twelve (12) years full-time plus such additional part-time employment that totals fifteen (15) years full-time equivalency.

For the above purposes, an absence from work due to the following circumstances will be considered employment (full-time or part-time, based on the employee's then-current status): FMLA leave; work-related injury; or unpaid leave during a school year where the employee works at least one hundred (100) days;

3. On the date of retirement be at least fifty-five (55) years of age or attain fifty-five (55) years of age within six (6) months thereafter as required by TRS for retirement eligibility.
4. Submits a service credit report obtained from TRS. The report must indicate the employee's total years of service as of the retirement date and projected creditable earnings for the highest four years of creditable earnings over the past ten years of service.
5. Submits a Letter of Intent to Retire as required below by April 1 prior to the school year that SASED retirement enhancement program benefits begin; and
6. Must not have received an increase in creditable earnings exceeding 6% during any school year that TRS will use to calculate the employee's pension. However, the portion of an increase exceeding 6% that is not subject to an additional employer contribution to TRS shall not render the employee ineligible.



B. Eligibility Exception

The SASSED retirement enhancement program shall not be available to any employee whose retirement requires SASSED to make an additional employer/Board contribution or payment of any kind to TRS due to the employee's retirement. For example, an employee may participate in the TRS Modified Early Retirement Option or this SASSED retirement enhancement program, but not both.

C. Letter of Intent to Retire

In order to be eligible to participate in the SASSED retirement enhancement program, an employee must submit an irrevocable letter of intent to retire to the Executive Director setting forth a retirement date at the end of a school year not later than June 30, 2033. The letter of intent to retire must be received by the Executive Director by April 1 of any year of this Agreement for retirement enhancement program salary increases to begin the following school term. An employee who submits a letter of intent to retire by April 1, 2029 will receive the benefits provided under this Agreement and shall not be entitled to receive any benefits under any retirement program negotiated in a successor bargaining agreement.

If the Board of Directors determines that the employee is not eligible to participate in the SASSED retirement enhancement program, the Board shall so notify the employee by June 1 of the school year that the employee submits his/her letter of intent.

D. Irrevocability

1. An employee's letter of intent to retire may only be rescinded by the employee for the following reasons:
  - a. Death in the retiree's immediate family; or
  - b. Other reasons of compelling emergency as determined solely by the Board. The Board's decision is not reviewable and said reasons shall be non- precedential with respect to granting or denying requested changes in retirement election.
2. If the retirement is rescinded, the employee will repay the retirement enhancement through a reduction of his/her pay over the next school year or sooner. The reduction in pay shall be the difference between the amount paid to the employee as retirement enhancements and the amount the employee would have received without the retirement enhancements.

E. Acceleration of Retirement Date

An employee may accelerate the retirement date stated in his/her letter of intent to retire without affecting his/her participation in the SASSED retirement enhancement program so long as the change in the retirement date does not require SASSED to make an additional employer/Board contribution or payment of any kind to TRS as a result of the change.

In the event that an employee accelerates the retirement date stated in his/her letter of intent to retire and the change will require the Board to make an additional employer/Board contribution or payment of any kind to TRS as a result of the change, the employee forfeits his/her participation in the SASSED retirement enhancement program. In addition, the Board shall reduce such employee's pay for the remainder of his/her employment by the amount necessary to recover retirement enhancements paid to the employee. The reduction in pay shall be difference between the amount paid to the employee as retirement enhancements and the amount the employee would have received without the retirement enhancements. If the employee retires before the Board recovers the retirement enhancements, such former employee shall repay any retirement enhancements to the Board within thirty (30) days of his/her retirement. In the event that the former employee fails to repay the Board within such time, the Board retains all rights and remedies against the former employee to recover the unpaid amount.

F. Retirement Enhancement Program Salary Increase(s)

An employee who is eligible and elects to participate in the SASSED retirement enhancement program is eligible to receive an increase of five percent (5%) over the employee's prior year's reported TRS creditable earnings for each of up to four (4) remaining years of the employee's employment in SASSED. The increase(s) shall be in lieu of any other raise, step, or other creditable earnings increase to which the employee may otherwise have been entitled under this Agreement.

A retiring employee may receive no more than four (4) years of 5% creditable earnings increases under this retirement enhancement program. It is the intent of the parties that the 5% increases will be paid in the employee's final years of employment. An employee for whom an extra-duty stipend was part of the employee's creditable earnings in the school year in which notice is given and who elects not to perform such duty in any year prior to retirement will have the stipend for that duty subtracted from the creditable earnings increases provided under this program for each remaining year. Under no circumstances may an employee participating in this program receive a creditable earnings increase for more than 6% over the employee's prior year's creditable earnings unless the increase in excess of 6% is not subject to an additional employer contribution to TRS.

G. Retirement Enhancement Program Health Insurance Benefit

An employee who submits a Letter of Intent to Retire and is eligible to participate in the SASSED retirement enhancement program as provided above shall be reimbursed by the Board up to \$2,400 per year, as set forth below, for the cost of the employee's post-retirement health insurance policy premium. This benefit shall cease upon the death of the retiree, at the end of a time period applicable to the employee set forth below, or when the employee reaches age sixty-five (65) years of age or otherwise is eligible for Medicare, whichever occurs first.

The conditions of this benefit are as follows:

4 Years Notice - Up to five (5) years premiums paid at an amount not to exceed a total Board contribution of \$12,000.

3 Years Notice –Up to three (3) years premiums paid at an amount not to exceed a total Board contribution of \$7,200.

2 Years Notice – Up to two (2) years premiums paid at an amount not to exceed a total Board contribution of \$4,800.

1 Year Notice – Up to one (1) year's premium paid at an amount not to exceed a total Board contribution of \$2,400.

The Board shall reimburse the retiree for the premium for the individual coverage upon proof of payment of the premium and within the time-line provided in the *Illinois Local Government Prompt Payment Act*, 50 ILCS 505/1 *et seq.*

The reimbursement provided above shall be paid to employees who retire under the terms of this Agreement and shall survive this Agreement. The reimbursement of employees who retire under this Agreement shall not be affected by a subsequent collective bargaining agreement.

**5.11 Compensation for Voluntary Extra Duties**

If an IEP requires a student to be enrolled in an extra-curricular activity and if it is determined by his/her MDC/IEP team that a teacher or other employee needs to be involved to assist this student's participation, the employee shall be compensated per Appendix A. Prior to the start of the employee's involvement in the student activity, the program administrator will determine the number of hours approved for compensation.

**5.12 Longevity**

Any employee who is frozen on the last step of a column on the salary schedule shall receive the stipulated salary on the last step plus the longevity amount multiplied by the number of years the employee is frozen on the last step and not able to move a step.

### 5.13 Tuition Reimbursement

1. Tuition reimbursement shall be available to all eligible employees for semester hours of coursework credit earned from a CAEP-accredited institution. Subject to the criteria in paragraph 2 below, the tuition reimbursement shall be paid for coursework which maintains or improves job-related skills. The tuition pool for each year of this Agreement shall be in the amount of \$20,000.00
2. Criteria
  - a. Only employees who have completed two (2) years of service in SASSED will be eligible.
  - b. A part time employee must work .5 FTE to be eligible for reimbursement, and reimbursement will be prorated based on the employee's FTE.
  - c. Course work must be approved in writing by the Director or designee prior to the start of the course. Generally, coursework for employees must be at a post-graduate level to receive approval.
  - d. Tuition reimbursement shall not be paid for graduate course work needed to obtain initial certification, licensure or registration necessary to meet minimum requirements of the job assignment presently held by the employee, administrative certification, or to qualify an employee for a new trade or business.
  - e. The Director or his/her designee must provide written notification of approval or denial of a qualified course within five (5) working days of receipt of request. If the request is denied, the Director or designee must provide a specific written reason for denial, also within five (5) working days.
  - f. Reimbursement for tuition shall be divided as described below among all eligible employees based on the total number of semester hours submitted and completed from the previous fiscal year, July 1 through June 30. The \$20,000 pool will be divided by the total number of semester hours submitted in order to reach a per semester hour dollar amount calculation. The amount of reimbursement paid to employees from the pool for approved semester hours will be determined by a reimbursement differential applied to semester hours based on the following:
    - (1) Course for credit (1 x differential); and
    - (2) Course or programming for certification to add to license (2 x differential.)

Each employee will receive their semester hour share for each semester hour submitted and approved according to the criteria listed and above weighting. However, an employee's reimbursement shall not exceed the actual semester hour cost of the course.

- g. The costs being submitted for reimbursement shall not already have been paid to, or on behalf of, the employee by another source.
  - h. A course grade of A or B is necessary for reimbursement to be provided.
  - i. Course work should not interfere with the professional responsibilities and obligations that all staff have to students.
3. Tuition reimbursement shall be available and paid to those eligible employees who return to employment with the Board for the school year following the successful completion of the coursework. In order to receive reimbursement for coursework completed during a school year, an eligible employee shall submit his/her official transcript and evidence of tuition payment to the Director or designee by September 1<sup>st</sup> of the following school year. The Director or designee will confirm receipt of transcripts with the employee. Reimbursement shall be paid after the October Board of Directors meeting.

#### **5.14 Insurance Committee**

The Board and the Association recognize that the nature and extent of health care insurance coverage in the current insurance environment, and the corresponding cost for the same, is a matter requiring careful monitoring.

A committee referred to as the “Insurance Committee” will have members representing the Administration, other significant employee groups within SASED and the Association. The Committee will consist of no more than eight (8) members including no more than two (2) members from the Association and no more than two (2) members from the Administration.

The Committee shall be advisory. The Committee will study and may recommend changes in insurance coverage during the term of the Agreement. The Committee shall meet as needed. At a minimum, the Committee shall meet in March to review claims activity and provide general updates; in September to review preliminary rate projections for the next year and to consider recommendations for changes in the insurance program; and again before October 15 to review rates for the next year and to finalize its recommendations (if any) to the Board and Association.

#### **5.15 Bus Duty**

SASED employees who supervise bus duty or drive students on SASED buses either before or after their regular workday, shall be compensated at the approved stipend rate in

Appendix A. The time shall be counted in fifteen (15) minute increments for the time before or after their regular workday.

