

**Grayslake Community High School
District 127**

Contract

Grayslake Education Association

and

District 127 Board of Education

2006-2007

2007-2008

2008-2009

2009-2010

2010-2011

**GRAYSLAKE COMMUNITY HIGH SCHOOL DISTRICT #127
GEA CONTRACT 2006-2011**

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PREAMBLE AND RECOGNITION

The Board of Education of District 127, Lake County, Illinois, (hereinafter referred to as the "Employer" or the "Board") recognizes the Grayslake Education Association - IEA-NEA, affiliated with the Illinois Education Association and the National Education Association (hereinafter referred to as the "Association") as the sole and exclusive bargaining representative for all full time and regularly employed part-time certified and non-certified employees, (hereinafter referred to as Educational Support Personnel, ESP's and Teachers respectively) of Grayslake Community High School District #127 and excluding the Superintendent, Associate Superintendent, Principals, Associate Principals, and all supervisory, managerial and confidential employees excluded per the Illinois Educational Labor Relations Act. See Appendix "J"

Note: Appendix "J" will remain for clarification purposes listing all positions excluded per the IELRA.

ARTICLE I – NEGOTIATION PROCEDURES

1.1 Parties

The word "association" when used herein shall mean the Grayslake Education Association/Illinois Education Association/National Education Association. The word "Board" when used herein shall mean the Board of Education, District #127.

1.2 Request to Bargain

A request to negotiate a renewal or revision of this agreement for the coming year shall be made between January 1 and March 1 to be submitted in writing by the Association to the Superintendent/designee or by the Board to the President of the Association. A meeting shall be held within sixty (60) calendar days of the delivery of the request. Facts, opinions and proposals shall be freely exchanged during the meeting or meetings in an effort to reach mutual understanding and agreement.

1.3 Information

Upon receipt of written request, the Board shall furnish the Association with a copy of Annual Financial Reports, tentative and proposed budgets, and treasurer's reports. Nothing contained herein shall require the Superintendent/designee to research or assemble said information. The Superintendent and the central administration staff may serve only as research consultants.

1.4 Final Agreement

There shall be two (2) signed copies of the final Agreement. One copy shall be retained by the Employer and one by the Association. Each party shall be responsible for making such additional copies of the Agreement that either party desires.

1.5 Contractual Amendments

The parties may modify or amend this agreement only by mutual consent. Such changes will be in written form, ratified and signed by the parties.

ARTICLE II - ASSOCIATION RIGHTS

2.1 Board Meetings

The Association shall have the right to send a representative to attend any open meeting of the Board. Upon request, the Association representative will be given a reasonable and appropriate opportunity to address the Board. Also, the Association may, by giving written notice to the Superintendent at least seven (7) days prior to any open meeting, request to be placed on the agenda for the purpose of presenting the Board with a comment or information regarding the educational program of the District. It is understood that the written request for agenda placement will contain a brief statement of the nature of the comment or information proposed to be presented to the Board concerning the educational program. It is further understood that the written request for agenda placement as described above shall not be unreasonably denied.

2.2 Board Packet and Board Minutes

A copy of open session Board minutes shall be placed in the Association President's mail box no later than 3 days after they have been approved. With the exception of information which relates to matters to be taken up in Executive Session of the Board, a complete Board packet will be delivered to the Association President at least 3 days prior to the Board meeting.

2.3 Association Leave

Should the Association wish to send representatives to local, state or national conferences, not more than four (4) representatives during any school term shall be excused without loss of salary providing that the Association shall reimburse the District for the cost of the substitute(s). A written notification for leave shall be submitted to the Superintendent/designee by the President of the Association at least five (5) days prior to the date of the leave. Further, such leave shall be for no more than nine (9) school days in aggregate.

2.4 Freedom to Join or Not to Join

ESP or teachers have the right to form or join professional employees' organizations and to participate in professional negotiations with the Board through representatives of their own choosing. ESP or teachers shall also have the right to refrain from any or all such activities.

2.5 Non-Discrimination

Neither the Board nor the Association shall discriminate against any employee covered by the Agreement in a matter which would violate any applicable law because of race, creed, color, national origin, age, gender, religion, marital status or residency.

2.6 Individual Contracts

Any contract or employment issued by the Board to members of the bargaining unit will be consistent with the Agreement.

2.7 Use of Buildings

The Association shall have the right to use school buildings for Association meetings provided that the building principal is notified three (3) days before any such meeting and provided that if such meetings

entail additional maintenance or custodial expense, the Association shall pay the costs. Such meetings are held during non-school hours and do not interfere with any facet of the educational, administrative and/or extracurricular program of the school.

2.8 Information

The Association shall have the right to post information and announcements in the Staff Center.

2.9 Communications Distribution

The Association shall have the right to post information and announcements in the Staff Center, the use of the Staff Center bulletin boards, employee mailboxes or other communication media and office equipment, in each district high school, provided any such use does not adversely affect the educational program. Copies of any general staff correspondence shall be forwarded to the office of the Superintendent and each building's Principal.

2.10 Personnel Files

Employees shall have the right, upon request and at a reasonable time, to review the contents of their personnel files, except for pre-employment references and documents and letters or records prepared by the Board for other agencies. Each employee shall have the right to place written reaction to any of the contents inside the file.

The personnel file shall contain the following items:

1. Original application
2. All contracts
3. College or university transcripts
4. Health records
5. Placement Bureau credentials
6. Letters from the administrator/supervisor to the bargaining unit member *
7. Letters from the bargaining unit member to an administrator/supervisor *
8. Statements to the Board of Education from an administrator/supervisor recommending employment
9. Evaluation by administrative/supervisory personnel*

Bargaining unit members may review all documents added to their files concerning evaluation, performance, or any items of a critical or disciplinary nature which have been added. Any starred * item that is over four (4) years old may be removed from a file if the bargaining unit member and the Superintendent/designee mutually agree on such removal. Bargaining unit members may ask for a written copy of any individual document or offer any written material that may clarify a situation. These documents also become part of their files.

2.11 Dues Deduction

Each bargaining unit member, as a condition of employment, within thirty (30) days of the effective date of this Agreement or within thirty (30) days of employment, whichever is longer, shall join the Association or pay a fee to the Association for services rendered in accordance with Section 11 of the Illinois Educational Labor Relations Act. If such a fee is not paid in such manner, said fee shall be deducted from the unit member's salary in accordance with the dues deduction procedure set forth below and in accordance with the Illinois Educational Labor Relations Act.

Upon written request of an employee, the Board shall withhold from the compensation of that employee the current dues of the Association. The amount shall be supplied by the Association to the Business Office along with a list of those employees requesting dues deduction. The Board shall deduct one-twentieth (1/20) of such dues from the regular salary check of the employee every two (2) weeks for twenty (20) pay periods beginning in September and ending in June. The Board shall pay the amount withheld to the Treasurer of the Association no later than ten (10) days following the pay period deduction. Nothing in this section shall be interpreted to affect any contractual relationship which exists between the Association and the individual teacher concerning a promise to pay dues.

2.12 GEA Meetings

The GEA President will work in conjunction with the Superintendent/Designee to set dates for GEA meetings for the next school year. These dates will be published in the master calendar which is distributed each spring.

No other meeting (Department, staffing, etc.) will be scheduled opposite GEA meetings. The only exceptions will be (1) if the GEA meeting date is changed after the calendar has been distributed or (2) an emergency staffing which cannot be scheduled for another date. The GEA Presidents should be notified of such an emergency.

ARTICLE III – BOARD RIGHTS

3.1 No Strike

During the term of this Agreement, the Association or any of its members shall not attempt to effect a settlement of any disagreement with the Board by engaging in any strike, concerted work stoppage or slowdown or picketing which is designated to disrupt the operation of the school.

3.2 Management Rights Clause

All management rights and functions, except those which are clearly and expressly abridged by this Agreement shall remain vested exclusively in the Board. It is expressly recognized, merely by way of illustrations and not by way of limitations, that such rights and functions include, but are not limited to (1) full and exclusive control of the management of the District, the supervision of all operations, the methods, processes, means and personnel by which any and all work will be performed, the control of property and the composition, assignment, direction and determination of the size and type of its working forces; (2) the right to determine the work to be done and the standards to be met by employees covered by this Agreement; (3) the right to change or introduce new operations, methods, processes, means of facilities, and the right to determine whether and to what extent work shall be performed by employees; (4) the right to hire, establish and change classifications, assign, transfer, promote, demote, release and lay off employees; and (5) the right to determine the qualifications of employees and to suspend, discipline, and discharge employees for cause and otherwise to maintain an orderly, effective and efficient operation. No such management rights and functions shall be in violation of the Illinois School Code.

ARTICLE IV – GRIEVANCE PROCEDURE

4.1 Definitions

4.1.1 Grievance

A bargaining unit member may file a written complaint with the Association that there has been a violation, misinterpretation, or misapplication of a specific provision of the Agreement. The Association may file a formal grievance through the President and the PN Team.

4.1.2 Time Limits

All time limits consist of days the District office is open.

4.2 Procedures

The parties hereto acknowledge that it is usually most desirable for an employee and the employee's immediately involved administrator/supervisor to resolve problems through informal, verbal discussion. An attempt shall, therefore, be made to resolve any grievance informally by discussion between those involved. If a grievance cannot be resolved informally, it may be advanced to Step One. Step one for bargaining unit members in a building will begin with the building Principal. For those members working in the district office the first step will begin with the Superintendent/Designee.

4.2.1 Step I

If a grievance cannot be resolved informally, the grievant shall file his/her grievance in writing with the Supervisor within forty (40) days following the occurrence of the event giving rise to the grievance. In no event may a grievance be claimed unless it is so filed with the Supervisor.

The written grievance shall set forth the specific provision(s) of the Agreement alleged to have been violated, misinterpreted or misapplied; and shall state the remedy requested. Within five (5) days of receipt of a grievance, the Principal/Superintendent/Designee shall meet with the grievant, an Association representative and the immediately involved supervisor, if any, to discuss the grievance. The Principal/Superintendent/Designee shall provide a written answer to the grievant five (5) days after the meeting. The answer shall include reasons for the decision.

4.2.2 Step II

If the grievance is not resolved at Step One, then the bargaining unit member/Association may refer the grievance to the Superintendent/Designee within six (6) days after receipt of the Step One answer or within eight (8) days after the Step One meeting, whichever is later. The Superintendent shall arrange for a hearing with the grievant and representatives of the Association to take place within eight (8) days of this receipt of the grievance. Each party shall have the right to include in its representation such witnesses and counselors as it deems necessary to develop facts pertinent to the grievance. Upon conclusion of the hearing, the Superintendent/designee shall have six (6) days to provide a written decision to the aggrieved, including reasons for such a decision.

4.2.3 Step III

If the grievance is not resolved at Step II, the grievant may, within ten (10) days of receipt of the Superintendent/Designee's decision, appeal the grievance to the Board. At its next regularly scheduled meeting, the Board shall arrange for a hearing to take place within ten (10) days of the meeting. Each party shall have the right to present witnesses and information as it deems

necessary to develop facts pertinent to the grievance. Upon conclusion of the hearing, the President of the Board shall have six (6) days in which to file a written decision of the Board with the aggrieved member of the bargaining unit complete with reasons for the decision.

4.2.4 Step IV

In the event the Association is not satisfied with the disposition of its grievance at Step III, the grievance may be submitted to binding arbitration within thirty (30) days after receipt of the Board's decision. The parties shall attempt to agree upon an arbitrator within ten (10) school days after receipt of the notice of referral. In the event the parties are unable to agree upon an arbitrator within a ten (10) day period, the parties shall request an arbitrator from the Federal Mediation and Conciliation Service (FMCS). The arbitrator shall have no right to amend, modify, nullify, ignore, add to or subtract from the provisions of the Agreement. The arbitrator shall consider and decide only the specific issues submitted to him/her in writing and shall have no authority to make any decision or recommendation on any other issue not so submitted to him/her. The arbitrator's decision shall be based solely upon his/her interpretation of the meaning or application of the specific terms of this Agreement to the facts of the grievance presented. The fee of the arbitrator and that of a court reporter, if requested by either party, shall be divided equally between the Board and the Association. All other expenses shall be borne by the party incurring them.

4.3 Bypassing Steps

If the Association and the Superintendent/Designee agree, any step of the grievance procedure may be bypassed and the grievance brought directly to the next step.

4.4 Released Time

Should the administration require that a bargaining unit member or an Association representative be released from his/her regular assignment during any phase of the grievance procedure, the employee or Association representative shall be released without loss of pay or benefits.

4.5 Filing of Materials

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

4.6 Grievance Withdrawal

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

4.7 No Written Response

If no written decision has been rendered within the time limits indicated by a step, then the grievance may be processed to the next step.

4.8 Time Limit Extension

Time limits may be extended by the mutual consent of the Association and the Board.

ARTICLE V – TEACHER TERMINATION (Certified Staff)

5A.1 Dismissal for Cause

Prior to any administrative recommendation to the Board that a tenured teacher be dismissed for cause other than a reduction in force, the appropriate administrator will offer the teacher a conference to discuss the proposed recommendation. The teacher may be accompanied at such conference by an Association representative.

5A.2 Reduction-In-Force Procedure

When the Board decides to decrease the number of tenured teachers employed by the Board or discontinue some type of teaching service, written notice shall be given to the teacher as required by Section 24-12 of The School Code.

5A.2.1

All non-tenured teachers shall be dismissed prior to dismissing any tenured teacher who is legally qualified to hold the position of a non-tenured teacher.

5A.2.2

As between teachers entered upon contractual continued service (tenure), the date of hiring at District #127 will be used to determine seniority.

5A.2.3

An employee who commences full-time employment with the District prior to November 1 of any school term shall, if such a term is completed, receive a full year seniority credit for that term. A teacher who commences full-time employment with the District subsequent to January 1st of any school term shall, if he/she completes such a term, receive one-half (1/2) year of seniority credit for that school term.

Seniority shall not accrue for any school term during which the employee was on an unpaid leave of absence in excess of thirty (30) consecutive days; provided, however, that an employee who commences such a leave-of-absence subsequent to January 1st of any school term will receive one-half (1/2) year of seniority credit for that term. Any tenured teacher who as the result of a reduction in force is assigned a regular part-time teaching position shall earn a year of seniority credit for such work. In the event that the District seniority is equal between two (2) or more teachers the decision as to which of the teachers is to be first honorably dismissed shall be made as follows:

1. Previous teaching experience in public schools other than District #127. Then if the tie is not broken,
2. By seniority in the content area in which there is a vacancy. If a teacher teaches in two (2) or more content areas, seniority will accrue in both. Content area seniority accrues only for years taught in that content area.
3. If the tie is not broken, then lots are drawn.

5A.2.4

If a teacher(s) on tenure is terminated due to a decision of the Board to decrease the number of teachers employed or discontinue some types of teaching service, then, if the Board has any vacancy for the following school term or within one calendar year from the beginning of the following school term, the positions thereby becoming available shall be tendered teachers so dismissed so far as they are legally qualified to hold such positions. If a teacher who is tendered such a position shall fail to respond affirmatively within seven (7) days of receipt of notice of such tender or within fifteen (15) days after date of mailing such tender, the right to any further or other recall shall be deemed waived and terminated.

