



**Administrative Center
Human Resources**

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Tutors Wages & Fringe Benefits Information

Last Reviewed and Approved by the Board of Education on June 9, 2025 (effective July 1, 2025)

1. WORK YEAR

Tutors are hourly, at-will employees whose schedules vary based on the District calendar. They support students in the Advancement Via Individual Determination (AVID) Program and other District Programs.

2. WAGES

- Currently employed Unit 4 contractual teachers are compensated at \$35.00/hour
- All others with a Bachelor's Degree or higher are compensated at \$25.00/hour
- All others without a Bachelor's Degree or higher are compensated at \$18.60/hour

3. MEDICAL INSURANCE

Under the guidelines established by the Affordable Care Act (ACA), all employees who work an average of at least thirty (30) hours per week during the previous year are eligible for coverage under the District health insurance plan the following year. The Board of Education covers up to \$731 of the Employee only monthly premium amount. The employee's share of the monthly premium is determined annually by Human Resources based on ACA affordability guidelines and District plan offerings.

Hours worked as a Tutor are combined with hours worked in other positions in the District when determining eligibility.

4. SICK LEAVE (Non-Contractual Employees ONLY)

Under Illinois Municipal Retirement Fund (IMRF) rules, any employee employed in a position normally requiring performance of duty for 600 hours or more shall have access to ten (10) days of paid Sick Leave in each school year.

Only Tutors who work in another position within the District (e.g., Kids Plus Recreation Leader, Bus Monitor, etc.) are presumed to meet the 600 hour standard.

Sick Leave shall be credited annually to all eligible employees on the first day of each work year. Sick leave may only be used for personal illness, quarantine at home, serious illness or death in the immediate family (parents, spouse, brothers, sisters, children, grandparents, grandchildren, parents-in-law, brothers-in-law, sisters-in-law, and legal guardians) or household, or birth, adoption, or placement for adoption.

Use of Sick Leave must be reported to the Tutor's supervisor in accordance with District procedure. Unused Sick Leave accumulates from school year to school year, up to a maximum of 180 days.

5. RETIREMENT PLAN

Per Teachers' Retirement System (TRS) rules, wages earned as a Tutor by contractual teachers are considered TRS creditable earnings. The District is required to pay the employer contribution (currently 1.25%). The Tutor is required to pay the employee contribution (currently 9.9%).

For all Non-Contractual Employees, under Illinois Municipal Retirement Fund (IMRF) rules, any employee employed in a position normally requiring performance of duty for 600 hours or more receives IMRF benefits. The District is required to pay the employer contribution (currently 6.9424%). The staff member is required to pay the employee contribution (currently 4.5%).

Hours worked as a Tutor are combined with hours worked in other positions in the District when determining eligibility.

6. SECTION 403(b) and 457(b) PLANS

Interested Tutors may voluntarily participate in a 403(b) and/or 457(b) plan. A variety of annuity (both fixed and variable) and mutual fund products are offered. Participation information and enrollment forms are available from the Business Office.

7. AMENDMENT OR TERMINATION; APPLICABLE LAW

The District reserves the right to amend, modify, or terminate any of the compensation or benefit plans or programs described herein, at any time, to any extent, and for any or no reason, in the sole discretion of the District, except as otherwise prohibited by law.

This document is intended to comply with all applicable laws and regulations and will be construed, operated, and administered accordingly. In the event of any conflict between any provision of this document and any applicable laws or regulations, the provisions of the laws or regulations will be deemed controlling and any conflicting provision is deemed superseded to the extent of the conflict.