

**PROFESSIONAL NEGOTIATIONS AGREEMENT**  
**BETWEEN**  
**THE BOARD OF EDUCATION**  
**AND**  
**THE MCHENRY ELEMENTARY EDUCATION ASSOCIATION**  
**FOR**  
**2022-2027**

**McHenry Community Consolidated School District 15**  
**McHenry, Illinois 60050**

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## **ARTICLE 1. PREAMBLE**

### **A. RECOGNITION**

The Board of Education of McHenry School District 15, McHenry and Lake Counties, Illinois, hereinafter referred to as the "Board", recognizes the McHenry Elementary Education Association, hereinafter referred to as the "Association", an affiliate of the Illinois Education Association, and the National Education Association, as the sole negotiating agent for the certified professional personnel of the school district with respect to such matters as defined in Article 2, Section E of this Agreement. Certified professional personnel of the school district, hereinafter referred to as "certified staff" or "certified staff members", include full and regularly employed part-time teachers, learning center directors, social workers, psychologists, counselors, and speech/language pathologists. Exempted employees include: substitutes, the superintendent, assistant superintendents, business manager, CSBO, directors, principals, assistant principals, deans, gifted & Title 1 coordinators, managerial employees, supervisors, maintenance and plant personnel, teacher assistants, office workers, cafeteria workers and personnel employed jointly by the Board and any other school district and short term certified staff. Short term certified staff shall be defined as those certified staff that are hired for a period of less than one-hundred-twenty (120) consecutive workdays per school year. Excluded substitutes shall not include any substitute who has a teaching assignment in which he/she substituted for one certified staff member more than one-hundred-twenty (120) consecutive work days during any school year.

### **B. BOARD RIGHTS**

The Board retains all functions, rights, powers, and authority of the Board, which are not specifically limited by the express language of this Agreement.

### **C. ASSOCIATION DUES DEDUCTIONS**

The Board of Education agrees to make payroll deductions for Association dues beginning after the 3<sup>rd</sup> payroll and continuing for a total of 17 pay periods (or as agreed upon between Central Office and the Association). Dates of deductions will be delivered to all certified staff members through payroll for the appropriate authorizations for dues deductions. These equal deductions are to fulfill obligations for the Association/IEA/NEA dues for present certified staff members of the Association listed and furnished by the Association.

The listing of certified staff members of the Association for dues deductions must be submitted to the Business Office by an agreed upon date preceding the advent of deductions and there shall be no deviation for the ensuing year, with the exception that provisions will be made for certified staffs newly employed during the course of the year with appropriately executed dues deductions authorizations.

If a certified staff member is unable to complete the school year (resigns, use of leave(s), etc.), the unpaid portion of the Association dues will be deducted or prorated from the final or remaining paycheck(s). Dues

deduction will be remitted within ten (10) days of deduction to the named Treasurer of the Association. It shall be the responsibility of the Association Treasurer to acknowledge receipt and accuracy of each check by signing an accompanying receipt form and returning it to the Business Office not later than ten (10) days after receipt of the check.

The Association agrees, in consideration of this service being made available, to hold harmless from any claims, the Board of Education of School District 15, its employees and/or agents for any errors of omission or commission in transmitting monies to the designated Treasurer of the Association.

## **ARTICLE 2. NEGOTIATION PROCEDURES**

### **A. COMMITTEE MEMBERSHIP**

Designated representatives of the Board and representatives of the Association, who have the authority to negotiate on behalf of the respective parties, shall meet as provided herein for the purposes of negotiating a successor agreement.

### **B. NOTIFICATION**

Either party requesting negotiation should inform the other party in writing in the year in which this Agreement expires. If the Board intends to conduct summer school, the Board shall negotiate over the terms and conditions of employment affecting certified staff at summer school, and to initiate such negotiations at the Board's earliest discretion.

### **C. MEETINGS**

The time for negotiations shall be established by mutual agreement by the Board and the Association. In the interest of time, preliminary meetings may be held by mutual consent between the Superintendent or his/her representative and Association representatives to clarify issues and exchange information. These meetings may be requested by the President of the Association or Superintendent.