#### **5.16 Set Up Days**

Teachers will receive one-half (½) day, prior to the first student attendance day and as part of the start of the year teacher attendance days, to set up their classrooms. The time will be designated by SASED.

Teachers who have been reassigned to a new classroom or building or who have had their classroom moved to a different site that requires additional set up time beyond that provided by the program shall, with the approval of the program administrator, mutually agree on a day prior to the start of school to set up the classroom. The teacher shall be paid one hundred ten dollars (\$110.00) after submitting a timesheet.

## **ARTICLE VI--PROFESSIONAL RELATIONS**

### **6.1 Evaluation**

Employees shall be formally evaluated according to The School Code.

Tenured employees shall be formally evaluated at least once in the course of every three school years. Non-tenured employees shall be formally evaluated annually. The evaluator shall possess credentials as required by law. Such evaluation shall include a formal observation of at least thirty (30) minutes. Notice of such observation shall be made to the employee five (5) employment days in advance. Other observations may be made from time to time by the immediate supervisor and the observations may be used as a part of the formal evaluation. No later than ten (10) employment days following the formal observation, the supervisor shall hold a conference with the employee to discuss such observation.

If required by law, a joint committee appointed respectively by the Association President and Director or designee, not to exceed three (3) persons appointed by each, shall recommend an evaluation plan.

- A. Orientation: Before any evaluation is conducted each employee shall be provided a copy of the evaluation instrument and the process will be explained.
- B. Observations: All monitoring or observation of the work of each employee shall be conducted in person. Each evaluation shall include at least two (2) formal observations by the evaluator for non-tenured employees and at least one (1) formal observation by the evaluator for tenured employees. Other observations may be made from time to time and these observations may be used as part of the formal evaluation.

- C. Employee Evaluations: The supervisor shall make recommendations to the Director or his/her designee regarding the continued employment of probationary employees.
- D. Pre Observation Conferences: A Pre Observation Conference between the evaluator and the employee shall be held to review the evaluation timelines, the instrument, and the expectations of both parties.
- E. Post Observation Conference: A written evaluation shall be given to the employee within ten (10) work days after the formal observation. The parties shall meet to discuss the evaluation within ten (10) work days after the formal observation unless another time is mutually agreed upon by the evaluator and employee. The employee shall sign the evaluation and be given a copy by the evaluator.
- F. Right to Respond: An employee may submit a written response to his/her evaluation and have that response attached to the file copy of the evaluation. All written evaluations and the attached employee's comments are to be placed in the employee's personnel file.
- G. Right to Representation: In the event an employee receives an overall rating of unsatisfactory in his/her evaluation, and either the employee or the administration requests a second post evaluation conference, the employee shall have the right to have an Association representative present at the second post evaluation conference.
- H. If a tenured employee does not receive a summative evaluation in any year in which such an evaluation is required, for that year: If the employee received an "Excellent" rating on the employee's most recent summative evaluation with SASED, the employee's rating shall be deemed "Excellent" for purposes of the sequence of honorable dismissal (SOHD) list. Otherwise, the employee's rating shall be deemed "Proficient" for purposes of the SOHD list.

## 6.2 Association-Director Meetings

The Association President and the Director or designee shall meet at least once every other calendar month throughout the school term unless it is mutually agreed to cancel. Each party may include additional persons after informing the other person of such intention. The purpose of such meetings shall be to discuss areas of concern to the parties.

All meetings shall be held outside of the normal employee workday except as shall otherwise be mutually agreed. Minutes will be distributed by the Association to the administration within a reasonable time after the meetings.



### **6.3 Personnel Files**

- A. There shall be only one (1) official personnel file for each employee. The employee shall have an opportunity to respond to any material placed in his/her file, provided such is submitted within twenty-five (25) employment days of the date a copy of such materials is furnished to the employee. No evaluative material shall be placed in such file until the employee has seen it. Any material which may be used to form the basis of disciplinary action against an employee shall be placed in the employee's personnel file no later than the end of the school term during which such comments were generated.
- B. All employees shall have the right to review their own personnel file and may be accompanied at such review by a representative, provided such review shall occur during normal business hours and shall not in any manner inconvenience the operation of the Board. A representative of the Board may be present at the time of such review. Nothing shall be permanently or temporarily removed from such personnel file without the consent of the Board and the employee.

### **6.4 Professional Conduct**

Employees shall report incidents of inappropriate conduct by any employee to their immediate supervisor. If the allegation of inappropriate conduct involves the employee's immediate supervisor, the incident shall be reported to the immediate supervisor's supervisor.

### **6.5 New Employee Orientation and Mentoring Program**

Employees new to SASSED will be required to attend two days of New Employee Orientation. The two days will provide orientation to processes, policies and procedures of SASSED and the member districts. During this induction process, employees will participate in a variety of learning activities to familiarize them with SASSED programs and services, as well as their particular assignment within the organization. The activities of these days will also include orientation to the Mentoring Program, if appropriate.

Each new, first year employee covered by this agreement shall be provided a mentor. The mentoring program shall be a formal arrangement for the first two years of employment in SASSED. The Administration will identify participants and shall be responsible for all aspects of the pairing and training of the new employees and mentors. All tenured employees shall be eligible to apply to be a mentor and becoming a mentor is voluntary. Continuing SASSED employees changing their program/service will be offered the opportunity to participate as a mentee for the first year of the change. To the degree possible, the mentor/mentee pairing will be closely aligned to the same assignment and/or program.

Mentors will be required to make a commitment of two school years to the program and will be required to follow the ISBE approved Mentoring Plan. Activities will include but



not be limited to attendance at one day's equivalent (i.e. 8 hours) of training and induction sessions prior to the beginning of the school year. The mentors will meet a minimum of four (4) times per quarter with their mentee. The mentors and mentees will also meet an additional four (4) times per school year as a group to process concerns, strategies and other considerations with the new employees. Mentors and new employees will be given ongoing opportunities for feedback but will be required to complete a survey instrument prior to the end of the school term to evaluate the effectiveness of the mentoring program.

Tenured employees who are chosen to serve as mentors for an entire school term shall be paid a stipend at the rate of \$800.00 per year prorated per length of service. This amount shall be payable on the last paycheck of the school term.

A committee will be formed for the Mentoring Program made up of equal parts of both members of the Association and Administration. The committee will meet, a minimum of two times per year, to discuss additional needs and review the Program as a whole

#### **6.6 Program Feedback Process**

A program feedback (survey) instrument, as developed jointly by the Association and the Director or his designee shall be distributed by April 1<sup>st</sup> of each school term. This anonymous survey will be returned directly to SASED Central Office. The information will be collated and distributed to the appropriate program or service administrator.

## **ARTICLE VII--EMPLOYMENT CONDITIONS**

#### **7.1 Definition of Responsibilities and Rights**

The Board agrees that employees shall have the right to organize, join, and assist the Association, to participate in professional negotiations with the Board through representatives of their own choosing, and to engage in other lawful activities, individually or in concert, for the purpose of establishing, maintaining, protecting, or improving conditions of professional service and the educational program.

#### **7.2 Physical Facilities**

The Board shall seek to provide each employee with an appropriate desk, chair and file facility consistent with the availability of supplies. If feasible, all or part of the file facility shall be equipped with a lock.

#### **7.3 Required Meetings**

Employees are not required to attend more than ten (10) meetings that extend beyond the normal school day per school year without compensation therefor. Employees will be provided with five (5) calendar days' advance notice of such a meeting, unless in the case of an emergency. The meetings shall not exceed one (1) hour after the normal workday;

however, up to three (3) meetings may be up to two (2) hours in duration, after the normal workday provided that the total meeting hours without compensation does not exceed ten (10) hours during a school year. The ten (10) meeting restriction applies to meetings called by SASSED and/or District Administrators. If an employee is required to attend more than ten (10) meetings a school year, he/she shall be compensated at the stipend rate in Appendix A for all hours spent beyond ten (10) hours.

#### 7.4 Class Size

23 Illinois Administrative Code 226, Subtitle A, Subchapter f, Section 226.730 Class Size for 2009-10 and Beyond, as issued by the Illinois State Board of Education (ISBE) shall be enforced by the Board as it pertains to class sizes.

In the event that the above rule is rescinded or modified by ISBE, the Association may request to re-open negotiations regarding class size, and negotiations thereon shall begin within thirty (30) days of such request.

#### 7.5 School Term

##### A. Teachers and Orientation and Mobility Specialists

The school term shall be adjusted so that the actual number of teacher and orientation and mobility specialists work days shall consist of no more than 184 days including teacher institutes. Teachers/orientation and mobility specialists working in districts with less contract workdays than SASSED shall be assigned by their Program Administrator extra days at the beginning or the end of the school term. No teacher/orientation and mobility specialist shall be required to work any longer than the 184 day school term.

Teachers covered by this agreement and employed for a position that requires working beyond the 184 days shall be compensated at their per diem rate of pay for each day worked. The teacher and their immediate supervisor will mutually agree in writing to the number of additional workdays required to prepare for and/or complete their job for the given school term. Notice and approval of this written agreement between the teacher and their immediate supervisor will be given to the Director as well as the President of the Association prior to the start of the teacher's additional workdays.

The orientation and mobility specialists' calendar will be adjusted at the beginning of the school year to meet the 184-day school term in order to meet the requirements of the position. To the extent that an orientation and mobility specialist's work activities may extend outside the regular school day:

1. Before providing services to students outside of the regular school day, the orientation and mobility specialist must obtain prior written approval from their Program Administrator; and

2. Exchange time must be taken within thirty (30) school days and with the prior written approval of the Program Administrator.

**B. Social Workers, Psychologists, Certified School Nurses and Behavior Management Specialists**

The school term shall be adjusted so that the actual number of workdays shall consist of no more than 189 days including institutes for social workers, certified school nurses and psychologists; and no more than 195 days for behavior management specialists. Employees covered by this Agreement and employed for a position that requires working beyond their identified number of workdays shall be compensated at their per diem rate of pay for each day worked. The employee and their immediate supervisor will mutually agree in writing to the number of additional workdays required to prepare for and/or complete their job for the given school term. Notice and approval of this written agreement between the employee and their immediate supervisor will be given to the Director as well as the President of the Association prior to the start of the employee's additional workdays.

