

CONTRACT BETWEEN
ILLINI WEST HIGH SCHOOL
DISTRICT #307

AND

ILLINI WEST HIGH SCHOOL
EDUCATION ASSOCIATION

2015-2017

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ARTICLE I

RECOGNITION

The Board of Education of Illini West High School #307 of Hancock, Henderson and McDonough Counties, hereby recognizes the Illini West Education Association IEA/NEA, affiliated with the Illinois Education Association and the National Education Association, as the sole and exclusive agent for collective bargaining for all regularly scheduled full-time and part-time certified personnel except: superintendent, principals, substitute teachers, and any person who may authoritatively recommend the hiring, firing, promotion, transfer, evaluation or discipline of any certified personnel.

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ARTICLE II

NEGOTIATION PROCEDURES

2.1 Good Faith Bargaining

The parties shall negotiate for any successor Agreement in good faith. Good faith shall be defined as meeting at reasonable times and at reasonable places for the purpose of exchanging proposals and counter proposals to reach a collectively bargained agreement.

2.2 Mediation

In the event either party determines the need for the assistance of a mediator, the parties shall jointly request a mediator be provided by the Federal Mediation and Conciliation Service.

2.3 Commencement of Negotiations and Ratification of Agreement

Negotiations of a successor Agreement shall begin no later than April 15 of the final year of the Agreement. The tentatively agreed contract reached by the representatives of the Association and the representatives of the District shall be presented to the membership of the bargaining unit and the Board of Education for acceptance or rejection.

ARTICLE III

GRIEVANCE PROCEDURE

3.1 Scope

A grievance shall be defined as a claim by the Association, or a member of members association of the bargaining unit in violation, misinterpretation or misapplication of any provision of this Agreement.

3.2 Procedures

3.2.1 Stage One

The grievant shall attempt to resolve any potential grievance by stating his or her intention to initiate a grievance in informal discussion with his or her principal within ten (10) work days from the time the grievant became aware of the occurrence of the first event giving rise to the alleged violation of this Agreement. The principal shall respond orally within ten (10) days of the informal discussion.

3.2.2 Stage Two

If the grievance cannot be resolved at Stage One, the grievant shall file a written statement of the grievance with his or her principal. Such written statement of grievance shall be filed within ten (10) work days from the receipt of the oral response of the principal and shall contain a statement of the factual basis of the grievance and the section or sections of the Agreement which are alleged to have been violated. The principal shall respond in writing within ten (10) work days of receipt of the written grievance which response shall include reasons. No such response shall preclude the District from amending its reason at a later stage of this procedure.

3.2.3 Stage Three

If the grievance is not resolved at Stage Two, the grievant may appeal the decision of the principal in writing to the superintendent within ten (10) work days of receipt of the written decision of the principal. The superintendent shall schedule a conference with the grievant and the Association representative within ten (10) work days of the request and shall respond in writing within ten (10) work days of such meeting, which response shall include reasons. No such response shall preclude the District from amending its reasons at a later stage of this procedure.

3.2.4 Stage Four

If the grievance is not satisfactorily resolved at Stage Three, the Association may submit to the superintendent within twenty (20) work days of the receipt of the answer in Step Three a written request on behalf of the grievant to enter into binding arbitration.

Arbitration proceedings shall be conducted by an arbitrator to be selected from a roster of arbitrators provided by the *Federal Mediation and Conciliation Service (FMCS)*. Expenses for the arbitrator's services will be borne equally by the Association and the District. The arbitrator's decision shall be binding on all parties. The arbitrator shall not amend or modify any of the provisions of this Agreement. The arbitrator's authority shall be strictly limited to deciding only the issue or issues presented to him in writing by the District and the Association and shall be based solely on the wording of this Agreement. The arbitrator shall be limited to directing the parties to comply with the terms of this Agreement.

The District acknowledges the right of the teacher to request the Association's grievance representative to be present at any level of the grievance, as the Association acknowledges the right of the District to have multiple representatives of its own.

By mutual agreement of the District and the Association, any step of this procedure may be bypassed.

3.3 Grievance Withdrawal

A grievance may be withdrawn at any level before Stage Four without setting a precedent.

3.4 Work Days

Work days shall be defined as Mondays through Fridays, except holidays.

3.5 Class Grievance

A grievance involving more than one teacher, more than one supervisor, or any administrator's decision above the building level may be initially filed by the Association at Stage Three of the grievance procedure.

3.6 Bypass

By mutual agreement, any step of the grievance procedure may be bypassed.

ARTICLE IV

EMPLOYEE AND ASSOCIATION RIGHTS

4.1 Copies of the Agreement

Upon acceptance of this Agreement by the Association and the District, the District shall cause sufficient copies to be made for distribution to persons who are members of the unit during the terms of this Agreement.

4.2 Right to Organize

Teachers are acknowledged to have the right to join the Association and the Association is acknowledged to have the right to participate in collective negotiations.

4.3 Rights of Representation

When any teacher is required to appear before the District Board concerning any matter which could adversely affect his or her employment, the teacher shall be entitled to have a representative of the Association present.

4.4 Notice of Assignments

Teachers shall be given notice of tentative assignments *prior* to thirty (30) days of the beginning of each school year if such assignment constitutes a change in assignment from the preceding year. Such notice does not constitute a guarantee of such position and does not restrict the authority of the District to make assignments consistent with its determination of the needs of the District. A teacher subject to such assignment change shall be permitted a conference with the superintendent to discuss the change. If the teacher remains dissatisfied after the conference, the teacher shall be permitted to resign without penalty.