### **D. INFORMATION**

The Superintendent and the central administrative staff may serve as resource consultants and will furnish copies of the tentative budget, Board salary proposals, and copies of proposed amendments. In addition, the Board will grant reasonable requests for other non-confidential information, which may be necessary to negotiate. Nothing herein shall require the central administrative staff to research and assemble information.

The Association will furnish copies of any pertinent information as is reasonably requested by board committee or Board.

#### **E. SCOPE**

The Association and the Board agree that negotiations, in good faith, will encompass all or some aspects of policy concerning the following items: salaries, extra duty compensation, fringe benefits, related economic conditions, grievance procedure, and other mutually agreed upon matters which directly affect the quality of the educational program and professional service.

#### **F. MEETING PROCEDURES**

During negotiations, the parties shall offer proposals and counter proposals and exchange relevant points of view. Either party may utilize the services of consultants or representatives in negotiations.

#### **G. IMPASSE PROCEDURE**

If an agreement is not reached on all items within forty-five (45) calendar days of the commencement of the forthcoming school year, the Board and Association have reached an impasse, either party may petition to initiate mediation. When an impasse has been declared, or mediation is invoked by the Illinois Education Labor Relations Board (IELRB), the Federal Mediation and Conciliation Service shall be requested to provide a mediator. The selection of a mediator shall be in accordance with its rules. If a mediator cannot be obtained within ten (10) days, the parties shall then request a panel of mediators from the American Arbitration Association. The mediator shall meet with the parties or their representatives, or both, forthwith, either jointly or separately, and shall take such steps as are deemed appropriate to persuade the parties to resolve their differences and effect a mutually acceptable agreement. The mediator shall not make public any recommendations without the express written consent of both parties. Effective June 13, 2011 (Ed Reform/SB7, P.A. 97-0008): after 15 days from the start of mediation, either party may declare an impasse; the mediator can declare an impasse at any time. Within 7 days after an impasse, the board and union must submit final offers in writing to the mediator, the other party, and the Illinois Education Relations Board (IELRB). The IELRB publishes the offers in its website.

#### **H. APPROVAL AND RATIFICATION**

When the Association and Board reach tentative agreement on all matters being negotiated, the items will be put in writing and shall be submitted to the Association for ratification and Board approval.

### **ARTICLE 3. ASSOCIATION AND STAFF MEMBER RIGHTS**

#### **A. NON-DISCRIMINATION**

The Board shall not discriminate against any certified staff with respect to hours, wages, terms or conditions of employment by reason of the certified staff members' membership in the Association, participation in any lawful activities of the Association, or in negotiations with the Board, or the institution of any grievance or proceeding under this Agreement. The Board and the Association acknowledge that

the appropriate forum to resolve disputes that arise under this section is the Illinois Education Labor Relations Board and not the arbitration provision of the grievance procedure.

#### **B. RIGHT OF REPRESENTATION**

When a certified staff member is required to appear before the Board or any administrator concerning a Board decision or administrative recommendation to suspend with or without pay, hold on step, issue a notice of remediation, or dismiss a tenured certified staff member teacher for cause, the certified staff member shall be given reasonable notice of such meeting, the general reason therefore and shall be entitled to have a representative of the Association present to represent such certified staff member during the meeting. Notice shall not be required where health and safety of persons in the district may be in jeopardy.

#### **C. PERSONNEL FILE**

Each certified staff member shall have the right, upon written request, to make an examination of their personnel file as set forth in the Illinois Personnel Record Review Act. Personnel files shall be maintained in accordance with the applicable law. An Association representative may, at the certified staff's request, accompany the certified staff member in this review. Neither the certified staff nor the Association's representative shall remove any material from the file. Copies of any items, except as hereinafter set forth, which may be placed in a certified staff's personnel file shall be given promptly to the member. Any member may respond in writing to any adverse or critical material placed in his/her file within ninety (90) days of receipt of such material.