5A.2.5

Before the Board takes final action to make any reductions in tenured teachers, it shall advise the Association regarding such reductions.

5A.3 Reduction in Pay

Teachers' compensation shall not be reduced as disciplinary action except as permitted by law. Prior to any such reduction, the teacher will be given a written notice of the reasons for the proposed reduction and, upon request, a hearing before the Board on the matter, with representatives of the teacher's choice.

5A.4 Evaluation

The District #127 Evaluation Plan shall not be altered without the approval of the Board, the Association and the State Board of Education and the plan shall be consistent with the current school code and the State Board of Education Text of Rules. The State Code for remediation will be followed.

ARTICLE V - EMPLOYEE RIGHTS (ESP)

5B.1 Seniority

For the purpose of this Agreement, the seniority rights of each employee will date from the employee's last date of hire by the Board. Ties in seniority will be broken by the length of service in his/her category counted from the last date of hire.

5B.2 Reduction in Force

Reductions in force will be made in accordance with Section 10-23.5 of the Illinois School Code (105 ILCS 5/10-23.5)

5B.3 Loss of Seniority

A bargaining unit member will lose all seniority and will have his/her employment terminated if:

- a. He/she quits; or
- b. He/she has been discharged for cause and is not reinstated through the grievance procedure; or

- c. He/she has been absent from work for five (5) successive working days without notifying the Superintendent/Designee; or
- d. He/she fails to report for work within five (5) successive working days after being notified by certified mail at the last address shown on Board records to report for work after a layoff; or
- e. He/she fails to report for work within five (5) working days after expiration of a disciplinary suspension, layoff, or authorized leave of absence; or
- f. He/she retires or is retired.

5B.4 Seniority Roster

The Board will maintain post and keep current a seniority roster noting the date of hire, and current position by job title. The Association will be provided a copy of this roster in accordance with the Illinois School Code. Bargaining unit members disagreeing with their seniority placement will respond in writing to the Superintendent/Designee and Association President within ten (10) days after the date of posting.

5B.5 Vacancies/Job Postings

Whenever there is a new or vacant job in the bargaining unit, the Board will make a good faith effort to have someone fill such a job on a regular assignment as quickly as possible. The Board will post such jobs internally at the same time it is posted publicly. A bargaining unit member desiring to apply for such a job will make his/her application in writing to the Superintendent/Designee within the five (5) working day period. Qualified, current bargaining unit members will be given first consideration before outside candidates are considered.

5B.6 Substitution for Other Personnel

Employee's who have the appropriate qualifications and are assigned to substitute for a teacher shall receive the current internal substitution rate.

No bargaining unit member will be required to perform duties which can only be legally performed by a Registered Nurse.

ARTICLE VI – LEAVES (CERTIFIED)

6A.1 Sick Leave

Each full-time teacher shall be entitled to sick leave with full pay as follows:

- Twelve (12) days per for 1-10 years of service with the District
- Sixteen (16) days per years for 11-20 years of service with the District
- Twenty (20) days per year for 21+ years of service with the District

The days of sick leave will be added to the full-time teacher's accumulated total on the first day of each school year. Sick leave may be used consistent with current State Law and the current Illinois School Code. The minimum amount of sick leave allowed is one (1) period. Two (2) of these days may be used as discretionary personal days after the two (2) days of non-cumulative personal leave days are exhausted. At the end of a school year, only a maximum accumulation of three hundred sixty (360) days may be carried over to the following school year.

6A.2 Extended Sick Leave

At the inception of any lengthy illness or incapacitating injury, a teacher must notify the Superintendent/Designee immediately. The Board of Education will review such requests and determine on a case by case basis if such leave will be granted.

This type of leave may be granted to an eligible teacher not more than one time per school year and not more than three times during the time of service with the District. The final decision by the Board of Education will not set a precedent.

All conditions below must be met for this leave to be considered.

A teacher may be eligible for “*Extended Sick Leave*” if:

1. the teacher has been with the district a minimum of 10 years full time
2. all accumulated sick leave and personal leave are exhausted
3. the teacher will immediately apply for temporary disability under the Illinois Teachers’ Retirement System

If extended sick leave is granted, the teacher will continue on full salary (based on per diem rate) not to exceed thirty (30) work days. Should temporary disability payments begin under the Illinois Teachers’ Retirement System, extended sick leave and full salary will cease. If extended sick leave interferes with District operations and/or student contact time, the leave will be reevaluated by the Superintendent/Designee.

6A.3 Reporting Sick Leave

The Board will furnish each bargaining unit member with a written statement on each paycheck setting forth the total sick leave credit.

6A.4 Personal Leave

Each employee shall be allowed up to two (2) days non-cumulative personal leave for each school year at full pay. Except in cases of emergencies, teachers must complete the necessary form no later than two (2) days in advance of the day to be absent. In the case of an emergency or in the event it is not possible to give the two-(2) day notice, the emergency shall be explained to the Superintendent/Designee who may grant such leave.

Absences before and/or following holidays may not be used for personal leave unless specific permission is granted by the Superintendent /Designee.

Unused personal leave shall accumulate to sick leave.

6A.5 Bereavement Leave

Funeral leave of three (3) days shall be granted for each death in the bargaining unit member’s immediate family and/or grandparents of spouse. Funeral leave of one (1) day shall be granted for each death of an aunt, uncle, niece, or nephew if the bargaining unit member utilizes such day for attendance at the funeral.

An additional two (2) days of funeral leave may be granted by the Superintendent or designee. Any additional days used will be deducted from sick leave. Funeral leave shall be non-cumulative.

6A.5.1 Leave Without Pay

The employee salary or wage will be reduced by, the employees per diem rate or portion thereof, for each day of absence in excess of those allowed.

6A.6 Discretionary Leave

Two (2) days of sick leave may be used as discretionary personal days after the two (2) days of non-cumulative personal leave days are exhausted. The same requirements for personal leave shall apply.

For religious holidays, staff is allowed to take a discretionary leave that will be deducted from sick leave with approval of the Superintendent/Designee limit two per school year.

6A.7 Emergency Leave

Two (2) days of sick leave may be used as emergency personal leave after the two (2) non-cumulative personal leave days and two (2) discretionary leave days are exhausted.

6A.8 Professional Travel Policy

The Board of Education recognizes the value of professional meetings. The Board of Education or its designee may, at its discretion, permit and/or encourage attendance of certified personnel at such meetings. If the Board of Education or its designee decides to have any of its certified personnel attend such a meeting, it will be in accordance with the following policy:

6A.8.1

Each teacher may be permitted to attend one professional meeting each year within a radius of 250 miles with reimbursement of expenses. Attendance at additional professional meetings shall be granted at the discretion of the Superintendent/designee.

6A.8.2

Allowable days missed for professional travel without loss of pay shall not exceed two (2) school days for regional or state meetings, or three (3) days for national meetings. The Superintendent/designee has the authority to approve additional days for members of the faculty.

6A.8.3

Approval to attend conventions will not be given unless a teacher is a member of the professional organization which sponsors the convention. This does not apply to special local meetings held by such organizations within one's teaching field.

6A.8.4

No more than one (1) member of a content area, other than the Chairperson, may attend any meeting which necessitates absence from scheduled classes unless authorized by the Superintendent/Designee.

6A.8.5

Teachers may be allowed to attend national conventions as authorized by the Superintendent/Designee.

6A.8.6

District #127 teachers employed by the district as a head coach will be permitted to attend sports specific clinics during the school year using professional leave time.

District #127 teachers who have been employed by the district for five years as assistant coaches will be permitted to attend one sport specific clinic during the school year using professional leave time.

6A.9 Jury Duty

Bargaining unit members called to and serving on jury duty will suffer no loss of pay because of jury service, provided that the Board may deduct the amount received by the bargaining unit member for such jury service, excluding the mileage and food allowance, and provided further that the bargaining unit member will notify the Superintendent/Designee within two (2) days of receipt of the jury service notice or summons and the Board will have the right to request the bargaining unit member's release or excuse from jury duty.

6A.10 Sabbatical Leave

The Board may approve a sabbatical leave for professional advancement or educational travel in accordance with the provisions of Section 24-6.1 of the Illinois School Code.

Any individual taking advantage of a sabbatical leave will remain with District #127 for a minimum of two (2) years after the sabbatical has ended. Should the individual leave the District before the two (2) year period has ended, any expenses incurred by the District for the sabbatical will be prorated and repaid.

6A.11 Leave of Absence

The Board may grant to a teacher who has completed five (5) years at District #127 a one-year leave of absence without pay. The following provisions will govern such leave when granted:

1. A teacher returning from such leave shall have the same tenure rights as all other tenured teachers.
2. When granting such leave, the Board will consider seniority within the department and then seniority within the District.
3. Applications for leave for all of the ensuing year must be filed with the Superintendent no later than December 15 of the immediate school year. The administration shall make decisions known on all requests for a year's leave of absence prior to February 15th of each year.
4. This leave is not available for maternity or child-rearing purposes.
5. The employee may continue under the District's insurance plan with premiums paid by the employee one (1) month in advance to the Business Office.

6A.12 Military Leave

An unpaid military leave of absence shall be granted to a teacher who enlists or is inducted into the military service of the United States. Teachers on such leave are subject to reduction in force in the same manner as teachers in active service. Upon return from such leave, the teacher may, at the discretion of the Board, be given credit (for the purposes of placement on the salary schedule) for time spent in such service as determined by the State of Illinois and United States Government.

6A.13 Child Rearing Leave

Non Probationary Teachers

Teachers may be granted an extended leave of absence for child-rearing purposes subject to the following conditions and limitations. No teacher is required to take a child-rearing leave but instead may utilize available sick leave for those workdays during which the employee is unable to work due to pregnancy or any pregnancy-related disability.

6A.13.1

Employees may commence child-rearing leave whenever they choose, but no later than the date of delivery.

6A.13.2

The duration of the leave shall be for the remainder of the school year in which it is granted plus one (1) additional year if requested by the teacher. Return will usually be at the beginning of the school year; however, the teacher may request an earlier return with the same considered and granted insofar as reasonably possible.

6A.13.3

All requests for such leave must be submitted in writing to the Superintendent/Designee at least sixty (60) calendar days prior to the beginning date of the leave unless circumstances shall require the leave to begin sooner.

6A.13.4

The teacher must notify the Superintendent/Designee by February 1st regarding intention to return to the District the following year. The District will send the teacher on child-rearing leave a written notice of the foregoing requirement between December 1st and January 15th of each year the teacher is then on leave by mailing the notice to the address of the teacher as shown in the District records. Teachers on child-rearing leaves shall be subject to honorable dismissal on the same terms as are applicable to all other teachers not on leave.

6A.13.5

Child-rearing leaves are without pay. While on leave, the teacher may continue to participate in the District's insurance plan in the same manner of participation at the time of the leave until termination of pregnancy at which time the teacher may, subject to the terms and conditions of the insurance policies, continue to participate in the District group insurance plan, provided the teacher pays the full cost of the premiums directly to the Board for transmittal to the carrier(s). No sick leave or disability leave may be used by a teacher on child-rearing leave.

6A.13.6

Upon return from the leave, the Board may assign the teacher to any available and open position in the District for which the teacher is legally qualified and certificated under the Rules and Regulations of the State Board of Education and the Illinois School Code.

6A.13.7

The teacher shall be permitted to retain all unused sick leave accrued as of the date of the leave.

6A.13.8

In the event of a stillbirth or the death of the child within sixty (60) days of the date of birth, any teacher on child-rearing leave may elect to terminate the leave and return to work on a date selected by the teacher and approved by the Board.

6A.13.9

Any teacher who lawfully adopts a child under age seven (7) shall be entitled to a child-rearing leave in accordance with the provisions of 6A.13.2 through 6A.13.8 above. A child-rearing leave for an adopted child shall commence on the date requested by the teacher and approved by the Superintendent/Designee.

Probationary Teachers

Probationary teachers who have completed one consecutive year of full time employment may be granted a Child-rearing leave subject to the requirements of the sub-sections above with the following modifications and with the following additions.

- a. It is the Board's and Association's intent to permit probationary teachers to take Child-rearing leave in their second, third and/or fourth years of employment without losing credit towards tenure for any full semester of teaching already completed.
- b. Probationary teachers will get credit for a full semester toward tenure only if the time was spent teaching and/or on other paid leave. No credit will be given toward tenure for less than a full semester spent teaching and/or on other paid leave.
- c. Four full years or eight full semesters of credit are still required to gain tenure. Thus, a probationary teacher whose Child-rearing leave resulted in no credit toward tenure in any semester would have to teach the remaining number of semesters in order to gain tenure.
- d. Probationary teachers on Child-rearing leave and those who have taken Child-rearing leave shall be subject to non-renewal just as all other probationary teachers.
- e. The Superintendent/Designee will present requests for Child-rearing leave to the Board of Education for final approval.

6A.14 Family and Medical Leave

In accordance with the *Family and Medical Leave Act (FMLA)*, the Board, acting through the Superintendent/Designee, will grant eligible employees unpaid family and medical leave of absence under the following terms and conditions. Except as stated below, employees will not receive salary during the leave of absence.

6A.14.1 Definitions

- a. “Eligible teacher” means a teacher who has been employed in a full-time capacity with the Board for at least one (1) academic term and has at least 1,250 hours of service with the Board during the previous academic term. To determine hours of service for eligibility purposes, the number of days of service reported to the Illinois Teachers’ Retirement System shall be multiplied by seven (7) hours per day. If two eligible members are spouses employed by the Board, each spouse may take twelve (12) work weeks of leave during any twelve (12) month period.
- b. Other terms shall be defined in the *Family and Medical Leave Act* and rules and regulations as promulgated by the United States Department of Labor.

6A.14.2 Types of Family and Medical Leave

- a. Parental Leave – Leave taken in connection with the birth of a child or the placement of a child with an eligible employee for adoption or foster care. Any parental leave must be completed within twelve (12) months of the child’s birth or placement.
- b. Family Medical Leave – Leave taken to care for a son, daughter, spouse, or parent with a serious health condition.
- c. Personal Medical Leave – Leave taken because the eligible employee is unable to perform the functions of his or her job due to the employee’s own serious health condition.

