

AGREEMENT BETWEEN
CRYSTAL LAKE COMMUNITY CONSOLIDATED SCHOOL DISTRICT 47 BOARD
OF EDUCATION

AND THE
CRYSTAL LAKE ELEMENTARY TEACHERS' ASSOCIATION

2016-2017 2017-2018 2018-2019 2019-2020



This Agreement is made and entered into in accordance with the
Illinois Educational Labor Relations Act
by and between
Crystal Lake Community Consolidated School District 47 Board of Education
(hereinafter referred to as the BOARD)
and the
Crystal Lake Elementary Teachers' Association
(hereinafter referred to as "CLETA")

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ARTICLE I - RECOGNITION

The Board of Education recognizes the Crystal Lake Elementary Teachers' Association, an affiliate of the Illinois Education Association and the National Education Association, as the sole negotiation agent for all Classroom Teachers, Learning Behavior Specialists, Library Media Center Specialists, Instructional Coaches, Speech and Language Pathologists, School Psychologists, School Social Workers, and Certified School Nurses in matters defined as negotiable in this Agreement.

ARTICLE II - DEFINITIONS

A. CLETA

The term "CLETA" as used in this Agreement shall refer to the Crystal Lake Elementary Teachers' Association.

B. BOARD

The term "BOARD" as used in this Agreement shall refer to the Board of Education for Crystal Lake Community Consolidated School District 47.

C. TEACHER

The term "TEACHER" as used in this Agreement shall refer to those persons included in the bargaining unit described in ARTICLE I.

D. GRIEVANCE

The term "GRIEVANCE" as used in this Agreement shall refer to any claim by CLETA or any TEACHER that there has been a violation, misrepresentation, or misapplication of this Agreement or any established policy or practice of the BOARD.

E. DAYS

The term "DAYS" as used in this Agreement shall refer to TEACHER attendance days, except during the summer recess when it shall mean days on which the District Central Office shall be open, unless specifically stated otherwise.

F. FRINGE BENEFITS

The term "FRINGE BENEFIT" as used in this Agreement shall refer to monetarily valuable additions to a TEACHER'S base contractual salary. Among these are: paid monthly benefit/insurance dollars, paid personal leave, paid sick leave, leaves of absence, parental leave, sabbatical leave, wellness screenings, incentive payments, stipends, and reimbursements for professional expenses

G. WAGE STATEMENT

The term "WAGE STATEMENT" as used in this Agreement shall refer to a statement provided by the District to a TEACHER at the beginning of each school year detailing start and end dates, position, assignment, location, FTE, lane, credits and step, base salary, and any additional days (if applicable to the position), and total salary amount.

ARTICLE III - ORGANIZATIONAL STRUCTURE

A. ATTAINING OBJECTIVES

Attainment of educational objectives of the District requires mutual understanding and cooperation between the BOARD, the administrative and supervisory staff, and other licensed employees. To this end, free and open exchange of views is desirable and necessary, with all parties participating in deliberations leading to the determination of matters defined as negotiable in ARTICLE IV, Section C of this Agreement.

B. LICENSED TEACHERS

It is recognized that teaching is a profession requiring specialized educational qualifications. As evidence of its acceptance of the responsibilities of teachers, CLETA endorses the Illinois School Code. It is further recognized that TEACHERS have the right to join, or not to join, any organization for their professional or economic improvement.

C. BOARD OF EDUCATION

It is recognized that the legal responsibility for education is vested in the local Board of Education, and that this responsibility of final decision-making cannot be delegated. The BOARD as employer shall not be required to bargain over matters of inherent managerial policy, which shall include such areas of direction or policy as the functions of the employer, standards of services, its overall budget, the organizational structure and selection of new employees and direction of employees. The BOARD, however, shall be required to bargain collectively with regard to policy matters directly affecting wages, hours and terms and conditions of employment as well as the impact thereon. The BOARD agrees to participate in good faith negotiations as provided herein.

D. SUPERINTENDENT

The Superintendent is the chief executive officer of the BOARD and the person to whom it looks for educational leadership. In this capacity, the Superintendent shall recommend to the BOARD a course of action on all matters relating to negotiations.

E. GENERAL

Nothing contained in this Agreement, unless expressly so stated, will be construed to deprive the BOARD or any TEACHER of any right afforded by law. Enforcement of any right afforded by law (as opposed to rights created or recognized in this Agreement) shall be had exclusively through the procedures afforded by that law, and not the procedures established by this Agreement, except as expressly stated herein.

F. COMMUNICATIONS

The BOARD and CLETA recognize the importance of communication in maintaining good relationships. The BOARD and CLETA encourage attendance and participation in all District meetings. It is the responsibility of all District employees to access and read information made available by the BOARD, CLETA and Administration.

1. The BOARD, CLETA Co-Presidents and/or designees and the Superintendent and/or designee(s) will meet annually within two weeks of the start of each school year to discuss common issues regarding the school year and establish any other meeting dates for the remainder of the school year.
2. The BOARD will make available on the District website all BOARD and BOARD committee meeting dates and locations. Meeting agendas will be posted prior to the scheduled meeting dates.
3. The BOARD will make available on the District website complete BOARD minutes after they are approved.
4. The BOARD will make available on the District website information regarding committees formed to provide evaluation of or feedback on departmental initiatives.
5. The BOARD and Administration will make available a generic e-mail address which can be used to make inquiries or provide feedback within a reasonable amount of time.
6. Other requests for meetings between the BOARD and CLETA shall be made through the Superintendent or designee, and such meetings will be scheduled, provided that reasonable effort has been made to resolve the issue with the Administration prior to the meeting.

ARTICLE IV - COLLECTIVE BARGAINING

A. NEGOTIATIONS

Designated representatives of the BOARD and CLETA shall undertake the negotiations provided for herein. Negotiation meetings will be held at reasonable times and places to be agreed upon by the parties. If negotiations are requested by either party, they shall be initiated in accordance with the Illinois Education Labor Relations Act.

B. INFORMATION

CLETA shall be furnished, upon request, the annual financial statement and the annual adopted budget and other regularly and routinely prepared financial information pertinent to negotiations, which are public records. In addition, the BOARD will grant reasonable requests for other non-confidential information, which may be necessary to negotiations. Where copies of material are not readily available, CLETA shall pay a reasonable cost thereof. Nothing herein shall require the administrative staff to research or assemble information.

C. SCOPE

The BOARD and CLETA agree that negotiations, in good faith, may encompass all aspects as defined by the Illinois Education Labor Relations Act.

The negotiating parties may call upon competent professional and lay representatives for negotiations assistance.

D. AGREEMENT

When a tentative agreement is reached on all matters being negotiated, a proposed written memorandum of understanding embodying tentative negotiated agreements will be submitted to the CLETA membership for ratification and the BOARD for approval.

Such document, if ratified/approved by both parties, will become a part of the official minutes of the BOARD and, insofar as appropriate, shall become an appendix to this Agreement. When necessary, provisions in the Agreement shall be reflected in the individual TEACHER'S WAGE STATEMENT. The Agreement shall not discriminate against any TEACHER, regardless of membership or non-membership in CLETA.

This Agreement documents all known matters regarding wages, hours and terms and conditions of employment that currently exist and are completed by TEACHERS. Any proposed change will be bargained in accordance with the Illinois Educational Labor Relations Act.

E. IMPASSE

If after a reasonable period of negotiation and within forty-five (45) calendar days of the scheduled start of the forthcoming school year, the BOARD and CLETA have reached an impasse, either party may petition to initiate mediation. The procedures for mediation will be as defined in the Illinois Educational Labor Relations Act.

F. NO STRIKE PROVISION

Both parties recognize the desirability of continuous operation of the instructional program during the normal school year and the avoidance of disputes, which threaten to interfere with such operations. Since the parties have an established comprehensive grievance procedure under which unresolved disputes may be settled by an impartial third party, the parties have removed the basic cause of work interruptions during the period of this Agreement. CLETA agrees that it will not, during the period of this Agreement, directly or indirectly, engage in or honor any other strike (as defined by the Illinois Educational Labor Relations Act), which may occur against the Employer.

ARTICLE V - DURATION OF AGREEMENT

This Agreement will be effective as of the first day of the 2016-2017 school year and shall continue through the day before the first school day of 2020-2021 school year.

This Agreement shall remain in effect after the end date in Paragraph 1 unless notice is given pursuant to the Illinois Educational Labor Relations Act by either party of its desire to amend or modify the Agreement.

ARTICLE VI - VALIDITY

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

ARTICLE VII - CLETA RIGHTS AND RESPONSIBILITIES

A. GENERAL MEMBERSHIP MEETINGS

CLETA shall have the right to hold general membership meetings before or after school on District property, provided such meetings do not interfere with any aspect of the instructional program and provided that if such meetings entail additional maintenance or custodial expenses, CLETA shall pay such expenses. Application for such use shall be submitted to the principal of the building at least twenty-four (24) hours in advance of the intended time of use. If the meeting shall involve more than twelve (12) persons and less than ninety percent (90%) of those attending are employees of the District, a request for permission to use the building shall be made through the Business Office at least forty-eight (48) hours in advance of the time of intended use, and such request shall be processed in accordance with the written policy of the BOARD. In cases of emergency, the above time limitations may be suspended.

B. USE OF DISTRICT EQUIPMENT

Authorized CLETA members shall have the right to use on-site District office equipment, e-mail with approval from the building principal for building use and the Superintendent or designee for District use, and other types of media, when approval for such use has been granted by the administrator responsible for such items. CLETA shall pay the cost of all material, supplies, and the cost of any repairs incidental to such use.

C. COMMUNICATION WITH MEMBERS

Only authorized representatives of CLETA shall have the right to post notices on bulletin boards provided in the school building for that purpose and to the use of faculty mailboxes and e-mail with approval (from the principal for building use and the Superintendent or designee for District use) for communications of CLETA meetings, elections and the results thereof, and notices of educational and social activities. CLETA business announcements may be read over the intercom system in each school building before or after school by an authorized representative of CLETA. A list of such authorized representatives shall be provided to the Superintendent or designee each year by CLETA no later than October 1st. All CLETA notices will be identified as such.

D. REPORTS AT MEETINGS

The CLETA Representative(s) will be given an opportunity at each building faculty meeting to present brief reports or announcements.

E. CONFIDENTIALITY

Matters relating to supervisor-TEACHER or BOARD-TEACHER relationships shall not be discussed in the presence of students.

F. ASSOCIATION LEAVE

The CLETA Co-Presidents or their designee shall be granted release time, without loss of pay or benefits, to attend to CLETA business as from time to time may be necessary. Notification of release time shall be submitted in writing one week prior to the release time to the principal of the building and

the Superintendent or designee by the Co-Presidents of CLETA. Such release time shall not exceed twenty (20) DAYS per school year. CLETA may seek approval from the Superintendent or designee for additional days as needed for union business. Substitute costs will be paid by the District.

G. ASSOCIATION INFORMATION

The CLETA Co-Presidents shall furnish to the BOARD, annually by October 1st, the names of the principle officers, the amounts of the initiation fee, if any, and the amount of dues the members must pay.