#### **7.6 Plan Time**

Each teacher shall have a minimum of 150 minutes per week of plan time. Plan time shall be defined as time when teachers do not have the responsibility for supervising students. The goal of the Administration will be to provide plan time in thirty (30) minute increments during the student day. The teacher workday shall not be extended as a result of the teacher's plan time. Teachers shall not be responsible for planning alternative activities for their students for the time the teachers are in plan time. Teachers shall have access to material resources outside the presence of students during plan time.

It is the intent of the parties that IEP meetings not occur during a teacher's plan time. In the event an IEP meeting is scheduled during a teacher's plan time, the teacher will try to make up the missed plan time during the remainder of the work week. If the teacher is unable to do so, the teacher may be compensated for the portion of the missed plan time due to the IEP meeting at the extra duty hourly rate.

The Administration acknowledges the need of the remaining employee groups to plan for lessons and activities within their distinct responsibilities. These employees are encouraged to discuss with their immediate supervisor the use of flexible scheduling to accommodate their planning needs.

#### **7.7 Internal Substitution**

Every effort shall be made to find qualified substitute teachers. In the event a teacher internally substitutes, the Board shall compensate the teacher at \$39.00 for the 2026-2027, 2027-2028, and 2028-2029 school years per clock hour in addition to the teacher's regular

contracted rate for time engaged in internal substitution. Internal substitution is defined as:

- a. when there are two classes, each of which has a separate teacher, one of the teachers is absent, both classes are combined, and one teacher is responsible for both classes; or
- b. when a teacher teaches a class during the teacher's regularly scheduled preparation time.

The maximum amount of internal substitution per day is six (6) hours for a full day's internal substitution. No teacher shall be required to internally substitute teach. Re-assigned bargaining unit members other than a classroom teacher will not receive extra compensation for internal substitution, with the exception of a teacher's plan period.

## 7.8 Vacancies and Notices

### A. Posting of Vacancies

If the Board determines that a vacancy exists in a teaching or promotional position, the Board shall post a vacancy notice for the position on the SASED website.

### B. Voluntary Transfers

Any employee presently on tenure or eligible for continuing contractual status in SASED may request a transfer to another program location and/or program where a vacancy exists. Such application shall be in writing to the Program Administrator and the Director. The qualifications, certifications, interests and aspirations of the individual employee shall be considered in all transfers, however, the Director reserves the right to approve or disapprove all requests.

### C. Notification of Assignment

The Administration reserves the right to determine assignments or change assignments for employees. An assignment will be defined as the employee's duties and responsibilities within a Program or Service but shall not include the location(s) to which the employee is assigned. By the end of May each Administrator will be required to review any possible changes in assignments for the coming school year with staff. If change becomes necessary the employee affected, and the Association shall be notified as soon as practicable following a decision to change the employee's assignment. No assignment shall be changed arbitrarily.

The Association and the Administration recognize the value of conferring regarding the change. If an employee's assignment changes, SASED will provide the employee with the work calendar, the reason for the change, an opportunity to express his/her concerns regarding the change, and assistance to prepare for the

change in assignment. The goal of the Administration will be to give employees notice of a change in assignment at least thirty (30) calendar days prior to the start of the new school year.

D. Involuntary Transfers

Employees involuntarily transferred prior to the first day of pupil attendance, shall have the right to resign, provided they submit a letter of resignation to the Director no later than ten (10) business days after written notice of transfer has been mailed by registered mail. Employees involuntarily transferred at any other time during the school term may submit, without prejudice, a request to the Director that every opportunity be made to find a suitable replacement for the employee and if such replacement is secured, that employee be allowed to resign. A transfer will be defined as a change in assignment.

In any instance when it becomes necessary to involuntarily transfer an employee, and more than one employee is equally qualified, the least senior employee shall be involuntarily transferred.

For purposes of this section, an “involuntary transfer” is a change in program or position. A change in the location(s) to which an employee is assigned is not an involuntary transfer, unless the employee’s position or program also is being changed.

## 7.9 Employee Day

A. All employees shall be provided a duty-free uninterrupted lunch period equal to the regular local school lunch period but not less than thirty (30) minutes in each school day. Such lunch period shall occur during the time of the student lunch periods. Any deviation to this schedule shall be made by mutual agreement between the employee(s) and the immediate supervisor. Notice of such deviations must be given to the Director and Association President, by the immediate supervisor, within five (5) workdays of the decision.

B. The teacher's normal workday shall not be more than 7 ½ hours per day inclusive of a duty-free lunch period.

Psychologists, Social Workers, Certified School Nurses and Behavior Management Specialists normal workday shall not be more than 8 hours per day inclusive of a duty-free lunch period.

C. Through mutual agreement between the employee and his/her immediate supervisor, the employee may work through the duty-free lunch period and leave the workplace an equal time earlier.



## 7.10 Discipline

- A. No employee shall be disciplined except for just cause. As used herein, discipline shall not include reduction-in-force, dismissal or termination, the issuance of a notice of remedial warning, or any recommendations for improvements of performance or alteration of personal conduct contained in an evaluation document or conference.
- B. Whenever a conference between an employee and a supervisor and/or administrator is held in which there is a discussion of termination of the employee, suspension of the employee with or without pay, or a written reprimand of the employee, at the request of the employee, the employee shall have the right to have an Association representative present. The employee shall be granted not more than one (1) day to obtain an Association representative, however, such time may be less in the event of an emergency. If an appropriate request for representation is made and a representative is not available within the one (1) day time limit, the employee may be questioned without a representative being present.

## 7.11 Health and Safety

### A. Work Environment

An employee shall not be required to work under unsafe or hazardous conditions, provided at all times the employee's responsibility shall be the protection of students and their continued safety and well being. SASD shall provide maintenance services to ensure that every employee and student are provided a clean and sanitary work/school environment. No employee shall be required to provide any cleaning services other than in an emergency situation when the safety and health of a student is in jeopardy.

### B. Immunization/Communicable Diseases/Student Health Plans

At least once during the term of this Agreement, the Board shall offer employees immunization against tetanus and hepatitis B, provided this section shall be inoperative if appropriate health officials recommend that either or both of such immunizations be discontinued or deferred.

If a student has a known or suspected communicable disease, notification to staff and others will be made to the extent necessary, and within the current ISBE guidelines, to minimize the health risk to staff and others.

Employees shall be provided information with regards to the specific health impairment and/or specialized medical procedures of their students. Students with serious medical conditions will have a health plan developed by a registered or certified school nurse within 20 school days of the student's first day of school.

Returning SASSED students will have their health plan developed by a registered or certified school nurse in place within 30 school days of the start of the school year.

C. Injury to Employees

Injuries to employees by students shall continue to be regarded by the Board as a matter of grave concern. The Board recognizes the lawful right of an employee to protect him/herself in a case of an unavoidable injury.

Any case of injury to an employee shall be promptly reported to the Administration. The SASSED Director shall provide reasonable assistance to advise the employee generally of his/her rights and obligations with respect to such injuries and shall render reasonable assistance to the employee in handling the incident by law enforcement authorities, provided the employee shall have acted within the scope of his/her employment and pursuant to Board policy.

In accordance with the applicable provisions of The School Code, the Board shall provide indemnification and protection for claims and suits against an employee.

Work time lost by the employee because of an injury caused by a student which occurs within the scope of employment and within Board policy shall be handled in accordance with Section 3.4, Workers' Compensation.

D. Medications

Employees, except registered or certified school nurses, shall not be required to administer medication to students as provided in The School Code.

**7.12 Parent-Teacher Conferences**

The following principles shall pertain to Parent-Teacher Conferences:

- A. Such conferences shall be scheduled according to the housing District's schedule, and employees shall follow the same conference schedule as the District's teachers.
- B. Employees shall be compensated for the conference time in compensatory time for all Parent-Teacher conferences outside the employee's regular workday.
  - a. Any deviations in the conference days or times shall be worked out between the employee and the immediate supervisor with notification of the agreement given to the SASSED Director and the Association President.

### **7.13 Procedures for Reduction in Certificated Employees with a PEL**

The Director shall give the Association President or designee an opportunity to discuss proposed reductions in force prior to the Board of Directors taking action.

- A. If the Board of Directors of SASSED determines, because of economic necessity, to decrease the number of employees with a PEL or to discontinue some particular type of service, among such employees qualified to hold a position, employees shall be honorably dismissed in the order of their Groupings, with such employees in Grouping 1 dismissed first and certified employees in Grouping 4 dismissed last. Notice of honorable dismissal shall be provided as required by Section 5/24-12 of the School Code. In the event of a recall of employees with a PEL, the employees recalled and the order of recall shall be in accordance with Section 5/24-12 of the School Code.

Seniority shall be based upon the total number of years of continuous service as an employee in the Cooperative. Continuous service shall not be deemed interrupted by approved leaves of absence or honorable dismissal periods prior to recall. The official school year seniority list will be posted on the SASSED website by February 1 each school year. Employees shall be listed by their first date of work in SASSED or its successor organizations. Formally transferred employees will have their first date of employment recognized as it was posted in the district from which they were transferred. All employee certifications and provisional approvals will be posted on the seniority list. If employees share the same seniority date and a decision is needed as to which employee has more seniority, the basis of the decision will be first, the date formally employed by the Board; and second, a coin toss. The Association will designate a representative to observe the coin toss.

- B. Part-time employees who have achieved tenure will accrue seniority prorated according to their accumulated continuous FTE. An employee who has acquired tenure and who voluntarily moves to a part-time position at his/her request will not be required to resign in return for his/her assignment to the part-time position. Such employee will retain his/her tenure but will have no right to return to a full-time position unless there is a new or vacant position for which s/he is qualified.
- C. Periods of authorized leaves of absence and periods during which the employee is on recess shall not interrupt continuous service, but all such periods of leave other than for sick leave, FMLA, or other approved leaves less than sixty (60) school days shall not be counted in determining length of service.