#### **D. CERTIFIED STAFF VACANCIES**

The Board will post and email notices of all vacancies within the bargaining unit. The posting shall be for a minimum of five (5) calendar days. The five (5) day posting requirement may be waived within thirty (30) calendar days before the 1<sup>st</sup> day of school. The Board and Association agree to comply with relevant SB7 provisions related to filling teaching vacancies. An interview may be requested but is not guaranteed. A vacancy shall be defined as a position made available by: resignation, termination, retirement, newly created position, and leave of absence, should it be deemed necessary by the superintendent or designee

The Board's selection of a candidate for a new or vacant teaching position not otherwise required to be filled pursuant to Section 24-12 of the Illinois School Code shall be based on consideration of factors that include without limitation certifications, qualifications, merit and ability (including performance evaluations if available), and relevant experience. Seniority shall not be considered as a factor unless all other factors are determined by the Board to be equal. The Board's decision to select a particular candidate to fill a new or vacant position is not subject to review under the grievance procedure of this Agreement, provided that the posting requirements set forth in this paragraph have been complied with.

#### **E. INTERNAL BUILDING TRANSFERS**

If a building vacancy occurs, the principal will make the building staff aware of the vacancy via email. Interested staff may alert the principal of their interest in writing. The principal, through right of assignment, may reassign building staff as needed to fill the vacancy without posting district-wide or conducting interviews. This may result in multiple internal movements following the above procedure. When all internal movement is complete, the normal hiring procedure will take place, including posting and interviewing for the remaining vacancy. If denied the transfer, an explanation will be provided in writing, if requested.

#### **F. VOLUNTARY TRANSFERS**

Certified staff who desire a transfer from their present position to a position in another building for which they are legally qualified, shall complete a voluntary transfer form. Completing a voluntary transfer form does not guarantee the transfer, and the staff member may be required to follow the interview process for any vacancy. If denied the transfer, an explanation will be provided in writing, if requested.

#### **G. INVOLUNTARY TRANSFERS**

The association acknowledges the need to involuntarily change certified staff members' assignments due to class section number variations, program changes, and building needs. When an involuntary transfer of certified staff from one building to another becomes necessary, all prior requests for a voluntary transfer to the position shall be reviewed prior to the involuntarily transferring of the member.

#### **H. INTERVIEWING OF CERTIFIED STAFF AND BUILDING ADMINISTRATION**

Where certified staff are being considered for inclusion on a teaching team, certified staff who share similar grade level and/or subject area commonalities should be included in the panel interviewing candidates, provided they are available and deemed qualified at the times such interviewing is to be completed.

A committee of certified staff from a particular building shall be included in the panel interviewing candidates for the position of principal, assistant principal or dean for that building, provided such certified staff are available at the time such interviewing commences. All interested personnel who are qualified for an administrative position will be strongly considered for an administrative interview.

#### **I. USE OF SCHOOL FACILITIES**

The Association shall have the right to use school buildings on school days during non-school hours when a custodian is normally present, to conduct local Association meetings, providing notice is given to the building principal at least twenty-four (24) hours in advance. Use of the school building shall not interfere with nor interrupt normal school operation or other uses previously arranged. When special custodial services are required, the Board may make reasonable charges for this service. The third Tuesday per

month, after regular dismissal of students, September through June, shall be reserved for the Association activities. The District shall not schedule certified staff meetings during such time provided. It shall remain the certified staff member's obligation to meet with individual students or parents, attend staff meetings and perform other assigned duties if scheduled on this day. Requests for special permission for Association officials and building delegates to use buildings at hours other than outlined shall be subject to the provisions set forth. If the meeting shall involve more than fifteen (15) persons where less than ninety percent (90%) of those attending are certified staff, this paragraph shall not apply.

#### **J. USE OF SCHOOL EQUIPMENT**

The Association (leadership and or Association building representatives, not to exceed three (3) per building) shall have the right to use school district technology (photocopiers, computers, etc.) equipment. Central office, school office or any computer utilized for district record/accounting purposes shall not be utilized by any Association member. The Association shall have the option of using the certified staff mailboxes for use of Association material distribution. The Association shall have the right to use a bulletin board located in each faculty room for posting official Association notices. All Association notices and announcements shall not contain any defamatory statements; shall not contain material intended solely for the purpose of endorsement of political candidates; and shall be identified as Association material or signed by an authorized official of the Association.

#### **K. BOARD MEETING NOTIFICATIONS**

The President of the Association or his/her designee shall be given notice of any regular meeting of the Board held other than as normally scheduled and of any special meeting, together with a copy of the agenda or statement of purpose of such meeting if there be such. A copy of the minutes of all Board meetings shall be made available with reasonable promptness on the District website.