ARTICLE VIII - GRIEVANCE

A. DEFINITIONS

The term "GRIEVANCE" as used in this Agreement shall refer to any claim by CLETA or any TEACHER that there has been a violation, misrepresentation, or misapplication of this Agreement or any established policy or practice of the BOARD.

The term "DAYS" as used in this Agreement shall refer to TEACHER attendance days, except during the summer recess when it shall mean days on which the District Central Office shall be open.

B. PROCEDURE

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

1. STEP ONE:

The TEACHER or CLETA must present the GRIEVANCE in writing to the supervisor immediately involved within twenty (20) DAYS from the date of the occurrence giving rise to the GRIEVANCE or twenty (20) DAYS from the date when the TEACHER should reasonably have had knowledge of the occurrence giving rise to the GRIEVANCE. A meeting to discuss the GRIEVANCE shall be held within ten (10) DAYS of the filing of the GRIEVANCE. The supervisor shall provide a written answer of the GRIEVANCE to the aggrieved TEACHER and CLETA no later than ten (10) DAYS following the meeting including reasons for the decisions.

2. STEP TWO:

- a. If the GRIEVANCE is not resolved at Step One or the 10-day time limit expires without the issuance of the supervisor's written reply, then the TEACHER or CLETA may, in writing, refer the GRIEVANCE to Human Resources within ten (10) DAYS after the receipt of the Step One answer.
- b. Human Resources shall arrange for a meeting with the TEACHER and/or CLETA to take place within ten (10) DAYS of Human Resources' receipt of the GRIEVANCE/appeal. Upon conclusion of the meeting, Human Resources shall, within ten (10) DAYS, provide a written decision with reasons to CLETA and the TEACHER.

3. STEP THREE:

- a. If the GRIEVANCE is not resolved at Step Two or the 10-day time limit expires without the issuance of Human Resources' written reply, then the TEACHER or CLETA may, in writing, refer the GRIEVANCE to the Superintendent or designee within ten (10) DAYS after the receipt of the Step Two answer.
- b. The Superintendent or designee shall arrange for a meeting with the TEACHER and/or CLETA to take place within ten (10) DAYS of the Superintendent's receipt of the GRIEVANCE/appeal. Upon conclusion of the meeting, the Superintendent or designee shall, within ten (10) DAYS, provide a written decision with reasons to CLETA and the TEACHER.

4. STEP FOUR:

- a. If the GRIEVANCE is not resolved at Step Three or the 10-day time limit expires without the issuance of the Superintendent's written reply, then the TEACHER or CLETA may, in writing, refer the GRIEVANCE to the BOARD within ten (10) DAYS after the receipt of the Step Three answer. Alternatively, the TEACHER or CLETA may proceed directly to STEP FIVE.
- b. The BOARD shall arrange for a meeting with the TEACHER and/or CLETA to take place within ten (10) DAYS of the BOARD'S receipt of the GRIEVANCE/appeal. Upon conclusion of the meeting, the BOARD shall, within ten (10) DAYS, provide a written decision with reasons to CLETA and the TEACHER.

5. STEP FIVE:

CLETA may appeal the determination of either the Superintendent (STEP THREE) or the BOARD (STEP FOUR) by submitting a demand in writing within twenty (20) DAYS of such decision that the matter be carried forward to final and binding arbitration. The arbitrator shall be selected from a panel to be secured from the American Arbitration Association (AAA).

- a. Neither the BOARD nor CLETA shall be permitted to assert any ground before the arbitrator, which was not previously disclosed to the other party.
- b. The arbitrator shall have no power to alter the terms of this Agreement.
- c. Each party shall bear the full costs for its representation in the arbitration. The cost of the arbitration and the AAA shall be divided equally between the BOARD and CLETA.
- d. If either party requests a transcript of the proceedings, that party shall bear the full costs for the transcript. If both parties order a transcript, the cost of the two (2) transcripts shall be divided equally between the BOARD and CLETA.
- e. CLETA shall be able to designate up to one (1) representative who shall be released without loss of pay for the purpose of attending each arbitration hearing provided CLETA reimburses the BOARD for the cost of the substitute.

C. GUIDELINES

1. Nothing contained in this section or elsewhere in this Agreement shall be construed to prevent any TEACHER from discussing a problem with the Administration and having it adjusted without intervention or representation from CLETA.
2. Any TEACHER has a right to be represented in the GRIEVANCE procedure. The TEACHER shall be present at any GRIEVANCE discussion when the Administration and/or CLETA deem it necessary and the TEACHER is available. When a TEACHER is requested to be present at a GRIEVANCE hearing, illness or other incapacity of the TEACHER shall be grounds for extension of the GRIEVANCE procedure time limits.
3. When a TEACHER is not represented by CLETA, on its request, CLETA shall have the right to have its representative present at the formal steps of the GRIEVANCE procedure. Further, no negotiated GRIEVANCE settlement shall be inconsistent with the provisions of this Agreement unless the BOARD and CLETA agree otherwise.
4. The BOARD shall furnish CLETA with relevant public information concerning a pending GRIEVANCE provided this shall not require the BOARD to research or compile data not readily available to it.
5. No reprisals of any kind shall be taken by the BOARD or Administration against any TEACHER because of his/her participation in this GRIEVANCE procedure.

6. All GRIEVANCE meetings shall be conducted at a time and place which will afford a fair and reasonable opportunity for all persons, including witnesses, and will be held insofar as possible after regular school hours or during non-teaching time of the TEACHER involved. Should the processing or investigation of any GRIEVANCE require that a TEACHER or CLETA representative be released from their regular assignment, this release time will be without loss of pay.
7. Any investigation or other handling of any GRIEVANCE by the grievant or CLETA shall be conducted so that no interference or interruption of the instructional program and related activities will occur.
8. All records dealing with the processing of a GRIEVANCE shall be filed separately from the personnel file of the participant(s).
9. A GRIEVANCE may be withdrawn at any level without establishing precedent, and if withdrawn, shall be treated as though never having been filed.
10. The BOARD and CLETA agree that any individual TEACHER may, in good faith, present a complaint to the immediate supervisor. If satisfaction is not reached, the TEACHER may present the complaint to the Superintendent or designee. If the decision reached is not satisfactory, the TEACHER may present the complaint to the BOARD at a regularly scheduled meeting. The complaint may be heard in executive session if so requested. No reprisal against the TEACHER shall result from this procedure. The decision of the BOARD is final.
11. Time limits may be extended by mutual written consent of both parties.

ARTICLE IX - LEAVES OF ABSENCE

A. SICK DAYS

1. At the beginning of each school year, each full-time TEACHER will be credited with ten (10) days of sick leave with pay. Sick leave may be used in accordance with Section 5/24-6 of the Illinois School Code (105 ILCS 5/24-6), as may be amended from time to time.
2. The definition of sick leave is contained at 105 ILCS 5/24-6, as may be amended from time to time: personal illness, quarantine at home, serious illness or death in the immediate family or household, or birth, adoption, or placement for adoption.
3. The definition of immediate family is contained at 105 ILCS 5/24-6, as may be amended from time to time: parents, spouse, brothers, sisters, children, grandparents, grandchildren, parents-in-law, brothers-in-law, sisters-in-law and legal guardians.
4. TEACHERS with fifteen (15) years of continual service as a TEACHER in District 47 will earn twelve (12) days of sick leave per school year at the beginning of their 15th year and at the beginning of each school year thereafter.
5. TEACHERS regularly employed less than 1.0 full-time equivalent (FTE) are entitled to a proportion of ten (10) days sick leave, in the same proportion as their hours of employment are to full-time employment.
6. Sick days can be taken in half (1/2) or full day increments.
7. Unused sick leave shall roll over from year to year with unlimited accumulation.

8. For those TEACHERS hired after June 1, 2014, sick days are not considered earnings for retirement service credit per the Illinois Pension Code (40 ILCS 5/7-114), as may be amended from time to time.
9. When a TEACHER has used all accumulated sick leave, he/she may apply for the Sick Leave Bank, if the TEACHER is eligible.

B. SICK LEAVE BANK

The purpose of the Sick Leave Bank is to provide for chronic or serious illness up to 120 sick days in any school year to a full-time TEACHER when days are needed to complete the elimination period required for disability insurance. Sick Leave Bank is designed to provide financial relief to a TEACHER by providing sick days during an extended illness or serious illness of an immediate family member, as defined in Section 5/24-6 of the Illinois School Code, as may be amended from time to time (105 ILCS 5/24-6) (see subparagraph A, above, for definitions). In order to provide consistency for students in the classroom and for the well-being of the TEACHER, Sick Leave Bank days shall be taken in 5-DAY increments. Exceptions may be made by the Sick Leave Bank Committee on a case by case basis.

1. Administration

The Sick Leave Bank will be managed by a Sick Leave Bank Committee consisting of two (2) TEACHERS appointed by CLETA and one (1) administrator appointed by the Superintendent or designee. This Committee will manage all Sick Leave Bank days awarded to TEACHERS. Reports to members of the Sick Leave Bank will be completed according to Sick Leave Bank rules and regulations.

2. Procedures

- a. All TEACHERS are eligible to participate in the Sick Leave Bank.
- b. TEACHERS will automatically be enrolled in the bank unless they make a written request not to join the bank. Each TEACHER will contribute one day per year for the first four years of employment for a total of four days to complete normal contribution requirements (not to exceed four days per TEACHER unless the bank falls below 200 days). Days donated are recorded as consumed on the TEACHER'S official record of accumulated sick leave.
- c. A TEACHER must have contributed in the most recent request for sick days in order to be eligible for sick leave bank.
- d. In most cases, all accumulated sick days must be used before Sick Leave Bank days are awarded to a TEACHER.
- e. TEACHERS may apply for withdrawal of days from the Sick Leave Bank any time after enrollment. A Sick Leave Bank Withdrawal Application can be obtained from Human Resources.

3. Operation Guidelines

- a. The Board of Education will match each employee day contributed each year.
- b. The Sick Leave Bank may provide bereavement days.
- c. Days will be added to the Bank in the following manner:
 - i. Whenever the days in the Bank reach 200 or less, a request for a contribution will be sent to the enrolled members.
 - ii. A TEACHER must have contributed in the last request to be eligible.
 - iii. A request will be made for days unless such request would put the total days over 1,200.
 - iv. The Sick Leave Bank Procedure can be found at @d47.org and the District #47 Employee Handbook.

C. PAID LEAVES

1. Personal Leave

- a. At the beginning of each school year, each full-time TEACHER will be credited with three (3) days of personal leave equivalent to the individual TEACHER'S workday without loss of pay. The TEACHER shall notify the building administrator in a manner prescribed by the District Administration. Days can be taken in half (1/2) or full day increments.
- b. Unused personal days will be converted to accumulated sick leave days at the end of each school year.
- c. The days immediately preceding or following a legal holiday, summer vacation, school breaks, and each day after May 15th to the end of the school year shall not be available for personal leave. Unusual circumstances can be appealed to the Human Resources Department. Application shall be made through the building administrator, with final approval determined by the Superintendent or designee. Two weeks advanced noticed is preferred, if possible.
- d. Denials of these requests are subject to normal grievance procedures as outlined in ARTICLE VIII of this Agreement.