### **7.14 Job Sharing**

Job sharing shall be defined as an employment arrangement proposed by two employees (each, a “partner”) or suggested by supervisors in which the partners share one position. One (1) position is defined as a full day assignment on a daily basis for one school year. A written proposal for job sharing will be considered under the following conditions:



- A. The written proposal for job sharing must be submitted for consideration to the Program Administrator and Director no later than March 1 of the year prior to the year for which the job sharing is proposed.
- B. The proposed job sharing will be in the best overall interest of the student(s), the program and member districts.
- C. The proposed job sharing is for a single entire school year. There will be no guarantee of job sharing or of employment in the same position with respect to the following school year.

Each of the partners is responsible for one half (1/2) of each regular school day (morning or afternoon) or the entire regular school day(s) each week mutually agreed upon with the Administration. Each of the partners will share responsibility for all other duties relating to the position, provided that both will attend all applicable building, district, and/or SASED program meetings, student IEP/MDC meetings, parent teacher conferences, staff trainings, program planning meetings and any other responsibilities specific to the position being shared.

- D. The salary of each partner will be prorated based upon the time worked by such partner during the job sharing. Benefits available to employees, including medical and other insurance, sick leave and other benefits and compensation, as well as accumulation of time for purposes of rights to move a step on the salary schedule and to add a year of seniority, will be prorated on the same basis between the partners.
- E. If one partner is unable to complete the job share, the other partner will be responsible for the position.
- F. Neither the job sharing proposal nor approval or disapproval of it is subject to the grievance procedure set forth in Article IV of this Agreement.

#### 7.15 Pay Periods

The maximum number of pay periods for employees shall be twenty-four (24). Pay periods shall be on the 15<sup>th</sup> and last day of the month.

#### 7.16 Supplies/Budgets

##### A. Classroom Supplies

Classroom supplies are defined as the consumable instructional materials used in the classroom to enhance the education of students. Classroom supplies exclude furniture, technology equipment, other equipment, textbooks, software, etc.

A formal system of communicating employee supply requests will be developed to ensure that employees have the opportunity to communicate their supply needs to their program

administrators. By March 1, program administrators will notify employees of the opportunity to submit a written request that specifies their supply needs for the next school term. In order for an employee's request to be considered, an employee is required to respond to this notice by March 31<sup>st</sup>. Program administrators will then consider the employees' requests and based upon the appropriateness of a request, program priorities and the availability of funds, the program administrators may grant approval for an employee's request. Employees will be notified of their Administrator's decision by June 30<sup>th</sup>.

For employees that are being transferred to a new or existing classroom, consideration will be made by the program administrator of the additional needs that might be associated with a change of grade level, program and/or locations.

**B. Reimbursement for Supplies**

If an employee receives approval to purchase supplies with the use of personal funds, then he/she can request an expedited reimbursement after the purchase has been completed.

Reimbursement can be expedited for employees when purchases accumulate to \$50.00 or less. If the reimbursement request is under \$50.00 and the employee requests an early reimbursement, it will be issued from the convenience account maintained by the program administrator. Otherwise, reimbursement will occur after the next scheduled board meeting. All purchases require the prior approval from the program administrator before the date of purchase. Failure to obtain prior approval may result in the denial of reimbursement of any purchase. Employees with cash advances will follow the alternate procedures associated with cash advances.

## **ARTICLE VIII--TERMINATION OF AGREEMENT**

**8.1 Savings Clause**

Should any article, section, or clause of this Agreement be declared illegal by a court of competent jurisdiction, or overturned by a newly adopted law, said article, section, or clause, as the case may be, shall be automatically deleted from this Agreement to the extent that it violated the law. The remaining articles, sections, and clauses shall remain full force effect for the duration of the Agreement if not affected by the deleted article, section or clause.

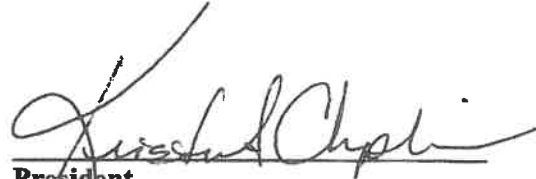
**8.2 Effective Date and Duration**

This Agreement shall be effective, to the extent feasible on the first teacher employment day of the 2026-2027 school term. This Agreement shall expire at 11:59 p.m. on the day prior to the commencement of the 2029-2030 school term based on the SASD school calendar.

IN WITNESS WHEREOF

\_\_\_\_\_  
**Chairperson**  
**Board of Directors, School Association**  
**for Special Education in DuPage**

\_\_\_\_\_  
**Date**

  
\_\_\_\_\_  
**President**  
**School Association for Special Education**  
**DuPage Education Association, IEA-NEA**

6/1/26  
\_\_\_\_\_  
**Date**

## APPENDIX A—HOURLY RATES

The Board will pay an employee for the following work outside the regular workday when directed and pre-approved by the Executive Director (or designee):

|                                                                                                   |      |
|---------------------------------------------------------------------------------------------------|------|
| Health and Safety Committee Work                                                                  | \$39 |
| Emergency Planning                                                                                | \$39 |
| Curriculum                                                                                        | \$39 |
| Consulting Teacher                                                                                | \$39 |
| Chaperone per IEP                                                                                 | \$39 |
| Bus Duty                                                                                          | \$39 |
| Attendance at SASSED-provided Professional Development (Outside of Work Day)*                     | \$30 |
| <i>* Not applicable to meetings held pursuant to Article VII, Section 7.3 (Required Meetings)</i> |      |

The amounts paid under this Appendix A shall be prorated by the quarter hour.

## APPENDIX B — ACTIVITY STIPENDS

The Board will pay an employee for the following work outside the regular workday when directed and pre-approved by the Executive Director (or designee):

|                                         |        |
|-----------------------------------------|--------|
| Rich Laren Day Coordinator              | \$400  |
| Teacher Leader                          | \$1200 |
| Parent Liaison                          | \$600  |
| Back-to-School Night                    | \$50   |
| Evening Parent Events                   | \$200  |
| DHH – SLI Inclusion Teacher             | \$6000 |
| Mentor (in accordance with Section 6.5) | \$800  |
| Mentor Coordinator                      | \$800  |
| Student Teacher Mentor                  | \$400  |

The above amounts shall be prorated if the employee does not complete the assigned activity for any reason.

This Appendix B shall be in effect for the 2026-2027 school year only, unless extended by agreement of the joint committee. The committee shall be comprised of equal members of the Administration and Association, shall complete a review of the activity expectations and stipend amounts by April 30, 2027, and shall decide whether/how to extend the stipends for future years. If there is no agreement of the joint committee by May 21, 2027, the stipends shall cease. Any agreed-upon changes shall be memorialized via a Memorandum of Understanding.

**FY27 BMS - 195 WORK DAYS**

| Step             | MS         | MS+15      | MS+30      | MS+45      | DR         |
|------------------|------------|------------|------------|------------|------------|
| 1                | 67,915     | 68,516     | 69,718     | 70,921     | 72,123     |
| 2                | 70,319     | 70,921     | 72,724     | 73,926     | 75,128     |
| 3                | 72,724     | 73,325     | 75,729     | 76,931     | 78,133     |
| 4                | 75,128     | 75,729     | 78,734     | 79,936     | 81,138     |
| 5                | 77,532     | 78,734     | 81,739     | 82,941     | 84,744     |
| 6                | 79,936     | 81,138     | 84,744     | 85,946     | 88,350     |
| 7                | 82,340     | 84,143     | 87,749     | 88,951     | 91,956     |
| 8                | 84,744     | 86,547     | 90,754     | 91,956     | 95,562     |
| 9                | 87,148     | 89,552     | 93,759     | 94,961     | 99,169     |
| 10               | 89,552     | 91,956     | 97,365     | 98,567     | 102,775    |
| 11               | 91,956     | 94,961     | 100,371    | 102,174    | 106,381    |
| 12               | 94,360     | 97,365     | 103,977    | 105,780    | 109,987    |
| 13               | 96,764     | 100,371    | 106,982    | 109,386    | 113,593    |
| 14               | 99,169     | 102,775    | 110,588    | 112,992    | 117,199    |
| 15               | 101,573    | 105,780    | 113,593    | 116,598    | 120,805    |
| 16               | 103,977    | 108,785    | 117,199    | 120,204    | 125,012    |
| 17               | 105,179    | 109,987    | 117,874    | 120,929    | 125,762    |
| 18               | 105,774    | 111,189    | 118,549    | 121,654    | 126,512    |
| 19               | 106,369    | 111,784    | 119,224    | 122,379    | 127,262    |
| 20               | 106,964    | 112,379    | 119,899    | 123,104    | 128,012    |
| 21               | 107,559    | 112,974    | 120,574    | 123,829    | 128,762    |
| 22               | 108,154    | 113,569    | 121,249    | 124,554    | 129,512    |
| 23               | 108,749    | 114,164    | 121,924    | 125,279    | 130,262    |
| 24               | 109,344    | 114,759    | 122,599    | 126,004    | 131,012    |
| 25               | 109,939    | 115,354    | 123,274    | 126,729    | 131,762    |
| 26               | 110,534    | 115,949    | 123,949    | 127,454    | 132,512    |
| 27               | 111,129    | 116,544    | 124,624    | 128,179    | 133,262    |
| 28               | 111,724    | 117,139    | 125,299    | 128,904    | 134,012    |
| 29               | 112,319    | 117,734    | 125,974    | 129,629    | 134,762    |
| 30               | 112,914    | 118,329    | 126,649    | 130,354    | 135,512    |
| 31               | 113,509    | 118,924    | 127,324    | 131,079    | 136,262    |
| 32               | 114,104    | 119,519    | 127,999    | 131,804    | 137,012    |
| 33               | 114,699    | 120,114    | 128,674    | 132,529    | 137,762    |
| 34               | 115,294    | 120,709    | 129,349    | 133,254    | 138,512    |
| 35               | 115,889    | 121,304    | 130,024    | 133,979    | 139,262    |
| 36               | 116,484    | 121,899    | 130,699    | 134,704    | 140,012    |
| 37               | 117,079    | 122,494    | 131,374    | 135,429    | 140,762    |
| 38               | 117,674    | 123,089    | 132,049    | 136,154    | 141,512    |
| 39               | 118,269    | 123,684    | 132,724    | 136,879    | 142,262    |
|                  |            |            |            |            |            |
| <b>Longevity</b> | <b>595</b> | <b>595</b> | <b>675</b> | <b>725</b> | <b>750</b> |