#### **L. NEWLY HIRED CERTIFIED STAFF**

The Association shall have the right to obtain information of newly hired certified staff in accordance to 115 ILCS 5/3.

### **ARTICLE 4. LEAVES**

#### **A. SICK LEAVE**

Each certified staff member shall accumulate thirteen (13) days of sick leave per year. Part-time certified staff shall receive a prorated amount of thirteen (13) days of sick leave per year based on their percentage of full time employment, rounded to the nearest half day or full day. Sick leave shall be utilized either as a half day or full day increment. If a certified staff member resigns or is terminated from the District, their sick leave days will be prorated based on the length of service for that school year. If that staff member used more sick leave than earned, he/she will owe that difference back to the District. Unused sick leave shall accumulate to an unlimited number of sick days.

Sick leave shall be interpreted to mean personal illness, quarantine at home, or serious illness in the immediate family or household. The immediate family for purposes of this section shall mean the staff member's: spouse, children, parents, parents-in-law, brothers, brothers-in-law, sisters, sisters-in-law, grandparents, grandchildren, primary care recipient, and legal guardian.

Sick leave will not be utilized for purposes of cosmetic surgery (except with reasonable incident to other illness or disability) and for any other surgical or medical procedures which may be reasonably postponed to a recess period. A certified staff member who utilizes three (3) sick leave days consecutively (including before or after a weekend or holiday break) shall furnish administration with medical documentation to return to work. The District has the right to request medical documentation from certified staff members and may exercise this right with certified staff members exhibiting a pattern of sick leave use.

To the extent that a staff member or his/her spouse, parent's or child's temporary illness or disability under this section also qualifies as a "serious health condition" under the Family and Medical Leave Act, and to the extent the staff member is an "eligible employee" as defined under that Act, then any FMLA-qualifying absence under this section shall also be construed as medical leave under the Family and Medical Leave Act.

#### **B. BEREAVEMENT LEAVE**

In the event of a death in the immediate family, each certified staff member shall be entitled to three (3) bereavement leave days per school year without loss of pay. Bereavement leave days shall not roll into sick or personal leave days and shall not accumulate from year to year. If more than three (3) days of bereavement leave are necessary, a certified staff member may utilize sick or personal days in accordance with Section 105 ILCS 5/24-6 of Illinois School Code and with the approval of the Superintendent or designee. Immediate family is defined in Article 4 Section A. Sick Leave. For purposes of bereavement leave only, the definition of "immediate family" includes individuals who stand in a significant relationship with the certified staff member.

#### **C. PERSONAL LEAVE**

Each certified staff member shall accumulate four (4) days of personal leave per year. Part-time certified staff shall receive a prorated amount of four (4) days of personal leave per year based on their percentage of full time employment, rounded to the nearest half day or full day. Personal leave shall be utilized either as a half-day or full day increment. If a certified staff member resigns or is terminated from the District, their personal leave days will be prorated based on the length of service for that school year. If that staff member used more personal leave than earned, they owe that amount back to the District. Unused personal leave shall accumulate as sick leave each year. Personal leave is granted to staff members for the specific purpose of conducting business or for compelling matters which cannot reasonably be accomplished outside school hours and which require the staff member to be present.

Personal leave must be submitted at least two (2) school days prior to the date of proposed absence to the Superintendent or designee and shall include enough information to permit a determination but not cause undue embarrassment to the staff member. Personal leave shall be deemed approved if not disapproved within two (2) school days of being submitted. An emergency application shall set forth the nature of the emergency. The first three (3) days and the last day of certified employment and the day preceding or following a legal holiday, vacation, or school recess, shall not be available for personal leave except in

the case of emergency or for observance of a recognized religious holiday of the staff member's faith. Personal leave may be used to attend funeral services for family outside of immediate or household, former staff members and students.

#### **D. FMLA/CHILDBIRTH LEAVE/PARENTAL LEAVE/ADOPTION LEAVE**

To the extent that a certified staff member's use of unpaid or paid leave under this section also qualifies for leave under the Family and Medical Leave Act, and to the extent the staff member is an "eligible employee" as defined under that Act, the first twelve (12) weeks of a certified member's leave under this section shall also be construed as leave taken under the Family and Medical Leave Act, and the certified member shall be covered by the rules and regulations governing the Act.

