

COLLECTIVE BARGAINING AGREEMENT

BETWEEN

**HOOVER-SCHRUM COUNCIL OF
LOCAL 943, IFT/AFT**

AND

**BOARD OF EDUCATION OF
HOOVER-SCHRUM SCHOOL DISTRICT 157**

**FOR THE PERIOD BEGINNING
JULY 1, 2021 AND
ENDING JUNE 30, 2024**

TABLE OF CONTENTS

PREAMBLE.....	5
ARTICLE I.....	6
1.1 Recognition.....	6
1.2 Scope.....	6
1.3 Non-Discrimination.....	6
1.4 Union Responsibilities.....	6
1.5 Union Addresses.....	7
1.6 Board Rights and Responsibilities	7
1.7 Meetings with the Union President.....	8
1.8 Political Freedom	8
1.9 Payroll Deductions and Union Dues Check Off.....	8
1.10 Job Descriptions	8
1.11 Union Leave.....	9
1.12 Pay Periods.....	9
ARTICLE II.....	10
2.1 School Day.....	10
2.2 School Year	10
2.3 Evaluation Plans	11
2.4 Class Size.....	13
2.5 Posting, Assignments and Transfer for all Positions Excluding Extra Duty Assignments	13
2.6 Lunch Periods.....	14
2.7 Teachers' Lounge	15
2.8 Use of Bulletin Boards, Faculty Mailboxes and Telephone Intercom	15
2.9 Staffing.....	15
2.10 Transportation of Students.....	16
2.11 Building Meetings.....	16
2.12 Orientation of Newly Hired Bargaining Unit Members.....	16
2.13 Mentorship	16
2.14 Curriculum Study Committees	17
2.15 Extra Duty Assignments.....	17
2.16 Personnel Files	17
2.17 Academic Freedom.....	17
2.18 Teacher's Prior Service.....	18
2.19 Tax-Sheltered Annuity	18
2.20 Board Payment to Teachers' Retirement System	19
2.21 TRS Retirement/Creditable Earnings Limitation.....	19
2.22 School and Classroom Safety.....	19
2.23 Complaints Against a Bargaining Unit Member.....	20
2.24 Professional Issues Committee.....	21

2.25	Surveillance Cameras.....	21
ARTICLE III	23
3.1	Grievance Procedure	23
3.2	Definition	23
3.3	Statement of Basic Principles	23
3.4	First Stage.....	23
3.5	Second Stage	24
3.6	Third Stage	24
3.7	Sick Leave Bank	25
3.8	Grievance Records	25
ARTICLE IV	26
4.1	Sick Leave	26
4.2	Personal Business Leave.....	26
4.3	Parental Leave of Absence	27
4.4	Bereavement Leave.....	28
4.5	General Leave Provision.....	29
4.6	Military Leave of Absence	29
4.7	National Guard or Reserve Duty Leave	29
4.8	Public Office.....	29
4.9	Jury Duty.....	29
4.10	Workshop or Conference Leave	30
4.11	Sabbatical Leave	30
4.12	Secretary Release Days and Vacation	30
4.13	Part-Time Bargaining Unit Member Benefits.....	31
4.14	Medical Leave Bank.....	31
ARTICLE V	32
5.1	Teachers' Professional Obligations.....	32
5.2	Teacher's Course Work Approval Standards	32
5.3	Credit for Teaching Experience and Hard to Fill Positions	32
5.4	Tuition Reimbursement.....	33
5.4.1	National Board Certification	34
5.5	Insurance	34
5.6	Termination Allowance if Fail to Qualify for Retirement Incentive	35
5.7	Teacher Retirement Incentive Program	35
5.8	Educational Support Personnel Retirement Program	37
5.9	Mileage Reimbursement.....	40
5.10	Internal Substitution	41
ARTICLE VI – Reduction in Force	42

ARTICLE VII – Duration of Agreement..... 44

APPENDIX A – Pupil Activity Supervision 45

APPENDIX B – Salary for Paraprofessionals and Secretaries 46

APPENDIX C – Extra Duty Schedule 47

APPENDIX D – Teacher Salary 49

Memorandum of Understanding – School Year & School Calendar 50

PREAMBLE

This Agreement is made and entered into by and between the Board of Education of Hoover-Schrum School District No. 157, Calumet City, Cook County, Illinois, hereinafter referred to as the "Board" and the Hoover- Schrum Council of Local 943 of the American Federation of Teachers, AFL-CIO, hereinafter referred to as the "Union."

The Board and the Union recognize that the aim of public schools is to provide the best possible education for children in the District. Attainment of this educational objective is a joint responsibility of the Board of Education, the administrative and supervisory staff, and the Union.

In order to maintain a harmonious working relationship, the parties enter into the following collective bargaining agreement.

ARTICLE I

1.1 RECOGNITION

The Board hereby recognizes the Union as the sole and exclusive negotiating agent for wages and working conditions for the regularly contracted full-time and part-time certificated teachers, paraprofessionals and secretaries except the following classifications: Superintendent, Principals, Assistant Principals, Nurses without teaching certificates, Substitute Teachers, supervisory employees, confidential employees, managerial employees, temporary, all other certificated and non-certificated Personnel and any other employees excluded from bargaining unit eligibility under Section 2 of the IELRA.

A. Definitions

1. Teacher: All Bargaining Unit Members holding a Professional Educators License as per 105 ILCS 5/21 B-20 of the Illinois School Code.

1.2 SCOPE

The parties hereby acknowledge that this Agreement terminates and supersedes all prior agreements, practices and prior side letters and supersedes any present Board of Education rules or regulations that are in conflict with this agreement. It is understood that while this Agreement concludes all obligations to bargain or negotiate during its term, the parties may at any time by mutual consent amend this Agreement.

1.3 NON-DISCRIMINATION

The Board agrees that no member of the bargaining unit shall be discriminated against by reason of membership in the Union or Union activities which are not in conflict with the teacher's duties.

The Union shall admit to membership all employees in the bargaining unit, regardless of race, religion, color, sex, political affiliation, national origin, or ancestry.

The Union agrees to represent equally all members of the bargaining unit employed by the Board without regard to membership in, participation in, or association with activities of the Union.

1.4 UNION RESPONSIBILITIES

In the event of any action in violation of this Agreement, the Union shall take action reasonably within its power to bring the activity to an end. If the Union takes the foregoing steps and has not acted in violation of its obligation under this Article, it shall not be liable

in any way for such activities. The Union will not directly or indirectly take reprisals of any kind against any Bargaining Unit Member and/or the Board who continues or attempts to continue the full faithful and proper performance of his or the Board's contractual duties and obligations or who refuse to participate in any of the activities prohibited by this Article.

The Union agrees not to strike or engage in or support or encourage any concerted refusal to render full and complete services in the school district.

1.5 UNION ADDRESSES

The Union shall be given an opportunity to address Bargaining Unit Membership at Institute and Orientation meetings. The Union shall also have the opportunity to make short announcements at the end of faculty meetings. The Union, upon request, shall be given the names, addresses and phone numbers of all new Bargaining Unit Members after they are hired, if agreed to by such Bargaining Unit Members.

1.6 BOARD RIGHTS AND RESPONSIBILITIES

Except as specifically abridged, delegated, granted, or modified by this Agreement, all of the rights, powers and authority the Board had prior to reaching this Agreement are retained by the Board and remain exclusively and without limitation within the rights of management which are not subject to the grievance procedure.

Specifically, the Board shall retain the sole right and authority to operate and direct the affairs of the District in all its various aspects, including, but not limited to, all rights and authority exercised by the Board prior to the execution of this Agreement, except as modified in this Agreement. Such rights include, but are not limited to, the following: to plan, direct, control, and determine all the operations and services of the District; to supervise and direct the work force; to establish the qualifications for employment and to employ employees; to schedule and assign work; to establish work and productivity standards and, from time to time, to change those standards; to assign overtime; to determine the methods, means, organization, and number of personnel by which the District operates; to make, alter, and enforce reasonable rules, regulations, orders and policies; to evaluate employees; to discipline, suspend, and to discharge teachers pursuant to the school code and other Bargaining Unit Members for just cause to change or eliminate existing methods or facilities; and to carry out the mission of the District, provided, however, that the exercise of any of the above rights shall not conflict with any of the express written provisions of this agreement.

In the event of a dispute or impasse on specific points, the Board shall make available to the proper designated Union representative specifically requested information, within District files, relevant to the negotiation or grievance matter in dispute. Requests for information from the personnel files of employees will be provided after the District receives written consent from the employee whose personnel information has been

requested. Requests for information that would violate any law if provided will not be honored.

1.7 MEETINGS WITH THE UNION PRESIDENT

The Superintendent and the Union President will meet monthly as needed, if said meeting is requested by either party, at a mutually agreeable time, to discuss matters relating to the implementation of this agreement or other professional issues that may arise that require discussion and/or resolution.

1.8 POLITICAL FREEDOM

All employees of the District shall enjoy the rights and privileges of any citizen in all matters of a political nature. However, personal political activities and convictions shall not involve the use of school supplies, equipment, facilities and/or the involvement of the children. The foregoing is not a restriction of the academic freedom clause of this agreement.

1.9 PAYROLL DEDUCTIONS AND UNION DUES CHECK OFF

The employer agrees to deduct Bargaining Unit Membership dues, and any other deductions permitted by law from the paycheck of a Bargaining Unit Member if a written authorization for the deduction is submitted to the District by the Bargaining Unit Member. After receipt of written authorization for deductions, deductions shall be deducted from each paycheck. A Bargaining Unit Member's authorization for withholding of payroll deductions other than Union dues shall continue in effect unless revoked in writing by the Bargaining Unit Member. A Bargaining Unit Member's revocation of payroll deductions, other than Union Due, shall become effective thirty (30) days after the District's receipt of such written authorization. A Bargaining Unit Member's authorization for withholding of Union dues shall continue in effect unless revoked in writing by the Bargaining Unit Member sent directly to the local union office. Once the Union has been informed by the local union of a member's request to revoke membership, the union shall immediately inform the district, so that said member's name is immediately removed from dues deduction. A Bargaining Unit Member's revocation of their authorization for Union dues shall become effective immediately upon authorization from the union. After the dues deductions are made, they shall be remitted together with an itemized statement to the President of the Union, monthly.