6A.14.3 Duration and Scheduling of Leaves

- a. Eligible employees may take up to 12 work weeks of family and medical leave in a 12-month period. For the purposes of this leave section, a “12-month period” for an employee shall be defined as July 1 to the following June 30.
- b. Leave may be taken:
 1. In a single period not exceeding 12 work weeks.
 2. Intermittently or on a reduced leave schedule when medically necessary for planned and/or unanticipated medical treatment of a serious health condition by or under the supervision of a health care provider, or for recovery from treatment or recovery from a serious health condition. It may also be taken to provide care or psychological comfort to son, daughter, spouse, or parent with a serious health condition.
- c. The following limitations on the scheduling of leave are designed to reduce any disruption of the educational process:
 1. If an eligible teacher requests an intermittent or reduced schedule leave which is foreseeable based on planned medical treatment and which would cause the teacher to be on leave for more than 20 percent of the teacher’s total number of working days over the period of leave, the teacher may be required to choose either to take a full-time leave for a specific period not exceeding the duration of the planned treatment or temporarily transfer to an available equivalent position with equivalent pay and benefits, which better accommodates the recurring periods of leave;

2. If an eligible teacher takes a leave of at least three (3) weeks which begins more than five (5) weeks before the end of a semester, and if the teacher would otherwise return to work during the last three (3) weeks of the semester, the teacher may be required to remain on leave through the end of the semester.
3. If an eligible teacher takes a leave of more than two (2) weeks for a reason other than the teacher's own serious health condition, and if the leave commences during the last five (5) weeks of the semester and would otherwise end during the last two (2) weeks of the semester, the teacher may be required to remain on leave until the end of the semester;
4. If an eligible teacher takes a leave for a reason other than the teacher's own serious health condition which begins less than three (3) weeks before the end of the semester, and if the leave will last more than five (5) days, the teacher may be required to remain on leave until the end of the semester.

6A.14.4 Employee Notice of Leave

- a. An eligible employee requesting family or medical leave must provide notice to the Superintendent/Designee as soon as practicable. Where the need for leave is foreseeable, such as leave taken for the birth of a child or placement for adoption or foster care or planned medical treatment, the employee must provide at least 30 days advance notice. In the event the employee fails to provide at least 30 days advance notice for a foreseeable leave, the start of the employee's leave may be delayed until 30 days after notice is provided.
- b. In the case of a request for intermittent or reduced schedule leave, or leave for planned medical treatment, the employee shall make every reasonable effort to schedule the leave so as not to unduly disrupt the District's operations.
- c. In the case of an emergency, verified by a doctor, notice restrictions will be waived.

6A.14.5 Medical Leave Certification

- a. In requesting a leave, an eligible employee will provide sufficient information to demonstrate that the leave qualifies under the FMLA and this section.
- b. In the case of a request for a medical leave, the employee will provide, within thirty (30) days of the District's request for medical certification from the health care provider of the employee or the employee's ill family member, stating the reasons why the leave is necessary because of the employee's serious health condition or the need to care for a family member with a serious health condition.
- c. For the purposes of this section only, a serious health condition is an illness, injury, impairment or physical or mental condition that involves:
 1. In-patient care in a hospital, hospice, or residential medical facility, or any subsequent treatment in connection with such inpatient care; or
 2. Continuing treatment by a health care provider which includes any one of more of the following:
 - a. a period of incapacity of more than three (3) consecutive calendar days, and any subsequent treatment or period of incapacity relating to the same condition, that also involves:
 1. treatment two (2) or more times by a health care provider; or

2. treatment by a health care provider on at least one occasion which results in a regimen of continuing treatment.
- b. any period of incapacity due to pregnancy, or for prenatal care;
 - c. any period of incapacity or treatment for such incapacity due to a chronic serious health condition;
 - d. a period of incapacity which is permanent or long-term due to a condition for which treatment may not be effective but which requires continuing supervision by a health care provider;
 - e. any period of absence to receive treatment, including any period of recovery from such treatments, by a health care provider, either for restorative surgery after an accident or other injury, or for a condition that would likely result in a period of incapacity of more than three (3) consecutive calendar days in the absence of medical intervention or treatment.
- d. The District, at its expense, may require an employee to obtain a second medical opinion from a health care provider with whom the District does not contract or regularly utilize concerning the necessity of family medical or personal medical leave. When second opinion conflicts with the first, the District, at its expense, may require a third opinion from a health care provider approved jointly by the employee and the District.
 - e. Employees who do not provide the proper medical certification may be denied requested leave.

6A.14.6 Compensation and Benefits

- a. At the election of either the Board or eligible employee, eligible employee requesting Family and Medical Leave herein may use any available, accrued paid personal days towards computation of days used as part of any 12-week period allowed. At the election of either the Board or eligible employee, eligible employee requesting leave for family medical or personal medical leave may also use accrued paid sick leave. If such election is made by the Board or the eligible employee, and after all available accrued paid personal or sick days have been expended, the Board shall grant any necessary additional unpaid leave so that the total of available Family and Medical leave equals 12 weeks.
- b. A employee on family or medical leave will continue to be covered under the District's life, health and dental insurance plans and will receive any other insurance benefits under the same terms as if the employee had been continuously working during the leave period. The continuation of benefits pursuant to this policy ends on the effective date of the notification to the Superintendent/Designee of his or her intent not to return to work, when the employee fails to return to work on the scheduled date unless an emergency exists preventing such a return, or if the employee exhausts his or her family medical leave rights. A employee who fails to return to work without good cause shown, shall be required to repay the cost of all insurance benefits provided during the leave.

6A.14.7 Employment Status

- a. During a family or medical leave, an eligible teacher will not accrue seniority.

- b. An eligible teacher returning from a family or medical leave shall be restored to the same position the teacher held when the leave commenced, or to an equivalent position with equivalent pay, benefits and other conditions of employment. Step movement by eligible teachers who take leave pursuant to this Section shall be according to Board policy or practice; benefits likewise shall be as provided by Board policy or practice.
- c. A teacher on leave must report every 30 days on his or her status and intention to return to work and, in the case of a medical leave, provide periodic recertification by a health care provider.

ARTICLE VI – LEAVES (ESP)

6B.1 Sick Leave

Ten month employees will be entitled to twelve (12) days of sick leave per year with full pay based on the number of straight-time hours the employee works on a regular day, accumulative without limit.

Twelve month employees will be entitled to fourteen (14) days of sick leave per year with full pay based on the number of straight-time hours the employee works on a regular day, accumulative without limit.

For religious holidays, staff is allowed to take a discretionary leave that will be deducted from sick leave with approval of the Superintendent/Designee limit two per school year.

6B.2 Reporting Sick Leave

The Board will furnish each bargaining unit member with a written statement on each paycheck setting forth the total sick leave credit.

6B.3 Leave Accumulation

The Board will furnish each bargaining unit members with a written statement on each paycheck setting forth the total sick, personal leave, and vacation leave credit.

6B.4 Personal Leave

Each bargaining unit member will be granted two (2) personal leave days per year for the purpose of conducting personal business which cannot be conducted during non-school hours. Employees will give two (2) days notice, except in the case of emergency, to the immediate supervisor on a Request for Leave form. Unused personal leave will accumulate to sick leave. The decision of the immediate supervisor to grant or deny such leave in the case of an emergency will not be arbitrary, capricious, unreasonable or discriminatory, and will not be precedent setting.

Absences before and/or following holidays may not be used for personal leave unless specific permission is granted by the Superintendent /Designee.

Unused personal leave shall accumulate to sick leave.

6B.5 Bereavement Leave

Funeral leave of three (3) days shall be granted for each death in the bargaining unit member's immediate family and/or grandparents of spouse. Funeral leave of one (1) day shall be granted for each death of an

aunt, uncle, niece, or nephew if the bargaining unit member utilizes such day for attendance at the funeral. An additional two (2) days of funeral leave may be granted by the Superintendent or designee. Any additional days used will be deducted from sick leave. Funeral leave shall be non-cumulative.

6B.6 Jury Duty

Bargaining unit members called to and serving on jury duty will suffer no loss of pay because of jury service, provided that the Board may deduct the amount received by the bargaining unit member for such jury service, excluding the mileage and food allowance, and provided further that the bargaining unit member will notify the Superintendent/Designee within two (2) days of receipt of the jury service notice or summons and the Board will have the right to request the bargaining unit member's release or excuse from jury duty.

6B.7 Leave of Absence

The Board in its discretion may grant a leave of absence with or without pay to an employee for a purpose it deems appropriate for a period of up to one (1) year upon such terms and conditions as the Board may elect. The granting, withholding or conditioning of such leave of absence will be non-precedent setting with respect to any other request for such leave by such an employee or any other employee. If the leave is denied, the Board will provide the employee with written reasons for the denial.

6B.8 Family Medical Leave Act

In accordance with the *Family and Medical Leave Act (FMLA)*, the Board, acting through the Superintendent/Designee, will grant eligible employees unpaid family and medical leave of absence under the following terms and conditions. Except as stated below, employees will not receive salary during the leave of absence.

6B.8.1 Definitions

- a. An employee is eligible for FMLA leave if they have been employed by the District in a full-time capacity for at least one (1) year and has at least 1,250 hours of service with the District during the previous year. If two (2) eligible members are spouses employed by the Board, each spouse may take twelve (12) work weeks of leave during any twelve (12) month period.
- b. Other terms shall be defined in the *Family and Medical Leave Act* and rules and regulations as promulgated by the United States Department of Labor.

6B.8.2 Types of Family and Medical Leave

- a. Parental Leave – Leave taken in connection with the birth of a child or the placement of a child with an eligible employee for adoption or foster care. Any parental leave must be completed within twelve (12) months of the child's birth or placement.
- b. Family Medical Leave – Leave taken to care for a son, daughter, spouse, or parent with a serious health condition.
- c. Personal Medical Leave – Leave taken because the eligible employee is unable to perform the functions of his or her job due to the employee's own serious health condition.

6B.8.3 Duration and Scheduling of Leaves

- a. Eligible employees may take up to 12 work weeks of family and medical leave in a 12-month period. For the purposes of this leave section, a “12-month period” for an employee shall be defined as July 1 to the following June 30.
- b. Leave may be taken:
 - 1. In a single period not exceeding 12 work weeks.
 - 2. Intermittently or on a reduced leave schedule when medically necessary for planned and/or unanticipated medical treatment of a serious health condition by or under the supervision of a health care provider, or for recovery from treatment or recovery from a serious health condition. It may also be taken to provide care or psychological comfort to son, daughter, spouse, or parent with a serious health condition.

6B.8.4 Employee Notice of Leave

- a. An eligible employee requesting family or medical leave must provide notice to the Superintendent/Designee as soon as practicable. Where the need for leave is foreseeable, such as leave taken for the birth of a child or placement for adoption or foster care or planned medical treatment, the employee must provide at least 30 days advance notice. In the event the employee fails to provide at least 30 days advance notice for a foreseeable leave, the start of the employee’s leave may be delayed until 30 days after notice is provided.
- b. In the case of a request for intermittent or reduced schedule leave, or leave for planned medical treatment, the employee shall make every reasonable effort to schedule the leave so as not to unduly disrupt the District’s operations.
- c. In the case of an emergency, verified by a doctor, notice restrictions will be waived.

6B.8.5 Medical Leave Certification

- a. In requesting a leave, an eligible employee will provide sufficient information to demonstrate that the leave qualifies under the FMLA and this section.
- b. In the case of a request for a medical leave, the employee will provide, within thirty (30) days of the District’s request for medical certification from the health care provider of the employee or the employee’s ill family member, stating the reasons why the leave is necessary because of the employee’s serious health condition or the need to care for a family member with a serious health condition.
- c. For the purposes of this section only, a serious health condition is an illness, injury, impairment or physical or mental condition that involves:
 - 1. In-patient care in a hospital, hospice, or residential medical facility, or any subsequent treatment in connection with such inpatient care; or
 - 2. Continuing treatment by a health care provider which includes any one of more of the following:
 - a. a period of incapacity of more than three (3) consecutive calendar days, and any subsequent treatment or period of incapacity relating to the same condition, that also involves:
 - 1. treatment two (2) or more times by a health care provider; or

2. treatment by a health care provider on at least one occasion which results in a regimen of continuing treatment.
 - b. any period of incapacity due to pregnancy, or for prenatal care;
 - c. any period of incapacity or treatment for such incapacity due to a chronic serious health condition;
 - d. a period of incapacity which is permanent or long-term due to a condition for which treatment may not be effective but which requires continuing supervision by a health care provider;
 - e. any period of absence to receive treatment, including any period of recovery from such treatments, by a health care provider, either for restorative surgery after an accident or other injury, or for a condition that would likely result in a period of incapacity of more than three (3) consecutive calendar days in the absence of medical intervention or treatment.
- d. The District, at its expense, may require an employee to obtain a second medical opinion from a health care provider with whom the District does not contract or regularly utilize concerning the necessity of family medical or personal medical leave. When second opinion conflicts with the first, the District, at its expense, may require a third opinion from a health care provider approved jointly by the employee and the District.
- e. Employees who do not provide the proper medical certification may be denied requested leave.

6B.8.6 Compensation and Benefits

- a. At the election of either the Board or eligible employee, eligible employee requesting Family and Medical Leave herein may use any available, accrued paid personal days towards computation of days used as part of any 12-week period allowed. At the election of either the Board or eligible employee, eligible employee requesting leave for family medical or personal medical leave may also use accrued paid sick leave. If such election is made by the Board or the eligible employee, and after all available accrued paid personal or sick days have been expended, the Board shall grant any necessary additional unpaid leave so that the total of available Family and Medical leave equals 12 weeks.
- b. A employee on family or medical leave will continue to be covered under the District's life, health and dental insurance plans and will receive any other insurance benefits under the same terms as if the employee had been continuously working during the leave period. The continuation of benefits pursuant to this policy ends on the effective date of the notification to the Superintendent/Designee of his or her intent not to return to work, when the employee fails to return to work on the scheduled date unless an emergency exists preventing such a return, or if the employee exhausts his or her family medical leave rights. A employee who fails to return to work without good cause shown, shall be required to repay the cost of all insurance benefits provided during the leave.

6B.8.7 Employment Status

- a. During a family or medical leave, an eligible employee will not accrue seniority.

- b. An eligible employee returning from FMLA leave will be restored to the same position the employee held when the leave commenced, or to an equivalent position with equivalent pay, benefits and other conditions of employment.
- c. An employee on leave must report every thirty (30) days on his or her status and intention to return to work and in case of medical leave, provide periodic recertification by a health care provider.

ARTICLE VII - WORKING CONDITIONS (Certified Staff)

7A.1 Calendar Input

Prior to making a recommendation to the Board regarding the school calendar, the Superintendent will meet with the Association President to discuss the school calendar. The Association president shall have the right to make recommendations to the Superintendent/Designee. The Board shall decide the official school calendar.

7A.2 Certified Staff Workdays

Unless one or more of the emergency days built into the school calendar are used to insure a minimum of one hundred seventy-six (176) days of actual pupil attendance, such emergency days shall not become certified staff workdays.

7A.3 New Staff to the District

Any newly employed staff member will be offered up to 15 hours of orientation. Attendance is strongly recommended.

7A.4 Released Time for Required Meetings

Should the administration require all staff to attend a meeting after school hours or on weekends, teachers shall be given released work time equal to the length of time of the meeting. This shall not include the four (4) full faculty meetings placed on the calendar or open house at each high school. The released time will be assigned to the school calendar with input from the Association.

7A.5 Curricular Articulation Time

Every attempt will be made to allow a minimum of forty-five (45) minutes each curriculum early release day for curricular articulation when needed. On full-day institute days spent at District #127, a minimum of two (2) hours will be scheduled for articulation.

7A.6 Teacher Posting of Availability for Students

At the beginning of each semester, a department will post time and locations of typical availability for student help.

7A.7 Promotions and Vacancies

During the school year, notice of all known openings for staff promotion(s) or staff vacancies in professional positions will be given to the GEA President, posted in the staff center and posted on the District Web site for at least 3 working days prior to filling the position(s).