2. Professional Leave

Administration may grant time off and reimburse reasonable expenses for in-service training activities, when such training appears justified by the potential benefits to the District. The granting or denying of such leave as to one TEACHER shall not be considered precedential with respect to the granting or denying subsequent requests either by the same TEACHER or other TEACHERS.

3. Bereavement Leave

In case of a death in the immediate family, sick or personal days may be used in accordance with Section 5/24-6 of the Illinois School Code (105 ILCS 5/24-6), as may be amended from time to time, to allow for attendance at the wake, funeral and/or travel time. Immediate family is defined as: parents, spouse, brothers, sisters, children, grandparents, grandchildren, parents-in-law, brothers-in-law, sisters-in-law and legal guardians. For purposes of bereavement leave only, the definition of 'immediate family' includes individuals who stand in a significant relationship with the TEACHER.

4. Jury Duty

A TEACHER called for jury duty will be paid his/her salary for those days and will turn over to the District the amount received for being a juror, exclusive of monies paid or costs incurred for travel expenses, meals, and days not counted as working days, paid holidays, or weekend jury pay.

D. NON-PAID LEAVES OF ABSENCE

1. General Leave of Absence

The BOARD may grant a leave of absence without pay to a tenured TEACHER for a purpose that it, in its discretion, deems appropriate and beneficial to the School District for a period of up to one (1) school year upon such terms and conditions as the BOARD may elect. The granting, withholding, or conditioning of such leave of absence will be non-precedential with respect to any other request for such leave by such TEACHER or any other TEACHER.

2. TRS/Fringe Benefits

While on any unpaid leave of absence, a TEACHER shall have the option to remain an active participant in the State Teacher Retirement System and/or other FRINGE BENEFITS program by contributing the full amount required.

3. Family and Medical Leave Act (FMLA)

a. Term of Leave:

Family and Medical Leave is granted to an eligible employee for up to twelve (12) weeks per school year (July 1 – June 30). Spouses employed by the District are jointly entitled to a combined total of twelve (12) weeks of Family and Medical Leave.

b. Eligibility and Purpose of Leave:

All TEACHERS who have been employed by the District for one full school year shall be eligible for unpaid Family Medical Leave. Family Medical Leave shall include leaves for the TEACHER'S own serious health condition, for the birth and care of the TEACHER'S newborn child, placement with the TEACHER of a child for adoption or foster care, and for the care of the TEACHER'S child, spouse, or family member with a serious health condition as provided in the Family and Medical Leave Act.

c. Notice:

The TEACHER will submit a written request for leave at least thirty (30) days prior to the start of the leave. If the leave is not foreseeable, the request should be submitted as soon as practical. The request will specify the estimated beginning and ending dates of the leave if possible.

d. Benefits:

During an approved leave of absence, the District will continue a TEACHER'S health benefits that would have been provided if he/she was working. The TEACHER is responsible for paying his/her portion of the cost of coverage. Late payments may result in cancellation of coverage.

e. Return to Work:

i. Before returning to work from a Medical Leave, the TEACHER must submit a health care provider's written certification that he/she is able to return to work. Failure to provide the certification may result in the denial or delay of return to work.

ii. If the TEACHER is medically released to return to work earlier than expected (or if on non-medical leave, desiring to work sooner than expected), the TEACHER must give the District the earliest practical notice of the expected date of availability.

iii. If the TEACHER anticipates the need to extend a leave, he/she must request an extension at least two (2) weeks before the expiration of the authorized leave period. If the need for extension is not foreseeable, the TEACHER must give the earliest practical notice.

iv. If the TEACHER fails to return to work at the end of his/her authorized leave period, the TEACHER will be deemed to have voluntarily resigned.

4. Parental/Child-Rearing Leave of Absence

A tenured TEACHER who has entered upon contractual continued service will be eligible for parental/child-rearing leave with limited benefits, subject to the following conditions (special circumstances for non-tenured TEACHERS should be submitted to Human Resources):

a. The TEACHER will make a written request for leave by advising the Superintendent or designee at least thirty (30) days prior to the expected date of birth or adoption. The request will specify the estimated beginning and ending dates of the leave.

b. After consultation with the TEACHER, the Superintendent or designee will prepare a plan for the commencement and termination of such leave, taking into consideration maintenance of continuity of instruction and medical factors to the maximum possible degree. The leave will not exceed the balance of the school term in which it commences and two (2) additional years. A TEACHER requesting the next full year will be required to state his/her intent to return, if possible, prior to the end of the first week of January in the year the leave terminates with the latest date of notification being February 1st.

- c. Board paid health and/or life insurance benefits shall continue at the contractual rate for the TEACHER for the first twelve (12) weeks of leave (in conjunction with FMLA leave). Thereafter the TEACHER may maintain insurance and/or life insurance benefits by making timely payments of all premiums, which may be due to the District's Benefits Administrator or elsewhere pursuant to its direction.
- d. Any TEACHER desiring adoption leave as a result of becoming an adoptive parent will notify the Superintendent or designee, in writing, when it appears that the adoption is imminent. Leave will be granted upon satisfactory written notification to the Superintendent or designee of the date the child is expected to be received. It will be the responsibility of the applying TEACHER to keep the Superintendent or designee informed on the status of the proceedings, and, as soon as known, the expected date of the delivery of the child. The TEACHER may use extended personal leave or FMLA leave for personal business related to the adoption process (i.e. travel, appointments, etc.).
- e. Sick leave may be used during the adoption process.
- f. A parental/child-rearing leave may be granted to a non-tenured TEACHER under unusual circumstances by action of the Board, subject to all the conditions applicable to a tenured TEACHER, and provided the term of such leave will not be considered in computing full-time employment under Section 24-11 of the Illinois School Code (105 ILCS 5/24-11) for purposes of the continuous employment necessary to attain contractual continued service status. The granting of parental/child-rearing leave to any non-tenured TEACHER will not constitute a precedent for the granting or withholding of leave to any other non-tenured TEACHER. Each request will be judged on its own merits and will be within the sole discretion of the Superintendent or designee. Additional conditions or restrictions may be established for any such leave, provided nothing herein shall be construed as requiring any non-tenured TEACHER to apply for such leave or to accept the conditions established thereof.
- g. Sick leave may be used during the period of the parental/child rearing leave for any disability due to pregnancy or recovery, which will run concurrently with the FMLA leave.
- h. Sick bank may be used if there is a significant health condition for the mother or the child.
- i. TRS offers short-term disability benefits in some circumstances. Contact TRS for more information (<http://trs.illinois.gov/>).

5. Return To Work After An Approved Leave of Absence

- a. Upon returning from an approved leave of absence, the TEACHER will be returned to the same or equivalent position in the District with no loss in benefits that accrued before the leave began. He/she shall advise the Human Resources Department in writing by the end of the first workweek in January, if at all possible, with the latest date of notification being February 1st. In the case of a reduction in force, procedures outlined in the Illinois School Code (105 ILCS 5/24-12) will be followed.
- b. Any TEACHER who has been employed one-hundred thirty-five (135) days prior to the commencement of leave shall be entitled to such advancement on the salary schedule as he/she would have had if the leave had not been granted. If the leave exceeds the year such leave commences, the second year shall not be considered for step advancement on the salary schedule.

6. Military Leave

- a. A military leave of absence shall be granted to any TEACHER who shall be inducted, recalled, or enlists for military duty in any branch of the armed forces of the United States. The leave shall be for the period of active duty in the armed forces.
- b. TEACHERS who are family members of military personnel may use either personal or sick days to attend graduations, pre- and post-deployment leaves, and any other situation that is deemed necessary.

E. SABBATICAL LEAVE

Any TEACHER who has satisfactorily completed six (6) consecutive years of full-time teaching and/or administrative service in District 47 may apply for sabbatical leave. A TEACHER who wishes to apply for sabbatical leave must submit his/her application in writing to Human Resources. A sabbatical leave screening committee will consider all sabbatical leave requests. This committee will be composed of one (1) member of the CLETA executive board, one (1) member of the BOARD, and the Superintendent or designee. The screening committee will present a recommendation to the Superintendent or designee who will submit the recommendation to the BOARD. Sabbatical leaves shall be governed by Section 5/24-6.1 of the Illinois School Code, as may be amended from time to time.

ARTICLE X - FLEX TIME FOR SCHOOL SOCIAL WORKERS AND SCHOOL PSYCHOLOGISTS

The BOARD and CLETA agree the professional responsibilities of school social workers and school psychologists may, on occasion, extend beyond the seven and half (7.5) hour duty day.

Flex time may be earned by school social workers and school psychologists for direct service to students and/or families and in coordination with community agencies which extend beyond the duty day provided it meets the following criteria. Flex time is not available for use by other groups or positions.

School social workers and school psychologists work ten (10) additional compensated days, which are included in their job descriptions and WAGE STATEMENTS. Six (6) days shall be worked before the start of the school year and four (4) shall be worked at the end of the school year. The allocation of days can be adjusted by mutual agreement between the building administration and the school social worker/school psychologist.

A. Earning flex time

1. The earning of flex time must be agreed upon in advance by the building administrator and the social worker and/or psychologist, and will be documented on a timesheet. Activities eligible for earning flex time are those that extend beyond the school day because of the needs of the student or nature of crisis. Examples of situations that flex time can be earned include, but are not limited to, crisis and evening parent/family counseling sessions resulting from a restorative discipline/justice practice.
2. Flex time shall be earned in one hour increments and is accruable in the school year in which it is earned.
3. Flex time can only be earned for duties that are in no other way being compensated.
4. Flex time may not be earned for duties performed outside of the school day that can be completed within the school day.
5. Social workers and/or psychologists are permitted to volunteer for activities beyond the contract day without asking to accrue flex time. Duties performed without prior administrator approval will be considered as voluntary.

B. Using flex time

1. Accrued flex time may be used to reduce work time in the days scheduled for the school social worker/school psychologist at the end of the school year or may be used in one-hour increments by mutual agreement between the building administrator and the school social worker/school psychologist.
2. All unused flex time will lapse at the end of the contract year or upon resignation or termination of the school social worker/school psychologist.

3. Accrued flex time does not follow a social worker and/or psychologist who voluntarily requests to transfer to a different site during the school year.
4. No monetary reimbursement shall be awarded for flex time.
5. All records of flex time will be maintained by a building administrator.

ARTICLE XI - RETIREMENT

A. QUALIFICATIONS

Eligibility for District 47 retirement benefits is contingent upon:

1. Meeting the Illinois Teachers' Retirement System's criteria for retirement benefits;
2. At least 13 years accrued teaching service (full-time) in District 47 at the time of retirement; and
3. Employment in District 47 during the employee's final year.