1.10 JOB DESCRIPTIONS

By the start of the 2022 school year, the district will conduct and complete an audit of all job descriptions within the bargaining unit. The audit will include input from current bargaining unit members regarding their current duties to ensure alignment with the Board generated job descriptions. Once developed, job descriptions will be furnished to all bargaining unit members. Each new employee, upon the start of their employment with the district, shall be furnished with a copy of their job description.

1.11 UNION LEAVE

The Union President and/or designee shall be granted two (2) days or four (4) half days of their choice to attend Union meetings, conferences, or conventions without loss of pay or benefits. The Union shall reimburse the Board for substitute salaries resulting from the granting of released time if requested. Notification of a request for release time shall be given to a building principal three (3) days in advance specifying the name(s), date(s), or time.

1.12 PAY PERIODS

Bargaining unit members will be paid every other Friday with the exception of summer school. When payday is scheduled on a non-attendance day, every effort shall be made to provide the payroll on the last working day prior to the regularly scheduled day.

At or near the beginning of each school year, each bargaining unit member will be notified of their salary for the school year.

ARTICLE II

2.1 SCHOOL DAY

The teachers' workday shall not exceed seven (7) hours in duration. The teachers' school day shall begin at 7:50 a.m. The teacher shall remain until the teacher has completed their professional obligations. The teachers' schedule shall include a duty-free lunch period of forty (40) minutes per day.

A. Plan Periods:

Schrum – All teachers shall be scheduled two plan periods daily. One plan will be a common/shared team plan, and one an individual plan. One common/shared team plan periods per week shall be teacher directed and for the purpose of handling district business. Four of the common/shared team plan periods shall be directed by the District and for the purpose of implementing District initiatives.

Hoover – All teachers shall be scheduled a total of six (6) plans weekly. One will be a common/shared team/grade level plan period and five will be individual plan periods.

B. Paraprofessionals and Secretaries

The normal workday for full time paraprofessionals and secretaries shall consist of an eight (8) hour workday, including a 30-minute duty free lunch period.

The Summer Break, Winter Break and Spring Break workday for secretaries will be seven and a half (7.5) hours a day during a five (5) day work week and nine (9) hours per day during a four-day work week, including a 30 minute duty free lunch period.

Paraprofessionals and secretaries may be required to work parent-teacher conferences, consisting of an eight (8) hour workday including a thirty (30) minute duty free lunch period. Preference for day or evening shifts will be considered. Any time beyond the regular 8-hour day will be compensated at their hourly rate.

2.2 SCHOOL YEAR

The school year for all Bargaining Unit Members shall consist of 176 student days, 4 institute days, 5 emergency days and all holidays within the school year as per the school calendar.

Sufficient days off will be given to ensure that 176 teaching days will not be exceeded. Sometime prior to March 1, the Union and the Superintendent shall meet and fully discuss

the calendar for the following school year as well as the use of excess days for the current year prior to having the calendar submitted to the State. The parties recognize that the Board and the Administration have the right to determine the School Calendar. Upon reasonable request prior to adoption of the annual calendar, the Union President and his/her designee shall confer with the Superintendent, to file written recommendations concerning the annual calendar with the Superintendent, who will forward said written report to the Board for its consideration. The Board's decision as to designation of holidays shall be final.

The school year for 12-month secretaries begins on July 1 and ends June 30 of the following year.

Holidays for Secretaries

Paid holidays are as follows: New Year's Day, Martin Luther King Day, Lincoln's Birthday or President's Day depending upon which day is the holiday observed by the District per the school calendar, Casimir Pulaski Day, first day of Spring Break, Memorial Day, Independence Day (July 4th), Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day, Day after Thanksgiving, and Christmas Day. Should Christmas Day, New Year's Day or the 4th of July occur on a weekend, the preceding Friday or following Monday will be designated for the holiday, unless school is in session in the District. Secretaries are required to work on any holiday that school is in session.

School Closing for Secretaries

It is always the expectation that secretaries will be required to report to work during school closings due to inclement weather. However, when a secretary is notified not to report for duty because the District or a school within the District is closed by the Superintendent shall not be subject to loss of pay or benefits provided that the secretary makes up for time missed in a manner agreed to by the employee and the immediate supervisor.

2.3 EVALUATION PLANS

TEACHER EVALUATIONS

- A. Teacher formal evaluation procedures will remain in effect until amended, modified, or changed by mutual agreement of the parties or as changed by law or relevant court decision.
- B. Evaluation Committee
 - 1. A Joint Evaluation Committee shall be established to be made up of Teachers and Administrators/Board. The size and members of the Joint Evaluation Committee shall be dictated by state or federal law and Illinois State Board of Education Rules. If no state or federal law or rules exist dictating the size and members of the joint committee,

said committee shall not exceed three (3) administrative representatives and three (3) teacher representatives from the union with both sides having equal representation.

2. The Evaluation Committee shall develop changes in procedures to be used for the evaluation of teachers covered by this Agreement. if allowed by law.
3. Either party to this Agreement may request that this evaluation Committee meet for the purpose of reviewing and/or revising evaluation procedures.

C. Right to Grieve Procedures

Only procedural matters will be grievable, unless the grievance of same is contrary to state or federal law and/or Illinois State Board of Education Rules. Evaluation content and/ or ratings are not grievable.

PARAPROFESSIONAL AND SECRETARY EVALUATIONS

During the 2021-2022 school year, the Union and Administration shall form a committee for the purpose of developing/revising the evaluation plan for paraprofessionals and secretaries.

The Building Administrator or Immediate supervisor shall acquaint each employee under their supervision with the evaluation procedures, the expected standards of performance, and the instrument to be used. No formal evaluation shall take place until such orientation has been completed.

Employees shall be evaluated at least once per school year prior to May 1.

Each employee's written evaluation shall identify the employee's strengths, weaknesses, and include any specific suggestions for improvement.

Post-Evaluation Procedure for all Paraprofessionals and Secretaries

- A. A copy of any performance evaluation shall be placed in the employee's personnel file. The employee shall sign and be given a copy of the evaluation. The employee's signature shall not be construed to mean that they necessarily agree with the content of the evaluation but shall only indicate that the evaluation has been discussed and the employee has received a copy.
- B. An employee may submit a written response to the evaluation provided the response is submitted within ten (10) days of the employee's receipt of the evaluation. A copy of the employee's timely responses shall be attached to the evaluation and placed in the employee's personnel file.

A Conference shall be held between the paraprofessional or the secretary and the administrator to discuss the formal evaluation. The paraprofessional or the secretary shall receive a copy of the formal evaluation report.

2.4 CLASS SIZE

The Board agrees to establish conventional academic classes of 25 or less in self-contained classrooms and not more than 120 pupil-teacher contacts for classes that are departmentalized and under the existing circumstances within the district based upon the availability of qualified physical and financial resources. (Special education students mainstreamed into a regular class more than 50% of the time shall be Included in the count referenced in the preceding sentence.)

2.5 POSTING, ASSIGNMENTS AND TRANSFER FOR ALL POSITIONS EXCLUDING EXTRA DUTY ASSIGNMENTS

Involuntary transfers are transfers without a written request from the Bargaining Unit member, which result in relocation the member to another building, reassigning a Bargaining Unit Member which results in changing the member's immediate supervisor, a complete reassignment of job duties, or reassigning grade level or subject area to a particular member.

The Administration may modify or change the assignment given to a Bargaining Unit Member as any such change may be necessitated by staffing, enrollment, or other changes in conditions absolutely necessary at the time of the initial decision.

Upon deciding the need for an involuntary transfer, the administration shall notify the Bargaining Unit Member within five (5) calendar days of determining the need for such transfer and provide the affected member(s) within at least five (5) calendar days to prepare for the transfer. The Superintendent or designee will meet with the affected member(s) to inform them of the reasons for transfer and provide those reasons in writing prior to the effective date of the transfer.

- A. Posting – Prior to the filling of an open position, the Board shall post all open positions and/or vacancies when they are known. Posting for the open positions and/or vacancies will be available electronically, on the district website and via district email. Bargaining Unit Members wishing to receive postings for vacancies and/or open positions during the summer months shall furnish the Business Office with a current personal email at which postings are to be forwarded. Otherwise, all postings for summer months will be made using the electronic methods used during the school year. Current staff shall be given consideration for any positions if an application is filed for an open position.

The Board will consider the following criteria required by the School Code (105 ILCS 5/24-1.5) when making a selection for the open position:

certifications, qualifications, merit and ability (including performance evaluations, if available), and relevant experience. The length of continuing service with the school district will not be considered by the Board, unless all other factors determined by the Board are equal. The Board, however, retains the right to fill the open position with the applicant of their choosing and to determine when a position is open. The District's selection of a candidate for a new or vacant position is not grievable under the grievance procedures if procedural requirements in this section are followed.

- B. The Administration shall make every reasonable effort to notify Bargaining Unit Members in writing, of any changes in their teaching assignment (subject matter, area, or grade level) for the coming school term as soon as feasible, but, if such change is known, no later than May 15. In the event that changes in assignment are necessary after May 15th, the involved bargaining unit members will be notified in writing, thirty (30) days prior to the start of the new school year.

The Board, however, is not precluded from changing a teaching assignment (subject matter, area or grade level) within the thirty-day period prior to the start of the new school year as such change may be necessitated by staffing, enrollment or other changes in conditions since the initial assignment. In such cases, when there are less than thirty (30) days prior to the start of the school year, the teacher will be informed of such changes as soon as possible and offered the opportunity to explore with the Administration.

- C. Voluntary Transfer – A Bargaining Unit Member desirous of a change from their current assignment for the following school year shall submit a written application to the Principal of the building where the open position exists within one week of the posting of an open position for the following school year.

Secretaries seeking to transfer to an open position may apply to transfer to an open position anytime a position becomes open during the school year. An application for the open position must be filed with the administrator in the building where there is a vacancy within one week of the posting of the open position.