**FY28 BMS - 195 WORK DAYS**

| Step      | MS      | MS+15   | MS+30   | MS+45   | DR      |
|-----------|---------|---------|---------|---------|---------|
| 1         | 68,934  | 69,544  | 70,764  | 71,984  | 73,204  |
| 2         | 71,374  | 71,984  | 73,814  | 75,034  | 76,255  |
| 3         | 73,814  | 74,424  | 76,865  | 78,085  | 79,305  |
| 4         | 76,255  | 76,865  | 79,915  | 81,135  | 82,355  |
| 5         | 78,695  | 79,915  | 82,965  | 84,185  | 86,015  |
| 6         | 81,135  | 82,355  | 86,015  | 87,235  | 89,675  |
| 7         | 83,575  | 85,405  | 89,065  | 90,285  | 93,336  |
| 8         | 86,015  | 87,845  | 92,116  | 93,336  | 96,996  |
| 9         | 88,455  | 90,895  | 95,166  | 96,386  | 100,656 |
| 10        | 90,895  | 93,336  | 98,826  | 100,046 | 104,316 |
| 11        | 93,336  | 96,386  | 101,876 | 103,706 | 107,976 |
| 12        | 95,776  | 98,826  | 105,536 | 107,366 | 111,637 |
| 13        | 98,216  | 101,876 | 108,587 | 111,027 | 115,297 |
| 14        | 100,656 | 104,316 | 112,247 | 114,687 | 118,957 |
| 15        | 103,096 | 107,366 | 115,297 | 118,347 | 122,617 |
| 16        | 105,536 | 110,417 | 118,957 | 122,007 | 126,888 |
| 17        | 106,756 | 111,637 | 119,632 | 122,732 | 127,638 |
| 18        | 107,351 | 112,857 | 120,307 | 123,457 | 128,388 |
| 19        | 107,946 | 113,452 | 120,982 | 124,182 | 129,138 |
| 20        | 108,541 | 114,047 | 121,657 | 124,907 | 129,888 |
| 21        | 109,136 | 114,642 | 122,332 | 125,632 | 130,638 |
| 22        | 109,731 | 115,237 | 123,007 | 126,357 | 131,388 |
| 23        | 110,326 | 115,832 | 123,682 | 127,082 | 132,138 |
| 24        | 110,921 | 116,427 | 124,357 | 127,807 | 132,888 |
| 25        | 111,516 | 117,022 | 125,032 | 128,532 | 133,638 |
| 26        | 112,111 | 117,617 | 125,707 | 129,257 | 134,388 |
| 27        | 112,706 | 118,212 | 126,382 | 129,982 | 135,138 |
| 28        | 113,301 | 118,807 | 127,057 | 130,707 | 135,888 |
| 29        | 113,896 | 119,402 | 127,732 | 131,432 | 136,638 |
| 30        | 114,491 | 119,997 | 128,407 | 132,157 | 137,388 |
| 31        | 115,086 | 120,592 | 129,082 | 132,882 | 138,138 |
| 32        | 115,681 | 121,187 | 129,757 | 133,607 | 138,888 |
| 33        | 116,276 | 121,782 | 130,432 | 134,332 | 139,638 |
| 34        | 116,871 | 122,377 | 131,107 | 135,057 | 140,388 |
| 35        | 117,466 | 122,972 | 131,782 | 135,782 | 141,138 |
| 36        | 118,061 | 123,567 | 132,457 | 136,507 | 141,888 |
| 37        | 118,656 | 124,162 | 133,132 | 137,232 | 142,638 |
| 38        | 119,251 | 124,757 | 133,807 | 137,957 | 143,388 |
| 39        | 119,846 | 125,352 | 134,482 | 138,682 | 144,138 |
| Longevity | 595     | 595     | 675     | 725     | 750     |

**FY29 BMS - 195 WORK DAYS**

| Step             | MS         | MS+15      | MS+30      | MS+45      | DR         |
|------------------|------------|------------|------------|------------|------------|
| 1                | 69,968     | 70,587     | 71,826     | 73,064     | 74,302     |
| 2                | 72,445     | 73,064     | 74,922     | 76,160     | 77,398     |
| 3                | 74,922     | 75,541     | 78,018     | 79,256     | 80,494     |
| 4                | 77,398     | 78,018     | 81,114     | 82,352     | 83,590     |
| 5                | 79,875     | 81,114     | 84,209     | 85,448     | 87,305     |
| 6                | 82,352     | 83,590     | 87,305     | 88,544     | 91,021     |
| 7                | 84,829     | 86,686     | 90,401     | 91,640     | 94,736     |
| 8                | 87,305     | 89,163     | 93,497     | 94,736     | 98,451     |
| 9                | 89,782     | 92,259     | 96,593     | 97,832     | 102,166    |
| 10               | 92,259     | 94,736     | 100,308    | 101,547    | 105,881    |
| 11               | 94,736     | 97,832     | 103,404    | 105,262    | 109,596    |
| 12               | 97,212     | 100,308    | 107,119    | 108,977    | 113,311    |
| 13               | 99,689     | 103,404    | 110,215    | 112,692    | 117,026    |
| 14               | 102,166    | 105,881    | 113,930    | 116,407    | 120,741    |
| 15               | 104,643    | 108,977    | 117,026    | 120,122    | 124,457    |
| 16               | 107,119    | 112,073    | 120,741    | 123,837    | 128,791    |
| 17               | 108,358    | 113,311    | 121,416    | 124,562    | 129,541    |
| 18               | 108,953    | 114,550    | 122,091    | 125,287    | 130,291    |
| 19               | 109,548    | 115,145    | 122,766    | 126,012    | 131,041    |
| 20               | 110,143    | 115,740    | 123,441    | 126,737    | 131,791    |
| 21               | 110,738    | 116,335    | 124,116    | 127,462    | 132,541    |
| 22               | 111,333    | 116,930    | 124,791    | 128,187    | 133,291    |
| 23               | 111,928    | 117,525    | 125,466    | 128,912    | 134,041    |
| 24               | 112,523    | 118,120    | 126,141    | 129,637    | 134,791    |
| 25               | 113,118    | 118,715    | 126,816    | 130,362    | 135,541    |
| 26               | 113,713    | 119,310    | 127,491    | 131,087    | 136,291    |
| 27               | 114,308    | 119,905    | 128,166    | 131,812    | 137,041    |
| 28               | 114,903    | 120,500    | 128,841    | 132,537    | 137,791    |
| 29               | 115,498    | 121,095    | 129,516    | 133,262    | 138,541    |
| 30               | 116,093    | 121,690    | 130,191    | 133,987    | 139,291    |
| 31               | 116,688    | 122,285    | 130,866    | 134,712    | 140,041    |
| 32               | 117,283    | 122,880    | 131,541    | 135,437    | 140,791    |
| 33               | 117,878    | 123,475    | 132,216    | 136,162    | 141,541    |
| 34               | 118,473    | 124,070    | 132,891    | 136,887    | 142,291    |
| 35               | 119,068    | 124,665    | 133,566    | 137,612    | 143,041    |
| 36               | 119,663    | 125,260    | 134,241    | 138,337    | 143,791    |
| 37               | 120,258    | 125,855    | 134,916    | 139,062    | 144,541    |
| 38               | 120,853    | 126,450    | 135,591    | 139,787    | 145,291    |
| 39               | 121,448    | 127,045    | 136,266    | 140,512    | 146,041    |
|                  |            |            |            |            |            |
| <b>Longevity</b> | <b>595</b> | <b>595</b> | <b>675</b> | <b>725</b> | <b>750</b> |