B. TIMELINE

1. A TEACHER who qualifies for a non-discounted (per TRS guidelines) annuity upon retirement must apply for benefits during the month of June, three (3) years prior to the date of retirement.
2. A TEACHER who qualifies for a discounted (per TRS guidelines) annuity upon retirement must apply for benefits during the month of June, one (1) year prior to the date of retirement.
3. The BOARD must take action on retirement applications no later than the second regularly scheduled board meeting following the deadline.

C. FINANCIAL INCENTIVES RELATED TO SERVICE CREDIT AND AGE

A TEACHER must select one of the following options based on their age and service credit.

1. Discounted Annuity – Age 55 to 60 with at least 20 years of service.
 - a. A TEACHER who qualifies for a discounted annuity upon retirement shall receive a payment equal to 4% multiplied by the number of years of age over 55, multiplied by the TEACHER'S final year teaching salary. The payment will be made after the final day of work, after the final paycheck for regular earnings is issued and at least 30 calendar days after the date of retirement.
2. Fully Vested Annuity – Age 55 with at least 35 years of service, or age 60 with at least 10 years of service, or age 62 with 5 years of service.
 - a. Beginning with the 2017-2018 school year, a TEACHER shall receive raises in the following percentages in each of the last three (3) years of contractual service based on the previous year's teaching salary: 6%, 6%, 5% respectively.
3. Fully Vested Annuity (grandfathered provision) – A TEACHER shall receive a 6% raise in each of the last three (3) years of contractual service based on the previous year's teaching salary if: 1) the TEACHER has at least 23 years of TRS creditable service as of June 30, 2017, 2) the TEACHER is age 60 with at least 10 years of TRS creditable service at the time of retirement on or before June 30, 2027, or 3) the TEACHER is age 62 with five years of TRS creditable service at the time of retirement on or before June 30, 2027. If optional service credit must be purchased to qualify for this retirement incentive, the optional service credit must be purchased by the TEACHER prior to receiving the first-year retirement incentive.

D. NUMBER

The BOARD shall annually establish the number of TEACHERS that may receive District 47 retirement benefits.

E. INSURANCE BENEFITS

1. Approved retirees will receive \$2,600.00 annually for the duration of this Agreement to be applied toward the current Teacher's Retirement System Insurance Program (TRIP).
2. Insurance benefits terminate when the TEACHER becomes Medicare eligible.

F. EMPLOYER PENALTIES

Employer shall pay all employer penalties as determined by the Teacher's Retirement System.

G. UPGRADE

Upgrade charges for service credit earned related to the 2.2 TRS formula are the responsibility of the TEACHER and not the BOARD.

H. SICK LEAVE BONUS

For TEACHERS eligible to receive benefits from the Illinois Teachers' Retirement System who have a minimum of fifteen (15) years continuous uninterrupted service with District 47, a bonus of ten (\$10.00) dollars will be paid for any sick days earned in District 47 that are not eligible to be used toward service credit for the Teachers' Retirement System. Payment for such days will not exceed three hundred forty (340) days. This payment will be made after the final day of work, after the final paycheck for regular earnings is issued, and at least 30 calendar days after the date of retirement.

ARTICLE XII - INSURANCE

All full-time District 47 TEACHERS are eligible to participate in the District's approved insurance programs. Coverage is available for health, dental, life, long-term disability and vision.

A. Insurance Committee

The insurance program will be reviewed annually by a District Insurance Committee, which will include five (5) CLETA representatives. The Insurance Committee will be formed by March 1st each year. The schedule of meetings will be determined by the end of each school year. The Insurance Committee is charged with the following responsibilities, to include, but are not limited to:

1. Researching vendors
2. Researching various plan options
3. Recommending changes to the plans designed to reduce or eliminate any increase in the insurance premiums
4. Determining the use/allocation of the insurance subsidy
5. Determining allocation of unused benefit dollars toward contributions to flexible spending accounts under Section 125 of the Internal Revenue Code
6. Meeting minutes will be taken and provided to all committee members within 15 days of each meeting

B. Benefit Dollars/Premiums

The BOARD will provide each participating full-time TEACHER up to \$676.00 benefit dollars per month for District-sponsored employee group health coverage for 2017. The BOARD will pay the first three percent (3%) of any increase of benefit dollars from the previous year for the duration of the Agreement.

The BOARD will provide a subsidy of \$300,000 for calendar year 2017 and a subsidy of \$450,000 per year beginning in calendar year 2018 for dependent health insurance for TEACHERS.

If the annual premium increase is greater than 3% but less than 6%, the TEACHER will be responsible for any increase greater than 3%. For example, if the annual premium increase is 5%, the BOARD'S increase will be 3% and the TEACHER'S increase will be 2%. However, cost savings secured through insurance plan modifications will be shared equally by the BOARD and the TEACHERS.

If the annual premium increase exceeds 6%, the BOARD'S increase will be 3% and the TEACHER'S increase will be the annual premium increase minus the 3% BOARD increase. However, cost saving secured through insurance plan modifications will be first applied to the portion of the annual premium increase that exceeds 6%. Any additional cost savings secured through modifications to the plan will be shared equally by the BOARD and the TEACHERS. For example, if the annual premium increase is 8%, the BOARD'S increase will be 3% and the TEACHER'S increase will be 5%. However, if cost savings secured through insurance plan modifications results in a 4% reduction in the annual premium, the BOARD'S increase will be 2% and the TEACHER'S increase will be 2%. The first 2% of the reduction will be applied to the overall increase and the remaining 2% reduction will be shared between the BOARD and the TEACHERS.

C. Annual Wellness Screening

The BOARD shall offer, at its own expense, an annual wellness screening for all full-time TEACHERS covered. Those TEACHERS who do not elect to obtain a wellness screening or do not otherwise provide evidence of obtaining a wellness screening from his/her own physician shall contribute an additional \$20 per month toward the cost of insurance coverage. For the purpose of the screening, annual refers to the period of twelve (12) months beginning the first day of each school year. The wellness screening procedure can be found in the District Employee Handbook, which is located on the District website within the staff password protected portal.

D. Life Insurance

The BOARD will provide, at its own expense, each full-time TEACHER with \$10,000 group term life insurance.

E. Section 125 Flexible Spending

The BOARD will extend Section 125 flexible spending benefits to its full-time TEACHERS. Coverage will extend to qualified benefits under Section 125 of the Internal Revenue Code for qualified health care and dependent care expenses.

1. The BOARD will have the right to select the administrating agent of the IRS Section 125 individual accounts.
2. Each full-time TEACHER may take the maximum payroll deduction for medical expenses and the maximum payroll deduction for dependent care expenses that are allowable under the IRS regulation. It remains the full-time TEACHER'S responsibility to make sure that the deduction meets the IRS regulation.

F. Opting Out of Insurance

A TEACHER may opt-out of District 47's Medical/Vision plans if covered under another insurance plan. If a TEACHER chooses this option and is enrolled in another PPO or HMO plan, the District will deposit \$250 bi-annually with the first deposit of \$250 running concurrent with the first payroll in January and, if the TEACHER is continuing employment for the next school year, the second and final deposit of \$250 will run concurrent with the first payroll date in July into a traditional Flexible Spending Account that can be used for qualified Medical, Dental, and Vision expenses. If a TEACHER chooses this option and is enrolled in another High Deductible Health plan with an HSA, the District will deposit \$250 bi-annually with the first deposit of \$250 running concurrent with the first payroll in January and, if the TEACHER is continuing employment for the next school year, the second and final

deposit of \$250 will run concurrent with the first payroll date in July into a Limited Flexible Spending Account, which can be used for qualified Dental and Vision expenses.

G. Health Savings Account

If a TEACHER chooses to enroll in a High Deductible Health Plan with a Health Savings Account (HSA), the BOARD will deposit \$500 bi-annually into the TEACHER's HSA, as follows: the first deposit of \$500 will be made concurrent with the first payroll in January and, if the TEACHER remains an employee of District 47 during the next school year, the second and final deposit of \$500 will be made concurrent with the first payroll date in July.

ARTICLE XIII - PROFESSIONAL RESPONSIBILITIES

CLETA and the BOARD are committed to employing and sustaining quality employees to enhance and maximize teaching and learning for the students. To that end, CLETA and the BOARD have agreed on the creation of a Professional Development Committee, a Plan Time Committee, and Meeting Guidelines to support TEACHERS' professional responsibilities.

A. Professional Development Committee:

Professional development will be reviewed at least annually by a District Professional Development Committee. The Professional Development Committee will be comprised of people selected by Administrators and CLETA-selected members representing all stakeholders. The number of people selected by Administrators on the committee shall not exceed the number of CLETA members on the committee. Participation on the committee is voluntary. One District Administrator and one CLETA member will co-chair the committee. Meeting minutes will be taken and provided to all committee members and the CLETA Co-Presidents within 15 days of each meeting by a CLETA-selected member appointed as secretary of the committee. The Professional Development Committee will be formed and hold its first meeting no later than 60 days following the ratification and approval of this Agreement and afterwards as determined by the committee. The Professional Development Committee is charged with the following responsibilities, to include, but are not limited to:

1. Determining the professional development for early release, school improvement days and any other student non-attendance days.
2. Actively seek input from administrators and TEACHERS regarding the type of professional development needed
3. Create an evaluation form, which can be used for all professional development sessions in order to improve future professional development sessions, in addition to required State evaluation forms
4. Receive and evaluate ongoing feedback regarding professional development
5. Create and prioritize professional development topics
6. Generate a timeline in which all TEACHERS must adhere to and have completed all requirements of mandated professional development topics
7. Suggest format(s) for differentiation for the various groups

B. PLAN TIME COMMITTEE

Plan time will be reviewed by the Plan Time Committee comprised of people selected by Administrators, CLETA-selected members, and the BOARD representing all stakeholders. The number of people selected by Administrators on the committee shall not exceed the number of CLETA members on the committee. Participation on the committee is voluntary. One District Administrator and one CLETA member will co-chair the committee. Meeting minutes will be taken and provided to all committee members and the CLETA Co-Presidents within 15 days of each meeting by a CLETA-selected member appointed as secretary of the committee. The Plan Time Committee will be formed

and hold its first meeting no later than 60 days following the ratification and approval of this Agreement and afterwards as determined by the committee. The Plan Time Committee is charged with the following responsibilities, to include, but are not limited to:

1. Define types of plan time including team plan time, classroom plan time and district/school-directed time.
2. Review and document current plan time allotment per teacher in each building as well as responsibilities assigned outside the primary teaching role.
3. Review and document inequities between educational opportunities for students between buildings (example - kindergarten STEM minutes per week)
4. Identify plan time inequities between buildings within a job category (classroom teacher, Encore teacher, specialty teacher, kindergarten teacher, self-contained program teacher) as well as inequities within each building in similar job categories.
5. Develop possible solutions to address plan time inequities and gather feedback from stakeholder groups regarding the possible solutions.
6. Make and present a recommendation to the BOARD when finalized by the committee.