- D. Involuntary Transfers of Teachers – A teacher may be involuntarily transferred to another teaching assignment. However, the Administration will attempt to avoid such transfers without the teacher's consent. In the event that the teacher does not consent, the Superintendent or his/her designee shall notify the teacher in writing as the reason(s) for the transfer prior to the transfer.

2.6 LUNCH PERIODS

All teachers shall receive a duty-free lunch period equal to the regular lunch period of the children but never less than 40 minutes. No teacher shall be required to supervise the students' lunch period.

Paraprofessionals and secretaries will receive a 30-minute duty free lunch period.

No Bargaining Unit Member shall be required to remain in the building during the lunch period. However, any Bargaining Unit Member leaving the building during their lunch period must sign in and sign out at their building's main office.

2.7 TEACHERS' LOUNGE

The schools shall be provided with reasonably spacious, clean, attractive, and comfortable employee lounges. The employee lounge will not be used as a storage area for equipment, nor shall it be used for instructional purpose.

2.8 USE OF BULLETIN BOARDS, FACULTY MAILBOXES AND TELEPHONE INTERCOM

The Union shall be provided with bulletin board space in each teachers' lounge. No person, except a Union designee, shall add or remove material from the bulletin board space allotted to the Union. Only authorized representatives of the Union will use school facilities for Union announcements, and all materials so disseminated will relate only to the Union's official business as the bargaining representative of the teacher staff for salaries, working conditions and its own social programs.

The authorized representative of the Union shall have the right to place a reasonable number of announcements in faculty mailboxes. All such communications must bear the name of the sender and a copy of the same must be provided for the District Superintendent.

The Board agrees to allow one Union designee to place in his/her classroom a 2 drawer, letter size, file cabinet. Such cabinet is to be placed as inconspicuously as possible, properly labeled and lock equipped. The Union relieves the Board of Education of any responsibility for said file cabinet or its contents.

2.9 STAFFING

All parties recognize the importance of team participation and contribution to the Individualized Education Plan (IEP) process and meetings. In an attempt to provide all parties with adequate time to prepare for said meeting, the classroom teacher and Special Education teacher shall be provided with a tentative schedule of the following months expiring IEP's. Such advance notice will provide all parties with ample opportunity to complete testing and gather artifacts to be presented during the IEP meeting.

Teachers required to be present at an IEP meeting will be provided a copy of the ten (10) day notice given to parents or given notice of the IEP meeting via electronic mail in a reasonable amount of time prior to the meeting. Any teacher instructing a child who has been determined to be eligible for specialized services will be notified of same in a reasonable amount of time after the eligibility meeting.

2.10 TRANSPORTATION OF STUDENTS

A Bargaining Unit Member shall not be required to provide transportation for students and/or student materials. Students shall only be transported using district vehicles operated by staff who have been trained to operate district materials. Training and operating shall, however, be voluntary, and no staff shall be request to transport students/student materials as a part of their assigned extra duty. District staff who provide transportation for students shall be paid in accordance with the stipend outlined in Appendix C.

2.11 BUILDING MEETINGS

Bargaining Unit Members shall be expected to attend staff meetings called by the Superintendent or Principal, and/or a committee of teachers, who will develop the agenda for each meeting. The notice of the meeting and agenda will be distributed at least two days prior to the staff meeting. Staff meetings scheduled to commence after the conclusion of the regular teacher workday shall not extend for more than one (1) hour. The administration will not schedule more than three (3) staff meetings per semester. Additional staff meetings may be scheduled with the mutual consent of the Administration and the Union. Staff meeting limitations in this provision do not pertain to special meetings. A special meeting is defined as a meeting necessary to satisfy state or federal mandates or guidelines or when an unusual circumstance or emergency situation occurs. Administration will provide Bargaining Unit Members unable to attend staff or special meetings with any written documents provided at the meetings the following day.

2.12 ORIENTATION OF NEWLY HIRED BARGAINING UNIT MEMBERS

Newly hired employees of the Bargaining Unit Union will be provided an orientation workshop consisting of at least one full day of at least seven (7) hours. The purpose will be to familiarize with procedures, policies and professional expectation of the District and representative school building. Such members will be provided with a mentor for two consecutive school calendar years.

2.13 MENTORSHIP

The District shall provide any newly hired or transferred Bargaining Unit Member a mentor for at least two school years. The Mentor should have at least four years' experience in the respective grade level, subject area, or position. Meetings between the Mentor and Mentee should occur at minimum biweekly for the first two months, then monthly thereafter.

2.14 CURRICULUM STUDY COMMITTEES

Joint professional study committees may be established by mutual consent to be composed of members selected by the Superintendent and the Union. In the event the Union declines to participate in the study, the Board retains the right to establish a committee for such study and/or continue such committee.

The purpose of such committees shall be to investigate areas and topics related to curriculum, improvement of education in Hoover-Schrum School District 157 and recommendations made by such committees shall be reviewed by the Board in making its policy decisions in such matters.

Careful consideration shall be given to balance and representation on the committee in relation to grade levels, subject areas, special training, and interest in a particular field to be studied.

The clerical expenses of such committees shall be borne by the Board.

2.15 EXTRA DUTY ASSIGNMENTS

The Board reserves the right to offer extra duty assignments in any school year. Postings for extra duty offerings will be made available at the beginning of the school year. When it has been determined that extra duty assignments will be made available in a school year, every effort will be made to appoint qualified Bargaining Unit Members. However, the Board reserves the right to hire any qualified person for extra duty assignments. If a Bargaining Unit Member is not re-appointed to an extra duty assignment held the previous year, a written explanation for the non-renewal will be provided.

2.16 PERSONNEL FILES

Upon request, Bargaining Unit Members will be allowed access, for examination purposes, to all materials in their official personnel file. Requests will be granted within two (2) business days of receipt. Members shall have the right to have dissenting explanatory material attached to any document on file. Bargaining Unit Members will be notified, in writing, when any material is added to their respective files. No Bargaining Unit Member or school officer shall remove any material from the member's file without notification to the member in writing and approval by both the member and Superintendent. Except for Board ordered remediation documentation, disciplinary materials that are more than four (4) years old shall be removed from a member's official personnel file. The responsibility to review the file and request the removal of such materials shall rest with the affected member.

2.17 ACADEMIC FREEDOM

Academic Freedom may be allowed to the teachers within the district's planned instructional program and resources. District requirements have no limitation on the investigation of facts and Ideas concerning man, human society, the physical and biological world, and other branches of learning, subject to the following standards of professional responsibility.

It is required that teachers utilize district curriculum and materials. If student data supports the need for supplemental materials, they will be available for administrative review. Supplemental materials shall align with state standards, district goals, curriculum maps, and student needs.

Teachers shall encourage the student to study varying points of view and respect his right to form his own judgment.

Teachers may assume full political and citizenship responsibilities but shall refrain from exploiting the instructional privileges of their professional position to promote candidates or parties.

Teachers shall be allowed to interpret and use the writings of others and educational research with intellectual honesty.

Academic freedom exercised by teachers requires that they be cognizant of the maturity of his students and that this be recognized in their instructional presentations, and further that the attitudes, beliefs and aspirations of parents and convictions of the citizenry be considered in the exercise of academic freedom. In the event of adverse criticism by parents or citizens in the district, all a reasonable effort shall be made by the parties to settle academic freedom disputes on the administrative level.

If the matter remains unresolved, the Union and the Administration shall select an equal number of teaching personnel to serve on a fact-finding committee. The report of the committee shall be reviewed by the Board prior to reaching a decision. No decision by the Board may be made prior to the implementation of the procedural obligations of this section.

2.18 TEACHER'S PRIOR SERVICE

Teachers who attain tenure status in this District with this salary schedule and who have one-half year service credit will be given a full year's credit for such service on the salary schedule.

2.19 TAX-SHELTERED ANNUITY

A payroll deduction plan for Tax-Sheltered Annuity is available to Bargaining Unit Members on an optional basis.

2.20 BOARD PAYMENT TO TEACHERS' RETIREMENT SYSTEM

From the Compensation Schedule, the Board shall deduct and remit for each teacher the sum equal to the TRS employee percentage for the applicable TRS membership Tier of the amount due such teacher pursuant to the Compensation Schedules to the State of Illinois Teachers' Retirement System to be applied for the retirement account of such teacher. It is the intent of the parties by this Agreement to qualify these payments as "picked-up" contributions within the meaning of Section 414(h)(2) of the Internal Revenue Code so as to be excludable from the gross income of all teachers. The teachers shall have no right or claim to funds so remitted, except as they may subsequently become available upon retirement or resignation from the State of Illinois Teachers' Retirement System.

No teacher shall have the option of choosing to receive the amount contributed by the Board directly on his/her behalf to the State of Illinois Teachers' Retirement System to be applied to the retirement account of such teacher.

The balance of the amount due each teacher pursuant to the Compensation Schedules shall be payable to the teacher as salary installments as otherwise provided herein, provided the Board shall deduct there from all monies, as required by law, or as authorized by the teacher pursuant to this Agreement. 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 teacher.

It is hereby agreed that the Union shall hold the Board harmless and indemnify the Board against all liabilities, loss and expense of whatever nature arising out of the Board's agreement to make payments on behalf of each teacher to the State of Illinois Teachers' Retirement System. It is further agreed that the Board may deduct from each teacher's paychecks on a pro rata and otherwise reasonable basis any amount, including penalties, which the Board is obligated to pay as a result of the improper or incorrect withholding of income or other taxes or contributions to the State of Illinois Teachers' Retirement System or the improper or incorrect reporting thereof arising out of the Board's agreement to make payments on behalf of each teacher to the State of Illinois Teachers' Retirement System. In such a case, the Board will be relieved of all obligations to comply with this Section.

2.21 TRS RETIREMENT/CREDITABLE EARNINGS LIMITATION

The District shall not increase a teacher's creditable earnings for any year of the teacher's annual earnings for purposes of TRS retirement annuity calculation above six percent (6%). The purpose of this provision is to ensure that the District shall not incur any financial penalty pursuant to provisions of TRS rules and regulations.