Should a promotion occur during the summer prior to July 1st, the superintendent/designee will mail a dated notice to all teachers. Should a promotion occur after July 1st, no posting by mail is required. Instead, for a promotion or teacher vacancy, the following actions will occur:

- a. Notification of the GEA president
- b. Posting in the staff center
- c. Posting on the District Web site

Annually, members of the professional staff may file with the Principal a notice of any changes they may desire in their teaching field and/or extracurricular assignments.

The promotion will not be filled until 3 working days have passed from the date of the notice.

An administrative check and balance system will be put in place to ensure that all position promotions/vacancies are properly posted before being filled.

7A.8 Process to Request a Change from Full-Time to Part-Time or Part-Time to Full-Time Status

A request by a certificated staff member with contractual continued service to become or remain on part-time status will be made annually, according to the following procedure:

- Full-time certificated staff with contractual continued service that desire a part-time position, must put their request in writing to the Department Chair, Principal, and the Superintendent/Designee on or before February 1st of each year for consideration the following year. The Department Chair, Building Principal and Superintendent/Designee will review all such requests and jointly make a decision about the request. A decision will be communicated to the employee no later than May 15th each year. The Superintendent/Designee will present requests for part-time status to the Board of Education for final approval.
- The decision to grant a request will be based, primarily, on whether creation of the part-time position is in the best interests of students and the District. Additional criteria for decision-making will be program needs, building needs, and financial implications to the District.

Once a staff member initiates the request to be reduced to part-time status and after it is granted, that teacher may no longer demand an occupied position in order to return to full-time status. Notice of a request to return to full-time status shall be submitted in writing to the Superintendent/Designee no later than February 1 for consideration the following year. A part-time teacher who has previously been granted tenure requesting to return to full-time will be given first consideration for available full-time District positions granted the teacher is qualified for the position.

7A.9 Notice of Teaching Assignments

Teachers will be given notice as soon as reasonably possible of their teaching assignments for the next school year. Teachers who are involuntarily reassigned to a substantially different academic teaching assignment shall have the option within thirty (30) days of receiving notice of any such reassignment to resign from their employment with the District.

1. Voluntary Transfer

Any teacher presently on tenure or eligible for continued contractual status in the coming school term may apply for transfer to another building to fill a vacancy. Such application shall be in writing to the Superintendent/Designee on or before February 1st each year. Prior to filling any vacancy, the file containing transfer requests shall be reviewed by the Superintendent/Designee. Such transfer requests shall be maintained in such file until the beginning of the next school year. Transfer requests will be evaluated based on the following factors (listed in alphabetical order):

- Effect of extra-curricular assignments
- Experience
- Gender, including particularly to the physical education classes
- Number of preparations
- Qualifications (certifications) of the teachers, including degree(s), special expertise, and interest
- Teacher preference

If the transfer is not granted, the teacher, upon written request, shall receive the reasons in writing. Transfer requests submitted after the February 1st deadline may be considered, but applications of the provisions of this section (Article VII) shall be at the discretion of the administration.

2. Involuntary Transfer

The parties recognize that in order to meet the staffing needs of the district it may be necessary to transfer a teacher involuntarily. The Superintendent/Designee may transfer a teacher when it is deemed to be in the best interests of the students, teacher, and school(s) affected.

Before any involuntary transfer from one building to the other becomes necessary, the Administration shall first actively seek qualified volunteers. If no volunteers are found, the Administration shall consider the following factors (listed in alphabetical order) in deciding to proceed with an involuntary transfer:

- Effect of extra curricular assignments
- Experience
- Gender, including particularly the assignment to physical education classes
- Number of preparations
- Qualifications (certifications) of the teachers, including degrees, special expertise, and interest
- Teacher preference

Any teacher, who is involuntarily transferred, upon written request, shall receive the reasons in writing. Involuntary transfers shall not be made unreasonably.

Any teacher who is involuntarily reassigned to a substantially different academic training assignment shall upon request be given the opportunity to fully discuss the reasons for the reassignment with the administration. Teacher's regular assignments shall be within the scope of their certification. For the purpose of this clause, a substantially different teaching assignment means assignment to teach in an academic subject area not taught by the teacher during the previous two (2) school years.

Annually, members of the professional staff may file with the Superintendent/Designee a written notice by February 1st of any changes they may desire in their teaching field and/or extracurricular assignments.

7A.10 Traveling Staff

A teacher who begins at Grayslake Central High School and finishes at Grayslake North High School will work an extra 25 minutes per day and will receive pay at the hourly curriculum rate.

For example: the 2006-2007 hourly curriculum rate is \$34.00 times 45 hours per semester equals additional compensation of \$1,530.00 per semester.

7A.11 Mileage Reimbursement

The Board shall reimburse a bargaining unit member for mileage in work related travel at the current IRS rate. The mileage reimbursement will be quarterly according to vouchers of actual mileage filed monthly by each individual bargaining unit member. Distance between the two high schools is 2.5 miles.

ARTICLE VII – WORKING CONDITIONS (ESP)

7B.1 Calendar Input

Prior to making a recommendation to the Board regarding the school calendar, the Superintendent will meet with the Association President to discuss the school calendar. The Association President shall have the right to make recommendations to the Superintendent/Designee. The Board shall decide the official school calendar.

7B.2 New Staff to the District

Any newly employed staff member will be offered up to 15 hours of orientation. Attendance is strongly recommended.

7B.3 Probationary Period

New employees and those hired after a break in continuous service with the Board will be regarded as probationary employees for ninety calendar (90) days of employment and will receive no continuous service credit during such period. Probationary employees may be laid off or discharged as exclusively determined by the Board, without cause and without recourse to the grievance procedure. Probationary employees continued in the service of the Board subsequent to the probationary period will receive full and continuous service credit from the date of original hiring or hiring after a break in continuous service with the Board.

The probationary period for ten month employees only occurs when school is in session. Any time worked in the prior school year will carry over and count towards the ninety calendar (90) days probationary period.

At the end of the bargaining unit members ninety calendar (90) day probationary period, the District will determine whether or not to continue the employee service to the District, or, extend the probationary period an additional thirty calendar (30) days.

7B.4 Work Day/Work Year

- a. Full-time, regular employees are defined as those employees who are scheduled for thirty-five (35) or more hours per week for the twelve (12) month period.
- b. Ten (10) month, regular employees are defined as those employees who are scheduled for thirty-five (35) or more hours per week for the ten (10) month period.

- c. Part-time employees are defined as those who are scheduled for less than thirty-five (35) hours per week.

7B.5 Work Schedules

1. The workday consists of an eight (8) hour day. When school is in session, Employees' hours will begin no earlier than 6:30 a.m. and end no later than 5:00 p.m. unless mutually agreed between the Association and the Board.
2. The Board may approve an adjusted work week during the summer. Prior to making a recommendation to the Board regarding a summer schedule, the Superintendent/designee will meet with the Association President/designee to discuss the summer schedule. The summer schedule will be determined and work schedules adjusted prior to the last day students attend school before the summer break.
3. If it becomes necessary, The Superintendent/Designee will have the discretion to alter the hours of work within an employee's workday; it will be with the agreement of the employee and the Association.
4. Employees may be required to work special events that are part of the regular school program (e.g., Parent-Teacher Conference nights, Career Night, Open House). Employees will be paid at an overtime rate of one and one-half (1.5) times their regular wage for all hours worked over forty (40) hours for that week.
5. An employee's daily schedule will include a paid 15-minute break in the morning, a 30-minute unpaid lunch, and a paid 15-minute break in the afternoon. Employees must schedule all breaks and lunches so as to ensure that the District and school offices will have continuous services at all times.

7B.6 Involuntary Transfer between Buildings

In the event that an involuntary transfer becomes necessary, the transfer shall be made in the best interest of the students based on the following factors (listed in alphabetical order)::

- Balance of experience.
- ESP preference
- Experience at Grayslake Community High School District 127.
- Preference of Administrator/Supervisor.
- Qualifications of the ESP, including special expertise and interest.

In the event, upon request of the transferred ESP to the Superintendent/Designee, the employee shall receive the reasons for the transfer selection in writing.

ARTICLE VIII – TEACHER COMPENSATION AND FRINGE BENEFITS (Certified Staff)

8A.1 Salary Schedule

The salary schedule for the 2006-2007, 2007-2008, 2008-2009, 2009-2010, and 2010-2011 school years is set forth in Appendix A.1 of this Agreement. Teachers shall each receive one (1) vertical step (except those at the top of the schedule) and all appropriate horizontal movement.

8A.1.1

The Board shall remit to the Illinois Teachers' Retirement System (TRS), on behalf of each teacher, the required contribution, which will be deducted from all creditable compensation. The Board's payment to TRS is included in the appropriate amounts shown on the salary schedule. The salary amounts shown on the salary schedule shall represent the combination of all regular salary schedule benefits payable to teacher and all amounts paid to TRS by the Board. Nothing herein shall require the Board to pay teachers' extra compensation in excess of the appropriate amounts set forth in various sections of this Agreement.

8A.1.2

Teachers shall typically take graduate level courses in the subject area in which the teacher is certified, or in the field of education, in order to move horizontally on the salary schedule. Undergraduate courses and courses outside the subject area in which the teacher is certified, or outside the field of education, or courses not pursuant to a previously approved degree program shall be approved in advance by the Superintendent/Designee to qualify for horizontal movement.

A teacher shall qualify for horizontal movement when official notice and transcripts covering courses completed are received by the Superintendent/Designee. All horizontal movement shall occur with the first check or the thirteenth check of each school term. Revision of compensation shall occur retroactive to the beginning of the school year (first check) if official notification is received prior to the first day of classes and an official transcript is received within forty-five (45) days after the beginning of the school term. If the official transcript is received more than forty-five (45) days after the beginning of the school term but prior to the issuance of the thirteenth check, then revision of compensation shall occur with the thirteenth check.

Revision of compensation shall occur retroactive to the beginning of the thirteenth check if official notification is received prior to the thirteenth check and an official transcript is received within forty-five (45) days after the thirteenth check. If the official transcript is received more than forty-five (45) days after the thirteenth check then revision of compensation shall occur with the first check of the school year next following.

8A.1.3

After being frozen at a step, a teacher who completes the appropriate graduate credits for lateral (horizontal movement) on the salary schedule will also be moved vertically to recoup the total number of years of experience. No retroactive pay will be awarded.

8A.2 Extracurricular

Compensation for extracurricular/co-curricular activities shall be according to the provisions of Appendix A.2 and Appendix A.3 of this Agreement.

8A.3 Medical, Dental, Life, and Vandalism Insurance

Category I – Continuous employment prior to the 1992-1993 school year:

1. The Board will contribute an amount equal to the full single premium rate per teacher toward the cost of medical insurance under the District's current group plan.
2. Those teachers currently enrolled in the annuity plan in lieu of the medical plan will continue in the annuity at the HMO rate.
3. The Board will contribute an amount equal to the single premium rate per teacher toward the cost of dental insurance under the District's current group rate.

4. Group term life insurance will be one (1) times the teacher's annual salary rounded to the nearest thousand, with double indemnity for those certified employees. Premium is to be provided by District.

Category II – New full-time employees beginning with the 1992-93 school year:

1. The Board will contribute an amount equal to the full single premium rate per teacher toward the cost of medical insurance under the District's current plan.
2. The Board will contribute an amount equal to the single premium rate per teacher toward the cost of dental insurance under the District's current group plan.
3. Group term life insurance will be one (1) times the teacher's annual salary rounded to the nearest thousand, with double indemnity for those certified employees. Premium is to be provided by the District.

Category III – New less than full-time employees (less than 80%) beginning the 1992-1993 school year:

1. Less than full-time (less than 80%) teachers may participate in the District's group medical and dental insurance plan at their own expense.

Vandalism Insurance – If a staff member's vehicle is vandalized while parked in a GCHS parking lot, the Board will pay up to \$200 (two hundred dollars) of the staff member's insurance deductible to have the car repaired if the vandal is not caught or is financially unable to pay. This will be limited to five (5) incidents per year.

8A.4 Salary Reduction Plan

Section 403(b)

Annually, for each school year of this Agreement, each individual teacher shall be allowed to make a salary reduction election for contributions toward a tax-sheltered annuity as defined in Section 403(b) of the Internal Revenue Code of 1986.

Section 125

The purpose of this Plan is to provide employees of District #127 a choice between full compensation and benefits under the dependent care, medical care and medical reimbursement plans maintained by the District. This Plan is intended to qualify under Section 125 of the Internal Revenue Code of 1986 as amended and is to be interpreted in a manner consistent with the requirements of Section 125 of the Internal Revenue Code.

The Plan may at any time be amended or terminated by a written instrument agreed upon and signed by the Board of Education and the Association. Annually, at the beginning of the school term, each staff member shall receive a copy of the Salary Reduction Plan.

8A.5 Professional Improvement

To qualify for reimbursement for academic work beyond the Bachelor's Degree, the teacher must submit, in writing, to the Superintendent/Designee:

1. The request must be approved as per district policy.
2. Official verification of the costs of said course work.

3. Official verification of the completion of said coursework.

The Board of Education shall reimburse the teacher only for development in the field of education at a rate not to exceed one hundred forty dollars (\$140.00) per semester hour, increasing \$5.00 each year thereafter of the five year settlement, for the cost of tuition, books and fees for course work actually paid by the teacher. Course work shall not exceed ten (10) semester hours per year commencing with the first day of the school term and ending with the day before the next school term. The maximum hours the Board of Education will approve for professional improvement unless mandated by the Board, shall not exceed 2.00 hours per eligible FTE per the contract year. This is available to teachers who have had at least one (1) year of experience with District #127.

Procedure:

Allotment of Hours: The allotment of hours for the school year will be 2.00 hours per eligible FTE per contract year. Unused hours will accumulate within a contract year and may carry over to the next contract year. At the beginning of each school year the Superintendent and the GEA President will establish the number of eligible teachers.

Application and Approval: Application for and approval of both (in writing) will be according to the following dates:

1. For courses commencing between September 1 and December 31, approval must be prior to the previous August 15.
2. For courses commencing between January 1 and May 31, approval must be prior to the previous December 15.
3. For courses commencing between June 1 and August 31, approval must be prior to the previous May 15.
4. In the event of more applications than semester hours allotted, the approval date and time will be the determining factor.
5. The Superintendent/Designee may approve courses outside of the given dates if the circumstances dictate it is needed.

8A.6 Retirement

The District will not be required to pay any penalty or make any contribution to TRS due to the employee's retirement.

The Certified Staff member must notify the Superintendent/Designee by February 1st of the intent to retire prior to the first of the four final years of service with the District.

A Teacher with less than thirty-five (35) years of TRS must submit a letter of intent of retirement on or before February 1 prior to the intended date of retirement. The District will not be liable for the member's percent for early retirement or any penalty for exceeding the six (6) percent salary cap. The employee will reimburse the District for any penalty.

Retirement Option

Eligibility: Any teacher with a minimum of twenty (20) years of service with the District and a minimum of thirty-five (35) years of credible TRS service (including sick leave) at retirement is eligible for this benefit.