C. MEETING GUIDELINES

The District believes in providing flexibility for work schedules and accommodating employees' work/life balance. However, the schedule for meetings and plan time for TEACHERS must be dictated by the needs and in the best interests of the students. As a result, each TEACHER'S frequency and number of meetings to fulfill their professional responsibilities may vary weekly and monthly based on their individual role. A reasonable effort will be made by administration to minimize the number of meetings held prior to the student day for elementary and following the student day at the middle school that are not directly tied to students and/or curriculum (i.e. faculty meetings, safety/operations meetings, etc.). These guidelines do not apply to meetings that are considered professional development, have a primary focus on curriculum and/or student problem solving, and/or are voluntary in nature such as a TEACHER's participation on a committee and/or performing an extra duty.

ARTICLE XIV - PROFESSIONAL DEVELOPMENT – INCENTIVES & PROCEDURES

The purpose of professional development is to improve instruction and increase student achievement. Professional development must address District goals, building initiatives, and maintaining highly qualified licensed professionals.

- A. The BOARD offers incentives to TEACHERS to continue their education by earning graduate credits related to degree programs and/or courses that apply to teaching responsibilities.
- B. Credits earned shall be subject to the following:
 1. Credits earned shall be for graduate level courses and non-traditional types of programs such as distance learning graduate level courses from a college or university that is recognized by the Illinois State Board of Education or accredited by the state in which the university is located. All coursework shall be related to the Illinois Professional Teaching Standards. Alternative certification/licensure may be pursued with prior approval per Administrative Procedures. Courses must all be pre-approved by the Superintendent or designee in order to apply toward movement on the salary schedule.
 2. Undergraduate coursework may be approved for salary schedule credit in unique circumstances by the Superintendent or designee.

3. Only 18 credits per year will be approved for salary schedule advancement. This 18 credit limitation does not apply to mandated District coursework. TEACHERS enrolled in a cohort program requiring more than 18 credits in one year may apply for a waiver from Human Resources.
4. Credit hours earned other than semester hours need to be converted to semester hours based on the conversion appropriate to each education institution.
5. Horizontal movement on the salary schedule shall be granted for the satisfactory completion (grade "B" or better, or "pass" if grading system is pass/fail) of graduate courses from a college or university that is recognized by the Illinois State Board of Education or accredited by the state in which the university is located. Such movement shall occur at the beginning of each school term, provided pre-approval of the coursework has been granted by the Superintendent or designee prior to the onset of such school term. If the pre-approved coursework causing the movement is going to be completed during the months of June, July, and August, an official grade card or official transcript provided by the registrar of the college or university shall be similarly filed by October 1st. In addition, mid-year horizontal movement will be granted upon completion of Master's degree or other post-graduate degree. Intention of such movement at mid-year must be submitted in writing to the Superintendent or designee by the first day of student attendance of the fall semester in which completion of degree is expected. Evidence of mid-year completion of a Master's degree is due to the Superintendent or designee by February 1st.
6. Credit toward horizontal movement on the salary schedule shall also be granted for the satisfactory completion of District 47 coursework. However, during the enrollment process for District 47 coursework, the TEACHER must choose to receive either credit toward horizontal movement on the salary schedule or stipend for the coursework (described below). Once a course is completed and processed by the instructor/District, no changes will be made in the TEACHER'S selection of salary schedule credit or stipend.

C. Remuneration Procedures

1. The BOARD will provide partial tuition reimbursement to TEACHERS for credits described above.
2. The BOARD will also provide a stipend to TEACHERS for District 47 coursework, except that when a TEACHER elects horizontal movement on the salary schedule for District 47 coursework, he/she waives the right to a stipend.
3. Amount of Remuneration
 - a. A TEACHER shall receive remuneration for tuition at a rate of \$100.00 per semester hour.
 - b. A TEACHER with a Bachelor's degree shall receive remuneration for a maximum of 12 credits per contract year for any combination of graduate credits and/or District 47 coursework.
 - c. A TEACHER with a Master's degree shall receive remuneration for a maximum of 9 credits per contract year for any combination of graduate credits and/or District 47 coursework.
4. Request for tuition reimbursement shall be made to the Human Resources Office at least five workdays prior to that month's BOARD meeting date. Upon receipt of official grade card or transcript, the Human Resources Office shall submit a request for remuneration at the next meeting of the BOARD. Upon approval by the BOARD, the TEACHER will receive reimbursement.

- D. Interest Free Loans
The District shall provide, upon application, interest-free loans for tuition for approved course work leading toward a Master's degree, approved course work, or to gain an endorsement. A maximum of \$5000 per applicant may be requested annually. The District shall pay the university or college directly. Repayment of such loans shall be made over the remainder of the contract year through payroll deduction.
- E. Required Curriculum Training Sessions
1. TEACHERS must complete all mandated curriculum and instruction training within the timelines established by the Superintendent or designee.
 2. No mandatory curriculum and instruction training will be required during the summer months when school is not in session.

ARTICLE XV - SUPERVISORY EXTRA DUTIES

- A. The method for filling supervisory extra duties will be on a voluntary basis except as provided for in Paragraph D.
- B. The reimbursement for supervisory extra duties assumed by a TEACHER shall be \$18.18 per hour gross pay during the 2016-2017 school year and \$18.31 per hour gross pay during the 2017-2018 school year. Each following year the pay rate will increase by the annual tax cap percentage rate used to calculate the District's tax cap limitation for that fiscal year. Supervisory duties will be reimbursed following the submission of a completed timesheet by the TEACHER reflecting actual work performed.
- C. Duties classified as "supervisory" shall include: AM and PM bus/playground supervision, lunchroom/lunchtime playground supervision, and Saturday detention supervision. Such duties will be organized based on the needs of the schools as determined by the building administration. TEACHERS are responsible for arranging for a substitute to cover their extra duty assignment in order to attend mandatory meetings (i.e. faculty meeting, pre- and post-conference, etc.).
- D. For supervisory duty positions not filled on the first day of school, or that occur during the school year, the following procedure will be followed:
1. All TEACHERS who do not have a supervisory extra duty will be notified and asked if they will fill a vacancy.
 2. If vacancies still exist, TEACHERS who do not have a supervisory extra duty will share (rotate) to fill the open position(s). A TEACHER may be excused from this rotation by the administrator.
 3. The administrator will continue to make all reasonable efforts to employ lay personnel to relieve the TEACHERS from duties under this paragraph.
 4. If after four (4) calendar weeks there are still TEACHERS affected by this paragraph, the administrator will discuss efforts made to find lay personnel with CLETA'S representative.

ARTICLE XVI - INSTRUCTIONAL EXTRA DUTIES

- A. The rate of pay for instructional extra duties shall be \$29.39 per hour gross pay during the 2016-2017 school year and \$29.60 per hour gross pay during the 2017-2018 school year. Each following year the pay rate will increase by the annual tax cap percentage rate used to calculate the District's tax cap limitation for that fiscal year. Instructional duties will be reimbursed on a quarterly basis for actual work performed by the TEACHER.

- B. The following guidelines shall apply to all instructional extra duties:
1. Elementary (K-5)
 - a. 270 total hours will be allocated per building. Hours for the 3 activities listed in B1a will be managed by the building administration who will submit the distribution of hours to the building CLETA representative and the Business Office by October 15th of each school year. Hours will be allocated as follows:
 - i. Performing Arts 20-50 hours
 - ii. Patrol 20-40 hours
 - iii. Chorus 20-50 hours
 - b. The range of hours is to be determined by the building administration in conjunction with the activity sponsor. Hours not used for the B1a activities may be used for additional student activities at the discretion of the building administration. All activities must be determined by December 15th each year. No additional activity may be paid more than 30 hours.
 2. Middle School (6-8)
 - a. Instructional duty hours will be managed by the building administration who will submit the distribution of hours to the building CLETA representative and the Business Office by October 15th each year.
 - i. Conference Sports - 1700 hours per building for the following Fox Valley Conference athletic activities: Cross Country, Volleyball, Basketball, Wrestling, Track, Cheerleading, and Pompons.
 - ii. Intramural Sports – 50 hours per coach/activity. The following intramural sports will be offered at each middle school: volleyball, girls' basketball, boys' basketball, and dance club. Actual number of coaches/activities will vary depending upon student participation.
 - iii. Music hours shall be based on student participation and allocated as follows:
 - a) Top Band - 216 hours
 - b) Second Band – 185 hours
 - c) Third Band (if needed) – 176 hours
 - iv. Activities/Clubs – 1,056 hours per building as follows:
 - a) Performing Arts 100 –150 hours
 - b) Media 50 – 150 hours
 - c) Student Government 50-150 hours
 - d) Yearbook 75-125 hours
 - e) Top Jazz Band 60 – 75 hours
 - f) Top Chorus 50 – 125 hours
 - g) Second Chorus 50-125 hours

**(At least 20 students must participate in each chorus to hold the activity.)
 - b. The range of hours is to be determined by the building administration in conjunction with the activity sponsor. Distribution of hours should be representative of student participation. The goal is to engage the maximum number of students with quality activities.
 - c. Hours not used for activities listed in B2a.iv may be used for additional student activities at the discretion of the building administration. All activities must be determined by December 15th. No additional activity may be paid more than 30 hours.
- C. TEACHERS are responsible for arranging for a substitute to cover their extra duty assignment in order to attend mandatory meetings (i.e. faculty meeting, pre- and post- conference, etc.).
- D. The BOARD will provide funds for District-wide approved afterhours academic competitions. Application will be made as needed through the building administration in concert with the sponsor involved. Final approval will be the responsibility of the Superintendent or designee.

- E. If during the term of this Agreement the BOARD shall create any additional extra duties, the rate of pay will be as agreed upon in ARTICLE XVI, Section A. All openings/changes will be posted by the principal in a space mutually agreed upon with the building CLETA representative(s).
- F. Additional Teaching/Supervision Responsibility (Elementary and Middle School)
1. Short term – All TEACHERS who teach extra classes on a day to day basis by substituting for another TEACHER shall be paid at the instructional extra duty_rate for the duration of this Agreement. The instructional hourly rate will be adjusted for the class period length. Example: hourly rate of $\$29.39 \times .75 = \22.04 for a middle school class period length of 45 minutes.
 2. Long term – If it becomes necessary for a TEACHER to teach one additional class period on a long term basis, the formula for calculating salary for this additional load is as follows: Stipend = 16.67% of the annual salary schedule rate for teaching one additional class period for a school year. For teaching for a trimester or two trimesters the amount will be prorated as follows:
 - a. Trimester – 5.56%
 - b. Two (2) Trimesters – 11.12%
 3. Scorers and Timers shall be paid at a rate of \$43.33 per two game session (based on 2 ½ hours) with a maximum of one scorer and one timer per game.

ARTICLE XVII - ADDITIONAL PAID DUTIES (STIPENDS)

Additional duties/roles that occur or are fulfilled outside of the contractual day/year are compensated based on the stipend appendix attached to the end of the Agreement. Each duty will have a job description by the beginning of the 2017-2018 school year and will be available in the Human Resources Department for those interested. Stipend duties are assigned each year of the Agreement through a joint process of a TEACHER demonstrating interest/applying for a duty and administration selecting TEACHER(S) who are qualified from those demonstrating interest/applying. Previously holding a stipend position does not give a TEACHER automatic renewal of the stipend duty in a subsequent contractual year. All stipends will have the appropriate payroll deductions made at the time of payment.