2.22 SCHOOL AND CLASSROOM SAFETY

The Union and Board agree that the parties share joint responsibility for providing a safe school/classroom environment where students are provided the optimal learning opportunity. To that end, whenever a bargaining unit member determines that the classroom conduct of a student may create a safety hazard for staff, the student him/herself or other students in the class, the bargaining unit member shall act as follows:

- A. The bargaining unit member shall notify the appropriate building administrator by means of a written statement identifying the hazard or incident which created an unsafe environment.
- B. The building administrator shall promptly investigate the matter and confer with the unit member and other appropriate members of the staff to verify the basis of the hazardous claim.
- C. Once investigated, the administrator shall report the findings and any actions taken to the unit member.

Nothing in this section shall prohibit a bargaining unit member from contacting the local authorities to report physical threats or attacks by students.

2.23 COMPLAINTS AGAINST A BARGAINING UNIT MEMBER

- A. Disciplinary action (which, for the purposes of this sub-paragraph only, shall not be considered to include suspension with pay or reassignment) shall not be taken against a bargaining unit member based on a complaint by a parent or student until the following has occurred:
 - 1. The bargaining unit member shall be notified immediately of the complaint and the complainants. It shall be the obligation of the building administration to notify a teacher of any complaint or concern reported by a parent or student within 48 (forty-eight) hours. For a complaint concern to be investigated for disciplinary action, the complainant must put the complaint concern in writing. The administrator must give a copy of the written complaint concern to the affected member within two (2) days.
 - 2. Investigation Process.

All investigations must be initiated within five (5) days from the date the notification is given to the bargaining unit member. The investigation must be conducted and completed within thirty (30) days. After the investigation has been completed, the administration will schedule a meeting within ten (10) days to share in writing all results of the investigation with the bargaining unit member. If the member is being represented by the Union, the Union will be given a copy of the investigation results.

In the event an extraordinary unforeseen circumstance(s) may cause a delay in the investigation, the administration and Union will meet to extend the investigation deadline.

Failure to comply with the thirty (30)-day investigatory requirement and the ten (10)-day result of investigation meeting (results in writing) will result in the complaint being declared null and void. Unfounded complaints will not be placed in the bargaining unit member's personnel file.

3. If during the investigation conducted by the administration, the bargaining unit member(s) is/are interviewed, the member(s) shall have the right to have a representative present. After the completion of the investigation conducted in the member may respond in writing to such complaint. Both the complaint and the response shall be placed in the teacher's personnel file.
- B. Whenever a conference between the administration and a bargaining unit member is scheduled for determining whether disciplinary action is appropriate, the member shall be notified beforehand and shall have the right to have a representative of the Union at the conference. The bargaining unit member may request the meeting to be scheduled outside the official school day to provide said member with representation.
 - C. After four years, any official notice relating to the disciplining of a bargaining unit member shall be stamped remediated, providing that there has been no re-occurrence of the offense; except for Board ordered remediation documentation.

2.24 PROFESSIONAL ISSUES COMMITTEE

The Board and Union agree that a Professional Issues Committee ("PIC") may be established if mutually agreed upon by the Superintendent and Union President. If a PIC is established, the members shall consist of no more than three administrators and three Bargaining Unit Members. The administration and union will each choose their respective PIC members. The focus of the PIC shall be communication and discussion of issues relevant to educational improvement and general building concerns, but the PIC is not intended to be a vehicle for collective bargaining or to circumvent the grievance process or to usurp the management rights of the Board. This provision is non-grievable and any decisions made, and any actions taken or inactions by the Board or the administrators concerning issues discussed by or in the PIC are non-grievable.

2.25 SURVEILLANCE CAMERAS

This District will not install any additional surveillance cameras in other locations without providing notice to the Union. The District shall not use any surveillance tape to evaluate the performance of any bargaining unit member, nor shall these tapes be used to investigate complaints of poor performance lodged against bargaining unit members. At no time will any of the surveillance cameras installed be used for the purposes of recording the audio of areas being surveilled. Surveillance tapes can only be used to investigate complaints of student and/or bargaining unit member misconduct occurring in areas in which cameras are located. If a recording is archived that involves a bargaining unit member, the District will notify the Union and the teacher who is involved. If the District receives a complaint of misconduct against a bargaining unit member and uses the surveillance tape to investigate the complaint, the Union will be provided with a true and accurate copy of the surveillance tape.

ARTICLE III

3.1 Grievance Procedure

A sincere attempt should be made to resolve any grievance by oral interview between the Bargaining Unit Member and/or Union Representative and Principal or other administrator before differences become formalized as grievances.

3.2 Definition

A grievance shall mean a specific grievance in writing that there has been a violation, misinterpretation, or misapplication of any provision of this Agreement.

3.3 Statement of Basic Principles

All discussions shall be kept confidential during procedural stages of a grievance.

A Bargaining Unit Member who participates in these grievance procedures shall not be subject to discipline or reprisal because of such participation.

The administration has the responsibility to consider and take action promptly, within authority delegated to them, on grievances presented to them .

The failure of a Bargaining Unit Member or the Union to act within the time limits will act as a bar to any further appeal. An administrator's failure to give a decision within the time limits shall permit the grievant to proceed to the next step. The time limits, however, may be extended by mutual agreement.

All time limits shall consist of teacher employment days except during the summer recess when they shall mean Monday through Friday exclusive of legal holidays.

Hearings and conferences under this procedure shall be conducted at a time and place which will afford a fair and reasonable opportunity for all persons, including witnesses, to be present to attend and will be held, insofar as possible, after regular school hours, or during non-teaching time of personnel involved. When such hearings and conferences are held during school hours, all employees whose presence is required shall be excused, with pay, for that purpose.

By mutual agreement, lowers steps in the grievance procedure may be bypassed.

3.4 First Stage

The Union shall file the grievance in writing and at a mutually agreeable time, discuss the matter with the principal and a representative of the Principal's choice in the presence of the Union Building Representative and/or any union representative of the employee's

choice, with the objective of resolving the matter. The filing of the grievance at the first stage must be within ten (10) days of the aggrieved becoming aware of the grievance or when he should reasonably have knowledge of the grievance but in no event shall a Grievance be filed more than twenty (20) days after the occurrence of the event giving rise to the Grievance. The principal or other administrator who has authority to make a decision on the grievance shall make such decision and communicate it in writing to the Bargaining Unit Member, the Superintendent, and the Union President within ten (10) days after the meeting has taken place.

3.5 Second Stage

In the event a grievance has not been satisfactorily resolved at the first stage, the Union shall file, within ten (10) days of the Principal's written decision or answer at the first stage, two (2) copies of the grievance. One copy shall be filed with the President of the Union and one copy shall be filed with the Superintendent of District 157, hereinafter referred to as the "Superintendent." Within ten (10) days after such written grievance is filed, the aggrieved, the Union Grievance Committee, the Principal, and the Superintendent shall meet to resolve the grievance if a meeting is requested by the Union in writing at the Second Stage. The Superintendent shall file an answer within ten (10) days of the second stage grievance meeting, if one is requested, or within ten (10) days of the Union's filing of the written Second Stage grievance if no meeting is requested and communicate it in writing to the teacher, principal, and Union President. However, if a Bargaining Unit Member has filed a grievance without union representation and has proceeded on the grievance chain without union representation, then the answer to the second stage grievance meeting shall only be provided to the Union President if the Bargaining Unit Member consents in writing for the communication to be provided to the Union President.

3.6 Third Stage

If the Union is not satisfied with the disposition of the grievance at the second stage or the time limits expire without the issuance of the Superintendent's written reply, the Union may submit the grievance to final and binding arbitration. Only the Union may submit a matter to arbitration not an Individual Bargaining Unit Member. The American Arbitration Association shall act as the administrator of the proceedings. The decision of the arbitrator shall be binding upon the parties. If a demand for arbitration is not filed within twenty (20) days of the receipt of the second stage answer, then the grievance shall be deemed withdrawn.

Neither the Board nor the Union shall be permitted to assert any grounds or evidence before the arbitrator which was not previously disclosed to the other party.

The arbitrator shall have no power to alter the terms of this agreement. His authority shall be strictly limited to deciding only the issue or issues presented to him by the Board and the Union, and his decision shall be based only upon interpretation of the meaning or the application of the express relevant language of the agreement.

Each party shall bear the full costs for its representation in the arbitration. The fees and expenses of the arbitrator and American Arbitration Association shall be shared equally by the parties.

If either party requests a transcript of the proceedings, that party shall bear the full cost of that transcript. If both parties order a transcript, the cost of the two (2) transcripts shall be divided equally between the parties.

If the Union or a Bargaining Unit Member files any claim or complaint in any Court of Law or appropriate government agency other than under the grievance procedure of this agreement, then the Board shall not be required to process the same claim or set of facts through the grievance procedure.

Any investigation or other handling or processing of any grievance by the grieving Bargaining Unit Member, other than the formal arbitration hearing, shall be conducted so as to result in no interference with or interruption whatsoever of the instructional program and related work activities of the grieving Bargaining Unit Member.

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

3.7 Sick Leave Bank

In connection with the Sick Leave Bank, the Union agrees that it shall not process a claim under Article III-Grievance Procedures, Third Stage (American Arbitration Association) if the Board of Education has fulfilled its responsibilities as provided in Article IV-Leaves-Sick Leave Bank and the rules and regulations developed by the Union in accordance with the Article.

3.8 Grievance Records

Upon settlement of a grievance, all pertinent documents, communications, and records shall be filed in a "Grievance File" separate and apart from the personnel file of current employees.

ARTICLE IV

4.1 SICK LEAVE

Each full-time Bargaining Unit Member shall be allowed twelve (12) sick leave days for each school year of service, without loss of pay. The District shall provide year-to-date records of sick leave and personal business leave on each paycheck.

All sick leave days accumulated by a Bargaining Unit Member prior to the execution of this agreement shall be credited and carried forward for said Bargaining Unit Member.