1. A certified staff member in contractual continued service shall be eligible for a childbirth/parental leave of absence without pay, subject to the following conditions:

Application for such leave shall be made in writing to the Superintendent or designee at least ninety (90) calendar days prior to the anticipated birth of the child. At such time, the certified staff member shall provide proper medical documentation indicating the expected date of delivery and an opinion that the certified staff may safely continue employment and perform all regular teaching duties during her pregnancy. During the leave for childbirth, the certified staff member may use paid leave in accordance with proper medical documentation, if available.

After consultation with the certified staff, the Superintendent or designee shall prepare a plan for the commencement and termination of such leave taking into consideration the maintenance of continuity of instruction and the medical factors to the maximum possible degree, and the pertinent time factors related. The leave shall not exceed the balance of the school term in which it commences and one (1) additional school term. Such leave terminates immediately prior to the start of a trimester or the new school term. Such leave shall commence upon the date agreed upon by the Superintendent or designee and the certified staff member. The leave may commence either before or after any period of disability associated with the pregnancy and/or childbirth. In no event shall the leave begin later than the end of the period of such disability or exhaustion of paid leave, whichever shall occur first. The Superintendent or designee may waive any of the provisions of this section at his/her sole discretion, and any such waiver shall not be precedential in any respect.

A certified staff member in contractual continued service shall be eligible for parental leave. The certified staff member may use up to thirty (30) paid sick leave days, if available. The balance of any leave shall be considered unpaid except that, if demonstrated by proper medical documentation, the certified staff member may use additional sick leave days, if available. These days must be used within the twelve (12) month period following the birth in accordance to 105 ILCS 5/24-6.

2. A certified staff member in contractual continued service shall be eligible for an adoption leave of absence, subject to the following conditions:

Any certified staff adopting or assuming foster care of a child, shall notify the Superintendent or designee in writing, of such intent. Leave shall be granted upon satisfactory written notification of when the child is expected to be received. It shall be the responsibility of the certified member to keep the Superintendent or designee informed on the status of the proceedings, and, as soon as known, the expected date of the

delivery of the child. During the leave for adoption or assuming foster care of a child, the certified member may use up to thirty (30) paid leave days, if available, if no paid days are available the leave shall be unpaid. Such use of paid leave days shall occur during the six (6) weeks immediately following the placement of the child and shall not be used on an intermittent basis unless necessitated by the circumstances of an adoption or foster care and approved by the superintendent or designee in accordance to 105 ILCS 5/24-6. The length of the leave shall not exceed the balance of the school year. The leave shall terminate immediately prior to the start of a trimester or new school term.

3. A non-tenured certified staff member shall be eligible for a leave of absence without pay, subject to the following conditions:

A Childbirth/Parental/Adoption leave may be granted to non-tenured certified staff members by action of the Board, provided the term of such leave shall not be considered in computing full time employment under Section 24-11 of the Illinois School Code (105 ILCS 5/24-11) for purpose of the continuous employment necessary to attain contractual continued service status. The granting of leave to any non-tenured certified staff member shall not constitute a precedent for the granting or withholding of leave to any other non-tenured certified staff member. Each request shall be judged on its own merits and shall be within the sole discretion of the Board.

#### **E. INSURANCE DURING UNPAID LEAVES**

During any period of paid leave, or during any period of available leave (whether paid or unpaid) which is FMLA qualifying and designated, whichever is longer, the District shall continue all insurance benefits elected by the employee on the same basis as such insurance benefits are maintained for working certified staff. For the balance of any leave time elected by the employee and with the consent of the carrier, certified staff may maintain insurance benefits by making timely payments of full district premiums which may be due to the District's Business Office or elsewhere pursuant to its direction.

#### **F. NOTIFICATION OF RETURN FROM LEAVE**

Before returning to work from a leave, the certified staff member must submit documentation from their health care provider that he/she is able to return to work. Failure to provide the documentation may result in the denial or delay of return to work.