ARTICLE XVIII - TEACHER EVALUATION

A teacher evaluation committee comprised of CLETA members and Administrators shall meet annually to review the licensed staff evaluation process and tools to ensure they comply with applicable state and/or federal law. The number of Administrators on the committee shall not exceed the number of CLETA members on the committee. To the extent the District's evaluation process and tools exceed the applicable state and/or federal requirements, the District's process and tools shall apply. The licensed staff evaluation can be found on the District website within the staff password protected portal.

ARTICLE XIX – JUST CAUSE DISCIPLINE

No TEACHER shall be disciplined without Just Cause. Discipline includes, but is not limited to, documented warnings, reprimands, suspensions, and discharge.

Written reprimands or warnings shall be defined as a separate document apart from the TEACHER'S evaluation form. It is specifically agreed that this section shall not apply to a decision by the BOARD to terminate a TEACHER or to not renew the contract of a TEACHER.

Criteria for determining Just Cause is located in the District Employee Handbook on the District website within the staff password protected portal.

ARTICLE XX - JOB SHARING

Job sharing is a voluntary employment arrangement in which two currently employed tenured TEACHERS share one full-time position. The job share program is available on a very limited basis. The job share program details are located in the District Employee Handbook on the District website within the staff password protected portal.

ARTICLE XXI - INTERNAL TRANSFER

TEACHERS are encouraged to apply for internal openings, if interested. As a professional courtesy, all currently employed TEACHERS will be contacted regarding their application. If an interview is required, a reasonable effort will be made to schedule the interview outside of work hours. Internal transfer refers to moves between positions covered under this Agreement. The internal transfer procedures are located in the District Employee Handbook on the District website within the staff password protected portal.

ARTICLE XXII -- TRAVEL & MILEAGE REIMBURSEMENT

As outlined in the Mileage Reimbursement Procedure, District 47 shall pay for authorized mileage reimbursement between schools by TEACHERS at the rate recognized by the U.S. Internal Revenue Service. No travel expenses shall be paid for required in-District professional meetings or institute days.

As outlined in the Travel Reimbursement Procedure, District 47 shall pay for authorized out-of-District travel expenditures by TEACHERS at the rate recognized by the U.S. Internal Revenue Service.

ARTICLE XXIII - PHYSICAL EXAMINATION

All TEACHERS must have a physical examination on record in the Human Resources Office no later than the first day the TEACHER begins work in the District. Cost of this physical is to be borne by the TEACHER. No further physical examination is to be required except upon special request by the BOARD. The cost of a requested physical examination will be borne by the BOARD.

ARTICLE XXIV - SALARY SCHEDULE

- A. TEACHERS shall be paid according to the attached salary schedules for the duration of this Agreement.
- B. Schedule Adjustments:
 - 1. A school term is defined as 190 days of which 180 days are scheduled work days for TEACHERS and 10 days are paid holidays. TEACHERS who work extra days have the additional number of days included within their job description and delineated on their individual WAGE STATEMENT. A TEACHER'S per diem daily rate is calculated by taking his/her annual salary from the salary schedule divided by 190. By October 15th of each school year, the Business Office will submit to the CLETA Co-Presidents a list of any TEACHER positions that exceed 190 days.
 - 2. TEACHERS may obtain horizontal movement on the salary schedule pursuant to ARTICLE XIV - PROFESSIONAL DEVELOPMENT – INCENTIVES & PROCEDURES. Horizontal movement on the salary schedule is allowed for the satisfactory completion (grade “B” or better, or “pass” if grading system is pass/fail) of graduate courses from a college or university that is recognized by the Illinois State Board of Education or accredited by the state in which the university is located. All coursework shall be directly related to the Illinois Professional Teaching Standards.
 - 3. TEACHERS will move into the Master's column of the salary schedule upon the completion of a graduate degree program provided pre-approval of the post-graduate degree program has been approved by the Superintendent or designee.

4. After a TEACHER is in lane MA+50 on Step Z for one year, the TEACHER will receive a 3% increase each year thereafter for the duration of the Agreement. (For example, a TEACHER in lane MA +50 on Step Z in the 2015-2016 school year would be paid \$95,085 for 2016-2017 and \$97,937 for 2017-2018, etc.)
5. Vertical movement on the salary schedule will take place at the beginning of each school year. (For example, a TEACHER on Step HH in 2015-2016 will move to FF in 2016-2017, DD in 2017-2018, BB in 2018-2019 and A in 2019-2020. Similarly, a TEACHER on Step A in 2015-2016 will move to B in 2016-2017, C in 2017-2018, D in 2018-2019, and E in 2019-2020).
6. Movement from lane MA+32 to MA+50 at Steps U and V will be limited to horizontal movement only. Vertical movement on the schedule will resume the following year.
7. Step placement for new hires will be rounded to the nearest step. Any accumulation of less than .5 will be rounded down. Increments of .5 or more will be placed on the next highest step.
8. The District Administration is solely responsible for placing new hires on the salary schedule.

ARTICLE XXV – PAYROLL

A. Wage Statement

At the beginning of each school year, each TEACHER shall receive a WAGE STATEMENT.

B. Union Dues

The District provides CLETA the option to have a payroll deduction for CLETA dues. The deduction may be initiated or adjusted by CLETA, by submitting such request to the Superintendent or designee by the 1st of any month. The initial list for each contract year must be received on or before September 10th. Any change made after the initial list, will be taken beginning the next available payroll. Start dates of changes should be clarified with the Business Office to ensure that CLETA has given the correct per pay deduction.

The list supplied by CLETA must indicate the member's name and the amount of per pay deduction. Deductions will be taken each payroll beginning in October and ending in June of each year, allowing for up to 20 deductions per the current payroll calendar.

Dues collected will be forwarded to CLETA following each pay period with a listing of TEACHERS and deduction taken.

C. Payroll Checks

Payments will be made bi-weekly as indicated on the "Teaching Staff Pay Date Schedule." The bi-weekly payroll amount is calculated by dividing the annual salary by the number of payroll dates in a given contract year. A 5-year payroll calendar, which is mutually agreed upon annually by the Business Office and CLETA, is located on the District website within the staff password protected portal. A TEACHER who is not enrolled in direct deposit will receive his/her check at the home building assignment indicated on the WAGE STATEMENT.

Each TEACHER will automatically receive their remaining checks for the contractual year on the first full payroll period following the last day of school, which is indicated on the payroll calendar, unless they indicate their preference to continue to receive bi-weekly paychecks throughout the summer on the form provided by Administration. This form shall be submitted to the Business Office electronically on or before May 10th of the current school year.

D. Payroll Deductions

The following deductions will be applied to each TEACHER'S bi-weekly paychecks:

1. Income Tax Deduction – as set forth by the IRS and State of Illinois based upon a completed W-4 form.
2. Teacher's Retirement System (TRS) Contributions – as approved by TRS.
3. Medicare Contribution – currently 1.45% of gross pay, or as amended.
4. Union Dues – as provided by CLETA leadership.
5. Tax Sheltered Annuity Deductions (optional) – as authorized in your Salary Reduction Authorization Form. (note: only deducted from the first two payrolls of each month for months having more than two payrolls)
6. Insurance Deduction (optional) – For all eligible, full time TEACHERS. Represents any cost of insurance coverage beyond the BOARD monthly insurance benefit allowance. Coverage includes Medical \$10,000 Life and Accidental Death and Dismemberment, Long Term Disability, Vision, and Dental Insurance. Any insurance coverage currently in effect with the District will remain in force until a "life event change" and/or the annual open enrollment. (note: only deducted from the first two payrolls of each month for months having more than two payrolls)

ARTICLE XXVI - WITHHOLDING OF ANNUAL PAY INCREASE

The BOARD has the right to freeze a TEACHERS' salary at the present placement in a cell during the current school term when there is just cause, i.e., specific determination by the BOARD that the TEACHER'S performance has been unsatisfactory based on the District 47 Evaluation Program and Illinois School Code. In compliance with the Evaluation Program, if remediation is satisfactorily completed the TEACHER, shall be reinstated to the cell on the salary schedule to which the TEACHER would have been entitled if remediation had not taken place. The new salary shall commence with the first pay period in the new school term following the remediation year.

The TEACHER may within ten (10) calendar days of the BOARD action make a binding election either to utilize the grievance procedure in this Agreement or have the option of appearing before the BOARD at a closed meeting to discuss the recommendation and may be accompanied thereat by a CLETA/IEA representative. Failure to make such an election shall constitute a waiver of either remedy.

ARTICLE XXVII - PAYMENT TO TEACHERS' RETIREMENT SYSTEM

- A. Pursuant to the Contribution Rate Schedule of the State of Illinois Teachers' Retirement System, the BOARD shall deduct and remit for each TEACHER the sum equal to the TEACHER'S salary times the Member TRS retirement contribution rate for that year times the TEACHER'S salary to be applied for the retirement account of such TEACHER (rather than the survivors' annuity account) and the sum equal to the TEACHER'S salary times the Member THIS (insurance) contribution rate for that year times the TEACHER'S salary for the insurance contribution for the Teachers Retirement System Insurance Plan. In addition, the BOARD will deduct the Member TRS retirement contribution rate from any payments made to TEACHERS pursuant to ARTICLE XV and XVI to be applied to the retirement account of such TEACHER and the Member THIS (insurance) contribution rate for the insurance contribution to the Teachers' Retirement System Insurance Plan. It is the intent of the parties by this Agreement to qualify these payments under Section 414(h) of the Internal Revenue Code. The TEACHERS have no right or claim to the fund so remitted except as they may subsequently become available upon retirement or resignation from the State of Illinois Teachers' Retirement System.

- B. The balance of the amount due each TEACHER pursuant to such Compensation Schedule shall be payable to the TEACHER as salary in installments as otherwise provided herein, provided the BOARD shall deduct all money as required by law or as authorized by the BOARD. Such withholding shall include any and all additional amounts required to be paid to the State of Illinois Teachers' Retirement System for the account of such TEACHERS.
- C. CLETA and each TEACHER shall indemnify and hold harmless the BOARD, its members, its agents, and its employees from any and all claims, demands, actions, complaints, suits, or other liability by reason of faithful payments of contribution to the State of Illinois Teachers' Retirement System under the provisions of this section.

ARTICLE XXVIII - REDUCTION IN FORCE & RECALL

- A. Reductions in force (RIF) and recall of TEACHERS that occur during the term of this Agreement will be governed by the Illinois School Code provisions in effect at the time of the RIFs and recalls (105 ILCS 5/24-12).
- B. A Joint Committee ("RIF Joint Committee") will meet at least annually thereafter during the term of this Agreement, said Committee will be governed by the Illinois School Code. The RIF Joint Committee will be composed of equal representation selected by the BOARD and CLETA and shall be charged with addressing the matters set forth in 105 ILCS 5/24-12(c), paragraphs (1) through (5), as may be amended from time to time.