Sick leave days may be accumulated to a total of Three Hundred Forty (340) days. Criteria for using sick leave days by a Bargaining Unit Member shall be:

- A. Personal illness, confining injury or quarantine.
- B. Serious illness in the household or immediate family. For the purposes of this section, "immediate family" shall include parents, spouse, brothers, sisters, children, grandparents, grandchildren, parents-in-law, brothers-in-law, sisters-in-law, legal guardians and domestic partners as defined in Section 4.04.
- C. Death in the immediate family, as described above.
- D. Birth, adoption, or placement for adoption.

The school Board may require a physician's certificate, or if treatment is by prayer or spiritual means, that of a spiritual advisor or practitioner of such person's faith, as a basis for pay during leave after an absence of three days for personal illness, or as it may deem necessary in other cases.

A bargaining unit member who is absent and who is being compensated under the Illinois Workers' Compensation Act will not have sick leave accruals deducted. In this situation, a bargaining unit member can use sick leave accruals to supplement the difference between Worker's Compensation payments and the bargaining unit member's regular salary. At no time may this supplementation exceed more than 100% of the bargaining unit member's base pay.

4.2 PERSONAL BUSINESS LEAVE

Each full-time Bargaining Unit Member shall be entitled to two (2) days per year, without loss of pay, for the purpose of transacting or attending to urgent business, household or family matters that cannot be handled during non-school days or hours. Such leave shall be non-cumulative. If unused, it shall be applied to accumulated sick leave. Written application for such leave shall be made through the Superintendent or designee at least twenty-four (24) hours prior to the desired onset of the leave. In an emergency, the

application and explanation in writing shall be made following the teacher's return to school. The applicant shall disclose the general reason for taking the leave, as well as answer questions as set forth in the Application for Personal Business Leave. Such leave will not be granted on the first day or the last day of the school year, or immediately preceding or following a school vacation, holiday, or recess, provided this restriction shall not apply to an emergency which shall be applied for and explained in writing following the teacher's return to school. Personal business leave for a proper reason shall not be denied arbitrarily, but it shall not be available for purposes of recreation, travel for the Bargaining Unit Members or to accompany a family member on a trip whose purpose is other than medical, to perform other compensable work or for a job interview which can be handled on non-school days or hours or during a work stoppage of any kind.

Bargaining Unit Members may utilize one (1) of their annual allotment of paid sick leave days for personal business leave when the two allotted personal business leave days have been exhausted, provided they comply with the notice requirements and restrictions in Section 4.

4.3 PARENTAL LEAVE OF ABSENCE

The Board of Education shall grant a Parental Leave of Absence to all regularly employed full-time employees with at least two (2) years of service to District 157. A written request for Parental Leave must be made to the Superintendent at least ninety (90) days prior to the date the leave is to commence. Said request must be accompanied by the proper certification of pregnancy by the employee's physician stating the approximate week of delivery.

The Parental Leave provision shall also apply to employees becoming adoptive parents, except that approval of such leave shall not be subject to ninety (90) day prior notification, but instead require that the prospective parent furnish the Board with written notification of the finalization of the adoption proceedings and the approximate date the child is expected to be received. It shall be the sole responsibility of the applying employee to keep the District fully informed of the status of the adoption proceedings, and as soon as known, the expected date of delivery of the child.

Parental leaves shall be further subject to the following provisions:

- A. Parental leave shall be an unpaid leave of absence without benefits after FMLA or use of sick leave for pregnancy related disability (6-8 weeks following birth) or immediately upon the adoption of a child by a member. Sick leave shall not be applicable during the period of the Parental Leave, except for that period of disability immediately following or (preceding if required) the birth of the child nor does sick leave accrue during parental leave. Any accumulated sick leave available at the commencement of the leave shall be available to the member upon return to employment in the District. If a member has exhausted his/her accumulated sick leave, that

member shall be granted a leave of absence without pay or other benefits during such period of disability due to the pregnancy.

- B. A Parental Leave shall be for a fixed period with specific beginning and ending dates not to exceed one (1) school year in duration. However, for teachers, a parental leave taken during the first semester shall end at the end of the same fiscal year and for leaves commencing during the second semester shall end at the end of the first semester of the following year. A teacher's leave may be extended with Board approval.
- C. Nothing in this section shall be construed as requiring any eligible member to apply for a Parental Leave. Any full-time employee who has been employed by the Board for at least twelve (12) months is eligible for medical and/or family leave in accordance with the Family and Medical Leave Act (FMLA). FMLA leave is unpaid unless the employee elects to substitute any applicable accrued paid leave for FMLA. In this event, paid leave (i.e., sick) shall run concurrently with FMLA. The total FMLA leave shall not exceed twelve (12) weeks during a twelve (12) month period.
- D. An employee not eligible for Parental Leave or FMLA (part time employee, employees having less than two years' service or those having been employed for less than 12 months In the case of FMLA) may utilize accumulated sick leave during any period of illness related to pregnancy and/or the delivery of the child, or for adoption and placement for adoption, or If sick leave is exhausted, may be granted an unpaid leave of absence by the Board.
- E. Members returning from parental leave shall be permitted to resume their position held prior to the commencement of said leave. In the event such position is not available, the member will be allowed to assume an equivalent position for which he/she is qualified. Notice of the intent to return to work should be given to the Superintendent two months prior to the date of return.
- F. If the time period for parental leave exceeds more than 50% of the school year, then the Bargaining Unit Member will not advance on the salary schedule, nor switch lanes on the salary schedule upon their return to employment.

4.4 BEREAVEMENT LEAVE

A maximum of three (3) days without loss of pay will be allowed on account of death of an immediate family member or domestic partner. Bereavement leave is non-cumulative. For the purposes of this section, "immediate family" shall include parents, spouse, brothers, sisters, children, grandparents, grandchildren, parents-in-law, brothers-in-law, sisters-in-law, and legal guardians. The criteria for domestic partner is as follows:

You share a sole, committed relationship with each other that has existed for at least six (6) months and is expected to last indefinitely; you are jointly responsible for each other's welfare and financial obligations: you share your principal place of residence; you are both at least 18 years old and mentally competent to consent to contracts: neither of you is married, legally separated from, or in another domestic partner relationship with anyone else.

4.5 GENERAL LEAVE PROVISION

A general leave not herein provided for, such as requests covering (but not limited to) the Peace Corps, Job Corps, Exchange Teacher Program, full-time internship. Students teaching, or full-time study, may be granted to bargaining unit members with at least four (4) years of service to the Board, upon recommendation of the Superintendent, for not more than one (1) school year in length. All such leaves shall be without pay, and the employee will not accrue and seniority while on leave.

4.6 MILITARY LEAVE OF ABSENCE

Bargaining Unit Members entering or called into Uniformed Services for the United States shall be granted leave as provided by State and Federal law, including the Uniformed Services Employment and Re-employment Rights Act ("USERRA").

4.7 NATIONAL GUARD OR RESERVE DUTY LEAVE

A full-time Bargaining Unit Member who is a member of any reserve component of the United States Armed Forces or any reserve component of the Illinois State Militia shall be granted leave in accordance with federal law and state law including the Military Leave of Absence Act of Illinois, 5 ILCS 325.

4.8 PUBLIC OFFICE

A leave of absence for two (2) years shall be granted without pay to tenured teachers elected to the Illinois General Assembly. Teachers returning from said leaves shall be permitted to return to an equivalent position at the conclusion of their term of office.

4.9 JURY DUTY

A Bargaining Unit Member required to serve on Jury Duty will receive compensation from the District as though he were present to fulfill his contractual agreement. (In addition, any compensation received in the performance of Jury Duty may be retained by the teacher.) Bargaining Unit Members so affected will be required to furnish verification of the days of Jury Duty at least 24 hours before service is to begin, and upon return to work, members will provide verification of days served.

4.10 WORKSHOP OR CONFERENCE LEAVE

In order to encourage professional growth, teachers shall be afforded the opportunity to attend workshops and conferences. Applications for said workshops and conferences shall be submitted to the Principal and approved by the Superintendent, prior to registering for the workshop or conference.

The Board will pay:

1. Salary; unless during the summer months and other breaks where attendance is voluntary,
2. Expenses relating to travel, meals, lodging and
3. Registration fees incurred.

Teachers will submit a financial report with receipts to the Principal for reimbursement of expenses. A content report will be submitted to building administration and shared with grade level teams and other relative teachers within two weeks of attending a conference or workshop.

An application for an out of state workshop or conference leave must include the registration fee, the cost of the airfare and the cost of lodging if the lodging cost is not included in the registration fee. A per diem rate as determined by the Board will be provided for the Bargaining Unit Member' meals if the meals are not included in the registration fee for the conference or workshop for travel out of state.

4.11 SABBATICAL LEAVE

Teachers shall be eligible for a sabbatical leave under the provisions of the School Code of Illinois, 105 ILCS 5/24-6.1.

4.12 SECRETARY RELEASE DAYS AND VACATION

All full-time 12-month secretaries will be entitled to 6 flex days.

All full-time 12-month secretaries shall be entitled to vacation time based upon completion of the following years of continuous service to Hoover-Schrum School District 157.

1 -5 years	10 vacation days
6-10 years	15 vacation days
11 years or more	20 vacation days (maximum)

Years of completed service will be based upon the hire date as a full-time 12-month secretary. Vacation days cannot be rolled over to the following year. Vacation may be used based upon the approval of the Principal/District Supervisor but should enable the school to maintain coverage at all times that instruction staff and/or students are in the school.

New full-time 12-month secretaries will receive prorated vacation days, accumulating days at the rate of one day for each 26 days worked up to June 30 of their first year. These days are available for their use in the year beginning July 1 following their accumulation.

4.13 PART-TIME BARGAINING UNIT MEMBER BENEFITS

Each Bargaining Unit Member employed at least fifty percent (50%) time shall be eligible for the following benefits: sick leave on a pro-rata basis based upon part time employment percentage as well as one emergency business unit per year.

Accumulated Sick Leave

Tenured teachers who have been honorably dismissed as a full-time employee but retain continuous employment in the District, to wit: no break in employment, who switches status to a part-time basis will retain their tenure status and accumulated sick leave as full days to be applied to the teacher's normal shift of duty.