**FY27 TEACHER/O&M - 184 WORK DAYS**

| Step      | BS     | BS+12  | BS+18  | BS+24   | MS      | MS+9    | MS+15   | MS+30   | MS+45   |
|-----------|--------|--------|--------|---------|---------|---------|---------|---------|---------|
| 1         | 55,411 | 57,627 | 58,736 | 60,398  | 62,614  | 63,168  | 64,277  | 65,385  | 66,493  |
| 2         | 57,073 | 59,290 | 60,398 | 62,060  | 64,831  | 65,385  | 67,047  | 68,155  | 69,264  |
| 3         | 58,736 | 60,952 | 62,060 | 63,723  | 67,047  | 67,601  | 69,818  | 70,926  | 72,034  |
| 4         | 60,398 | 62,614 | 63,723 | 65,385  | 69,264  | 69,818  | 72,588  | 73,696  | 74,805  |
| 5         | 62,060 | 64,277 | 65,385 | 67,047  | 71,480  | 72,588  | 75,359  | 76,467  | 78,129  |
| 6         | 63,723 | 65,939 | 67,047 | 69,264  | 73,696  | 74,805  | 78,129  | 79,238  | 81,454  |
| 7         | 65,385 | 67,601 | 68,709 | 70,926  | 75,913  | 77,575  | 80,900  | 82,008  | 84,779  |
| 8         | 67,047 | 69,264 | 70,372 | 73,142  | 78,129  | 79,792  | 83,670  | 84,779  | 88,103  |
| 9         | 68,709 | 70,926 | 72,034 | 74,805  | 80,346  | 82,562  | 86,441  | 87,549  | 91,428  |
| 10        | 70,372 | 72,588 | 73,696 | 77,021  | 82,562  | 84,779  | 89,766  | 90,874  | 94,753  |
| 11        | 70,372 | 74,251 | 75,359 | 78,683  | 84,779  | 87,549  | 92,536  | 94,198  | 98,077  |
| 12        | 70,372 | 75,913 | 77,021 | 80,900  | 86,995  | 89,766  | 95,861  | 97,523  | 101,402 |
| 13        | 70,372 | 75,913 | 78,683 | 82,562  | 89,212  | 92,536  | 98,631  | 100,848 | 104,727 |
| 14        | 70,372 | 75,913 | 80,346 | 84,779  | 91,428  | 94,753  | 101,956 | 104,172 | 108,051 |
| 15        | 70,372 | 75,913 | 82,008 | 86,995  | 93,644  | 97,523  | 104,727 | 107,497 | 111,376 |
| 16        | 70,372 | 75,913 | 82,508 | 89,212  | 95,861  | 100,294 | 108,051 | 110,822 | 115,255 |
| 17        | 70,372 | 75,913 | 83,008 | 91,982  | 96,969  | 101,402 | 108,726 | 111,547 | 116,005 |
| 18        | 70,372 | 75,913 | 83,508 | 92,482  | 97,564  | 102,510 | 109,401 | 112,272 | 116,755 |
| 19        | 70,372 | 75,913 | 84,008 | 92,982  | 98,159  | 103,105 | 110,076 | 112,997 | 117,505 |
| 20        | 70,372 | 75,913 | 84,508 | 93,482  | 98,754  | 103,700 | 110,751 | 113,722 | 118,255 |
| 21        | 70,372 | 75,913 | 85,008 | 93,982  | 99,349  | 104,295 | 111,426 | 114,447 | 119,005 |
| 22        | 70,372 | 75,913 | 85,508 | 94,482  | 99,944  | 104,890 | 112,101 | 115,172 | 119,755 |
| 23        | 70,372 | 75,913 | 86,008 | 94,982  | 100,539 | 105,485 | 112,776 | 115,897 | 120,505 |
| 24        | 70,372 | 75,913 | 86,508 | 95,482  | 101,134 | 106,080 | 113,451 | 116,622 | 121,255 |
| 25        | 70,372 | 75,913 | 87,008 | 95,982  | 101,729 | 106,675 | 114,126 | 117,347 | 122,005 |
| 26        | 70,372 | 75,913 | 87,508 | 96,482  | 102,324 | 107,270 | 114,801 | 118,072 | 122,755 |
| 27        | 70,372 | 75,913 | 88,008 | 96,982  | 102,919 | 107,865 | 115,476 | 118,797 | 123,505 |
| 28        | 70,372 | 75,913 | 88,508 | 97,482  | 103,514 | 108,460 | 116,151 | 119,522 | 124,255 |
| 29        | 70,372 | 75,913 | 89,008 | 97,982  | 104,109 | 109,055 | 116,826 | 120,247 | 125,005 |
| 30        | 70,372 | 75,913 | 89,508 | 98,482  | 104,704 | 109,650 | 117,501 | 120,972 | 125,755 |
| 31        | 70,372 | 75,913 | 90,008 | 98,982  | 105,299 | 110,245 | 118,176 | 121,697 | 126,505 |
| 32        | 70,372 | 75,913 | 90,508 | 99,482  | 105,894 | 110,840 | 118,851 | 122,422 | 127,255 |
| 33        | 70,372 | 75,913 | 91,008 | 99,982  | 106,489 | 111,435 | 119,526 | 123,147 | 128,005 |
| 34        | 70,372 | 75,913 | 91,508 | 100,482 | 107,084 | 112,030 | 120,201 | 123,872 | 128,755 |
| 35        | 70,372 | 75,913 | 92,008 | 100,982 | 107,679 | 112,625 | 120,876 | 124,597 | 129,505 |
| 36        | 70,372 | 75,913 | 92,508 | 101,482 | 108,274 | 113,220 | 121,551 | 125,322 | 130,255 |
| 37        | 70,372 | 75,913 | 93,008 | 101,982 | 108,869 | 113,815 | 122,226 | 126,047 | 131,005 |
| 38        | 70,372 | 75,913 | 93,508 | 102,482 | 109,464 | 114,410 | 122,901 | 126,772 | 131,755 |
| 39        | 70,372 | 75,913 | 94,008 | 102,982 | 110,059 | 115,005 | 123,576 | 127,497 | 132,505 |
| Longevity | 0      | 0      | 500    | 500     | 595     | 595     | 675     | 725     | 750     |

**FY28 TEACHER/O&M - 184 WORK DAYS**

| Step      | BS     | BS+12  | BS+18  | BS+24   | MS      | MS+9    | MS+15   | MS+30   | MS+45   |
|-----------|--------|--------|--------|---------|---------|---------|---------|---------|---------|
| 1         | 56,242 | 58,492 | 59,617 | 61,304  | 63,554  | 64,116  | 65,241  | 66,366  | 67,490  |
| 2         | 57,929 | 60,179 | 61,304 | 62,991  | 65,803  | 66,366  | 68,053  | 69,178  | 70,303  |
| 3         | 59,617 | 61,866 | 62,991 | 64,678  | 68,053  | 68,615  | 70,865  | 71,990  | 73,115  |
| 4         | 61,304 | 63,554 | 64,678 | 66,366  | 70,303  | 70,865  | 73,677  | 74,802  | 75,927  |
| 5         | 62,991 | 65,241 | 66,366 | 68,053  | 72,552  | 73,677  | 76,489  | 77,614  | 79,301  |
| 6         | 64,678 | 66,928 | 68,053 | 70,303  | 74,802  | 75,927  | 79,301  | 80,426  | 82,676  |
| 7         | 66,366 | 68,615 | 69,740 | 71,990  | 77,052  | 78,739  | 82,113  | 83,238  | 86,050  |
| 8         | 68,053 | 70,303 | 71,427 | 74,239  | 79,301  | 80,989  | 84,925  | 86,050  | 89,425  |
| 9         | 69,740 | 71,990 | 73,115 | 75,927  | 81,551  | 83,801  | 87,738  | 88,862  | 92,799  |
| 10        | 71,427 | 73,677 | 74,802 | 78,176  | 83,801  | 86,050  | 91,112  | 92,237  | 96,174  |
| 11        | 71,427 | 75,364 | 76,489 | 79,864  | 86,050  | 88,862  | 93,924  | 95,611  | 99,548  |
| 12        | 71,427 | 77,052 | 78,176 | 82,113  | 88,300  | 91,112  | 97,299  | 98,986  | 102,923 |
| 13        | 71,427 | 77,052 | 79,864 | 83,801  | 90,550  | 93,924  | 100,111 | 102,361 | 106,297 |
| 14        | 71,427 | 77,052 | 81,551 | 86,050  | 92,799  | 96,174  | 103,485 | 105,735 | 109,672 |
| 15        | 71,427 | 77,052 | 83,238 | 88,300  | 95,049  | 98,986  | 106,297 | 109,110 | 113,047 |
| 16        | 71,427 | 77,052 | 83,738 | 90,550  | 97,299  | 101,798 | 109,672 | 112,484 | 116,983 |
| 17        | 71,427 | 77,052 | 84,238 | 93,362  | 98,424  | 102,923 | 110,347 | 113,209 | 117,733 |
| 18        | 71,427 | 77,052 | 84,738 | 93,862  | 99,019  | 104,048 | 111,022 | 113,934 | 118,483 |
| 19        | 71,427 | 77,052 | 85,238 | 94,362  | 99,614  | 104,643 | 111,697 | 114,659 | 119,233 |
| 20        | 71,427 | 77,052 | 85,738 | 94,862  | 100,209 | 105,238 | 112,372 | 115,384 | 119,983 |
| 21        | 71,427 | 77,052 | 86,238 | 95,362  | 100,804 | 105,833 | 113,047 | 116,109 | 120,733 |
| 22        | 71,427 | 77,052 | 86,738 | 95,862  | 101,399 | 106,428 | 113,722 | 116,834 | 121,483 |
| 23        | 71,427 | 77,052 | 87,238 | 96,362  | 101,994 | 107,023 | 114,397 | 117,559 | 122,233 |
| 24        | 71,427 | 77,052 | 87,738 | 96,862  | 102,589 | 107,618 | 115,072 | 118,284 | 122,983 |
| 25        | 71,427 | 77,052 | 88,238 | 97,362  | 103,184 | 108,213 | 115,747 | 119,009 | 123,733 |
| 26        | 71,427 | 77,052 | 88,738 | 97,862  | 103,779 | 108,808 | 116,422 | 119,734 | 124,483 |
| 27        | 71,427 | 77,052 | 89,238 | 98,362  | 104,374 | 109,403 | 117,097 | 120,459 | 125,233 |
| 28        | 71,427 | 77,052 | 89,738 | 98,862  | 104,969 | 109,998 | 117,772 | 121,184 | 125,983 |
| 29        | 71,427 | 77,052 | 90,238 | 99,362  | 105,564 | 110,593 | 118,447 | 121,909 | 126,733 |
| 30        | 71,427 | 77,052 | 90,738 | 99,862  | 106,159 | 111,188 | 119,122 | 122,634 | 127,483 |
| 31        | 71,427 | 77,052 | 91,238 | 100,362 | 106,754 | 111,783 | 119,797 | 123,359 | 128,233 |
| 32        | 71,427 | 77,052 | 91,738 | 100,862 | 107,349 | 112,378 | 120,472 | 124,084 | 128,983 |
| 33        | 71,427 | 77,052 | 92,238 | 101,362 | 107,944 | 112,973 | 121,147 | 124,809 | 129,733 |
| 34        | 71,427 | 77,052 | 92,738 | 101,862 | 108,539 | 113,568 | 121,822 | 125,534 | 130,483 |
| 35        | 71,427 | 77,052 | 93,238 | 102,362 | 109,134 | 114,163 | 122,497 | 126,259 | 131,233 |
| 36        | 71,427 | 77,052 | 93,738 | 102,862 | 109,729 | 114,758 | 123,172 | 126,984 | 131,983 |
| 37        | 71,427 | 77,052 | 94,238 | 103,362 | 110,324 | 115,353 | 123,847 | 127,709 | 132,733 |
| 38        | 71,427 | 77,052 | 94,738 | 103,862 | 110,919 | 115,948 | 124,522 | 128,434 | 133,483 |
| 39        | 71,427 | 77,052 | 95,238 | 104,362 | 111,514 | 116,543 | 125,197 | 129,159 | 134,233 |
|           |        |        |        |         |         |         |         |         |         |
| Longevity | 0      | 0      | 500    | 500     | 595     | 595     | 675     | 725     | 750     |