4.5 Board Agenda

One copy of the intended agenda for each regular or special school board meeting shall be placed in the mailbox of and e-mailed to the president of the Association one calendar day prior to such meeting. Giving notice of the intended board agenda shall not restrict the right of the Board to consider any matter lawfully before it nor shall it affect emergency meetings of the Board. Delivery of an intended agenda as provided in this section shall be deemed notice of the actions set forth therein.

4.6 Board Minutes

A copy of all approved open session minutes shall be placed in the mailbox of the President of the Association not less than seven (7) days after the approval of such minutes by the Board. The Board shall provide the Association with a copy of the annual audit after it has been accepted by the Board and a copy of the approved Budget. Costs of such copies shall be borne by the Board.

4.7 Dues Deduction

Any teacher may, by written request, cause dues to a professional organization to be deducted from his or her salary. (This shall be limited to two organizations.) The Board shall remit to the Illini West Education Association treasurer dues the day following Board approval.

4.8 Facilities Usage

The Association shall be granted, from time to time, reasonable use of a room in the school building for the purpose of conducting meetings of members of the bargaining unit when such use does not, in the judgment of the District, conflict with the use of the building by other groups or with the needs of the District. Such use shall be granted after school hours on school days.

The Association shall be granted reasonable use of a District photocopy machine for the purpose of making copies of proposals and counter proposals in connection with collective negotiations. After consultation the Association may be charged a fee of 10 cents per page for such copies or such other cost as established by the District. Teachers may request use of a classroom computer or other classroom or office equipment, which may be granted at the discretion of the principal.

4.9 Association Rights

The Association may post notices on one bulletin board as designated by the principal.

The Association may use employee mailboxes for the purpose of communication with Association members.

4.10 Personnel File

Each certified employee shall only have one officially maintained file. Each certified employee shall have the right, upon having first given two (2) work days notice, to review his or her personnel file. Furthermore, a certified employee has the full right to respond in writing and have any written responses attached to disputed documents.

4.11 Payday

Payday shall be the 15th and 30th of each month. When these dates fall on a weekend or a holiday, the payday will be the last working day for the District business office prior to the weekend or holiday.

4.12 Vacancies

The Board shall post notice of vacancies and provide a copy of the notice to the Association President.

4.13 Evaluations

Evaluations will be prepared in accordance with Illinois School Code, court decisions, and Illinois Board of Education Rules and Regulations.

4.14 Association Business

Duly authorized representatives of the Association and its respective affiliates shall be permitted to transact official Association business on school property in areas designated by the building administrator. Such business shall be conducted only after the student day or during duty-free lunch periods. Such representatives shall use designated sign-in procedures.

(The School District will develop a teacher evaluation plan in cooperation with the teacher's union)

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ARTICLE V

JOB SECURITY

5.1 Reduction in Force

- A. In the case of a reduction in force for full-time, tenured teachers, the sequence of dismissal shall occur in accordance with the School Code. Each teacher shall be categorized into one or more positions for which the teacher is qualified to hold, based upon legal qualifications and any other qualifications established by the District job description, on or before the May 10 prior to the school year during which the sequence of dismissal is determined (e.g. secondary history, physical education, early childhood special education). Within each position and subject to agreements made by the Joint Committee on honorable dismissals that are authorized by subsection (c) of 24-12 of the School Code, the District shall pursuant to subsection (b) of 24-12 of the School Code establish four groupings of teachers qualified to hold the position.

Among teachers qualified to hold a position, teachers must be dismissed in the order of their groupings, with teachers in grouping one dismissed first and teachers in grouping four dismissed last. Within grouping one, the sequence of dismissal shall be at the discretion of the School District. Within grouping two, the sequence of dismissal shall be based upon average performance evaluation ratings, with the teacher or teachers with the lowest average performance evaluation rating dismissed first. A teacher's average performance evaluation rating shall be calculated using the average of the teacher's last two performance evaluation ratings, if two ratings are available, or the teacher's last performance evaluation rating, if only one rating is available, using the following numerical values: 4 for Excellent; 3 for Proficient or Satisfactory; 2 for Needs Improvement; and 1 for Unsatisfactory. As between or among teachers in grouping two with the same average performance evaluation rating and within each of groupings three and four, the teacher or teachers with the shorter length of continuing service with the District shall be dismissed first.

- B. A teacher's length of continuing service shall be determined by the following method, in descending order:
1. Previous public school teaching experience credit inside and outside the District which is allowed as credit on the salary schedule.
 2. Education beyond the Bachelor's degree which is allowed as credit on the salary schedule.
 3. Any further ties shall be determined by drawing lots.

A teacher who is reduced to part-time status will accrue service on a prorated basis. Further, a teacher will continue to accrue service when not in attendance

due to an excused absence or illness or an approved leave provided the teacher completes 105 days of teacher attendance during the school year. Otherwise, a teacher does not accrue service while on an unpaid leave of absence.

- C. As provided by subsection (c) of 24-12 of the School Code, the Joint Committee is comprised of an equal number of district representatives and association representatives. This committee shall meet at least annually no later than December 1st to discuss revisions and changes needed as provided by subsection (c) of 24-12 of the School Code. In the event that the Joint Committee cannot reach a majority decision regarding the placement criteria for the various groupings, then the state-defined criteria shall be applied. The administration shall create a sequence of dismissal list for each category of position by placing teachers in the four groupings using the criteria agreed upon by the Joint Committee. Said list will be updated annually and provided to the IWEA no later than 75 calendar days before the end of each school term. This Joint Committee shall be separate and distinct from other committees established under this Agreement.