Teachers enrolling in this program will be required to sign a letter of intent of retirement on or before February 1 prior to the intended date of retirement. If a teacher is eligible and has given his/her letter of intent under this plan, but must use so much sick leave during his/her final years that he/she is no longer eligible for the thirty-five (35) years of credible service, the teacher shall be entitled to rescind this retirement agreement and return to the lane and step they would be on had this not been in place. In addition, the

teacher must repay the District for any difference in pay received had this plan not been in place. Teachers will be eligible for this benefit once. The District reserves the right to limit the number of retirees to 10% in any given year.

Teachers will be recognized as follows for this benefit:

- a. Starting with the school year after the enrollment in the service recognition benefit, the teacher will fall off the schedule, and for each year, for up to four (4) years, a teacher will be salaried at 6.0% greater than the previous year, as reported TRS earnings.
- b. By August 15 after the teacher has retired into the Illinois Teachers Retirement System and has received his or her final paycheck for regular earnings, an additional sum will be provided to, or on behalf of, the teacher as the remainder of the service recognition benefit. This amount will be the difference of the amount stated below and the total increases over and above the teacher's contractual salary schedules during the teacher's time period on this plan.
- c. Service Recognition amounts based on salary lane at exit are:

BA & BA 15	\$30,000
MA, MA 10, & MA 20	\$40,000
MA 30	\$50,000

If legislation is passed by the General Assembly or Rules and Regulations are adopted by the Illinois Teacher Retirement System (ITRS) that reduces or increases the penalties to be paid by the employer to the ITRS, the parties will meet to review this section for possible changes.

Insurance: Teachers retiring under this program will be allowed the opportunity to continue coverage in the District's medical and dental insurance plan. The teacher will be required to pay the complete premium to the Business Office/designee.

ARTICLE VIII - WAGES AND BENEFITS (ESP)

8B.1 Wage Schedules (See Appendix B.1)

8B.2 Pay Days

Employees will be paid every other Friday. (26 total pays per fiscal year) If school is not in session on a Friday, the employees will be paid on the last workday prior thereto.

8B.3 Medical Insurance

The Board will contribute an amount equal to the full single premium rate per bargaining unit member toward the cost of medical insurance under the District's current plan for employees who regularly work thirty-five (35) or more hours a week.

The Board will contribute an amount equal to the single premium rate per bargaining unit member toward the cost of dental insurance under the Districts current group plan for employees who regularly work thirty-five (35) or more hours a week.

8B.4 Term Life Insurance

Group term life insurance will be one (1) times the bargaining unit member's annual salary rounded to the nearest thousand. The premium is to be provided by the District

8B.5 Salary Reduction Plan

A salary reduction plan will be implemented by the Board for dependent coverage – medical and dental insurance, tax sheltered annuities (403B), and Section 125 deductions (Flex Plan July 1-June 30).

8B.6 Full-Time Employee Holidays

All full-time employees who have passed their probationary period will receive the following paid holidays:

Holidays for 10 month employees:

Martin Luther King's Birthday
Lincoln's Birthday or President's
Day
Casmir Pulaski Day
Memorial Day
Labor day
Columbus Day
Veterans Day
Thanksgiving Day

Note: Good Friday will be an unpaid non-attendance day for all ten and twelve month employees.

Holidays for 12 month employees

New Years Eve Day

New Years Day
Martin Luther King's Birthday
Lincoln's Birthday or President's Day
Casmir Pulaski Day
Memorial Day
July 4th
Labor day
Columbus Day
Veterans Day
Thanksgiving Day
Day after Thanksgiving
Christmas Eve Day
Christmas Day

Employees on authorized vacation will be entitled to holiday pay if it falls during their vacation period. If an employee is on authorized paid sick leave when one of these paid holidays is observed, that holiday or those holidays will not be counted as paid sick leave.

8B.7 Call In Holiday Pay

If an employee is called into work on a designated holiday, that employee will receive a rate of pay at two (2) times their hourly rate for that specific date.

8B.8 Vacations

- a. In computing the vacation time, the period from July 1st through June 30th will be considered the working year. Most vacations are to be scheduled between the close of school in June and August 30th. However, upon the approval of the immediate supervisor and the Superintendent/Designee, other vacation periods can be arranged.
- b. All twelve (12) month full-time employees who have completed their probationary period will receive paid vacation days (prorated) based on their date of hire. Employees can earn up to the number of days of paid vacation during the year of service as provided below.
- c. All first year twelve (12) month employees will earn their first year of vacation on a prorated basis. After their first year, employees will receive all of the earned vacation up front. Five unused days of vacation can be carried over to the next fiscal year and must be used by December 31st of that year.

- d. If the employee terminates their employment for any reason, their vacation days will be prorated from July 1 to their last day of employment at their daily rate of straight-time hourly wage in that same calendar year.

The total number of vacation days divided by 260 days equals a prorated vacation day value.

Years of Service	Number of Earned Vacation Days	Years of Service	Number of Earned Vacation Days
Year 1	10	Year 12	20.5
Year 2	11	Year 13	21.0
Year 3	12	Year 14	21.5
Year 4	13	Year 15	22.0
Year 5	14	Year 16	22.5
Year 6	15	Year 17	23.0
Year 7	16	Year 18	23.5
Year 8	17	Year 19	24.0
Year 9	18	Year 20	24.5
Year 10	19	Year 21+	25.0
Year 11	20		

8B.9 Coursework Reimbursement

The Board will provide 100 percent reimbursement to employees who have successfully completed job-related or career-related coursework provided the Board or its designee has given previous written approval for such course work and the employee receives a grade of “C” or better for such course work or passes in a pass/fail course. Reimbursement will be paid after receipt of appropriate evidence of successful completion of such coursework.

It is not the intent of this section to have the Board pay for an employee’s college education or advanced degree. The employee must be able to demonstrate that coursework will be advantageous to a program that the employee is involved in or a position held at Grayslake Community High School District 127.

8B.10 Mileage Reimbursement

The Board shall reimburse a bargaining unit member for mileage in work related travel at the current IRS rate. The mileage reimbursement will be quarterly according to vouchers of actual mileage filed monthly by each individual bargaining unit member. Distance between the two high schools is 2.5 miles.

8B.11 Overtime

All hours worked over forty (40) hours in a week will be overtime and will be compensated at the rate of one and one-half (1.5) times the employee’s regular rate of pay. Holidays or leave days do not qualify as hours worked. Prior to working any overtime, the employee must obtain approval from the Superintendent/Designee or the employee’s immediate supervisor.

8B.12 Retirement

If an ESP member has more than 20 years of service with the District, the employee will be entitled to a 7.75% increase in hourly wage in their final two years of service, in lieu of the annual increase. The ESP member must notify the Superintendent/Designee by February 1st of the intent to retire in the year prior to the intent to retirement.

ARTICLE IX - LABOR MANAGEMENT RELATIONS COMMITTEE

The parties shall organize a labor management committee designed to serve as a vehicle for informal resolution of labor management concerns as such concerns may arise before, during, or after the ratification of any collectively bargained agreements. By participating in committee discussions, neither party waives its right to engage in formal collective bargaining or to declare any issue non-negotiable within the meaning of the Illinois Educational Labor Relations Act as interpreted by IELRB rules, regulations or decisions or judicial interpretations thereof, unless such party expressly agrees to such waiver in writing.

Either the Grayslake Education Association Executive Board or the Board of Education may call a Labor Management Relations Committee meeting. No later than five (5) school days after the call has been issued, each party shall provide the other party with a descriptive agenda which reviews the items to be discussed at the meeting. A meeting of the Labor Management Relations Committee shall follow no later than fifteen (15) school days following the call for a meeting.

9.1 Impact Bargaining

Items that the Association deems of sufficient importance to be usually needing impact bargaining shall be so indicated in a meeting of the Labor Management Relations Committee called by the Association or agreed to by the two constituencies. Impact bargaining items decided upon need ratification by the Board and, at least, the full executive committee of the Grayslake Education.

9.2 Process of the Committee

The committee shall be free to choose the best appropriate process for dealing with business, the level(s) of formality, and so forth, mindful of various models available.

9.3 Communication Vehicle

The Superintendent, the Association President and designees shall meet periodically to discuss matters which in the opinion of either party impact on the smooth operation of the building/District. In general, these meetings will be held weekly during the school year. Advisory resources may be at meetings as each party deems necessary.

9.4 Composition of the Committee

The committee shall consist of six (6) members, three selected by the Board and three by the Association. Among those for the Board shall be the Superintendent/Designee, one Board member who participated in the negotiations for the current contract and one Board designee. For the Association, the members shall be the President/Designee and two Association members, one of whom participated in the negotiations of the current contract.

9.5 Scope of the Committee

The items for committee business shall include, but not be limited to, the following subjects: mediation of grievances, points of contract interpretations, and such items considered necessary to a smooth regulation of matters affecting all conditions of the school environment.

9.6 Evaluation Committee

A joint evaluation committee will be convened to review and revise the teacher and/or ESP evaluation plan as needed. Committee members will be appointed by the Board and the Association respectively. The evaluation plan will be both formative and summative in nature.

ARTICLE XI – LEGALITY

If any provision of this Agreement is subsequently declared by legislative or judicial authority to be unlawful, unenforceable, or not in accordance with applicable statutes, no other provisions of this Agreement will be invalidated thereby. All parties will meet as soon as possible to agree on a substitute provision. However, if the parties are unable to agree on a substitute provision within thirty (30) days following commencement of the initial meeting, then the matter will be postponed until contract negotiations are reopened.

ARTICLE XII – DURATION

This Agreement shall be effective as of the first day of the 2006 – 2007 school term upon ratification by both parties and shall remain in full force and effect until the day before the first day of the 2011-2012 school term.

For the Association

For the Board of Education

Co- President

President

Co –President

Vice President

APPENDIX A

Grayslake Community High School District 127 Salary Index

Step	B	B+15	M	M+10	M+20	M+30
1	1.000	1.033	1.067	1.097	1.128	1.159
2	1.035	1.069	1.104	1.135	1.167	1.200
3	1.071	1.107	1.143	1.175	1.208	1.242
4	1.109	1.145	1.183	1.216	1.250	1.285
5	1.148	1.185	1.225	1.259	1.294	1.330
6	1.188	1.227	1.267	1.303	1.339	1.377
7	1.229	1.270	1.312	1.348	1.386	1.425
8	1.272	1.314	1.358	1.396	1.435	1.475
9		1.360	1.405	1.444	1.485	1.527
10		1.408	1.454	1.495	1.537	1.580
11		1.457	1.505	1.547	1.591	1.635
12			1.558	1.602	1.646	1.692
13			1.612	1.658	1.704	1.752
14			1.669	1.716	1.764	1.813
15			1.727	1.776	1.825	1.876
16			1.788	1.838	1.889	1.942
17			1.850	1.902	1.955	2.010
18			1.915	1.969	2.024	2.080
19			1.982	2.038	2.095	2.153
20			2.051	2.109	2.168	2.229
21			2.123	2.183	2.244	2.307

APPENDIX A.1

**Grayslake Community High School District 127
Salary Schedule for 2006-2007**

Base Increase 2.00%						
Step	B	B+15	M	M+10	M+20	M+30
1	\$39,901	\$41,218	\$42,578	\$43,771	\$44,996	\$46,256
2	\$41,298	\$42,661	\$44,069	\$45,302	\$46,571	\$47,875
3	\$42,743	\$44,154	\$45,611	\$46,888	\$48,201	\$49,551
4	\$44,239	\$45,699	\$47,207	\$48,529	\$49,888	\$51,285
5	\$45,788	\$47,299	\$48,860	\$50,228	\$51,634	\$53,080
6	\$47,390	\$48,954	\$50,570	\$51,986	\$53,441	\$54,938
7	\$49,049	\$50,668	\$52,340	\$53,805	\$55,312	\$56,860
8	\$50,766	\$52,441	\$54,172	\$55,688	\$57,248	\$58,851
9		\$54,276	\$56,068	\$57,637	\$59,251	\$60,910
10		\$56,176	\$58,030	\$59,655	\$61,325	\$63,042
11		\$58,142	\$60,061	\$61,743	\$63,471	\$65,249
12			\$62,163	\$63,904	\$65,693	\$67,532
13			\$64,339	\$66,140	\$67,992	\$69,896
14			\$66,591	\$68,455	\$70,372	\$72,342
15			\$68,921	\$70,851	\$72,835	\$74,874
16			\$71,334	\$73,331	\$75,384	\$77,495
17			\$73,830	\$75,897	\$78,023	\$80,207
18			\$76,414	\$78,554	\$80,753	\$83,014
19			\$79,089	\$81,303	\$83,580	\$85,920
20			\$81,857	\$84,149	\$86,505	\$88,927
21			\$84,722	\$87,094	\$89,533	\$92,040

Notes for MA or above only:

- F1 Anyone frozen at step 21 for the first time will receive a \$500 frozen salary increase
- F2 Anyone frozen at step 21 for the second time will receive a \$1,000 frozen salary increase
- F3 Anyone frozen at step 21 for the third time and for each year thereafter will receive a \$1,500 frozen salary increase

Other: A Staff member starting this contract off the salary schedule will receive their prior year salary (inclusive of the longevity payment) plus the base increase for each year of this agreement.

APPENDIX A.1

**Grayslake Community High School District 127
Salary Schedule for 2007-2008**

Base Increase 2.50%						
Step	B	B+15	M	M+10	M+20	M+30
1	\$40,899	\$42,249	\$43,643	\$44,865	\$46,121	\$47,412
2	\$42,330	\$43,727	\$45,170	\$46,435	\$47,735	\$49,072
3	\$43,812	\$45,258	\$46,751	\$48,060	\$49,406	\$50,789
4	\$45,345	\$46,842	\$48,388	\$49,742	\$51,135	\$52,567
5	\$46,932	\$48,481	\$50,081	\$51,483	\$52,925	\$54,407
6	\$48,575	\$50,178	\$51,834	\$53,285	\$54,777	\$56,311
7	\$50,275	\$51,934	\$53,648	\$55,150	\$56,694	\$58,282
8	\$52,035	\$53,752	\$55,526	\$57,081	\$58,679	\$60,322
9		\$55,633	\$57,469	\$59,078	\$60,733	\$62,433
10		\$57,580	\$59,481	\$61,146	\$62,858	\$64,618
11		\$59,596	\$61,562	\$63,286	\$65,058	\$66,880
12			\$63,717	\$65,501	\$67,335	\$69,221
13			\$65,947	\$67,794	\$69,692	\$71,643
14			\$68,255	\$70,167	\$72,131	\$74,151
15			\$70,644	\$72,622	\$74,656	\$76,746
16			\$73,117	\$75,164	\$77,269	\$79,432
17			\$75,676	\$77,795	\$79,973	\$82,212
18			\$78,325	\$80,518	\$82,772	\$85,090
19			\$81,066	\$83,336	\$85,669	\$88,068
20			\$83,903	\$86,253	\$88,668	\$91,150
21			\$86,840	\$89,271	\$91,771	\$94,341

Notes for MA or above only:

- F1 Anyone frozen at step 21 for the first time will receive a \$500 frozen salary increase
- F2 Anyone frozen at step 21 for the second time will receive a \$1,000 frozen salary increase
- F3 Anyone frozen at step 21 for the third time and for each year thereafter will receive a \$1,500 frozen salary increase

Other: A Staff member starting this contract off the salary schedule will receive their prior year salary (inclusive of the longevity payment) plus the base increase for each year of this agreement.