**FY29 TEACHER/O&M - 184 WORK DAYS**

| Step      | BS     | BS+12  | BS+18  | BS+24   | MS      | MS+9    | MS+15   | MS+30   | MS+45   |
|-----------|--------|--------|--------|---------|---------|---------|---------|---------|---------|
| 1         | 57,086 | 59,369 | 60,511 | 62,223  | 64,507  | 65,078  | 66,219  | 67,361  | 68,503  |
| 2         | 58,798 | 61,082 | 62,223 | 63,936  | 66,790  | 67,361  | 69,074  | 70,215  | 71,357  |
| 3         | 60,511 | 62,794 | 63,936 | 65,649  | 69,074  | 69,645  | 71,928  | 73,070  | 74,211  |
| 4         | 62,223 | 64,507 | 65,649 | 67,361  | 71,357  | 71,928  | 74,782  | 75,924  | 77,066  |
| 5         | 63,936 | 66,219 | 67,361 | 69,074  | 73,641  | 74,782  | 77,637  | 78,778  | 80,491  |
| 6         | 65,649 | 67,932 | 69,074 | 71,357  | 75,924  | 77,066  | 80,491  | 81,633  | 83,916  |
| 7         | 67,361 | 69,645 | 70,786 | 73,070  | 78,207  | 79,920  | 83,345  | 84,487  | 87,341  |
| 8         | 69,074 | 71,357 | 72,499 | 75,353  | 80,491  | 82,203  | 86,199  | 87,341  | 90,766  |
| 9         | 70,786 | 73,070 | 74,211 | 77,066  | 82,774  | 85,058  | 89,054  | 90,195  | 94,191  |
| 10        | 72,499 | 74,782 | 75,924 | 79,349  | 85,058  | 87,341  | 92,479  | 93,621  | 97,617  |
| 11        | 72,499 | 76,495 | 77,637 | 81,062  | 87,341  | 90,195  | 95,333  | 97,046  | 101,042 |
| 12        | 72,499 | 78,207 | 79,349 | 83,345  | 89,625  | 92,479  | 98,758  | 100,471 | 104,467 |
| 13        | 72,499 | 78,207 | 81,062 | 85,058  | 91,908  | 95,333  | 101,612 | 103,896 | 107,892 |
| 14        | 72,499 | 78,207 | 82,774 | 87,341  | 94,191  | 97,617  | 105,038 | 107,321 | 111,317 |
| 15        | 72,499 | 78,207 | 84,487 | 89,625  | 96,475  | 100,471 | 107,892 | 110,746 | 114,742 |
| 16        | 72,499 | 78,207 | 84,987 | 91,908  | 98,758  | 103,325 | 111,317 | 114,171 | 118,738 |
| 17        | 72,499 | 78,207 | 85,487 | 94,762  | 99,900  | 104,467 | 111,992 | 114,896 | 119,488 |
| 18        | 72,499 | 78,207 | 85,987 | 95,262  | 100,495 | 105,608 | 112,667 | 115,621 | 120,238 |
| 19        | 72,499 | 78,207 | 86,487 | 95,762  | 101,090 | 106,203 | 113,342 | 116,346 | 120,988 |
| 20        | 72,499 | 78,207 | 86,987 | 96,262  | 101,685 | 106,798 | 114,017 | 117,071 | 121,738 |
| 21        | 72,499 | 78,207 | 87,487 | 96,762  | 102,280 | 107,393 | 114,692 | 117,796 | 122,488 |
| 22        | 72,499 | 78,207 | 87,987 | 97,262  | 102,875 | 107,988 | 115,367 | 118,521 | 123,238 |
| 23        | 72,499 | 78,207 | 88,487 | 97,762  | 103,470 | 108,583 | 116,042 | 119,246 | 123,988 |
| 24        | 72,499 | 78,207 | 88,987 | 98,262  | 104,065 | 109,178 | 116,717 | 119,971 | 124,738 |
| 25        | 72,499 | 78,207 | 89,487 | 98,762  | 104,660 | 109,773 | 117,392 | 120,696 | 125,488 |
| 26        | 72,499 | 78,207 | 89,987 | 99,262  | 105,255 | 110,368 | 118,067 | 121,421 | 126,238 |
| 27        | 72,499 | 78,207 | 90,487 | 99,762  | 105,850 | 110,963 | 118,742 | 122,146 | 126,988 |
| 28        | 72,499 | 78,207 | 90,987 | 100,262 | 106,445 | 111,558 | 119,417 | 122,871 | 127,738 |
| 29        | 72,499 | 78,207 | 91,487 | 100,762 | 107,040 | 112,153 | 120,092 | 123,596 | 128,488 |
| 30        | 72,499 | 78,207 | 91,987 | 101,262 | 107,635 | 112,748 | 120,767 | 124,321 | 129,238 |
| 31        | 72,499 | 78,207 | 92,487 | 101,762 | 108,230 | 113,343 | 121,442 | 125,046 | 129,988 |
| 32        | 72,499 | 78,207 | 92,987 | 102,262 | 108,825 | 113,938 | 122,117 | 125,771 | 130,738 |
| 33        | 72,499 | 78,207 | 93,487 | 102,762 | 109,420 | 114,533 | 122,792 | 126,496 | 131,488 |
| 34        | 72,499 | 78,207 | 93,987 | 103,262 | 110,015 | 115,128 | 123,467 | 127,221 | 132,238 |
| 35        | 72,499 | 78,207 | 94,487 | 103,762 | 110,610 | 115,723 | 124,142 | 127,946 | 132,988 |
| 36        | 72,499 | 78,207 | 94,987 | 104,262 | 111,205 | 116,318 | 124,817 | 128,671 | 133,738 |
| 37        | 72,499 | 78,207 | 95,487 | 104,762 | 111,800 | 116,913 | 125,492 | 129,396 | 134,488 |
| 38        | 72,499 | 78,207 | 95,987 | 105,262 | 112,395 | 117,508 | 126,167 | 130,121 | 135,238 |
| 39        | 72,499 | 78,207 | 96,487 | 105,762 | 112,990 | 118,103 | 126,842 | 130,846 | 135,988 |
| Longevity | 0      | 0      | 500    | 500     | 595     | 595     | 675     | 725     | 750     |

**FY27 SW-PSYCH-NURSES - 189 WORK DAYS**

| <b>Step</b>      | <b>BS</b> | <b>BS+24</b> | <b>MS</b>  | <b>MS+15</b> | <b>MS+30</b> | <b>MS+45</b> |
|------------------|-----------|--------------|------------|--------------|--------------|--------------|
| 1                | 58,246    | 63,488       | 65,818     | 66,400       | 67,565       | 68,730       |
| 2                | 59,993    | 65,235       | 68,148     | 68,730       | 70,477       | 71,642       |
| 3                | 61,741    | 66,983       | 70,477     | 71,060       | 73,390       | 74,555       |
| 4                | 63,488    | 68,730       | 72,807     | 73,390       | 76,302       | 77,467       |
| 5                | 65,235    | 70,477       | 75,137     | 76,302       | 79,214       | 80,379       |
| 6                | 66,983    | 72,807       | 77,467     | 78,632       | 82,127       | 83,291       |
| 7                | 68,730    | 74,555       | 79,797     | 81,544       | 85,039       | 86,204       |
| 8                | 70,477    | 76,884       | 82,127     | 83,874       | 87,951       | 89,116       |
| 9                | 72,225    | 78,632       | 84,456     | 86,786       | 90,863       | 92,028       |
| 10               | 73,972    | 80,962       | 86,786     | 89,116       | 94,358       | 95,523       |
| 11               | 73,972    | 82,709       | 89,116     | 92,028       | 97,270       | 99,018       |
| 12               | 73,972    | 85,039       | 91,446     | 94,358       | 100,765      | 102,513      |
| 13               | 73,972    | 86,786       | 93,776     | 97,270       | 103,677      | 106,007      |
| 14               | 73,972    | 89,116       | 96,106     | 99,600       | 107,172      | 109,502      |
| 15               | 73,972    | 91,446       | 98,435     | 102,513      | 110,085      | 112,997      |
| 16               | 73,972    | 93,776       | 100,765    | 105,425      | 113,579      | 116,492      |
| 17               | 73,972    | 96,688       | 101,930    | 106,590      | 114,254      | 117,217      |
| 18               | 73,972    | 97,188       | 102,525    | 107,755      | 114,929      | 117,942      |
| 19               | 73,972    | 97,688       | 103,120    | 108,350      | 115,604      | 118,667      |
| 20               | 73,972    | 98,188       | 103,715    | 108,945      | 116,279      | 119,392      |
| 21               | 73,972    | 98,688       | 104,310    | 109,540      | 116,954      | 120,117      |
| 22               | 73,972    | 99,188       | 104,905    | 110,135      | 117,629      | 120,842      |
| 23               | 73,972    | 99,688       | 105,500    | 110,730      | 118,304      | 121,567      |
| 24               | 73,972    | 100,188      | 106,095    | 111,325      | 118,979      | 122,292      |
| 25               | 73,972    | 100,688      | 106,690    | 111,920      | 119,654      | 123,017      |
| 26               | 73,972    | 101,188      | 107,285    | 112,515      | 120,329      | 123,742      |
| 27               | 73,972    | 101,688      | 107,880    | 113,110      | 121,004      | 124,467      |
| 28               | 73,972    | 102,188      | 108,475    | 113,705      | 121,679      | 125,192      |
| 29               | 73,972    | 102,688      | 109,070    | 114,300      | 122,354      | 125,917      |
| 30               | 73,972    | 103,188      | 109,665    | 114,895      | 123,029      | 126,642      |
| 31               | 73,972    | 103,688      | 110,260    | 115,490      | 123,704      | 127,367      |
| 32               | 73,972    | 104,188      | 110,855    | 116,085      | 124,379      | 128,092      |
| 33               | 73,972    | 104,688      | 111,450    | 116,680      | 125,054      | 128,817      |
| 34               | 73,972    | 105,188      | 112,045    | 117,275      | 125,729      | 129,542      |
| 35               | 73,972    | 105,688      | 112,640    | 117,870      | 126,404      | 130,267      |
| 36               | 73,972    | 106,188      | 113,235    | 118,465      | 127,079      | 130,992      |
| 37               | 73,972    | 106,688      | 113,830    | 119,060      | 127,754      | 131,717      |
| 38               | 73,972    | 107,188      | 114,425    | 119,655      | 128,429      | 132,442      |
| 39               | 73,972    | 107,688      | 115,020    | 120,250      | 129,104      | 133,167      |
|                  |           |              |            |              |              |              |
| <b>Longevity</b> | <b>0</b>  | <b>500</b>   | <b>595</b> | <b>595</b>   | <b>675</b>   | <b>725</b>   |