4.14 MEDICAL LEAVE BANK

The Board authorizes the union to establish and manage a Medical Leave Bank. The Medical Leave Bank is a voluntary bank for certified and support staff members. Medical Leave Bank days administered by the union's Medical Leave Bank Committee, which may be used for serious illness, accident, or injury to a bargaining unit member who is also a Medical Leave Bank participant. The employer and Union agree that the employer shall, pursuant to the direction of the union's Medical Leave Bank Committee, accept donations of employee sick days to the Medical Leave Bank, shall hold these days and further, pursuant to the direction of the Union's Medical Leave Bank Committee and to the availability of days in the Medical Leave Bank, distribute days from the Medical Leave Bank.

Bargaining Unit Members shall absolve and hold harmless in all respects, the Board of Education and administration, the Union and the Medical Leave Bank Committee regarding the establishment and implementation of Medical Leave Bank provisions of this agreement.

The Medical Leave Bank Committee shall be composed of Bargaining Unit Members who are selected by the members of the Medical Leave Bank. Their sole purpose will be to act in all matters relevant to the Medical Leave Bank. All recommendations, operating rules and regulations submitted by the committee shall be reviewed and approved by the

executive board of the union. The union, its designees or the Medical Leave Bank committee shall have the sole responsibility of establishing the basic rules and regulations of said bank. Once these rules have been completed and prepared, they shall be published, and membership will be open.

ARTICLE V

5.1 TEACHERS' PROFESSIONAL OBLIGATIONS

The Board and Union agree that all teachers share certain professional obligations to students, parents, and the school which extend beyond the normal school day. Teachers shall be obligated to participate in scheduled open house and parent-teacher conferences and performances which are designated or scheduled for the teacher's class or department. Each teacher's summative performance evaluation will reflect an assessment of the teacher's overall participation in such after-school and evening professional obligations.

5.2 TEACHER'S COURSE WORK APPROVAL STANDARDS

All course work for professional growth, tuition reimbursement, or salary adjustment based upon educational attainment must be taken at a recognized college or university, pre-approved by the Superintendent, and satisfy at least one of the following criteria:

- in the teacher's area of specialization
- toward an advanced educational degree
- in the teacher's subject area or grade level
- in any other course approved by the Superintendent

Course work shall not be approved by the Superintendent if taken at a non-recognized institution or marketing agency such as IRI or similar program. To qualify as semester hours credit under the preceding, the teacher shall have received a grade of "C" or its equivalent, or better. Only completion of approved accredited college courses will be counted for purposes of determining a lane change on the salary schedule.

In the event any course work is not approved by the Superintendent, the Superintendent will meet with the Union Executive Board to discuss the issue within 10 days of the teacher's request to meet with the Superintendent.

5.3 CREDIT FOR TEACHING EXPERIENCE AND HARD TO FILL POSITIONS

- A. Full credit may be granted on the salary schedule for a maximum of five (5) years of successful teaching experience earned while fully certified and regularly assigned in a public and/or private school. Private school experience will be determined at the discretion of the Superintendent.
- B. The Union agrees that in order to attract employees in positions identified as "Hard to Fill" by the Illinois State Board of Education, the Board has the

right to offer applicants to said positions a salary above the stated starting salary for their appropriate education and experience. This advanced placement shall not exceed the eighth (8th) step of the lane in which those in the aforementioned positions are placed.

5.4 TUITION REIMBURSEMENT

Bargaining Unit Members who receive the approval of the Superintendent within two (2) weeks of enrolling in college coursework (for support staff) or graduate level coursework applicable towards an advanced degree (for teacher personnel) shall be reimbursed for college tuition for all coursework complete with a grade of "B" or better and the cost of attending professional workshops for CPDU's as follows:

- A. The Board shall establish one fund for tuition reimbursement in the amount of \$25,000 for the designated school year.
- B. Tuition Aid: The Board will reimburse staff with at least four (4) years of serviced to the District, up to a maximum reimbursement rate of \$250 per semester credit hour for completed educational coursework which: (1) is relevant to the teacher's or member's current employment position or positions available within the districts, and (2) has been pre-approved by the Superintendent, and (3) is taken at a recognized and accredited College or University. A fee receipt and official grade card or transcript showing successful completion of the course is required.
- C. Staff requesting reimbursement must submit an official transcript and evidence of payment before August 15th of the school year following completion of the applicable-level coursework. Failure to submit the request for reimbursement by August 15th will result in forfeiture of the reimbursement.
- D. From the funds designated by the Board, if the requests for reimbursements from the applicable fund do not exceed \$25,000, then and only then shall employees submitting reimbursement requests receive the actual cost of tuition to the maximum \$250.00 per semester hour reimbursement. The Union will be updated monthly on the remaining balance of the tuition reimbursement fund.
- E. If, however, the sum total of the reimbursement requests from the applicable fund exceed \$25,000, then all employees will receive a proportionate share of their actual costs provided the entire reimbursement from the applicable fund does not excel said sums.
- F. Tuition reimbursements will be paid out up to four (4) times per year to ensure reimbursement amounts for approved classes.

- G. Bargaining Unit Members who receive tuition reimbursement must return to the employment of the District for the remainder of the school year in which reimbursement is paid and the following school year. Failure to complete this service requirement will allow the Board to deduct the amount of the reimbursement received from the Bargaining Unit Member's remaining paycheck(s).
- H. Workshop Attendance for CPDU's – The Board will reimburse the registration fee for an offsite workshop if pre-approved by the Superintendent. Mileage will be reimbursed in accordance with Section 5.9 of this Agreement. Reimbursement for mileage and the registration fee will be provided after the District receives official written confirmation of completion of the CPDU.

5.4.1 NATIONAL BOARD CERTIFICATION

A teacher who earns National Board Certification will receive a stipend of \$500 for each year that the National Board Certification is maintained.

5.5 INSURANCE

The Board agrees to provide for each full-time Bargaining Unit Member an insurance program consisting of hospitalization, major medical, accidental death and/or dismemberment coverage. The Board will provide for teachers a term life insurance policy of \$50,000. The Board shall pay the full premium amount towards payment of each full-time teacher's term life insurance coverage. The individual and family deductible for health insurance for the term of the agreement shall be \$200/\$400. The Board agrees to contribute towards the premium cost of the District's major medical health insurance for full-time Bargaining Unit Members during the term of this agreement as follows:

For HMO coverage, the Board will contribute ninety-five percent (95%) of the Bargaining Unit Members HMO single premium cost. The Board will contribute fifty-nine (59%) of the Bargaining Unit Members HMO dependent premium health insurance cost.

For PPO coverage, the Board will contribute eighty-four percent (84%) of the Bargaining Unit Members PPO single premium cost. The Board will contribute fifty-two percent (52%) of the Bargaining Unit Members PPO dependent premium cost.

The Board will contribute 80% of the Bargaining Unit Members' vision/dental premium cost to those Bargaining Unit Members who carry health insurance through the District.

The Board and Union will create a joint insurance committee comprised of an equal number of representatives from the Union and Administration to review the District's health insurance plan options. The joint committee will submit any recommended

changes to the Union Executive Committee and Board of Education for review and approval.

5.6 TERMINATION ALLOWANCE IF FAIL TO QUALIFY FOR RETIREMENT INCENTIVE

The Board agrees to pay a lump sum termination allowance to any full-time Bargaining Unit Member who terminates employment with the District after completing 20 years of continuous service with the District is honorable but fails to qualify for the District Retirement Incentive. The amount paid shall be equal to \$50 for each day of accumulated sick leave for teachers with a maximum of \$3,500 and \$20 for each day of accumulated sick leave for paraprofessional and secretaries with a maximum of \$2,000.

When a Bargaining Unit Member terminates employment with the District after 20 years of continuous employment with the District, the District will give the Bargaining Unit Member a severance benefit of \$75 for each year of service to the District if said termination is honorable.

Bargaining Unit Members must request sick leave and severance payment within thirty (30) days of the last day of employment. Such request must be sent via certified/registered mail.

5.7 TEACHER RETIREMENT INCENTIVE PROGRAM

The District's Retirement Incentive Program is Intended to recognize the service record of full-time licensed teachers who served the district in a continuous full-time capacity (inclusive of leaves of absence that do not constitute a break in service).

- A. **Limits on Participation** – The parties agree that if legislation is enacted or administrative rules adopted during the life of this agreement that adversely affects the Board's obligations or teacher rights under, and the benefits set forth in this Section, the parties agree to meet within thirty days of a request to do so by either party to renegotiate the provision and the impact on any employees that submitted a notice of intent to retire and were approved to receive the retirement incentive in this Section.

- B. **Teacher Eligibility** – To be eligible for the District Retirement Incentive Program, the full-time licensed teacher must:
 - 1. Be retiring honorably from the District.

 - 2. Have served satisfactorily as a full-time licensed employee with District 157 for a minimum of 20 years immediately preceding retirement and be 55 years of age upon retirement. The employee must be a participant in the Teacher Retirement System and be a Tier 1 member. The District is not responsible for paying any monies

to the employee taking advantage of this retirement incentive should due to age or service years of the employee upon retirement a reduction in their pension annuity occur.

3. Give Written Notice to the Superintendent of the teacher's intent to retire and the effective date of the retirement by December 15th of the school year prior to school year in which retirement incentive benefits are first to be received. This notice must be in writing.

C. **Board Rights**

1. The Board of Education reserves the right to establish the maximum number of employees who will be approved for this program each year.
2. The Board must accept no fewer than 50% of those eligible teachers submitting notice of intent to retire for the program each year.
3. In the event the Board of Education determines that the number of participants will be less than 100% of those teachers submitting notice of intent to retire, participation will be determined solely on the basis of seniority in District 157.