APPENDIX A.1

**Grayslake Community High School District 127
Salary Schedule for 2008-2009**

Base Increase 2.35%						
Step	B	B+15	M	M+10	M+20	M+30
1	\$41,860	\$43,241	\$44,668	\$45,919	\$47,205	\$48,527
2	\$43,325	\$44,755	\$46,232	\$47,526	\$48,857	\$50,225
3	\$44,842	\$46,321	\$47,850	\$49,190	\$50,567	\$51,983
4	\$46,411	\$47,943	\$49,525	\$50,911	\$52,337	\$53,802
5	\$48,035	\$49,621	\$51,258	\$52,693	\$54,169	\$55,685
6	\$49,717	\$51,357	\$53,052	\$54,537	\$56,065	\$57,634
7	\$51,457	\$53,155	\$54,909	\$56,446	\$58,027	\$59,652
8	\$53,258	\$55,015	\$56,831	\$58,422	\$60,058	\$61,739
9		\$56,941	\$58,820	\$60,467	\$62,160	\$63,900
10		\$58,934	\$60,878	\$62,583	\$64,335	\$66,137
11		\$60,996	\$63,009	\$64,773	\$66,587	\$68,452
12			\$65,214	\$67,040	\$68,918	\$70,847
13			\$67,497	\$69,387	\$71,330	\$73,327
14			\$69,859	\$71,815	\$73,826	\$75,893
15			\$72,304	\$74,329	\$76,410	\$78,550
16			\$74,835	\$76,931	\$79,085	\$81,299
17			\$77,454	\$79,623	\$81,853	\$84,144
18			\$80,165	\$82,410	\$84,717	\$87,089
19			\$82,971	\$85,294	\$87,682	\$90,138
20			\$85,875	\$88,280	\$90,751	\$93,292
21			\$88,881	\$91,369	\$93,928	\$96,558

Notes for MA or above only:

- F1 Anyone frozen at step 21 for the first time will receive a \$500 frozen salary increase
- F2 Anyone frozen at step 21 for the second time will receive a \$1,000 frozen salary increase
- F3 Anyone frozen at step 21 for the third time and for each year thereafter will receive a \$1,500 frozen salary increase

Other: A Staff member starting this contract off the salary schedule will receive their prior year salary (inclusive of the longevity payment) plus the base increase for each year of this agreement.

APPENDIX A.1

**Grayslake Community High School District 127
Salary Schedule for 2009-2010**

Base Increase 2.25%						
Step	B	B+15	M	M+10	M+20	M+30
1	\$42,802	\$44,214	\$45,673	\$46,952	\$48,267	\$49,618
2	\$44,300	\$45,762	\$47,272	\$48,596	\$49,956	\$51,355
3	\$45,850	\$47,364	\$48,927	\$50,296	\$51,705	\$53,152
4	\$47,455	\$49,021	\$50,639	\$52,057	\$53,514	\$55,013
5	\$49,116	\$50,737	\$52,411	\$53,879	\$55,387	\$56,938
6	\$50,835	\$52,513	\$54,246	\$55,765	\$57,326	\$58,931
7	\$52,614	\$54,351	\$56,144	\$57,716	\$59,332	\$60,994
8	\$54,456	\$56,253	\$58,109	\$59,736	\$61,409	\$63,128
9		\$58,222	\$60,143	\$61,827	\$63,558	\$65,338
10		\$60,260	\$62,248	\$63,991	\$65,783	\$67,625
11		\$62,369	\$64,427	\$66,231	\$68,085	\$69,992
12			\$66,682	\$68,549	\$70,468	\$72,441
13			\$69,016	\$70,948	\$72,935	\$74,977
14			\$71,431	\$73,431	\$75,487	\$77,601
15			\$73,931	\$76,001	\$78,129	\$80,317
16			\$76,519	\$78,661	\$80,864	\$83,128
17			\$79,197	\$81,415	\$83,694	\$86,038
18			\$81,969	\$84,264	\$86,624	\$89,049
19			\$84,838	\$87,213	\$89,655	\$92,166
20			\$87,807	\$90,266	\$92,793	\$95,391
21			\$90,880	\$93,425	\$96,041	\$98,730

Notes for MA or above only:

- F1 Anyone frozen at step 21 for the first time will receive a \$500 frozen salary increase
- F2 Anyone frozen at step 21 for the second time will receive a \$1,000 frozen salary increase
- F3 Anyone frozen at step 21 for the third time and for each year thereafter will receive a \$1,500 frozen salary increase

Other: A Staff member starting this contract off the salary schedule will receive their prior year salary (inclusive of the longevity payment) plus the base increase for each year of this agreement.

APPENDIX A.1

**Grayslake Community High School District 127
Salary Schedule for 2010-2011**

Base Increase 2.15%						
Step	B	B+15	M	M+10	M+20	M+30
1	\$43,722	\$45,165	\$46,655	\$47,962	\$49,305	\$50,685
2	\$45,252	\$46,746	\$48,288	\$49,640	\$51,030	\$52,459
3	\$46,836	\$48,382	\$49,978	\$51,378	\$52,816	\$54,295
4	\$48,476	\$50,075	\$51,728	\$53,176	\$54,665	\$56,196
5	\$50,172	\$51,828	\$53,538	\$55,037	\$56,578	\$58,162
6	\$51,928	\$53,642	\$55,412	\$56,964	\$58,558	\$60,198
7	\$53,746	\$55,519	\$57,351	\$58,957	\$60,608	\$62,305
8	\$55,627	\$57,462	\$59,359	\$61,021	\$62,729	\$64,486
9		\$59,474	\$61,436	\$63,156	\$64,925	\$66,743
10		\$61,555	\$63,587	\$65,367	\$67,197	\$69,079
11		\$63,710	\$65,812	\$67,655	\$69,549	\$71,497
12			\$68,115	\$70,023	\$71,983	\$73,999
13			\$70,500	\$72,474	\$74,503	\$76,589
14			\$72,967	\$75,010	\$77,110	\$79,269
15			\$75,521	\$77,635	\$79,809	\$82,044
16			\$78,164	\$80,353	\$82,603	\$84,915
17			\$80,900	\$83,165	\$85,494	\$87,887
18			\$83,731	\$86,076	\$88,486	\$90,964
19			\$86,662	\$89,088	\$91,583	\$94,147
20			\$89,695	\$92,207	\$94,788	\$97,442
21			\$92,834	\$95,434	\$98,106	\$100,853

Notes for MA or above only:

- F1 Anyone frozen at step 21 for the first time will receive a \$500 frozen salary increase
- F2 Anyone frozen at step 21 for the second time will receive a \$1,000 frozen salary increase
- F3 Anyone frozen at step 21 for the third time and for each year thereafter will receive a \$1,500 frozen salary increase

Other: A Staff member starting this contract off the salary schedule will receive their prior year salary (inclusive of the longevity payment) plus the base increase for each year of this agreement.

APPENDIX A.2

Levels of Competition in Athletics

Any head coach who is required to coach another level as an assistant coach shall receive compensation as an assistant coach according to the appropriate step and lane (steps determined by number of years during which the coach held such position in that sport) provided that the head coach devotes the same time to such assistant coaching duties as would any other assistant coach; i.e., separate practice and game times. If no separate practices are held, pay for time spent attending additional contests will be pro-rated. Pro-ration equals the number of games divided by the number of practice days in session, excluding Sundays.

A recommendation may be made from the administration to the Board for additional levels of a sport to be added or eliminated. The recommendation shall be based upon the following factors: the number and skill levels of the participants, the availability of a qualified coaching staff, the availability of facilities and equipment, and the availability of funds.

Coaches of each sport shall recommend to the Athletic Director the maximum number of participants at each level and if necessary, hold tryouts to limit squad size.

In the case of new athletic programs, a committee consisting of the Administration and Grayslake Education Association shall establish the placement in existing categories for compensation purposes with the final approval of the Board of Education. The following factors shall be considered when determining the placement: length of season, number of contests and practices, and the number of coaches and participants.

APPENDIX A.2

2006-2007 Coaching Salary Index

	Level 1	Level 2	Level 3	Level 4	Level 5
		Baseball, Softball, Volleyball, Soccer, Tennis, Cheerleading, Track	Cross Country, Bowling, Golf, Pom Pons	Indoor Track	Weight Room
Base Salary	\$39,901				
Head Coach (Varsity)					

Years	Level 1	Level 2	Level 3	Level 4	Level 5
1	0.16000	0.14000	0.13000	0.12000	0.04500
2	0.16000	0.14000	0.13000	0.12000	
3	0.16500	0.14500	0.13500	0.12500	
4	0.16500	0.14500	0.13500	0.13000	
5	0.17000	0.15000	0.14000	0.13000	
6	0.17500	0.15500	0.14500	0.13500	
7	0.18000	0.16000	0.15000	0.14000	
8	0.18500	0.16500	0.15500	0.14500	
9	0.19000	0.17000	0.16000	0.15000	
10	0.19500	0.17500	0.16500	0.15500	
11	0.20000	0.18000	0.17000	0.16000	

Head Coach (Varsity Assistant, J. V. Head Coach, Sophomore Head, Freshman Head)

Years	Level 1	Level 2	Level 3	Level 4
1	0.13000	0.12000	0.11000	0.10000
2	0.13000	0.12000	0.11000	0.10000
3	0.13400	0.12400	0.11400	0.10400
4	0.13400	0.12400	0.11400	0.10400
5	0.13800	0.12800	0.11800	0.10800
6	0.14200	0.13200	0.12200	0.11200
7	0.14600	0.13600	0.12600	0.11600
8	0.15000	0.14000	0.13000	0.12000
9	0.15400	0.14400	0.13400	0.12400
10	0.15800	0.14800	0.13800	0.12800
11	0.16200	0.15200	0.14200	0.13200

Assistant Coach (J.V. Assistant, Sophomore Assistant, Freshman Assistant)

Years	Level 1	Level 2	Level 3	Level 4
1	0.12000	0.11000	0.10000	0.09000
2	0.12000	0.11000	0.10000	0.09000
3	0.12366	0.11400	0.10400	0.09400
4	0.12366	0.11400	0.10400	0.09400
5	0.12800	0.11800	0.10800	0.09800
6	0.13200	0.12600	0.11600	0.10200
7	0.13600	0.13000	0.12000	0.10600
8	0.14000	0.13400	0.12400	0.11000
9	0.14400	0.13800	0.12800	0.11400
10	0.14800	0.14200	0.13200	0.11800
11	0.15200	0.14600	0.13600	0.12200

APPENDIX A.2
2006-2007 Coaching Salary Schedule

	Level 1	Level 2	Level 3	Level 4	Level 5
	Football, Basketball, Wrestling	Baseball, Softball, Volleyball, Soccer, Tennis, Cheerleading, Track	Cross Country, Bowling, Golf, Pom Pons	Indoor Track	Weight Room
Base Salary	\$39,901				
Head Coach (Varsity)					
Years					
1	\$6,384	\$5,586	\$5,187	\$4,788	\$1,796
2	\$6,384	\$5,586	\$5,187	\$4,788	
3	\$6,584	\$5,786	\$5,387	\$4,988	
4	\$6,584	\$5,786	\$5,387	\$5,187	
5	\$6,783	\$5,985	\$5,586	\$5,187	
6	\$6,983	\$6,185	\$5,786	\$5,387	
7	\$7,182	\$6,384	\$5,985	\$5,586	
8	\$7,382	\$6,584	\$6,185	\$5,786	
9	\$7,581	\$6,783	\$6,384	\$5,985	
10	\$7,781	\$6,983	\$6,584	\$6,185	
11	\$7,980	\$7,182	\$6,783	\$6,384	
Head Coach (Varsity Assistant, J. V. Head Coach, Sophomore Head, Freshman Head)					
Years					
1	\$5,187	\$4,788	\$4,389	\$3,990	
2	\$5,187	\$4,788	\$4,389	\$3,990	
3	\$5,347	\$4,948	\$4,549	\$4,150	
4	\$5,347	\$4,948	\$4,549	\$4,150	
5	\$5,506	\$5,107	\$4,708	\$4,309	
6	\$5,666	\$5,267	\$4,868	\$4,469	
7	\$5,826	\$5,427	\$5,028	\$4,629	
8	\$5,985	\$5,586	\$5,187	\$4,788	
9	\$6,145	\$5,746	\$5,347	\$4,948	
10	\$6,304	\$5,905	\$5,506	\$5,107	
11	\$6,464	\$6,065	\$5,666	\$5,267	
Assistant Coach (J.V. Assistant, Sophomore Assistant, Freshman Assistant)					
Years					
1	\$4,788	\$4,389	\$3,990	\$3,591	
2	\$4,788	\$4,389	\$3,990	\$3,591	
3	\$4,934	\$4,549	\$4,150	\$3,751	
4	\$4,934	\$4,549	\$4,150	\$3,751	
5	\$5,107	\$4,708	\$4,309	\$3,910	
6	\$5,267	\$5,028	\$4,629	\$4,070	
7	\$5,427	\$5,187	\$4,788	\$4,230	
8	\$5,586	\$5,347	\$4,948	\$4,389	
9	\$5,746	\$5,506	\$5,107	\$4,549	
10	\$5,905	\$5,666	\$5,267	\$4,708	
11	\$6,065	\$5,826	\$5,427	\$4,868	

APPENDIX A.2

2007-2008 Coaching Salary Schedule

		Level 1	Level 2	Level 3	Level 4	Level 5
		Football, Basketball, Wrestling	Baseball, Softball, Volleyball, Soccer, Tennis, Cheerleading, Track	Cross Country, Bowling, Golf, Pom Pons	Indoor Track	Weight Room
Base Salary		\$40,899				
<hr/>						
Head Coach (Varsity)	Years					
	1	\$6,544	\$5,726	\$5,317	\$4,908	\$1,840
	2	\$6,544	\$5,726	\$5,317	\$4,908	
	3	\$6,748	\$5,930	\$5,521	\$5,112	
	4	\$6,748	\$5,930	\$5,521	\$5,317	
	5	\$6,953	\$6,135	\$5,726	\$5,317	
	6	\$7,157	\$6,339	\$5,930	\$5,521	
	7	\$7,362	\$6,544	\$6,135	\$5,726	
	8	\$7,566	\$6,748	\$6,339	\$5,930	
	9	\$7,771	\$6,953	\$6,544	\$6,135	
	10	\$7,975	\$7,157	\$6,748	\$6,339	
	11	\$8,180	\$7,362	\$6,953	\$6,544	
<hr/>						
Head Coach (Varsity Assistant, J. V. Head Coach, Sophomore Head, Freshman Head)						
	1	\$5,317	\$4,908	\$4,499	\$4,090	
	2	\$5,317	\$4,908	\$4,499	\$4,090	
	3	\$5,480	\$5,071	\$4,662	\$4,253	
	4	\$5,480	\$5,071	\$4,662	\$4,253	
	5	\$5,644	\$5,235	\$4,826	\$4,417	
	6	\$5,808	\$5,399	\$4,990	\$4,581	
	7	\$5,971	\$5,562	\$5,153	\$4,744	
	8	\$6,135	\$5,726	\$5,317	\$4,908	
	9	\$6,298	\$5,889	\$5,480	\$5,071	
	10	\$6,462	\$6,053	\$5,644	\$5,235	
	11	\$6,626	\$6,217	\$5,808	\$5,399	
<hr/>						
Assistant Coach (J.V. Assistant, Sophomore Assistant, Freshman Assistant)						
	1	\$4,908	\$4,499	\$4,090	\$3,681	
	2	\$4,908	\$4,499	\$4,090	\$3,681	
	3	\$5,058	\$4,662	\$4,253	\$3,845	
	4	\$5,058	\$4,662	\$4,253	\$3,845	
	5	\$5,235	\$4,826	\$4,417	\$4,008	
	6	\$5,399	\$5,153	\$4,744	\$4,172	
	7	\$5,562	\$5,317	\$4,908	\$4,335	
	8	\$5,726	\$5,480	\$5,071	\$4,499	
	9	\$5,889	\$5,644	\$5,235	\$4,662	
	10	\$6,053	\$5,808	\$5,399	\$4,826	
	11	\$6,217	\$5,971	\$5,562	\$4,990	