**FY28 SW-PSYCH-NURSES - 189 WORK DAYS**

| <b>Step</b>      | <b>BS</b> | <b>BS+24</b> | <b>MS</b>  | <b>MS+15</b> | <b>MS+30</b> | <b>MS+45</b> |
|------------------|-----------|--------------|------------|--------------|--------------|--------------|
| 1                | 59,119    | 64,440       | 66,805     | 67,396       | 68,579       | 69,761       |
| 2                | 60,893    | 66,214       | 69,170     | 69,761       | 71,535       | 72,717       |
| 3                | 62,667    | 67,987       | 71,535     | 72,126       | 74,491       | 75,673       |
| 4                | 64,440    | 69,761       | 73,899     | 74,491       | 77,446       | 78,629       |
| 5                | 66,214    | 71,535       | 76,264     | 77,446       | 80,402       | 81,585       |
| 6                | 67,987    | 73,899       | 78,629     | 79,811       | 83,358       | 84,541       |
| 7                | 69,761    | 75,673       | 80,994     | 82,767       | 86,314       | 87,497       |
| 8                | 71,535    | 78,038       | 83,358     | 85,132       | 89,270       | 90,453       |
| 9                | 73,308    | 79,811       | 85,723     | 88,088       | 92,226       | 93,409       |
| 10               | 75,082    | 82,176       | 88,088     | 90,453       | 95,774       | 96,956       |
| 11               | 75,082    | 83,950       | 90,453     | 93,409       | 98,730       | 100,503      |
| 12               | 75,082    | 86,314       | 92,818     | 95,774       | 102,277      | 104,050      |
| 13               | 75,082    | 88,088       | 95,182     | 98,730       | 105,233      | 107,597      |
| 14               | 75,082    | 90,453       | 97,547     | 101,094      | 108,780      | 111,145      |
| 15               | 75,082    | 92,818       | 99,912     | 104,050      | 111,736      | 114,692      |
| 16               | 75,082    | 95,182       | 102,277    | 107,006      | 115,283      | 118,239      |
| 17               | 75,082    | 98,138       | 103,459    | 108,189      | 115,958      | 118,964      |
| 18               | 75,082    | 98,638       | 104,054    | 109,371      | 116,633      | 119,689      |
| 19               | 75,082    | 99,138       | 104,649    | 109,966      | 117,308      | 120,414      |
| 20               | 75,082    | 99,638       | 105,244    | 110,561      | 117,983      | 121,139      |
| 21               | 75,082    | 100,138      | 105,839    | 111,156      | 118,658      | 121,864      |
| 22               | 75,082    | 100,638      | 106,434    | 111,751      | 119,333      | 122,589      |
| 23               | 75,082    | 101,138      | 107,029    | 112,346      | 120,008      | 123,314      |
| 24               | 75,082    | 101,638      | 107,624    | 112,941      | 120,683      | 124,039      |
| 25               | 75,082    | 102,138      | 108,219    | 113,536      | 121,358      | 124,764      |
| 26               | 75,082    | 102,638      | 108,814    | 114,131      | 122,033      | 125,489      |
| 27               | 75,082    | 103,138      | 109,409    | 114,726      | 122,708      | 126,214      |
| 28               | 75,082    | 103,638      | 110,004    | 115,321      | 123,383      | 126,939      |
| 29               | 75,082    | 104,138      | 110,599    | 115,916      | 124,058      | 127,664      |
| 30               | 75,082    | 104,638      | 111,194    | 116,511      | 124,733      | 128,389      |
| 31               | 75,082    | 105,138      | 111,789    | 117,106      | 125,408      | 129,114      |
| 32               | 75,082    | 105,638      | 112,384    | 117,701      | 126,083      | 129,839      |
| 33               | 75,082    | 106,138      | 112,979    | 118,296      | 126,758      | 130,564      |
| 34               | 75,082    | 106,638      | 113,574    | 118,891      | 127,433      | 131,289      |
| 35               | 75,082    | 107,138      | 114,169    | 119,486      | 128,108      | 132,014      |
| 36               | 75,082    | 107,638      | 114,764    | 120,081      | 128,783      | 132,739      |
| 37               | 75,082    | 108,138      | 115,359    | 120,676      | 129,458      | 133,464      |
| 38               | 75,082    | 108,638      | 115,954    | 121,271      | 130,133      | 134,189      |
| 39               | 75,082    | 109,138      | 116,549    | 121,866      | 130,808      | 134,914      |
|                  |           |              |            |              |              |              |
| <b>Longevity</b> | <b>0</b>  | <b>500</b>   | <b>595</b> | <b>595</b>   | <b>675</b>   | <b>725</b>   |

**FY29 SW-PSYCH-NURSES - 189 WORK DAYS**

| <b>Step</b>      | <b>BS</b> | <b>BS+24</b> | <b>MS</b>  | <b>MS+15</b> | <b>MS+30</b> | <b>MS+45</b> |
|------------------|-----------|--------------|------------|--------------|--------------|--------------|
| 1                | 60,006    | 65,407       | 67,807     | 68,407       | 69,607       | 70,807       |
| 2                | 61,806    | 67,207       | 70,207     | 70,807       | 72,608       | 73,808       |
| 3                | 63,607    | 69,007       | 72,608     | 73,208       | 75,608       | 76,808       |
| 4                | 65,407    | 70,807       | 75,008     | 75,608       | 78,608       | 79,808       |
| 5                | 67,207    | 72,608       | 77,408     | 78,608       | 81,609       | 82,809       |
| 6                | 69,007    | 75,008       | 79,808     | 81,008       | 84,609       | 85,809       |
| 7                | 70,807    | 76,808       | 82,209     | 84,009       | 87,609       | 88,809       |
| 8                | 72,608    | 79,208       | 84,609     | 86,409       | 90,609       | 91,810       |
| 9                | 74,408    | 81,008       | 87,009     | 89,409       | 93,610       | 94,810       |
| 10               | 76,208    | 83,409       | 89,409     | 91,810       | 97,210       | 98,410       |
| 11               | 76,208    | 85,209       | 91,810     | 94,810       | 100,210      | 102,011      |
| 12               | 76,208    | 87,609       | 94,210     | 97,210       | 103,811      | 105,611      |
| 13               | 76,208    | 89,409       | 96,610     | 100,210      | 106,811      | 109,211      |
| 14               | 76,208    | 91,810       | 99,010     | 102,611      | 110,412      | 112,812      |
| 15               | 76,208    | 94,210       | 101,411    | 105,611      | 113,412      | 116,412      |
| 16               | 76,208    | 96,610       | 103,811    | 108,611      | 117,012      | 120,013      |
| 17               | 76,208    | 99,610       | 105,011    | 109,811      | 117,687      | 120,738      |
| 18               | 76,208    | 100,110      | 105,606    | 111,012      | 118,362      | 121,463      |
| 19               | 76,208    | 100,610      | 106,201    | 111,607      | 119,037      | 122,188      |
| 20               | 76,208    | 101,110      | 106,796    | 112,202      | 119,712      | 122,913      |
| 21               | 76,208    | 101,610      | 107,391    | 112,797      | 120,387      | 123,638      |
| 22               | 76,208    | 102,110      | 107,986    | 113,392      | 121,062      | 124,363      |
| 23               | 76,208    | 102,610      | 108,581    | 113,987      | 121,737      | 125,088      |
| 24               | 76,208    | 103,110      | 109,176    | 114,582      | 122,412      | 125,813      |
| 25               | 76,208    | 103,610      | 109,771    | 115,177      | 123,087      | 126,538      |
| 26               | 76,208    | 104,110      | 110,366    | 115,772      | 123,762      | 127,263      |
| 27               | 76,208    | 104,610      | 110,961    | 116,367      | 124,437      | 127,988      |
| 28               | 76,208    | 105,110      | 111,556    | 116,962      | 125,112      | 128,713      |
| 29               | 76,208    | 105,610      | 112,151    | 117,557      | 125,787      | 129,438      |
| 30               | 76,208    | 106,110      | 112,746    | 118,152      | 126,462      | 130,163      |
| 31               | 76,208    | 106,610      | 113,341    | 118,747      | 127,137      | 130,888      |
| 32               | 76,208    | 107,110      | 113,936    | 119,342      | 127,812      | 131,613      |
| 33               | 76,208    | 107,610      | 114,531    | 119,937      | 128,487      | 132,338      |
| 34               | 76,208    | 108,110      | 115,126    | 120,532      | 129,162      | 133,063      |
| 35               | 76,208    | 108,610      | 115,721    | 121,127      | 129,837      | 133,788      |
| 36               | 76,208    | 109,110      | 116,316    | 121,722      | 130,512      | 134,513      |
| 37               | 76,208    | 109,610      | 116,911    | 122,317      | 131,187      | 135,238      |
| 38               | 76,208    | 110,110      | 117,506    | 122,912      | 131,862      | 135,963      |
| 39               | 76,208    | 110,610      | 118,101    | 123,507      | 132,537      | 136,688      |
|                  |           |              |            |              |              |              |
| <b>Longevity</b> | <b>0</b>  | <b>500</b>   | <b>595</b> | <b>595</b>   | <b>675</b>   | <b>725</b>   |