ARTICLE XXIX - SIGNATURES

The Crystal Lake Community Consolidated Elementary District 47 Board of Education and the Crystal Lake Elementary Teachers' Association do hereby agree to all wages, hours, terms, and conditions of employment as listed in this collective bargaining agreement for the 2016-2017, 2017-2018, 2018-2019, and 2019-2020 school terms.

Jeff Mason
President, Board of Education

Date

Rob Fetzner
Vice-President, Board of Education

Date

Heidi Marchetti
CLETA Co-President

Date

Kristin Leidy-Sempritt
CLETA Co-President

Date

Note – There is one (1) Memorandum of Understanding attached to this Agreement.

SALARY SCHEDULE 2016-2017

SALARY SCHEDULE 2016-17													
		BA	BA+8	BA+16	BA+24	BA+40	MA	MA+8	MA+16	MA+24	MA+32	MA+50	
HH	1	\$42,810	\$44,110	\$44,810	\$45,510	\$46,210	\$48,285	\$48,785	\$49,285	\$49,785	\$50,285	\$52,360	1
GG	2												2
FF	3	\$44,010	\$45,310	\$46,010	\$46,710	\$47,410	\$49,485	\$49,985	\$50,485	\$50,985	\$51,485	\$53,560	3
EE	4												4
DD	5	\$45,010	\$46,310	\$47,010	\$47,710	\$48,410	\$50,485	\$50,985	\$51,485	\$51,985	\$52,485	\$54,560	5
CC	6												6
BB	7	\$46,010	\$47,310	\$48,010	\$48,710	\$49,410	\$51,485	\$51,985	\$52,485	\$52,985	\$53,485	\$55,560	7
AA	8												8
A	9	\$47,010	\$48,310	\$49,010	\$49,710	\$50,410	\$52,485	\$52,985	\$53,485	\$53,985	\$54,485	\$56,560	9
B	10	\$48,060	\$49,360	\$50,060	\$50,760	\$51,460	\$53,535	\$54,035	\$54,535	\$55,035	\$55,535	\$57,610	10
C	11	\$49,110	\$50,410	\$51,110	\$51,810	\$52,510	\$54,585	\$55,085	\$55,585	\$56,085	\$56,585	\$58,660	11
D	12	\$50,160	\$51,460	\$52,160	\$52,860	\$53,560	\$55,635	\$56,135	\$56,635	\$57,135	\$57,635	\$59,710	12
E	13	\$51,210	\$52,510	\$53,210	\$53,910	\$54,610	\$56,685	\$57,185	\$57,685	\$58,185	\$58,685	\$60,760	13
F	14	\$52,260	\$53,560	\$54,260	\$54,960	\$55,660	\$57,735	\$58,235	\$58,735	\$59,235	\$59,735	\$61,810	14
G	15	\$53,310	\$54,610	\$55,310	\$56,010	\$56,710	\$58,785	\$59,285	\$59,785	\$60,285	\$60,785	\$62,860	15
H	16	\$54,360	\$55,660	\$56,360	\$57,060	\$57,760	\$59,835	\$60,335	\$60,835	\$61,335	\$61,835	\$63,910	16
I	17	\$55,780	\$57,080	\$57,780	\$58,480	\$59,180	\$61,255	\$61,755	\$62,255	\$62,755	\$63,255	\$65,330	17
J	18	\$57,200	\$58,500	\$59,200	\$59,900	\$60,600	\$62,675	\$63,175	\$63,675	\$64,175	\$64,675	\$66,750	18
K	19	\$58,620	\$59,920	\$60,620	\$61,320	\$62,020	\$64,095	\$64,595	\$65,095	\$65,595	\$66,095	\$68,170	19
L	20	\$60,040	\$61,340	\$62,040	\$62,740	\$63,440	\$65,515	\$66,015	\$66,515	\$67,015	\$67,515	\$69,590	20
M	21	\$61,460	\$62,760	\$63,460	\$64,160	\$64,860	\$66,935	\$67,435	\$67,935	\$68,435	\$68,935	\$71,010	21
N	22	\$62,880	\$64,180	\$64,880	\$65,580	\$66,280	\$68,355	\$68,855	\$69,355	\$69,855	\$70,355	\$72,430	22
O	23		\$65,600	\$66,300	\$67,000	\$67,700	\$69,775	\$70,275	\$70,775	\$71,275	\$71,775	\$73,850	23
P	24			\$67,720	\$68,420	\$69,120	\$71,195	\$71,695	\$72,195	\$72,695	\$73,195	\$75,270	24
Q	25				\$69,840	\$70,540	\$72,615	\$73,115	\$73,615	\$74,115	\$74,615	\$76,690	25
R	26						\$74,035	\$74,535	\$75,035	\$75,535	\$76,035	\$78,110	26
S	27							\$75,955	\$76,455	\$76,955	\$77,455	\$79,530	27
T	28								\$77,875	\$78,375	\$78,875	\$80,950	28
U	29									\$79,795	\$80,295	\$82,370	29
V	30										\$81,715	\$83,804	30
W	31											\$86,318	31
X	32											\$88,908	32
Z	33											\$92,316	33

Note: The numbering system used on the salary schedule does not represent years of service.

SALARY SCHEDULE 2017-2018

SALARY SCHEDULE 2017-18													
		BA	BA+8	BA+16	BA+24	BA+40	MA	MA+8	MA+16	MA+24	MA+32	MA+50	
HH	1	\$42,935	\$44,085	\$44,835	\$45,585	\$46,335	\$48,510	\$49,110	\$49,710	\$50,310	\$50,910	\$52,985	1
GG	2												2
FF	3	\$44,185	\$45,335	\$46,085	\$46,835	\$47,585	\$49,760	\$50,360	\$50,960	\$51,560	\$52,160	\$54,235	3
EE	4												4
DD	5	\$45,425	\$46,575	\$47,325	\$48,075	\$48,825	\$51,000	\$51,600	\$52,200	\$52,800	\$53,400	\$55,475	5
CC	6												6
BB	7	\$46,525	\$47,675	\$48,425	\$49,175	\$49,925	\$52,100	\$52,700	\$53,300	\$53,900	\$54,500	\$56,575	7
AA	8												8
A	9	\$47,625	\$48,775	\$49,525	\$50,275	\$51,025	\$53,200	\$53,800	\$54,400	\$55,000	\$55,600	\$57,675	9
B	10	\$48,725	\$49,875	\$50,625	\$51,375	\$52,125	\$54,300	\$54,900	\$55,500	\$56,100	\$56,700	\$58,775	10
C	11	\$49,825	\$50,975	\$51,725	\$52,475	\$53,225	\$55,400	\$56,000	\$56,600	\$57,200	\$57,800	\$59,875	11
D	12	\$50,925	\$52,075	\$52,825	\$53,575	\$54,325	\$56,500	\$57,100	\$57,700	\$58,300	\$58,900	\$60,975	12
E	13	\$52,025	\$53,175	\$53,925	\$54,675	\$55,425	\$57,600	\$58,200	\$58,800	\$59,400	\$60,000	\$62,075	13
F	14	\$53,125	\$54,275	\$55,025	\$55,775	\$56,525	\$58,700	\$59,300	\$59,900	\$60,500	\$61,100	\$63,175	14
G	15	\$54,225	\$55,375	\$56,125	\$56,875	\$57,625	\$59,800	\$60,400	\$61,000	\$61,600	\$62,200	\$64,275	15
H	16	\$55,325	\$56,475	\$57,225	\$57,975	\$58,725	\$60,900	\$61,500	\$62,100	\$62,700	\$63,300	\$65,375	16
I	17	\$56,745	\$57,895	\$58,645	\$59,395	\$60,145	\$62,320	\$62,920	\$63,520	\$64,120	\$64,720	\$66,795	17
J	18	\$58,165	\$59,315	\$60,065	\$60,815	\$61,565	\$63,740	\$64,340	\$64,940	\$65,540	\$66,140	\$68,215	18
K	19	\$59,585	\$60,735	\$61,485	\$62,235	\$62,985	\$65,160	\$65,760	\$66,360	\$66,960	\$67,560	\$69,635	19
L	20	\$61,005	\$62,155	\$62,905	\$63,655	\$64,405	\$66,580	\$67,180	\$67,780	\$68,380	\$68,980	\$71,055	20
M	21	\$62,425	\$63,575	\$64,325	\$65,075	\$65,825	\$68,000	\$68,600	\$69,200	\$69,800	\$70,400	\$72,475	21
N	22	\$63,845	\$64,995	\$65,745	\$66,495	\$67,245	\$69,420	\$70,020	\$70,620	\$71,220	\$71,820	\$73,895	22
O	23		\$66,415	\$67,165	\$67,915	\$68,665	\$70,840	\$71,440	\$72,040	\$72,640	\$73,240	\$75,315	23
P	24			\$68,585	\$69,335	\$70,085	\$72,260	\$72,860	\$73,460	\$74,060	\$74,660	\$76,735	24
Q	25				\$70,755	\$71,505	\$73,680	\$74,280	\$74,880	\$75,480	\$76,080	\$78,155	25
R	26						\$75,100	\$75,700	\$76,300	\$76,900	\$77,500	\$79,575	26
S	27							\$77,120	\$77,720	\$78,320	\$78,920	\$80,995	27
T	28								\$79,140	\$79,740	\$80,340	\$82,415	28
U	29									\$81,160	\$81,760	\$83,835	29
V	30										\$83,180	\$85,253	30
W	31											\$86,737	31
X	32											\$89,339	32
Z	33											\$92,316	33

Note: The numbering system used on the salary schedule does not represent years of service.