5.2 Recall

- A. If the District has any vacancies for the following school term or within one calendar year from the beginning of the following school term, the positions thereby becoming available shall be tendered to the teachers so removed or dismissed who were in groupings three or four of the sequence of dismissal and are qualified to hold the positions, based upon legal qualifications and any other qualification established in the District job description, on or before the May 10 prior to the date of the positions becoming available, provided that if the number of honorable dismissal notices based on economic necessity exceeds 15% of the number of full-time equivalent positions filled by certified employees (excluding principals and administrative personnel) during the preceding school year, then the recall period is for the following school term or within two calendar years from the beginning of the following school term. Among teachers eligible for recall pursuant to the preceding sentence, the order of recall must be in inverse order of dismissal.
- B. Failure to respond within fifteen (15) calendar days after the mailing of the Board's letter of recall, sent by certified mail to the teacher's address on file with the Board recalling such teacher, shall result in termination of the teacher's right to recall hereunder.

5.3 Sequence of Honorable Dismissal Listing

The District shall prepare the sequence of honorable dismissal list and provide a copy of the list to the Association as per the Illinois School Code (105 ILCS 5/24-12(b)).

ARTICLE VI LEAVE

6.1 Full-Time Teacher Sick Leave

Each full-time teacher covered by this Agreement shall be granted twelve (12) sick days per year which may accumulate to three-hundred and fifty (350) days. Sick leave shall be used for personal illness or illness in the teacher's immediate family or household, birth of a child, adoption, or placement of a child for adoption. For the purpose of this section, immediate family shall be defined as the spouse, parents, children, legal guardians, grandparents, brothers, sisters or grandchildren of the teacher or the teacher's spouse.

6.2 Part-Time Teacher Sick Leave

6.2.1 Teacher Working Full School Year/Less Than a Full School Day

Each teacher contracted to work for a full school year but less than a full school day shall receive twelve (12) sick days per year equivalent to the teacher's assigned work day. Such days shall accumulate from year-to-year up to the three-hundred and fifty (350) days based on the teacher's equivalent assignment. For example, a teacher who is employed 50 percent of the regular work day could accumulate three-hundred and fifty (350) one half days of sick leave. Sick leave days granted to part-time teachers shall be used for personal illness in the same manner as sick leave for full-time teachers.

6.2.2 Tenured Teacher Working Part Time For a Full School Year

In the event a tenured teacher works as a part-time teacher for a full school year, such teacher may add sick days earned under this section to the teacher's accumulation of sick days at the prorated level.

6.3 Personal Leave

6.3.1 Full-Time Certified Teacher Personal Leave

Each full-time certified teacher shall be granted two (2) days of personal leave each year for the transaction of any personal business of the teacher which cannot be transacted on a non-school day. No such day shall be granted on an institute day, parent-conference day, all-school test day, in-service day or other such non-attendance days. No more than three teachers may be absent from the school due to personal day use on any one day. Personal days will be granted on a first come/first serve basis. Administrative discretion may be applied to exceed the limit of three per day and/or use of one of the named restrictive days. Such administrative decisions are not grievable, and are not deemed to establish precedent.

6.3.2 Unused Personal Days

Unused personal days may be transferred into each teacher's sick leave day accumulation at the maximum of three (3) days per year (example: 2009-2010 you used one personal day with one remain, 2010-2011 you would have 3 personal days available), or the teacher may choose to have the remaining unused personal days purchased by the District for \$75 per unused day. This choice must be made by June 1st of each school term, otherwise the personal leave days will automatically be classified as sick leave days.

6.4 Professional Development Leave/Tuition Reimbursement

6.4.1 Leave for Professional Training Or Educational Conferences

Certified teachers may be granted two (2) paid days per school year for the purpose of attending professional training or educational conferences. Additional days may be granted with superintendent approval. Each request shall be considered on a case-by-case basis and granted or denied at the discretion of the superintendent based on the best interests of the program. Eligible expenditures include room, meals, travel, fees and costs of any materials required for such approved training or conferences. No more than one professional leave day may be used for leave related to an extra duty assignment. Such administrative decisions are not grievable, and are not deemed to establish precedent.

6.4.2 Funds Available For Reimbursement

Amounts available will be determined by the Board of Education on a year to year basis based on funds available. Such administrative decisions are not grievable, and are not deemed to establish precedent.

6.4.3 Available Funds Per Teacher

Each teacher may use up to \$800 per year in the 2015-2016 school year and \$850 per year for the 2016-2017 school year from the total amount available for that year on a first come, first serve basis based on the date of the approved request. There will be no carryover of these funds. Tuition reimbursement shall have prior written approval of the superintendent. Graduate workshop/course reimbursement will require a submission of the final grade of an 'A' or 'B' and completion of the district form. Such administrative decisions are not grievable, and are not deemed to establish precedent.

6.4.4 Pre-payment of Approved Professional Training or Education Conferences

Registration fees will be pre-paid by the District for approved professional training or educational conferences. Teachers will provide evidence of attendance at the pre-paid conference. If the teacher does not attend, that teacher must reimburse the District unless lack of attendance is excused by Superintendent due to emergency or illness. Such administrative decisions are not grievable, and are not deemed to establish precedent.

6.5 Jury Duty

The District shall not reduce the salary of a certified employee for any time of service on a jury on a day of teacher attendance except that the District shall make a deduction from a teacher's salary for any amount received for such service excepting reimbursement for the teacher's expenses made by the court.