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

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

Upon returning from an approved leave of absence, the certified staff member will be returned to the same or equivalent position in the District with no loss in benefits that accrued before the leave began. The certified staff member shall advise the Human Resources Department in writing by February 1<sup>st</sup> he/she intends to return to employment. Failure to advise Human Resources Department in writing of intent to

return as required shall be treated as an election not to return to employment and as a resignation from the District.

#### **G. UNPAID LEAVE OF ABSENCE**

The Board may grant a leave of absence without pay or benefits to tenured certified staff for any purpose the Board deems appropriate and beneficial to the School District for a period of up to one (1) school year. Such leave may be conditioned so as to prohibit certified staff from accepting employment elsewhere while on leave. The granting or withholding of such leave of absence shall be within the sole discretion of the Board and shall be non-precedential with respect to any other request for such leave by such certified staff or by another certified staff. The tenured certified staff shall be returned to an equivalent position for which the certified staff is properly certified/qualified. Seniority and movement on the Salary Schedule does not accrue during an Unpaid Leave of Absence.

#### **H. ASSOCIATION LEAVE**

The Board of Education shall excuse Association representatives for attendance to Association business. Notification for such leave shall be submitted in writing to the Superintendent or his designee a minimum of five (5) teaching days prior to the departure date. Notification for such Association business shall be made by the President of the Association and approved by the Superintendent or his designee. Leave requests must be limited to an accumulated total not to exceed twelve (12) days in any one (1) academic year. No one (1) individual may accumulate more than five (5) days of Association Leave within one (1) academic year. No more than four (4) individuals can be absent on Association Leave at one time. The Association agrees to reimburse District 15 for the actual costs of substitute(s) for any aggregate number of days used for this purpose in any school term within fifteen (15) employment days of its use of such leave.

#### **I. VISITATION LEAVE**

Visitation to other schools by certified staff may be authorized by the Superintendent or designee at the request of a faculty member or their principal with the supporting reason and endorsement of the principal and/or Assistant Superintendent. Visitation leave shall be without loss of pay to the staff member. If the request for visitation is denied, the member will be entitled to an explanation of the reason for denial.

#### **J. MILITARY LEAVE**

The District will observe all statutory rights of certified staff members who are or were members or enlistees of the armed service, the reserve of any armed service or a member of the National Guard.

#### **K. LITIGATION ABSENCE**

A certified member shall experience no loss in pay or paid leave benefits because of jury duty or because a certified member, pursuant to a subpoena issued by the Clerk of the Court or anybody of competent jurisdiction. Staff shall reimburse the District an amount equal to the amount received for such jury duty or for per diem fees to which the staff member is entitled for complying with such subpoena, less any transportation expenses incurred by the certified member and documented to the Business Office.

#### **L. INCLEMENT WEATHER**

Certified staff unable to report for work on schedule because of inclement weather shall not be charged with loss of pay, but may have it deducted from their accumulated sick leave if the member is unable to arrive within two (2) hours after their normal start time.

#### **M. UNEMPLOYMENT COMPENSATION**

The parties acknowledge that under Illinois law and practice at the time of the execution of this Agreement, certified staff on leave of absence is not entitled to unemployment compensation during the term of such leave of absence and any vacations or recess period immediately prior to or following such leave. If such law or practice shall be altered during the term of this Agreement, the parties shall promptly re-negotiate this Section.

### **ARTICLE 5. SALARY AND FRINGE BENEFITS**

*All benefits for certified staff, who work less than full-time, will be pro-rated based on the proportionate full-time equivalency.*

#### **A. SALARY PAYMENTS**

Each certified staff member shall receive his/her salary over twelve (12) months: 26 pays from August through July. Pay dates shall be every other week. Please see Appendix B through F for salary schedules.

#### **B. HORIZONTAL MOVEMENT ON THE SALARY SCHEDULE**

Credits earned for horizontal advancement on the compensation schedule shall meet the following conditions:

1. Credits earned shall be for graduate level courses from a college or university that is recognized by the Illinois State Board of Education or accredited by the state in which the university is located. All coursework shall be relevant to the Illinois Professional Teaching Standards. Alternative certification may be pursued with prior Administrative approval. Undergraduate coursework may be approved for salary schedule credit deemed appropriate by both the Superintendent or designee and Principal. All coursework must be pre-approved per

administrative procedures by both the Superintendent or designee and Principal in order to apply toward horizontal movement on the salary schedule.