SALARY SCHEDULE 2018-2019

SALARY SCHEDULE 2018-19													
		BA	BA+8	BA+16	BA+24	BA+40	MA	MA+8	MA+16	MA+24	MA+32	MA+50	
HH	1	\$43,070	\$44,070	\$44,870	\$45,670	\$46,470	\$48,700	\$49,400	\$50,100	\$50,800	\$51,500	\$53,575	1
GG	2												2
FF	3	\$44,320	\$45,320	\$46,120	\$46,920	\$47,720	\$49,950	\$50,650	\$51,350	\$52,050	\$52,750	\$54,825	3
EE	4												4
DD	5	\$45,570	\$46,570	\$47,370	\$48,170	\$48,970	\$51,200	\$51,900	\$52,600	\$53,300	\$54,000	\$56,075	5
CC	6												6
BB	7	\$46,820	\$47,820	\$48,620	\$49,420	\$50,220	\$52,450	\$53,150	\$53,850	\$54,550	\$55,250	\$57,325	7
AA	8												8
A	9	\$48,070	\$49,070	\$49,870	\$50,670	\$51,470	\$53,700	\$54,400	\$55,100	\$55,800	\$56,500	\$58,575	9
B	10	\$49,270	\$50,270	\$51,070	\$51,870	\$52,670	\$54,900	\$55,600	\$56,300	\$57,000	\$57,700	\$59,775	10
C	11	\$50,470	\$51,470	\$52,270	\$53,070	\$53,870	\$56,100	\$56,800	\$57,500	\$58,200	\$58,900	\$60,975	11
D	12	\$51,670	\$52,670	\$53,470	\$54,270	\$55,070	\$57,300	\$58,000	\$58,700	\$59,400	\$60,100	\$62,175	12
E	13	\$52,870	\$53,870	\$54,670	\$55,470	\$56,270	\$58,500	\$59,200	\$59,900	\$60,600	\$61,300	\$63,375	13
F	14	\$54,070	\$55,070	\$55,870	\$56,670	\$57,470	\$59,700	\$60,400	\$61,100	\$61,800	\$62,500	\$64,575	14
G	15	\$55,270	\$56,270	\$57,070	\$57,870	\$58,670	\$60,900	\$61,600	\$62,300	\$63,000	\$63,700	\$65,775	15
H	16	\$56,470	\$57,470	\$58,270	\$59,070	\$59,870	\$62,100	\$62,800	\$63,500	\$64,200	\$64,900	\$66,975	16
I	17	\$57,890	\$58,890	\$59,690	\$60,490	\$61,290	\$63,520	\$64,220	\$64,920	\$65,620	\$66,320	\$68,395	17
J	18	\$59,310	\$60,310	\$61,110	\$61,910	\$62,710	\$64,940	\$65,640	\$66,340	\$67,040	\$67,740	\$69,815	18
K	19	\$60,730	\$61,730	\$62,530	\$63,330	\$64,130	\$66,360	\$67,060	\$67,760	\$68,460	\$69,160	\$71,235	19
L	20	\$62,150	\$63,150	\$63,950	\$64,750	\$65,550	\$67,780	\$68,480	\$69,180	\$69,880	\$70,580	\$72,655	20
M	21	\$63,570	\$64,570	\$65,370	\$66,170	\$66,970	\$69,200	\$69,900	\$70,600	\$71,300	\$72,000	\$74,075	21
N	22	\$64,990	\$65,990	\$66,790	\$67,590	\$68,390	\$70,620	\$71,320	\$72,020	\$72,720	\$73,420	\$75,495	22
O	23		\$67,410	\$68,210	\$69,010	\$69,810	\$72,040	\$72,740	\$73,440	\$74,140	\$74,840	\$76,915	23
P	24			\$69,630	\$70,430	\$71,230	\$73,460	\$74,160	\$74,860	\$75,560	\$76,260	\$78,335	24
Q	25				\$71,850	\$72,650	\$74,880	\$75,580	\$76,280	\$76,980	\$77,680	\$79,755	25
R	26						\$76,300	\$77,000	\$77,700	\$78,400	\$79,100	\$81,175	26
S	27							\$78,420	\$79,120	\$79,820	\$80,520	\$82,595	27
T	28								\$80,540	\$81,240	\$81,940	\$84,015	28
U	29									\$82,660	\$83,360	\$85,435	29
V	30										\$84,780	\$86,769	30
W	31											\$88,237	31
X	32											\$89,773	32
Z	33											\$92,466	33

Note: The numbering system used on the salary schedule does not represent years of service.

SALARY SCHEDULE 2019-2020

SALARY SCHEDULE 2019-20													
		BA	BA+8	BA+16	BA+24	BA+40	MA	MA+8	MA+16	MA+24	MA+32	MA+50	
HH	1	\$43,305	\$44,205	\$45,105	\$46,005	\$46,905	\$49,405	\$50,205	\$51,005	\$51,805	\$52,605	\$54,680	1
GG	2												2
FF	3	\$44,555	\$45,455	\$46,355	\$47,255	\$48,155	\$50,655	\$51,455	\$52,255	\$53,055	\$53,855	\$55,930	3
EE	4												4
DD	5	\$45,805	\$46,705	\$47,605	\$48,505	\$49,405	\$51,905	\$52,705	\$53,505	\$54,305	\$55,105	\$57,180	5
CC	6												6
BB	7	\$47,055	\$47,955	\$48,855	\$49,755	\$50,655	\$53,155	\$53,955	\$54,755	\$55,555	\$56,355	\$58,430	7
AA	8												8
A	9	\$48,305	\$49,205	\$50,105	\$51,005	\$51,905	\$54,405	\$55,205	\$56,005	\$56,805	\$57,605	\$59,680	9
B	10	\$49,555	\$50,455	\$51,355	\$52,255	\$53,155	\$55,655	\$56,455	\$57,255	\$58,055	\$58,855	\$60,930	10
C	11	\$50,805	\$51,705	\$52,605	\$53,505	\$54,405	\$56,905	\$57,705	\$58,505	\$59,305	\$60,105	\$62,180	11
D	12	\$52,055	\$52,955	\$53,855	\$54,755	\$55,655	\$58,155	\$58,955	\$59,755	\$60,555	\$61,355	\$63,430	12
E	13	\$53,305	\$54,205	\$55,105	\$56,005	\$56,905	\$59,405	\$60,205	\$61,005	\$61,805	\$62,605	\$64,680	13
F	14	\$54,555	\$55,455	\$56,355	\$57,255	\$58,155	\$60,655	\$61,455	\$62,255	\$63,055	\$63,855	\$65,930	14
G	15	\$55,805	\$56,705	\$57,605	\$58,505	\$59,405	\$61,905	\$62,705	\$63,505	\$64,305	\$65,105	\$67,180	15
H	16	\$57,055	\$57,955	\$58,855	\$59,755	\$60,655	\$63,155	\$63,955	\$64,755	\$65,555	\$66,355	\$68,430	16
I	17	\$58,505	\$59,405	\$60,305	\$61,205	\$62,105	\$64,605	\$65,405	\$66,205	\$67,005	\$67,805	\$69,880	17
J	18	\$59,955	\$60,855	\$61,755	\$62,655	\$63,555	\$66,055	\$66,855	\$67,655	\$68,455	\$69,255	\$71,330	18
K	19	\$61,405	\$62,305	\$63,205	\$64,105	\$65,005	\$67,505	\$68,305	\$69,105	\$69,905	\$70,705	\$72,780	19
L	20	\$62,855	\$63,755	\$64,655	\$65,555	\$66,455	\$68,955	\$69,755	\$70,555	\$71,355	\$72,155	\$74,230	20
M	21	\$64,305	\$65,205	\$66,105	\$67,005	\$67,905	\$70,405	\$71,205	\$72,005	\$72,805	\$73,605	\$75,680	21
N	22	\$65,755	\$66,655	\$67,555	\$68,455	\$69,355	\$71,855	\$72,655	\$73,455	\$74,255	\$75,055	\$77,130	22
O	23		\$68,105	\$69,005	\$69,905	\$70,805	\$73,305	\$74,105	\$74,905	\$75,705	\$76,505	\$78,580	23
P	24			\$70,455	\$71,355	\$72,255	\$74,755	\$75,555	\$76,355	\$77,155	\$77,955	\$80,030	24
Q	25				\$72,805	\$73,705	\$76,205	\$77,005	\$77,805	\$78,605	\$79,405	\$81,480	25
R	26						\$77,655	\$78,455	\$79,255	\$80,055	\$80,855	\$82,930	26
S	27							\$79,905	\$80,705	\$81,505	\$82,305	\$84,380	27
T	28								\$82,155	\$82,955	\$83,755	\$85,830	28
U	29									\$84,405	\$85,205	\$87,280	29
V	30										\$86,655	\$88,730	30
W	31											\$89,806	31
X	32											\$91,882	32
Z	33											\$92,915	33

Note: The numbering system used on the salary schedule does not represent years of service.

APPENDIX A – STIPENDS

Duty	2016-2017	2017-2018	2018-2019	2019-2020
MS Team Coordinator	\$1500	\$1500	\$1500	\$1500
Related Service Coordinator (Speech, SW, Psych, LBSI, Self-Contained)		\$1500	\$1500	\$1500
District Band Coordinator	\$5000	\$5000	\$5000	\$5000
Summer School Instructor – 4 hour days	\$120	\$120	\$120	\$120
Summer Band Instructor – 3 hour days	Dependent upon student participation	Dependent upon student participation	Dependent upon student participation	Dependent upon student participation
Summer Curriculum Work (full day – 8 hours)	\$125	\$125	\$125	\$125
Summer Curriculum Work (Half Day – 4 hours)	\$62.50	\$62.50	\$62.50	\$62.50
Summer Special Education Evaluations	\$300	\$300	\$300	\$300
District Coursework Instructor (per course)	\$750	\$750	\$750	\$750
Mentoring (per mentee)	\$500	\$500	\$500	\$500

MEMORANDUM OF UNDERSTANDING

A BOARD/CLETA subcommittee mutually agreed upon the placements for all TEACHERS. This subcommittee created a spreadsheet listing all TEACHERS and each year where the TEACHER would be placed on the salary schedule. The mutual understanding between the BOARD and CLETA is that by the end of this 4-year Agreement (2019-2020 salary schedule) TEACHERS will be placed on the salary schedule with consideration for their experience within District 47. Additionally, the BOARD and CLETA will move toward having an indexed salary schedule in future Agreements.

Jeff Mason
President, Board of Education

Date

Rob Fetzner
Vice-President, Board of Education

Date

Heidi Marchetti
CLETA Co-President

Date

Kristin Leidy-Sempit
CLETA Co-President

Date

MEMORANDUM OF UNDERSTANDING II

P. 9

ARTICLE IX - C.5. Grandparent leave

A TEACHER may use any combination of their available sick and/or personal days for a total of 5 days to visit a grandchild surrounding the time of his/her birth. The time off must be within 30 calendar days of the birth of the grandchild and can only be taken by the TEACHER once per grandchild. The TEACHER may not extend the 5 days leave by taking additional available personal days adjacent to any sick/grandparent days.

Jeff Mason
President, Board of Education

Date

Rob Fetzner
Vice-President, Board of Education

Date

Heidi Marchetti
CLETA Co-President

Date

Kristin Leidy-Sempritt
CLETA Co-President

Date

MEMORANDUM OF UNDERSTANDING III

P. 17 ARTICLE XIV - A.

(add at the end of the existing language)

Reimbursement for graduate level coursework pertaining to Educational Leadership and administrative licensure for the state of Illinois is provided within the following parameters: 1) the TEACHER already holds a Master's degree and is pursuing an additional Master's degree or 2) the TEACHER has been employed in the District for a minimum of 7 years as a TEACHER and has received evaluation ratings of proficient and/or excellent on all evaluations. The District has the discretion to grant tuition reimbursement for a TEACHER that has less than seven years experience in the District if the District has determined there is a significant need to add to the administrative candidate pool. If/When the District has determined that a need exists to increase the administrative candidate pool, a communication will be distributed to all TEACHERS letting them know that reimbursement would be available for a specific timeframe waiving the parameters above.

TEACHERS enrolled in an Educational Leadership program that may not meet the parameters set above may request that the course syllabus and/or description to be reviewed by Human Resources Office for possible reimbursement based on a relevance to teaching responsibilities

Jeff Mason
President, Board of Education

Date

Rob Fetzner
Vice-President, Board of Education

Date

Heidi Marchetti
CLETA Co-President

Date

Kristin Leidy-Sempit
CLETA Co-President

Date