6.6 Bereavement

In case of the death of an employee's immediate family member, a teacher will be permitted to take up to three (3) bereavement days, per incident, without loss of pay. Immediate family shall be defined as the spouse, parents, children, legal guardians, grandparents, brothers, sisters, aunts, uncles, cousins or grandchildren of the teacher or the teacher's spouse. Additional days may be granted with the approval of the superintendent.

6.7 Association Leave

Teachers who are delegates to State or National Association conferences or meetings shall be excused to attend without loss of salary. Written notice shall be submitted to the Association President at least two (2) weeks in advance. The Association President shall present such request to the Superintendent for approval. Such leave shall be limited to a total of six (6) days per year. The Association shall reimburse the District for the cost of substitutes. Such administrative decisions are not grievable, and are not deemed to establish precedent.

6.8 Unpaid Leave of Absence

Leave of absence may be granted without pay to teachers within the District who desire to return to employment in a similar capacity upon termination of said leave. Each approved leave of absence shall be of the shortest possible duration required to meet the purpose of the leave. In no case shall the leave of absence without pay exceed the remainder of that school year. Dates of departure and expected return must be mutually acceptable between the teacher and the Superintendent/Board of Education and determined prior to initiating the request. Leaves of absence without pay may be granted according to the following conditions:

- A. Leaves of absence shall require Board approval.
- B. Leaves may be granted for (1) advanced study leading to a degree at an approved university; (2) extended child care; (3) military; and (4) other reasons acceptable to the Board.
- C. Teachers on such leave may continue insurance benefits if they reimburse the District for any pro-rata costs of premiums for which they apply.
- D. Such leave shall not be credited towards advancement on the salary schedule unless the employee works more than one hundred five (105) days in the school year.
- E. The grant or denial of such leave shall not constitute a precedent for future leave requests and the decision is not grievable.

6.9 Sick Leave Bank

- A. Purpose of the Bank
The intent of this Voluntary Sick Leave Bank is to provide extended sick leave benefits to those staff members who have suffered a catastrophic event personally incur a period of extended illness, injury, or hospitalization. In some cases, Voluntary Sick Leave Bank may be used in catastrophic or emergency care of spouse, parent, or child. It is not the purpose of this plan to provide additional days to staff who have exhausted their accumulated sick leave and are applying for additional sick days therefore short term illnesses are not subject to the use of the following Voluntary Sick Leave Bank provisions.
- B. Eligibility and Membership
All full-time employees and administrators of District #307 are eligible for the Voluntary Sick Leave Bank.
- C. Operation of the Bank
Each full-time employee, upon joining the bank, will contribute two days to the Sick Leave Bank. Members will not need to contribute any more days unless the number of available days fall below 180 days.

The last day to join the Sick Leave Bank shall be two weeks after the start of the school year, or if a full-time hire occurs during the course of the year, within two weeks of hire.

Requests will be forwarded to the governing committee for approval. Such request must be accompanied by a doctor's verification. No member of the bank will be allowed to use more than (30) days from the Sick Leave Bank in any one (1) year. If there are any unused days in this Sick Leave Bank at the end of the school year, they will be carried over into the next school year.

Sick Leave Bank days cannot be used for Service Credit and are forfeited at Retirement.

- D. Governing Committee
Two teachers, selected by the Association on staggering terms not to exceed two years; a non-certified employee chosen by the non-certified employees; and two administrators, appointed by the Board, shall act as the governing Committee in all matters that concern policies of use of the Volunteer Sick Leave Bank.

The following are minimal criteria for use of sick day leaves:

1. The employee must have a catastrophic event, serious illness, pregnancy, or injury.
2. A doctor's statement.
3. A written request for the estimated number of days required.

- E. How to Use the Bank
A full time employee, who has contributed to the bank, will be eligible for Volunteer Sick Leave Bank benefits after using up all personally accumulated sick

leave, and making written application to the committee. An employee or designated representative of the employee shall contact the governing committee, in writing, five (5) days prior to the need.

The decision of the committee is final, and as this is employee conducted, is not grievable.

ARTICLE VII

WORKING CONDITIONS

7.1 Calendar

The IWEA will form a joint committee of teachers and administrators to recommend additions or deletions to the school calendar. Two teachers from the Association and a minimum of one administrator will meet in November to recommend additions or deletions to the school calendar.

7.2 Transfer

In the event a teacher desires to transfer to another teaching position, such teacher may present written notice of such request to the Superintendent. The Superintendent shall consider such requests in making staffing recommendations. However, such staffing decisions shall be the sole discretion of the District. In the event the teacher requests reason or reasons for the grant or denial of such request, the teacher shall be given reason for such denial, This decision shall be final and not subject to the grievance procedure of this Agreement. When requested, the superintendent's response shall be in writing.

7.3 Duty-Free Lunch Period

Each full-time teacher shall be entitled to a duty free lunch period of not less than 30 minutes.

7.4 ½ Day / Full Day Absence

Teachers missing 0-160 minutes of instructional time will be charged ½ day absence, and 160-300 minutes will be charged a full day of absence.

7.5.1 Class Instructional Periods

The regular instructional day shall consist of seven (7) fifty (50) minute instructional periods. Out of these seven (7) periods, teachers will be provided one of the seven periods for duty-free and continuous preparation time each day.

7.5.2 Classroom Coverage of Duty

Teachers who agree to use their planning time to cover another classroom shall be compensated at a rate of \$20.00 per period.