APPENDIX A.2

2008-2009 Coaching Salary Schedule

		Level 1	Level 2	Level 3	Level 4	Level 5
			Baseball, Softball, Volleyball, Soccer, Tennis, Cheerleading, Track	Cross Country, Bowling, Golf, Pom Pons	Indoor Track	Weight Room
Football, Basketball, Wrestling						
Base Salary	\$41,860					
Head Coach (Varsity)	Years					
	1	\$6,698	\$5,860	\$5,442	\$5,023	\$1,884
	2	\$6,698	\$5,860	\$5,442	\$5,023	
	3	\$6,907	\$6,070	\$5,651	\$5,233	
	4	\$6,907	\$6,070	\$5,651	\$5,442	
	5	\$7,116	\$6,279	\$5,860	\$5,442	
	6	\$7,326	\$6,488	\$6,070	\$5,651	
	7	\$7,535	\$6,698	\$6,279	\$5,860	
	8	\$7,744	\$6,907	\$6,488	\$6,070	
	9	\$7,953	\$7,116	\$6,698	\$6,279	
	10	\$8,163	\$7,326	\$6,907	\$6,488	
	11	\$8,372	\$7,535	\$7,116	\$6,698	
<hr/>						
Head Coach (Varsity Assistant, J. V. Head Coach, Sophomore Head, Freshman Head)						
	1	\$5,442	\$5,023	\$4,605	\$4,186	
	2	\$5,442	\$5,023	\$4,605	\$4,186	
	3	\$5,609	\$5,191	\$4,772	\$4,353	
	4	\$5,609	\$5,191	\$4,772	\$4,353	
	5	\$5,777	\$5,358	\$4,939	\$4,521	
	6	\$5,944	\$5,526	\$5,107	\$4,688	
	7	\$6,112	\$5,693	\$5,274	\$4,856	
	8	\$6,279	\$5,860	\$5,442	\$5,023	
	9	\$6,446	\$6,028	\$5,609	\$5,191	
	10	\$6,614	\$6,195	\$5,777	\$5,358	
	11	\$6,781	\$6,363	\$5,944	\$5,526	
<hr/>						
Assistant Coach (J.V. Assistant, Sophomore Assistant, Freshman Assistant)						
	1	\$5,023	\$4,605	\$4,186	\$3,767	
	2	\$5,023	\$4,605	\$4,186	\$3,767	
	3	\$5,176	\$4,772	\$4,353	\$3,935	
	4	\$5,176	\$4,772	\$4,353	\$3,935	
	5	\$5,358	\$4,939	\$4,521	\$4,102	
	6	\$5,526	\$5,274	\$4,856	\$4,270	
	7	\$5,693	\$5,442	\$5,023	\$4,437	
	8	\$5,860	\$5,609	\$5,191	\$4,605	
	9	\$6,028	\$5,777	\$5,358	\$4,772	
	10	\$6,195	\$5,944	\$5,526	\$4,939	
	11	\$6,363	\$6,112	\$5,693	\$5,107	

APPENDIX A.2

2009-2010 Coaching Salary Schedule

		Level 1	Level 2	Level 3	Level 4	Level 5
			Baseball, Softball, Volleyball, Soccer, Tennis, Cheerleading, Track	Cross Country, Bowling, Golf, Pom Pons	Indoor Track	Weight Room
Football, Basketball, Wrestling						
Base Salary	\$42,802					
Head Coach (Varsity)	Years					
	1	\$6,848	\$5,992	\$5,564	\$5,136	\$1,926
	2	\$6,848	\$5,992	\$5,564	\$5,136	
	3	\$7,062	\$6,206	\$5,778	\$5,350	
	4	\$7,062	\$6,206	\$5,778	\$5,564	
	5	\$7,276	\$6,420	\$5,992	\$5,564	
	6	\$7,490	\$6,634	\$6,206	\$5,778	
	7	\$7,704	\$6,848	\$6,420	\$5,992	
	8	\$7,918	\$7,062	\$6,634	\$6,206	
	9	\$8,132	\$7,276	\$6,848	\$6,420	
	10	\$8,346	\$7,490	\$7,062	\$6,634	
	11	\$8,560	\$7,704	\$7,276	\$6,848	
<hr/>						
Head Coach (Varsity Assistant, J. V. Head Coach, Sophomore Head, Freshman Head)						
	1	\$5,564	\$5,136	\$4,708	\$4,280	
	2	\$5,564	\$5,136	\$4,708	\$4,280	
	3	\$5,735	\$5,307	\$4,879	\$4,451	
	4	\$5,735	\$5,307	\$4,879	\$4,451	
	5	\$5,907	\$5,479	\$5,051	\$4,623	
	6	\$6,078	\$5,650	\$5,222	\$4,794	
	7	\$6,249	\$5,821	\$5,393	\$4,965	
	8	\$6,420	\$5,992	\$5,564	\$5,136	
	9	\$6,592	\$6,163	\$5,735	\$5,307	
	10	\$6,763	\$6,335	\$5,907	\$5,479	
	11	\$6,934	\$6,506	\$6,078	\$5,650	
<hr/>						
Assistant Coach (J.V. Assistant, Sophomore Assistant, Freshman Assistant)						
	1	\$5,136	\$4,708	\$4,280	\$3,852	
	2	\$5,136	\$4,708	\$4,280	\$3,852	
	3	\$5,293	\$4,879	\$4,451	\$4,023	
	4	\$5,293	\$4,879	\$4,451	\$4,023	
	5	\$5,479	\$5,051	\$4,623	\$4,195	
	6	\$5,650	\$5,393	\$4,965	\$4,366	
	7	\$5,821	\$5,564	\$5,136	\$4,537	
	8	\$5,992	\$5,735	\$5,307	\$4,708	
	9	\$6,163	\$5,907	\$5,479	\$4,879	
	10	\$6,335	\$6,078	\$5,650	\$5,051	
	11	\$6,506	\$6,249	\$5,821	\$5,222	

APPENDIX A.2

2010-2011 Coaching Salary Schedule

		Level 1	Level 2	Level 3	Level 4	Level 5
		Football, Basketball, Wrestling	Baseball, Softball, Volleyball, Soccer, Tennis, Cheerleading, Track	Cross Country, Bowling, Golf, Pom Pons	Indoor Track	Weight Room
Base Salary		\$43,722				
Head Coach (Varsity)	Years					
	1	\$6,996	\$6,121	\$5,684	\$5,247	\$1,967
	2	\$6,996	\$6,121	\$5,684	\$5,247	
	3	\$7,214	\$6,340	\$5,902	\$5,465	
	4	\$7,214	\$6,340	\$5,902	\$5,684	
	5	\$7,433	\$6,558	\$6,121	\$5,684	
	6	\$7,651	\$6,777	\$6,340	\$5,902	
	7	\$7,870	\$6,996	\$6,558	\$6,121	
	8	\$8,089	\$7,214	\$6,777	\$6,340	
	9	\$8,307	\$7,433	\$6,996	\$6,558	
	10	\$8,526	\$7,651	\$7,214	\$6,777	
	11	\$8,744	\$7,870	\$7,433	\$6,996	
<hr/>						
Head Coach (Varsity Assistant, J. V. Head Coach, Sophomore Head, Freshman Head)						
	1	\$5,684	\$5,247	\$4,809	\$4,372	
	2	\$5,684	\$5,247	\$4,809	\$4,372	
	3	\$5,859	\$5,422	\$4,984	\$4,547	
	4	\$5,859	\$5,422	\$4,984	\$4,547	
	5	\$6,034	\$5,596	\$5,159	\$4,722	
	6	\$6,209	\$5,771	\$5,334	\$4,897	
	7	\$6,383	\$5,946	\$5,509	\$5,072	
	8	\$6,558	\$6,121	\$5,684	\$5,247	
	9	\$6,733	\$6,296	\$5,859	\$5,422	
	10	\$6,908	\$6,471	\$6,034	\$5,596	
	11	\$7,083	\$6,646	\$6,209	\$5,771	
<hr/>						
Assistant Coach (J.V. Assistant, Sophomore Assistant, Freshman Assistant)						
	1	\$5,247	\$4,809	\$4,372	\$3,935	
	2	\$5,247	\$4,809	\$4,372	\$3,935	
	3	\$5,407	\$4,984	\$4,547	\$4,110	
	4	\$5,407	\$4,984	\$4,547	\$4,110	
	5	\$5,596	\$5,159	\$4,722	\$4,285	
	6	\$5,771	\$5,509	\$5,072	\$4,460	
	7	\$5,946	\$5,684	\$5,247	\$4,635	
	8	\$6,121	\$5,859	\$5,422	\$4,809	
	9	\$6,296	\$6,034	\$5,596	\$4,984	
	10	\$6,471	\$6,209	\$5,771	\$5,159	
	11	\$6,646	\$6,383	\$5,946	\$5,334	

APPENDIX A.3

EXTRA CURRICULAR SALARY SCHEDULE CATEGORIES

CATEGORY A

NHS Sponsor, Student Council Sponsor, Academic Team Sponsor, Debate Sponsor, Musical Stage Director, Newspaper Sponsor, Play Director (per play), Science Olympiad Sponsor, Yearbook Sponsor

CATEGORY B

Concert Band Coordinator (2), Concert Choir Coordinator (2), IHSA Speech Team Sponsor, Jazz Band Coordinator, Junior Class Sponsor (2), Key Club Sponsor, Marching Band Coordinator, Musical Choreographer, NHS Assistant Sponsor, Senior Class Sponsor (2), Spring Musical Instrumental Sponsor, Spring Musical Vocal Sponsor, Student Council Assistant Sponsor, Link Crew Sponsor (2)

CATEGORY C

Academic Team Assistant, Debate Team Assistant, Music Drama Assistant, Environmental Club Sponsor, Marching Band Assistant, Musical Tech Director, Pep Band Coordinator (2), Prom Planner, Show Choir Coordinator, Technical Director (per play), Yearbook Assistant, Winter Guard Sponsor, Theater Box Office Sponsor

CATEGORY D

Color Guard Sponsor, Drumline Sponsor, Encore/Thespian Sponsor, Freshmen Class Sponsor (2), Freshmen Transition Sponsor (2), Jazz Choir Assistant, Sophomore Class Sponsor (2), SADD Sponsor, Future Business Leaders of America (FBLA) Sponsor, Family Consumer Science Sponsor

CATEGORY E

Computer Club Sponsor, School Newspaper Sponsor, Intramurals Sponsor (per season), Math Team Sponsor, Robotics Sponsor (2), Snowball/Tatu (2), Family Consumer Science Sponsor

CATEGORY F

Art Club Sponsor, French Club Sponsor, International Society, Peer Mediation Sponsor (3), Spanish Club Sponsor, Ski Club Sponsor

APPENDIX A.3

**Extracurricular Salary Schedule
2006-2007**

Base	\$39,901	Years				
		1,2	3,4	5,6	7,8	9,10
Level	A	\$2,395	\$2,594	\$2,793	\$2,993	\$3,192
	B	\$1,995	\$2,195	\$2,394	\$2,594	\$2,793
	C	\$1,596	\$1,796	\$1,995	\$2,195	\$2,394
	D	\$1,197	\$1,397	\$1,596	\$1,796	\$1,995
	E	\$998	\$1,197	\$1,397	\$1,596	\$1,796
	F	\$798	\$998	\$1,197	\$1,397	\$1,596
Index		Years				
		1,2	3,4	5,6	7,8	9,10
Level	A	0.060	0.065	0.070	0.075	0.080
	B	0.050	0.055	0.060	0.065	0.070
	C	0.040	0.045	0.050	0.055	0.060
	D	0.030	0.035	0.040	0.045	0.050
	E	0.025	0.030	0.035	0.040	0.045
	F	0.020	0.025	0.030	0.035	0.040

**Extracurricular Salary Schedule
2007-2008**

Base	\$40,899	Years				
		1,2	3,4	5,6	7,8	9,10
Level	A	\$2,455	\$2,658	\$2,863	\$3,067	\$3,272
	B	\$2,045	\$2,249	\$2,454	\$2,658	\$2,863
	C	\$1,636	\$1,840	\$2,045	\$2,249	\$2,454
	D	\$1,227	\$1,431	\$1,636	\$1,840	\$2,045
	E	\$1,022	\$1,227	\$1,431	\$1,636	\$1,840
	F	\$818	\$1,022	\$1,227	\$1,431	\$1,636
Index		Years				
		1,2	3,4	5,6	7,8	9,10
Level	A	0.060	0.065	0.070	0.075	0.080
	B	0.050	0.055	0.060	0.065	0.070
	C	0.040	0.045	0.050	0.055	0.060
	D	0.030	0.035	0.040	0.045	0.050
	E	0.025	0.030	0.035	0.040	0.045
	F	0.020	0.025	0.030	0.035	0.040

APPENDIX A.3

Extracurricular Salary Schedule 2008-2009

Base	\$41,860	Years				
		1,2	3,4	5,6	7,8	9,10
Level	A	\$2,512	\$2,721	\$2,930	\$3,140	\$3,349
	B	\$2,093	\$2,302	\$2,512	\$2,721	\$2,930
	C	\$1,674	\$1,884	\$2,093	\$2,302	\$2,512
	D	\$1,256	\$1,465	\$1,674	\$1,884	\$2,093
	E	\$1,047	\$1,256	\$1,465	\$1,674	\$1,884
	F	\$837	\$1,047	\$1,256	\$1,465	\$1,674
Index		Years				
		1,2	3,4	5,6	7,8	9,10
Level	A	0.060	0.065	0.070	0.075	0.080
	B	0.050	0.055	0.060	0.065	0.070
	C	0.040	0.045	0.050	0.055	0.060
	D	0.030	0.035	0.040	0.045	0.050
	E	0.025	0.030	0.035	0.040	0.045
	F	0.020	0.025	0.030	0.035	0.040