2. Credit hours earned other than semester hours need to be converted to semester hours based on the conversion appropriate to each educational institution.
3. No certified member without a MA degree may advance to the MA through MA + 40 lanes. In order to advance to the MA + 8 through MA + 40 lanes only graduate credits earned subsequent to the awarding of the MA degree may be credited for advancement.
4. The courses or the degree program must be approved by both the Superintendent or designee and Principal per administrative procedures, fourteen (14) business days prior to the beginning of the course or program. The Superintendent or designee may waive the fourteen (14) day requirement due to special circumstances provided the request is submitted prior to the beginning of the course.
5. Horizontal movement on the salary schedule shall be granted for the satisfactory completion (grade "B" or better, or "pass" if grading system is pass/fail) of graduate courses from a college or university that is recognized by the Illinois State Board of Education or accredited by the state in which the university is located. Such movement shall occur at the beginning of each school year, provided pre-approval of the coursework has been granted by the Superintendent or designee and Principal prior to the onset of such school year. An official grade card or official transcript provided from the college or university which indicates the final grade and number of credit hours earned shall be provided to the Human Resource department to move horizontally on the salary schedule. If the pre-approved coursework is to be completed the months of June, July, and August an official grade card or official transcript provided from the college or university shall be submitted to the Human Resource department by October 1st. Certified staff may advance up to two lanes per year provided they notify the Superintendent or designee before the close of the fiscal year on June 30th if they intend to advance for the next school year.

Notwithstanding subparagraphs, no certified staff shall lose credit for any course for which horizontal advancement had been granted prior to the effective date of this Agreement.

### **C. TUITION REIMBURSEMENT**

1. Certified staff with a Professional Educator License and who have reached contractual continued service as of July 1, 2022 shall be reimbursed for the actual tuition costs up to a maximum of one-hundred, fifty dollars (\$150) per semester hour for successful completion (grade "B" or better, or "pass" if grading system is pass/fail course) of courses that meet the requirements outlined in Section B of Article 5. Remuneration will be given for a maximum of twelve (12) semester hours per year, for courses completed, September 1<sup>st</sup> to August 31<sup>st</sup>. For such courses, a Request for Tuition Reimbursement per administrative procedures must be filed to ensure payment and provide necessary documentation for the District budget. Payment

for actual costs of tuition shall be made upon presentation of evidence of successful completion of the course(s) as provided in Section B of Article 5, and evidence of payment of the tuition in the form of a paid receipt. Transcripts not received within 60 calendar days of completion of the coursework, will not qualify for tuition reimbursement.

2. Staff issued an Educator License with Stipulations or taking coursework as required by District 15 to obtain a specified endorsement or Professional Educator License and who have not reached contractual continued service will be eligible for tuition reimbursement for courses that meet the requirements in Section C. The staff with an Educator License with Stipulations or taking coursework as required by District 15 to obtain a specified endorsement or Professional Educator License will be reimbursed at the rate of one-hundred-fifty dollars (\$150) per semester hour, not to exceed twelve (12) semester hours per year for the satisfactory completion (grade "B" or better, or "pass" if grading system is pass/fail) of graduate courses.
3. If a certified staff member issued an Educator License with Stipulations or taking coursework as required by District 15 to obtain a specified endorsement or Professional Educator License and not yet tenured, who voluntarily leaves District 15 while receiving or has received tuition reimbursement while working for the District, the certified staff member will be required to reimburse District 15 as follows:
  - a. 100% of all coursework reimbursement expenses paid by the district if the certified staff member leaves within one (1) school year after receiving any reimbursement.
  - b. 75% of all coursework reimbursement expenses paid by the district if the certified staff member leaves within two (2) school years after receiving any reimbursement.
  - c. 50% of all coursework reimbursement expenses paid by the district if the certified staff member leaves within three (3) school years after receiving any reimbursement.