7.5.3 Teacher Work Reduction Days

Teachers will have the voluntary opportunity to take one work reduction day each semester for the purpose of teacher directed planning, collaboration, grading, etc. At least one of these work reduction days must be used for the purpose of planning collaboratively with departments or cross-collaboration. These days must be scheduled

at least two weeks in advance, but these days may not be used during the first or last week of an academic quarter. In addition, these days will not accumulate. Approval must be granted by the administration, and because these days are voluntary, decisions are not grievable.

7.5.4 The Principal shall have the authority to extend the work day for a reasonable number of faculty meetings, parent-teacher meetings, workshops, committee meetings, and emergencies as the Principal may deem necessary. Any scheduled meetings will be targeted to end 30 minutes after the end of the instructional day but not limited in certain emergency situations.

7.5.5 Provided approval is granted by the Principal, teachers may be allowed to leave the building at student instruction dismissal time for scheduled doctor and dentist appointments and scheduled children's parent-teacher conferences.

7.5.6 On the last teaching day of the week, teachers will be allowed to leave the building ten minutes after student dismissal if all supervision duties have been completed.

7.5.7 Class Load Stipend

Any teacher teaching 2 separate courses during the same class period will receive a \$1,300 stipend per semester or a total of \$2,600 for the school year. The class load stipend is **not** differentiated instruction. *Examples: Teaching a Calculus class and a Statistics class during the same period would entitle the teacher to the class load stipend. Teaching Reading to different levels during the same period would not be entitled to the class load stipend. Differentiated instruction for students with special needs would not be entitled to the class load stipend.*

7.6 Work Day

Teachers will be expected to report to work no later than 20 minutes prior to preparation/instructional time established by the administration and will leave not sooner than 20 minutes after preparation/instructional time established by the administration.

7.6.1 After-School Detention:

Compensation for After School Detention duty will be at a rate of twenty dollars (\$20.00) per hour.

7.6.2 Assistant Coach

When a coach may deem it necessary for additional assistant coaches, he or she may recommend and request additional coaching staff. The Board will consider the request; however, the final decision rests with the Board and is not grievable.

7.6.3 Class Sponsorships

Each class will be required to have two (2) sponsors to share sponsorship duties. Hiring priority will be given to full-time staff member, then part-time staff members, and then Board approved community members. Each will be paid a separate amount based on the extracurricular schedule. **EXAMPLE:** Each freshmen class sponsor will be paid \$1,000 for their sponsorship duties.

7.7 Retirement Enhancement Plan

The Retiring Teacher Salary Enhancement Program is for the purpose of recognizing the service of those teachers who have been employed by the School District for fifteen (15) or more years and is made available in exchange for an irrevocable notice of resignation and retirement. The terms of the Retiring Teacher Salary Enhancement Program are as follows:

7.7.1 Qualifications

In order to be eligible for the District's Retiring Teacher Salary Enhancement Program a teacher must meet the following qualifications:

- .1 As of the date of retirement the teacher must have been employed by the Illini West High School District for 15 years. For all teachers employed by the District prior to September 1, 2007, this shall include their years of service from Carthage CUSD #338, Dallas City CUSD #336 and/or LaHarpe CUSD #335.
- .2 As of the date of retirement the retiring teacher must not be participating in any retirement program which requires a payment or contribution by the District *or that would otherwise give rise to any penalty payment by the District, such as the Early Retirement Option (ERO) provided under section 16-133.2 of TRS or any similar TRS provisions or programs.*
- .3 Teachers electing to participate in the one year program shall, by no later than the first day of January of the year prior to retirement, submit to the Board of Education an irrevocable written letter of resignation and retirement advising the Board of the teacher's retirement at the end of the next school term.

Teachers electing to participate in the two year program shall, by no later than the first day of January two years preceding the year of retirement, submit to the Board of Education an irrevocable written letter of resignation and retirement advising the Board of the teacher's retirement at the end of the school term two years out.

Teachers electing to participate in the three year program shall, by no later than the first day of January three years preceding the year of retirement, submit to the Board of Education an irrevocable written letter of resignation and retirement advising the Board of the teacher's retirement at the end of the school term three years out.

- .4 No provision of this Section 7.7 shall supersede or limit the District's ability and authority to dismiss a teacher under the statutory guidelines of the Illinois School Code, including a reduction in force or other dismissal process. Accordingly, a teacher's submission of an irrevocable letter of

retirement and enrollment under one of the Retirement Plans under Section 7.7 is not a guarantee that the District will employ a teacher for the duration of the Retirement Plan period.

7.7.2 Salary Enhancements

The salary enhancement provided under the terms of this program shall be as follows:

- .1 Teachers qualifying and applying for this salary enhancement program shall have their prior year instructional TRS creditable earnings increased in their final year(s) of employment by six percent (6%). Where applicable to multiple years, the 6% increase shall be compounded to result in 106% of the previous year's 106%.
- .2 For each applicable year, the Board shall make the salary enhancement will be paid equally in each of the retiring teacher's regular paychecks.
- .3 This retirement incentive can only be used during the length of the contract, and cannot obligate school district funds beyond this contract termination date.

If a teacher submits an irrevocable notice of retirement under this Section 7.7, the teacher shall be removed from the Salary Schedules in Appendix A. The Salary Enhancement shall be paid as a salary increase during the school year(s) when the salary enhancement is received. The calculations of the salary increase pursuant to the salary enhancement shall be based upon the TRS creditable earnings for the school year immediately preceding the school year when the teacher will first receive this salary enhancement. In no case shall an increase in a teacher's TRS creditable earnings during a school year when the teacher receives this salary enhancement exceed six percent (6%) of the creditable earnings for the previous school year or otherwise involve a penalty to the school district.