D. **Retirement Incentive Benefits** – In the event an employee can retire without any additional payment or penalty by the Board to the TRS for early retirement, the employee shall receive the following benefits (which are not intended to be retroactive):

1. A teacher, meeting the criteria and giving the proper notice, and after approval the teacher will be removed by the salary/stipend agreements in the CBA and receive:
 - a. With notice in the fourth year prior to retirement, an increase of 6% over the previous year's TRS for the last three years of employment.
 - b. With notice in the third year prior to retirement, an increase of 6% over the previous year's TRS for the last two years of employment.
 - c. With notice in the second year prior to retirement, an increase of 6% over the previous year's TRS for the last year of employment.
2. Additionally, the teacher will receive, after payment of final compensation the following:

- a. Sick leave termination allowance- A lump sum sick leave termination allowance equal to \$75 for each day of accumulated sick leave not to exceed \$7,500.
 - b. Severance Benefit - A severance benefit of \$100 for each year of continuous service to the District.
 - c. To receive the sick leave termination allowance and severance benefit, the teacher must submit a written request to receive these benefits within thirty days of the last day of employment to the Superintendent copying the Business Manager. These Benefits will be remitted to the teacher within 45 days of receipt of this written request.
- E. **Meet and Confer Requirement** – An Association representative and a Board representative shall meet with each retiring employee prior to September 10th of each school year before retirement to determine if the retirement will trigger a penalty payment by the Board to TRS. It is the obligation of the teacher to arrange for this meeting. In the event there is a required penalty payment to TRS, the teacher's compensation will be adjusted to reflect a three-year average not to exceed six percent (6%) in any year as necessary to avoid TRS penalties.
- F. **Withdrawal of Intent to Retire** – A teacher's notification of intent to retire shall only be rescinded for the following reasons:
- 1. Death in the retiree's immediate family; or
 - 2. Other reasons of compelling emergency as determined solely by the Board, and not reviewable, said reason to be non-precedential with respect to granting or denying requested changes in retirement election.
 - 3. If, due to the above, a teacher's intent to retire is allowed by the Board to be rescinded, a teacher will be required to repay the district the difference between the retirement benefit and what would have been the regular salary. The amount due for repayment will be spread amongst and withdrawn from the remaining pay periods.

5.8 EDUCATIONAL SUPPORT PERSONNEL RETIREMENT PROGRAM

Full time educational support personnel who served the district in a continuous full time-capacity (inclusive of leaves of absence that do not constitute a break in service) may participate in the Education Support Personnel Retirement Incentive Program subject to the following conditions:

The District's Retirement Incentive Program is intended to recognize the service record of full-time educational support personnel who served the district in a continuous full-time capacity.

A. **Limits on Participation** – The parties agree that if legislation is enacted or administrative rules adopted during the life of this agreement that adversely affects the Board's obligations or educational support personnel's rights under and the benefits set forth in this Section, the parties agree to meet within thirty days of a request to do so by either party to renegotiate the provision and the impact on any employees that submitted a notice of intent to retire and were approved to receive the retirement incentive in this Section.

B. **Educational Support Personnel Eligibility** – To be eligible for the District Educational Support Personnel Retirement Incentive Program, the full-time educational support personnel employee must:

1. Be retiring honorably from the District.
2. Have served satisfactorily as a full-time employee with District 157 for a minimum of 20 years immediately preceding retirement and be 55 years of age upon retirement. The employee must be a participant in IMRF and be a Tier I member. The District is not responsible for paying any monies to the employee taking advantage of this retirement incentive should due to age or service years of the employee upon retirement a reduction in their pension annuity occurs.
3. Give Written Notice to the Superintendent of the intent to retire and the effective date of the retirement by December 15th of the school year prior to school year in which retirement incentive benefits are first to be received. This notice must be in writing.
4. Not be retiring under any IMRF Early Retirement Incentive Program.

D. **Board Rights**

1. The Board of Education reserves the right to establish the maximum number of employees who will be approved for this program each year.
2. The Board must accept no fewer than 50% of those eligible educational support personnel submitting notice of Intent to retire for the program each year.

3. In the event the Board of Education determines that the number of participants will be less than 100% of those educational support personnel submitting notice of intent to retire, participation will be determined solely on the basis of seniority in District 157.
4. Any attempt to participate in the state sanctioned IMRF retirement program or any other IMRF early retirement program will make this retirement incentive agreement null, and void and the employee will be responsible to repay any retirement funds applicable.

E. **Retirement Incentive Benefits** – In the event an employee can retire without any additional payment or penalty by the Board to IMRF for early retirement. the employee shall receive the following benefits (which are not intended to be retroactive):

1. An educational support personnel employee, meeting the **criteria** and giving the proper notice, and after approval the educational support personnel employee will be removed by the salary agreements in the CBA and receive:
 - a. With notice in the fourth year prior to retirement, an Increase of 6% over the previous year's salary for the last three years of employment.
 - b. With notice in the third year prior to retirement, an increase of 6% over the previous year's salary for the last two years of employment.
 - c. With notice in the second year prior to retirement, an increase of 6% over the previous year's salary for the last year of employment.
2. Additionally, the educational support personnel will receive, after payment of final compensation the following:
 - a. Sick leave termination allowance- A lump sum sick leave termination allowance equal to \$50 for each day of accumulated sick leave not to exceed \$5,000.
 - b. Severance Benefit -A severance benefit of \$100 for each year of continuous service to the District.
 - c. To receive the sick leave termination allowance and severance benefit, the educational support personnel employee must submit a written request to receive these benefits within thirty days of the last day of employment to the

Superintendent copying the Business Manager. These benefits will be remitted to the educational support personnel employee within 45 days of receipt of this written request.

- F. **Meet and Confer Requirement** – An Association representative and a Board representative shall meet with each retiring employee prior to September 10th of each school year before retirement to determine if the retirement will trigger a penalty payment by the Board to IMRF. It is the obligation of the educational support personnel employee to arrange for this meeting. In the event there is a required penalty payment to IMRF, the educational support personnel's compensation will be adjusted to reflect a three-year average not to exceed six percent (6%) in any year as necessary to avoid IMRF penalties.

- G. **Withdrawal of Intent to Retire**- An educational support personnel's notification of intent to retire shall only be rescinded for the following reasons:
 - 1. Death in the retiree's immediate family; or
 - 2. Other reasons of compelling emergency as determined solely by the Board, and not reviewable, said reason to be non-precedential with respect to granting or denying requested changes in retirement election.
 - 3. If, due to the above, an education support personnel's intent to retire is allowed by the Board to be rescinded, the educational support personnel will be required to repay the district the difference between the retirement benefit and what would have been the regular salary. The amount due for repayment will be spread amongst and withdrawn from the remaining pay periods.

5.9 MILEAGE REIMBURSEMENT

Teachers will receive reimbursement at the IRS maximum allowable mileage reimbursement rate for mileage traveled in the teacher's vehicle while performing their assigned duties or when attending professional development activities/workshops. When teachers are required to attend professional development activities during the regular workday, there shall be no requirement for carpooling/ridesharing amongst employees, though it is encouraged to reserve district resources. Mileage reimbursement will be paid upon submission of satisfactory documentation of mileage incurred on District-approved forms. Travel to and from the teacher's residence (i.e., daily work commute mileage) shall not be subject to reimbursement.

5.10 INTERNAL SUBSTITUTION

If a teacher shall be required by the Principal to supervise the class of another teacher during the teacher's scheduled planning period, the teacher shall be compensated at the rate of \$30.00, \$31.50, and \$33.00 per period hour for each corresponding year of the duration of the agreement.

When a class of students must be split and dispersed to other classrooms, teachers of the classes receiving five (5) or more students for the day will be paid an additional \$55.00, \$56.00, and \$57.00 per day, for each year of the agreement.

ARTICLE VI REDUCTION IN FORCE

TEACHERS

If the Board in its discretion shall determine that it is necessary to reduce the number of full-time teachers, said reduction in force of tenured teachers shall be effectuated in accordance with the school code and agreements, if any, reached by the joint committee of school board and teachers.

PARAPROFESSIONALS/SECRETARIES

If the Board of Education decides to decrease the total number of paraprofessionals or secretaries employed or to discontinue some particular type of service, the paraprofessional or secretary with the shorter length of continuing service to the district, within the respective category of position, shall be dismissed first. Paraprofessionals who are removed or dismissed shall receive a written notice of honorable dismissal by regular mail and also by certified or registered mail, return receipt requested or personal delivery at least thirty (30) days before the employee's last workday in accordance with Section 5/10-23.5 of The School Code. Secretaries who are removed or dismissed shall be given notice after the Board's decision for a secretarial reduction in force and provided 30 days' notice before the employee's last workday.

If a vacancy occurs for the following school term or within one calendar year from the beginning of the school term following the reduction-in-force, the Board of Education shall offer the vacant position to the aide or secretary with the most seniority on the appropriate recall list, so far as they are qualified to hold that position.

ALL BARGAINING UNIT MEMBERS

Seniority Definition:

Seniority shall be defined for tenured teachers and non-probationary Bargaining Unit Members as the length of continuous full-time service in the District

Seniority Tie-Breaker Criteria:

If the length of total continuous full-time service in the District is equal between two or more Bargaining Unit Members, seniority shall be determined by the Bargaining Unit Members respective order of hiring at the Board meeting or if the order of hiring is equal by a coin toss.

Seniority List Procedures:

Prior to February 1 of each school year, the Superintendent, after consulting with the Union President or designee, shall post a seniority list, which identifies the rank order seniority of the District's paraprofessionals, secretaries, and tenured teachers. Each Bargaining Unit Member shall have ten (10) days from the date of posting to file specific written objections with the Superintendent to the Bargaining Unit Member's seniority ranking and any other information on the seniority list.

The Superintendent shall review and consider any objection and inform the Bargaining Unit Member of his/her decision within five (5) days of the Superintendent's decision or the deadline for such decision, whichever occurs first. The Bargaining Unit Member may file a written appeal to the Board of Education and the Board shall issue its decision within fifteen (15) days of its decision. Failure of the Bargaining Unit Member to file a timely objection shall be deemed to be an acceptance of their placement on the seniority list. The Bargaining Unit Member shall be prohibited thereafter from challenging the employee's seniority or seniority ranking until the posting of the seniority list the following year.