Extracurricular Salary Schedule 2009-2010

Base	\$42,802	Years				
		1,2	3,4	5,6	7,8	9,10
Level	A	\$2,569	\$2,782	\$2,996	\$3,210	\$3,424
	B	\$2,140	\$2,354	\$2,568	\$2,782	\$2,996
	C	\$1,712	\$1,926	\$2,140	\$2,354	\$2,568
	D	\$1,284	\$1,498	\$1,712	\$1,926	\$2,140
	E	\$1,070	\$1,284	\$1,498	\$1,712	\$1,926
	F	\$856	\$1,070	\$1,284	\$1,498	\$1,712
Index		Years				
		1,2	3,4	5,6	7,8	9,10
Level	A	0.060	0.065	0.070	0.075	0.080
	B	0.050	0.055	0.060	0.065	0.070
	C	0.040	0.045	0.050	0.055	0.060
	D	0.030	0.035	0.040	0.045	0.050
	E	0.025	0.030	0.035	0.040	0.045
	F	0.020	0.025	0.030	0.035	0.040

APPENDIX A.3

Extracurricular Salary Schedule 2010-2011

Base	\$43,722	Years				
		1,2	3,4	5,6	7,8	9,10
Level	A	\$2,624	\$2,842	\$3,061	\$3,279	\$3,498
	B	\$2,186	\$2,405	\$2,623	\$2,842	\$3,061
	C	\$1,749	\$1,967	\$2,186	\$2,405	\$2,623
	D	\$1,312	\$1,530	\$1,749	\$1,967	\$2,186
	E	\$1,093	\$1,312	\$1,530	\$1,749	\$1,967
	F	\$874	\$1,093	\$1,312	\$1,530	\$1,749
Index		Years				
		1,2	3,4	5,6	7,8	9,10
Level	A	0.060	0.065	0.070	0.075	0.080
	B	0.050	0.055	0.060	0.065	0.070
	C	0.040	0.045	0.050	0.055	0.060
	D	0.030	0.035	0.040	0.045	0.050
	E	0.025	0.030	0.035	0.040	0.045
	F	0.020	0.025	0.030	0.035	0.040

APPENDIX B.1

WAGE SCHEDULES

2006-07 Starting Hourly Wage Schedule (ESP)

	2006-07 Starting Hourly Wage will be no Less Than what is Listed Below for each Category
Secretary	
Level 1	\$16.25
Level 2	\$14.50
Level 3	\$12.50
Paraprofessionals	\$12.50
Hall Monitor/Student Activities/Bookstore/Print Services	\$12.00
Computer Technology	
Level 1	\$16.50
Level 2	\$14.00
Bookkeeper (Accounts Payable/Payroll)	\$16.50
Registered Nurses	\$20.00

Notes:

- 2006/2007 hourly increase is 4.25% over the 2005-2006 hourly wages and for each year thereafter.
- The 2006/2007 sub-calling stipend is \$4,691 and will increase at 4.25% percent for each year thereafter.
- The “Starting Hourly Wage Schedule Range” will increase at the 4.25% percent starting in 2007-2008 for each year thereafter.

APPENDIX C

AGREED CATEGORY STRUCTURE WITH LEVELS FROM NEGOTIATIONS 09-14-2006

Category I

Administrative Assistant/ Level I

Administrative Assistant to the Assistant Superintendent of Curriculum and Instruction
Administrative Assistant to the Director of Special Education
Administrative Assistant to the Principal

Secretary Level II

Secretary for the Associate Principal
Secretary/Guidance
Secretary for the Athletic Director
Secretary/Deans
Secretary Student Services
Secretary/Building Grounds/Technology and Transportation/ District Receptionist
Department Chair Secretary

Secretary Level III

Secretary/Attendance
Student Activities/Bookstore
Student Records/Data Entry
Receptionist
Registrar
Business Office Clerk

Category II

Paraprofessionals

Category III

Nurses Aide
Hall Monitors
Print Services

Category IV

Computer Technicians Level I and II

Category V

Nurse

Category VI

Bookkeeper (AP Payroll)

APPENDIX D

HOURLY PAY

Professional Hourly Pay

Beginning with 2006-2007 school year, hourly work performed in addition to the normal contact of five classes and one supervisory duty will be reimbursed at the rate of \$34 (thirty-four dollars) per hour. The hourly rate will increase by \$1 for each subsequent year of the contract. This will include reimbursement for internal substitution, summer school, driver's education, tutoring, detention duty, and grading writing samples.

Pupil Personnel Compensation

Hours worked by Pupil Personnel Services staff outside of the workday (on a required function which could not be completed during the regular workday) will be compensated by the professional hourly pay. The number of PPS staff at each required function will be determined based on need. These hours must have been pre-approved by the Superintendent/Designee and agreed to by the GEA President/Designee.

APPENDIX E

Detention Duty

At least two teachers will be assigned to each detention. As the number of students assigned to detention increases, the number of supervisors will also increase. For example, if 75-80 students are assigned, two teachers and a paraprofessional or a third teacher will be assigned. If 100 plus students are assigned, two teachers and an additional two paraprofessionals and/or teachers will be assigned. This assignment will be left to the discretion of the Dean in charge of detentions.

APPENDIX F

NORMAL CLASS CONTACTS

Normal Class Contacts

The teacher workday shall normally be 15 minutes before the first period and 15 minutes after the eighth period. The day shall normally be divided into eight (8) periods of fifty (50) minutes duration. Ten (10) single period classes (five [5] each semester) and two (2) supervisory periods (one [1] each semester) shall be considered a teacher's normal teaching load. Any teacher teaching an AP lab class or Child Care which meets for one and one-half (1 1/2) periods will have no supervisory duty. A class is assumed to be a course in the curriculum being taught on a daily basis for an entire semester in which grades are assigned to students enrolled therein.

Those teachers teaching less than 80% of the full-time equivalent of five (5) classes plus one (1) period of supervision each semester will be paid a prorated amount which is determined by multiplying the percent they are teaching times the cell amount from the salary schedule appropriate for their education and teaching experience.

The following percents will be added together to determine part-time teaching load:

- Nine percent (9%) for each class each semester
- Five percent (5%) for each supervision each semester

When a teacher has five (5) different teaching preparations in a semester, the teacher will have no supervisory duty in that semester. Multiple classes taught during the same period will be by mutual consent of the administration and the teacher. Multiple classes taught during the same period will count as one (1) preparation.

Every effort will be made to see that teachers will be scheduled no more than 4 periods of student contact in a row (any combination of classes and duties).

Co-teaching

Special education personnel shall have a normal load of six (6) student contact periods per semester.

Classes with mainstreamed special education students may be provided with a special education collaborative teacher. The following criteria will be considered in making the decision of providing the teacher:

1. IEP goals
2. Needs of the IEP students
3. Variance of the disabilities within the classroom with IEP students
4. Number of IEP students
5. The specific needs within the classroom as determined by the classroom teacher.

Supervisory Duties

A supervisory duty is a non-teaching assignment to be covered by a certified teacher for the entire semester in which instruction does not take place and grades are not assigned. All teachers will be assigned one supervisory duty per semester equally distributed between quarters as much as possible. Such supervisory duties shall include:

Rotating Duties

Study hall supervision
Freshman, sophomore, and junior lunch studies (1/2)
Cafeteria duty (1/2)
Content area resource
Computer lab supervision

Non-Rotating Duties

Theatre Manager supervision

Additional supervisory duties may be created and assigned by the principal after discussion with the PN team.

All supervisory duties must take place within the scope of the contract day except where the administration and teacher voluntarily agree to change with the GEA President's input.

Supervisory duties will be rotated among the teaching staff as much as possible.

Overload Pay

Overload pay will be assigned above the normal load and will be paid as follows:

An extra class	12% per semester
Class in lieu of supervisory duty	8% per semester
An extra supervisory duty	8% per semester

The above percents are based on the teacher's position on the salary schedule in effect at the time.

Special Work Assignments

Teachers having special workload assignments may have their duties adjusted and their supervisory responsibilities reduced due to the need to access students and/or staff during the day. All such adjustments will be discussed and approved by a representative of the GEA and the administration.

Job Descriptions

Job descriptions are available in the Personnel Office. All changes will be discussed and approved by a representative of the GEA and the administration.

Deans' Job Descriptions

Deans are required to perform 8 supervisory duties throughout the year as part of their stipend. These are to include dances, sports, plays, concerts, etc. Two Deans must be at each of the 3 major dances: Homecoming, TWIRP, and Prom.

Mentoring Program

1. Each mentor will have only one protégé.
2. The Department Chairperson may not be the mentor, except in cases of exceptional circumstances related to the number of proteges in that department.
3. Every effort will be made to provide mentors who are on tenure or have demonstrated exceptional teaching ability.
4. Every mentor will visit each new teacher at least 3 times. (State guidelines and confidentiality guidelines will be followed.)
5. New mentors will participate in a minimum of 1 training session either in May or the week prior to the start of the new school year.
6. Every effort will be made to schedule mentors and protégés with common planning time. Each mentor will be released and a sub will be provided for eight class periods per semester in order to observe and consult with their protégé. Substitutes will be provided for protégé when no common plan time is available. Release time for each is equal to one class period. Prior administrative approval is necessary for release time.
7. Stipends will be provided for the following:
 - 1-2 year career persons = \$500.00
 - 3+ year career persons = \$300.00

First year to the district teachers will also participate in new teacher orientation prior to the start of school in August and six new teacher meetings throughout the school year. Focus of the meetings will be professional development geared towards orientation to the district, classroom management, and effective teaching.

Mentoring Program – second year of two year program

1. Mentor-protégé relationship continues on an informal, as needed basis. No classroom observations are required.
2. Second year to the district teachers will participate in six new teacher meetings. Focus will be professional development and discussion regarding effective teaching.

APPENDIX G

APPROVED WORK LOAD POSITIONS

(Supervisor approval and timesheet required for payment of summer per diem days)

<u>STIPEND</u>	<u>WORKDAY</u>	<u>SUMMER PER DIEM @ 1/180th</u>
Assistant Athletic Director/ Activities Director	Release determined on an annual basis according to need (released from 2 classes and 1 duty)	16% of base salary NA
Driver's Education Supervisor	5 classes per semester Release from duty	NA
Summer Driver's Education Supervisor \$5.00 per summer student	NA	NA
GEA Co - President (Certified)	Release from 1 class	NA
GEA Co- President (ESP)	Release not too exceed 50 minutes per day only if needed	NA
*Guidance Coordinator	Reduced student case load	20 days 12% of base salary (10 days Coordinator & 10 days Counselor)
Head Dean of Students	Reduced student case load (20%)	10 days 16% of base salary
Vocational Education Coordinator	Release from one class and duty Manages Vocational Attendance	NA
*Deans	No classroom teaching or duty	10 days 16% of base salary
*Guidance Counselors	No classroom teaching or duty	10 days NA
*Social Workers	No classroom teaching or duty	10 days NA
School Librarian 3% of base salary	Extra library supervision Monday – Thursday [40 minutes per day (on full days of student attendance)]	NA 10 days

***NOTE: Base in Appendix G refers to the BA-1 step on Appendix A.1**

APPENDIX H

DEPARTMENT CHAIRPERSON SYSTEM

Over the next three years, (2006-2007; 2007-2008; 2008-09) it is agreed that the position of Department Chair will evolve into a managerial/administrative position and will therefore be excluded from the bargaining unit.

Department Chairs will remain in the bargaining unit and shall be entitled to the release period schedule and other items as governed by the negotiated agreement until such time that each Department Chair position will be excluded upon the holder of that position attaining a Type 75 certificate and assuming teacher evaluation responsibilities.

This change of role and responsibilities shall be implemented at the beginning of the school year or at the beginning of second semester only. At the end of the three year period (2008-2009), the position of Department Chair shall be entirely excluded from the bargaining unit.

Department Chair Release Parameters for GEA members

<u>FTE Range</u>	<u>Release Periods</u>
5 – 7	1 – No Duty
8 - 13	2 – Duty if needed
14 - 20	2 – No Duty

The Department Chairperson will count as a member in determining department size.

Any Department Chairperson serving 3 or more non-related departments will be bumped to the next level to determine release time. Currently this includes:
(1) Business, Family & Consumer Sciences and Technology Education and (2) Art, Music and Drama.

Department size for the following year will be determined by June 1, or completion of the master schedule.

I. Summer Stipend will be as follows:

Approximately 10 days per diem over the summer

Summer stipend work logs will be turned into the Principal by September 15th for payment at the per diem rate (1/180th) of the new school year.

II. Evaluation will be as follows:

Department chairpersons will be evaluated yearly as per the attached evaluation form printed in the Staff Manual. This evaluation is separate from the normal evaluation as a classroom teacher.

III. Job Description:

The responsibilities of this new and evolving position will be reviewed annually by the Labor Relations Committee if either party requests such review.

APPENDIX I

ATHLETIC EVENTS PAY

**Groups 1 through 3 will increase by \$2.00 per date for each year of the remaining 4 years of the contract.*

**Group 4 will remain at \$15.00 per hour for 2006-2007 and increase by \$.050 per hour for each year of the remaining 4 years of the contract.*

GROUP 1 \$77.00 Per Date (Includes 2 contests – Soph/JV and Varsity Contests)

Clock Operator – Football, Basketball, Wrestling, Volleyball
Clock/Announcer - Soccer
Scorer – Volleyball, Basketball, Wrestling, Track
Starter – Track

GROUP 2 \$67.00 Per Date (Includes 2 contests – Soph/JV and Varsity Contests)

Athletic Crowd Control
Non-Athletic Crowd Control
Announcer – All Sports
Chain Crew – Football
Field Event Judge – Track
Finish Line Judge – Cross Country
Timer - Track

GROUP 3 \$62.00 Per Date (Includes 2 contests – Soph/JV and Varsity Contests)

Film – All Sports
Statistician – All Sports

GROUP 4 \$15.00 Per Hour (Approximately 4 Hours)

Dance Chaperone

The number of people needed will be determined by the Administration and Athletic Director for sporting events and by the Administration and faculty members associated with non-athletic events.

Faculty members can volunteer/or will be assigned to serve one duty per school year from the 4 groups of duties listed in Appendix I if needed for District #127, hosted events.

Staff members will be given a choice at the beginning of the year of all known duty needs. They will be given a first-come, first-served choice of duties and appropriate remuneration for their services.

A faculty member will not be required to volunteer during a season in which he/she has other responsibilities with an athletic or major non-athletic event.

The Assistant Athletic Director/ Activities Director will notify teachers of their assignments two weeks in advance including beginning and ending times. Substitutes will be the individual faculty member's responsibility and are to be reported to the Assistant Athletic Director/ Activities Director.

APPENDIX J

District 127 Employees Exempt from Association Membership

- All Administrators (including a Department Chairperson with a Type-75 Certification)
- All Supervisors with the ability to recommend hiring and firing
- The Accounting Manager
- The Coordinator of Business Services
- The Network Administrator
- The Data Manager
- The Executive Assistant to the Superintendent
- The Executive Assistant to the Associate Superintendent for Business Services
- The Executive Assistant to the Associate Superintendent for Programs and Personnel