If after submitting the irrevocable notice of retirement, a teacher resigns from, or is dismissed from, any extra-duty activities; the salary enhancement amount provided under this Section 7.7 will be re-calculated and adjusted accordingly.

7.8 Hazardous Weather Emergencies

In the event of early dismissal, teachers will be dismissed as soon as busses have safely departed from the building.

ARTICLE VIII

COMPENSATION

8.1 Insurance

8.1.1 Payment toward Health and Accident Insurance

The District shall pay per month against the cost of health, dental, vision, and accident insurance for each full-time teacher up to the amount shown on the following schedule:

2015-2016 \$721

There will be up to a five (5%) percent increase in the amount to be paid by the District each additional year of this contract.

8.1.2 Insurance Committee

The District and the Association agree to establish an Insurance Committee upon ratification of this Agreement for the purpose of reviewing the District's current insurance company, policy, and benefits. The Board of Education (with the committee's input) shall be solely responsible for the exploration of alternative companies and benefits for its employees.

8.2 Part-Time Teacher Salary Credit

Part-time teachers contracted for a full school year who teach less than a full school day shall be granted credit toward salary schedule advancement based upon credit earned through TRS reporting. Nothing in this section shall be deemed to apply to substitute teachers or temporary employees.

*Part-time teachers will be placed on the Salary Schedule, the same as Full-time teachers, at a pro-rated amount based on the number of classes taught.

8.3 Mileage – Out of District

Each teacher required to travel in his or her own vehicle at the direction of the District shall be reimbursed at the IRS allowed rate as established at the beginning of each month. Travel expenses will be reimbursed based on the month the expense was incurred. Teachers may take district vehicles if available.

8.4 Salary Schedule – Appendix A

Horizontal movement on the salary schedule shall be based upon completion of graduate courses taken as part of a graduate program leading to the next higher degree or completion of graduate courses that pertain to the teacher's area of instruction within the classroom. Such courses shall be in a field of secondary education or secondary administration.

8.4.1 TRS

The Board will pay a maximum of 10.3753% toward TRS Benefits for all covered employees.

8.4.2 Cost Shift

In the event that the State of Illinois shifts retirement responsibility to the District, this area will be open for contract negotiation.

8.5 Mentors

In fulfillment of state law, teachers trained to be mentors will meet with assigned new teachers a total of 60 hours during the school year. These hours will include observation, conference, and training as mandated by statute. New teachers will be required to provide logs, lesson plans, and other objective forms of evidence of the mentoring process.

Teachers who desire to be mentors will receive training paid for by the district. Mentor teachers will be compensated \$500.00 per mentored new teacher per year. Mentor teachers will be limited to two new teachers per year.

8.6 School Year

Provided the School Code does not change, the current school year length (180 instructional days) teachers required by the administration to work beyond the 180 day school year will be paid their per diem rate of pay of each day beyond 180 days.

A. The extended work year shall not exceed five (5) days.

B. Advanced notice (a minimum of two weeks) will be given to those affected employees.

8.6.1 Teachers who work at least 105 days in a given school year will be granted one vertical step salary increment.

8.7 Extra-Curricular Stipends – Appendix B

8.7.1 TRS

Extra-curricular stipends will be considered as TRS salary and will be paid at the 10.3753 % rate.

8.7.2 Extra-Curricular Salary

The Extra-Curricular Salary Scale lists salaries for all authorized extra-curricular positions approved by the Illini West Board of Education. The mere listing of a position does not guarantee that a position will be filled during any given school year. Extra-curricular positions will be based upon the number of participants in each activity or sport. It should be understood that the Board will make a final determination on extra-curricular offerings after receiving all relevant information from the principal and the athletic director

*****Assistant coaches will not be employed until a requisite number of participants have been insured. The Board of Education reserves the right to determine, on an individual basis, whether a sport or activity shall be offered and whether that sport shall require an assistant(s) coach.*

Should a sport or an activity not have enough participants to function as a team or activity, then that sport or activity shall be canceled for the rest of the school year, and the coach or assistant shall receive 25% of his/her contracted stipend. This determination shall be made within 10 days of the start of each season, or for an activity within 10 days of the start of the school year.

8.7.3 Payment Options

Payment for extracurricular assignments will be paid in one (1) of three (3) ways as follows:

- A. Payment spread out over a twelve (12) month period;
- B. Lump sum payment on the next pay period following completion of the season or event; or
- C. Lump sum payment in June

Indication of which method for salary and extracurricular assignments will be made at the beginning of the school year or date of hire on a form supplied by the District office.

ARTICLE IX

EFFECT OF AGREEMENT

9.1 No Strike

During the term of this Agreement and any extension thereof, no employee covered by this Agreement nor the Association nor any person acting on behalf of the Association shall ever or at any time engage in, authorize any recognition of any picket line at the District's premises, any strike, slowdown, or refusal to render full and complete services to the District, or any activity whatsoever which would disrupt in any manner, in whole or in part, the operation of the School District. In the event of any violation or violations of any provision of this Article by the Association, its members or representatives or by any employee, the Association shall upon notice from the District, immediately direct such employee both orally and in writing to resume normal operations immediately.

9.2 Complete Understanding

This Agreement constitutes the full and complete understanding between the parties. All rights, powers and authority of the Board and/or its administrative staff not specifically limited by the language of this Agreement are retained by the District. The District, however, shall take no action which shall violate any of the specific provisions of this Agreement.