**ARTICLE VII
DURATION OF AGREEMENT**

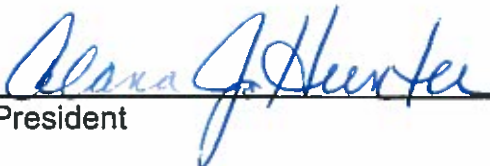
This Agreement shall be effective as of the first teacher employment day of the 2021 – 2022 school term. The Agreement shall continue in effect until the day preceding the first teacher employment day of the 2023 – 2024 school term.

In the event statutes are enacted by the Legislature of the State of Illinois or the Congress of the United States during the life of the Agreement which relate to the terms and conditions of this Agreement, such new laws are incorporated herein automatically as of the date they became effective.

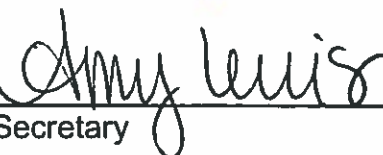
Should any Article, section, or clause of this Agreement be declared illegal by a court of competent jurisdiction, or the legislature, said Article, section or clause, as the case may be, shall be automatically deleted from this Agreement to the extent that it violates the law, but the remaining Articles, sections and clauses shall remain in full force and effect for the duration of the Agreement, if not affected by the deleted Article, section or clause.

The parties acknowledge that during the negotiations which resulted in this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not removed by law or by specific agreement of the parties, and that the understandings and agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this Agreement. Therefore, the parties each voluntarily and unqualifiedly waive any rights which might otherwise exist under law to negotiate over any matter during the term of this Agreement, and each agrees that the other shall not be obligated to bargain collectively during the term of this Agreement. Subject matters not referred to in this Agreement or statutes applicable to matters covered by this Agreement shall not be considered as part of the Agreement and remain exclusive Board and/or Administration prerogatives.

HOOVER-SCHRUM COUNCIL
OF LOCAL 943, IFT/AFT




President



Secretary

BOARD OF EDUCATION OF
HOOVER-SCHRUM
SCHOOL DISTRICT 157



President



Secretary

PUPIL ACTIVITY SUPERVISION

The Board agrees to pay those Bargaining Unit Members assigned by the administration to supervise before and after school non-academic activities (which include, but are not limited to concession stand, time clock, fun night supervisor, chaperones for dances, etc.) as well as supervision at the following activities: Afterschool Detention, District Technology Showcase and Saturday Student Technology Conference a compensation rate of \$33.00.

INSTRUCTIONAL DUTIES

Teachers who perform instructional duties which include but are not limited to programs like Summer Excel, Jump State, and Saturday School will be compensated at a base rate of \$35.00 per hour, unless grant funds are received, which stipulate a higher rate of pay for supplemental instructional programs. Paraprofessionals will be compensated at the rate of \$20.00 per hour unless grant funds are received which stipulated higher rates of pay for supplemental instructional programs. For School Year 2021-2022 and 2022-2023 only, a federal grant, if continued to be funded, will provide for an additional \$15.00 per hour for teachers (\$50.00 per hour) and an additional \$15.00 for paraprofessionals (\$35.00 per hour) subsidy for supplemental instructional programs to address Learning Loss.

APPENDIX B

SALARY FOR PARAPROFESSIONALS AND SECRETARIES

The union will work with administration to create appropriate salary schedules. For the purpose of ratification and BOE approval, it is known that all paraprofessionals and secretaries are guaranteed a minimum increase of 3% in the first year of the contract, 3% in the second year of the contract, and 3% in the third year of the contract. In addition, those with degrees have had their salaries increased even further.

Incentive pays of FY22-\$1000 and FY23-\$500 will be paid to each Bargaining Unit Member. The incentive will not become part of the member's salary and will not otherwise be included in the base salary for purposes of educational salary increases, future salary increases, or any other purposes.

The incentive will be paid in two installments, with the first installment paid on the second pay date of the school term and the second installment paid on the first pay date in January of the respective school years. If a member begins a school term, but leaves the District's employment prior to January 1st, the member will not receive the second installment payment.

EXTRA DUTY STIPEND

Extra Duty Stipends are for activities which occur outside the school day. Each will have a Board-approved job description.

Athletics Males	
Head Basketball Coach	\$4500
Assistant Basketball Coach	\$3400
Athletics Females	
Head Basketball Coach	\$4500
Assistant Basketball Coach	\$3500
Cheerleading (Schrum)/ Pep Club (Hoover)	\$3200
Head Volleyball Coach	\$4500
Assistant Volleyball Coach	\$3400
Other	
Head Track Coach	\$1400
Assistant Track Coach	\$1300
Band Director	\$4050
Speech/Debate Club	\$500
Honor Society (Hoover & Schrum)	\$500
Student Council (Hoover & Schrum)	\$3200
Choral Director (Hoover & Schrum)	\$4000
Dance Team (Schrum)	\$2200
Mentor Teachers (Hoover & Schrum)	\$1200
Chess Club	\$1000
Summer Excel Director	\$4000
Bus Duty Driver	\$20.00 per hour
Intramurals (Grades 4 – 8)	
Fall (Hoover & Schrum)	\$2100

Winter (Hoover & Schrum)	\$2100
Coordinators	
Academic/Scholastic Bowl	\$350
Technology Club	\$400
Male & Female Mentoring (One each)	\$1200
Math Tournament	\$350
Peer Mediation Coordinator	\$400
Safety Patrols	\$350
STEM Fair	\$350
Spanish Club (Hoover & Schrum)	\$1200
Spelling Bee	\$350
Yearbook Sponsor	\$682
Gems (Hoover)	\$550 each
Girls on the Run	\$400 each sponsor
Math Fair Coordinator	\$350
Black History Coordinator	\$350
Hispanic Heritage Coordinator	\$350
Reading Night Coordinator	\$350
Language Arts Night Coordinator	\$350
Art Club (Hoover & Schrum)	\$1400

Those bargaining unit members selected for a coaching/extra-curricular stipend/position at the beginning of the school year, may choose from one of two options for receipt of the stipend. The stipend for Coaching/Extra-curricular assignments may be received by the bargaining unit member either: 1) after the activity's completion, or 2) in two (2) equal amounts. If Option 2 is selected, the bargaining unit member will receive half of the stipend the first pay period in December and the remaining half of the last pay period in May. Payment choices shall be submitted in writing to the Business Manager prior to the start of the activity. If no choice is submitted in writing prior to the start of the activity, the bargaining unit member will receive the stipend after the activity's completion.

If a new activity or club is approved for any building, the Union and Board shall negotiate the pay schedule for the newly created activity/club. The administration shall notify the Union of all newly created positions.

TEACHER SALARY

The union will work with administration to create appropriate salary schedules for all teacher personnel. For purposes of ratification and BOE approval, it is known that all teachers are guaranteed a minimum increase of 3% in the first year of the contract, 3% in the second year of the contract, and 3% in the third year of the contract.

Incentive pays of FY22-\$1000 and FY23-\$500 will be paid to each Bargaining Unit Member. The incentive will not become part of the member's salary and will not otherwise be included in the base salary for purposes of educational salary increases, future salary increases, or any other purposes.

The incentive will be paid in two installments, with the first installment paid on the second pay date of the school term and the second installment paid on the first pay date in January of the respective school years. If a member begins a school term, but leaves the District's employment prior to January 1st, the member will not receive the second installment payment.

Psychologists

Psychologists in this bargaining unit shall be paid according to the Teachers' salary schedule. Additional days and/or hours, required by the Administration up to 10 days during June/and or August beyond the Teacher's scheduled day and year shall be paid according to the Teacher's per diem rate.

Grandfathered Psychologist

School psychologists hired before the start date of this agreement, will receive a static salary enhancement that will equal the FY21 salary differential from the teacher salary schedule. This amount will stay consistent throughout the length of this agreement.

Social Workers

Social Workers in this bargaining unit shall be paid according to the Teachers' salary schedule. Additional days and/or hours, required by the Administration up to 6 days during June/and or August beyond the Teacher's scheduled day and year shall be paid according to the Teacher's per diem rate.

Memorandum of Understanding
Between
The Hoover-Schrum Council of Local 943
And
The Board of Education of Hoover-Schrum School District 157
Article 2, Section 2.2 – School Year and School Calendar

Whereas the COVID-19 pandemic resulted in a loss of instructional days during the 2019 and 2020 school year; and


Whereas the COVID-19 pandemic necessitated a modification to the modality by which instruction was delivered to the students of Hoover-Schrum District 157; and

Whereas the combined loss of instructional days during the 2019-2020 school year coupled with the modification of instructional delivery during the 2020-2021 school year has resulted in a learning loss for the students of district 157.

Now therefore, the Parties do hereby agree to the following:

- Section 1:** In an effort to address the needs of learning loss, an additional five (5) school days will be added for the Jumpstart Program for the 2022-2023 and 2023-2024 school calendar years.
- Section 2:** All staff shall be required to fulfill their instructional and supervisory duties for an additional five (5) school days during each of the aforementioned school years.
- Section 3:** All employees shall be compensated at their per diem rate as determined by their individual salaries at the start of the 2022-2023 and 2023-2024 school years respectively.
- Section 4:** The modification of the school year shall only be implemented for the 2022-2023 and 2023-2024 school year.
- Section 5:** This Agreement contains all of the terms and conditions agreed upon by the Parties hereto, and no provisions or requirements expressed herein may be altered, modified or terminated except upon the expressed written consent of each of the Parties hereto.
- Section 6:** This Agreement shall be binding upon the Board, its successors and assigns and the Union, its successors and assigns.
- Section 7:** The Parties, in signing this Agreement, do hereby warrant and represent that they have read this Agreement, that they have had sufficient time to consider and comprehend the terms contained herein and that they have voluntarily signed hereafter.


In Witness Whereof, the Union and Board, by their duly authorized representatives and agents, executed this Agreement on the date(s) indicated.



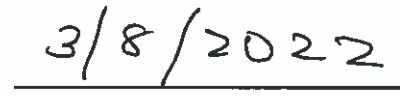
Hoover-Schrum Council of Teachers of Local 943
IFT/AFT, AFT-CIO
Alana Hunter, Union President



Date



Hoover-Schrum School District #157
Dr. Dwayne Evans, Superintendent



Date