9.3 Waiver of Additional Bargaining

The parties acknowledge that during the course of the negotiations which resulted in this Agreement each had the right to make demands, proposals and counter proposals with respect to any matter not specifically excluded by law, and that this Agreement has been arrived at following the full exercise of this right. It is therefore understood that neither party shall be obliged to bargain collectively with respect to any subject or matter referred to or covered by this Agreement or with regard to any subject or matter not referred to or covered by this Agreement.

9.4 Validity

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

9.5 Individual Contracts

The terms and conditions of this Agreement shall be the terms and conditions of individual contracts of members of the bargaining unit.

9.6 Duration

This Agreement shall become effective July 1, 2015 through June 30, 2017.

9.7 Signatures

This Agreement is signed and adopted this _____ day of June, 2015.

For the Illini West Education
Association IEA/NEA

For the Board of Education
Illini West High School District #307

President

President

Secretary

Secretary

**SALARY SCHEDULE
2015-2016**

Step	BA/BS	BS+8	BS+16	BS+24	MA/MS	MS+16
0	\$30,000	\$30,350	\$30,700	\$31,050	\$31,750	\$32,100
1	\$30,700	\$31,050	\$31,400	\$31,750	\$32,450	\$32,800
2	\$31,400	\$31,750	\$32,100	\$32,450	\$33,150	\$33,500
3	\$32,100	\$32,450	\$32,800	\$33,150	\$33,850	\$34,200
4	\$32,800	\$33,150	\$33,500	\$33,850	\$34,550	\$34,900
5	\$33,500	\$33,850	\$34,200	\$34,550	\$35,250	\$35,600
6	\$34,200	\$34,550	\$34,900	\$35,250	\$35,950	\$36,300
7	\$34,900	\$35,250	\$35,600	\$35,950	\$36,650	\$37,000
8	\$35,600	\$35,950	\$36,300	\$36,650	\$37,350	\$37,700
9	\$36,300	\$36,650	\$37,000	\$37,350	\$38,050	\$38,400
10	\$37,000	\$37,350	\$37,700	\$38,050	\$38,750	\$39,100
11	\$37,750	\$38,100	\$38,450	\$38,800	\$39,500	\$39,850
12	\$38,500	\$38,850	\$39,200	\$39,550	\$40,250	\$40,600
13	\$39,250	\$39,600	\$39,950	\$40,300	\$41,000	\$41,350
14	\$40,000	\$40,350	\$40,700	\$41,050	\$41,750	\$42,100
15	\$40,750	\$41,100	\$41,450	\$41,800	\$42,500	\$42,850
16	\$41,500	\$41,850	\$42,200	\$42,550	\$43,250	\$43,600
17	\$42,250	\$42,600	\$42,950	\$43,300	\$44,000	\$44,350
18	\$43,000	\$43,350	\$43,700	\$44,050	\$44,750	\$45,100
19	\$43,750	\$44,100	\$44,450	\$44,800	\$45,500	\$45,850
20	\$44,500	\$44,850	\$45,200	\$45,550	\$46,250	\$46,600
21	\$45,300	\$45,650	\$46,000	\$46,350	\$47,050	\$47,400
22	\$46,100	\$46,450	\$46,800	\$47,150	\$47,850	\$48,200
23	\$46,900	\$47,250	\$47,600	\$47,950	\$48,650	\$49,000
24	\$47,700	\$48,050	\$48,400	\$48,750	\$49,450	\$49,800
25	\$48,500	\$48,850	\$49,200	\$49,550	\$50,250	\$50,600
26	\$49,300	\$49,650	\$50,000	\$50,350	\$51,050	\$51,400
27	\$50,100	\$50,450	\$50,800	\$51,150	\$51,850	\$52,200
28	\$50,900	\$51,250	\$51,600	\$51,950	\$52,650	\$53,000
29	\$51,700	\$52,050	\$52,400	\$52,750	\$53,450	\$53,800
30	\$52,500	\$52,850	\$53,200	\$53,550	\$54,250	\$54,600

**SALARY SCHEDULE
2016-2017**

Step	BA/BS	BS+8	BS+16	BS+24	MA/MS	MS+16
0	\$30,500	\$30,850	\$31,200	\$31,550	\$32,250	\$32,600
1	\$31,200	\$31,550	\$31,900	\$32,250	\$32,950	\$33,300
2	\$31,900	\$32,250	\$32,600	\$32,950	\$33,650	\$34,000
3	\$32,600	\$32,950	\$33,300	\$33,650	\$34,350	\$34,700
4	\$33,300	\$33,650	\$34,000	\$34,350	\$35,050	\$35,400
5	\$34,000	\$34,350	\$34,700	\$35,050	\$35,750	\$36,100
6	\$34,700	\$35,050	\$35,400	\$35,750	\$36,450	\$36,800
7	\$35,400	\$35,750	\$36,100	\$36,450	\$37,150	\$37,500
8	\$36,100	\$36,450	\$36,800	\$37,150	\$37,850	\$38,200
9	\$36,800	\$37,150	\$37,500	\$37,850	\$38,550	\$38,900
10	\$37,500	\$37,850	\$38,200	\$38,550	\$39,250	\$39,600
11	\$38,250	\$38,600	\$38,950	\$39,300	\$40,000	\$40,350
12	\$39,000	\$39,350	\$39,700	\$40,050	\$40,750	\$41,100
13	\$39,750	\$40,100	\$40,450	\$40,800	\$41,500	\$41,850
14	\$40,500	\$40,850	\$41,200	\$41,550	\$42,250	\$42,600
15	\$41,250	\$41,600	\$41,950	\$42,300	\$43,000	\$43,350
16	\$42,000	\$42,350	\$42,700	\$43,050	\$43,750	\$44,100
17	\$42,750	\$43,100	\$43,450	\$43,800	\$44,500	\$44,850
18	\$43,500	\$43,850	\$44,200	\$44,550	\$45,250	\$45,600
19	\$44,250	\$44,600	\$44,950	\$45,300	\$46,000	\$46,350
20	\$45,000	\$45,350	\$45,700	\$46,050	\$46,750	\$47,100
21	\$45,800	\$46,150	\$46,500	\$46,850	\$47,550	\$47,900
22	\$46,600	\$46,950	\$47,300	\$47,650	\$48,350	\$48,700
23	\$47,400	\$47,750	\$48,100	\$48,450	\$49,150	\$49,500
24	\$48,200	\$48,550	\$48,900	\$49,250	\$49,950	\$50,300
25	\$49,000	\$49,350	\$49,700	\$50,050	\$50,750	\$51,100
26	\$49,800	\$50,150	\$50,500	\$50,850	\$51,550	\$51,900
27	\$50,600	\$50,950	\$51,300	\$51,650	\$52,350	\$52,700
28	\$51,400	\$51,750	\$52,100	\$52,450	\$53,150	\$53,500
29	\$52,200	\$52,550	\$52,900	\$53,250	\$53,950	\$54,300
30	\$53,000	\$53,350	\$53,700	\$54,050	\$54,750	\$55,100

APPENDIX B
Illini West High School District #307
Extra-Duty Stipends
2015-2017

Athletic Director	\$	4,215.00
Head Football	\$	3,738.00
Assistant Football	\$	2,401.00
Assistant Football	\$	2,401.00
Assistant Football	\$	2,401.00
Assistant Football	\$	2,401.00
Assistant Football	\$	2,401.00
Boys Basketball	\$	3,738.00
Assistant Boys Basketball	\$	2,401.00
Assistant Boys Basketball	\$	2,401.00
Girls Basketball	\$	3,738.00
Assistant Girls Basketball	\$	2,401.00
Assistant Girls Basketball	\$	2,401.00
Girls Volleyball	\$	3,738.00
Assistant Girls Volleyball	\$	2,401.00
Assistant Girls Volleyball	\$	2,401.00
Boys Baseball	\$	3,738.00
Assistant Boys Baseball	\$	2,401.00
Girls Softball	\$	3,738.00
Assistant Girls Softball	\$	2,401.00
Boys Track	\$	3,738.00
Assistant Boys Track	\$	2,401.00
Girls Track	\$	3,738.00
Assistant Girls Track	\$	2,401.00
Cross Country	\$	3,738.00
Golf	\$	3,738.00
Head Wrestling	\$	3,738.00
Assistant Wrestling	\$	2,401.00
Cheerleading	\$	2,401.00
Yearbook	\$	1,869.00
Freshman Sponsor	\$	1,000.00
Freshman Sponsor	\$	1,000.00
Sophomore Sponsor	\$	1,000.00
Sophomore Sponsor	\$	1,000.00
Junior Class Sponsor	\$	1,300.00
Junior Class Sponsor	\$	1,300.00
Senior Class Sponsor	\$	1,125.00
Senior Class Sponsor	\$	1,125.00
Drama Club	\$	1,125.00
Band	\$	3,187.00
Chorus	\$	1,425.00

Extra-Duty Stipends: 2015-2017

FFA	\$	2,000.00
Flag Corps	\$	1,125.00
Student Council	\$	1,125.00
Student Council	\$	1,125.00
Speech	\$	1,125.00
WYSE	\$	625.00
Scholastic Bowl	\$	1,125.00
National Honor Society	\$	625.00
International Club	\$	625.00
FBLA	\$	625.00
Key Club	\$	625.00
Industrial Arts Club	\$	625.00
SADD	\$	625.00
Science Club	\$	625.00
History Club	\$	625.00
Art Club	\$	625.00
Poms/Dance Squad	\$	625.00
Math Team	\$	625.00
Robotic Team	\$	625.00
ASD		\$20/Hour
PSAE Boot Camp		\$100/Teacher/Session (per day)

Bass Fishing will be paid mileage to tournaments at the IRS allowed rate as established at the beginning of each month. Travel expenses will be reimbursed based on the month the expense was incurred.

**ADDENDUM TO CONTRACT BETWEEN
ILLINI WEST HIGH SCHOOL DISTRICT #307
AND
ILLINI WEST HIGH SCHOOL EDUCATION ASSOCIATION**

As a means to clarify the determination of how a teacher shall be given service year credit on the Salary Schedule in Appendix A of the Contract, the District and the Association has reached this further agreement:

For all teachers employed by the District prior to September 1, 2007, who taught in the LaHarpe, Dallas City and Carthage School Districts who made the initial transition to the district shall be given service credit for teaching at an Illinois community or junior college, at an Illinois university, and an out-of-state public school in addition to the service credit for teaching in Illinois public schools. For all teachers hired after the initial transition and/or after July 1, 2007, teachers shall only receive service credit for teaching in Illinois public schools. Service credit shall not be granted for teaching in a private school.

For the Illini West High School
Education Association IEA/NEA

For the Board Of Education,
Illini West High School District #307

President

President

Secretary

Secretary

Letter of Understanding

A Communication Committee will be established for the purpose of discussing concerns and seeking improvement in the workplace. The Committee will consist of an equal number of Association and Board members. In addition, an administrator will be in attendance at meetings of the committee.

The Committee will meet quarterly and no later than the fourth week of each academic quarter. In order to participate on the Committee, members must attend trainings in order to work effectively as a group.