#### **D. EXTRA DUTY STIPENDS AND CERTIFIED STAFF MENTORING**

Determination of extra duty stipends are the responsibility of the Board or designee. The Board will annually review said positions. Qualified certified staff may apply for any extra duty position. Stipends for extra duty are set forth in Appendix G.

The Board recognizes our district's State approved Mentor Program document and all of the specifications outlined in the document. Mentor certified staff will be given a stipend of \$1,000 to be a mentor per year in the Districts one-year mentoring program. If a mentor takes on an additional mentee they will be given a stipend of \$250 per certified staff mentee, per year, of the Districts one-year program. When possible, building principals will try to limit the number of certified staff mentees per certified staff mentor to two (2) mentees per year. The stipend will be issued at the end of each school year. A mentor shall be a tenured certified staff member who has been rated excellent on their two most recent evaluations and must meet the requirements of the mentor program as set forth by District 15.

The principal will make building staff aware of available extra duty stipends and mentoring opportunities via email. Interested staff may alert the principal of their interest in writing. The principal shall then assign the available extra duty stipends and mentoring opportunities at their discretion. The principal's decision is not subject to the grievance process.

## **E. PROFESSIONAL CONFERENCES**

Certified staff members may request approval to attend professional conferences, meetings or workshops. Each building Principal or designee shall determine, in his/her discretion, how many certified staff members, and which professional opportunities, will be approved. If a professional opportunity is approved in advance by a Principal or designee and is held on a work day, the staff member shall receive his/her salary for his/her scheduled work hours on that day without the loss of the staff member's own personal leave time. The Principal or designee has the discretion to approve the reasonable expenses related to attending the conference, meeting or workshop (e.g., registration fees, mileage, etc.) and shall inform the staff member if expenses will be paid at the same time any approval is granted. If graduate credit is offered for attendance at a professional conference, meeting or workshop and the workshop meets the requirements outlined in Section C, the Board of Education can grant tuition reimbursement for the cost of the credits as outlined in Section C. Tuition reimbursement shall not be granted if the professional conference, meeting or workshop is during a regular school workday. If the provider has issued a stipend for attendance equal to or more than the tuition for the workshop, no reimbursement shall be paid.

## **F. PROFESSIONAL CREDENTIALS**

1. School Psychologists and School Social Workers will be placed at the Master's +32 Lane and appropriate Step for assigning salary.
2. Speech Language Pathologists who are placed in the Master's or Master's +8 lane will be compensated at the Master's +16 lane.
  - a. Master's +16 lane shall be moved to Master's + 24 lane
  - b. Master's +24 lane shall be moved to Master's +32 lane
  - c. Master's + 32 lane shall be moved to Master's + 40 lane

Certified staff who are placed in the Master's +40 lane will remain in the lane without additional compensation. The Board of Education will not move employees when the movement increases salary in excess of six percent (6%) in accordance with state law and the Teacher Retirement System guidelines with respect to additional costs incurred by the District.

This agreement only applies to District employed Speech Language Pathologists, Contracted Speech Language Pathologist are not subject to this agreement.

3. Upon verification of the possession of a valid Certificate of Clinical Competence (CCC), Speech/Language Pathologists will be issued a one-time recognition payment of \$2,000.00.
4. Upon verification of the possession of a valid Licensed Clinical Social Worker (LCSW), School Social Workers will be issued a one-time recognition payment of \$2,000.00.

5. Upon verification of the possession of National Board Certification in the assigned teaching area, certified staff will be issued a one-time payment of \$2,000.00.
6. Upon verification by official transcripts, certified staff who have acquired a Ph.D/Ed.D will be issued a one-time recognition payment of \$3,000.00.

#### **G. GENERAL STATEMENT OF INSURANCE**

Any certified staff working as a half time FTE (.5 FTE) or greater is eligible to receive insurance benefits as outlined in this Article.

Any member of the Association shall be allowed to inspect insurance policies purchased by the Board.

Each individual insured under a policy purchased by the Board shall have the right, upon written request to obtain a copy of each policy in effect. The cost of reproducing and providing copies of the insurance policies shall be borne by the individuals requesting the copies or by the Association.

The Association shall have the right, at any time, to recommend changes in insurance coverage to the Board through the Superintendent or designee; provided, however, that nothing herein contained shall limit the power of the Board to make a final determination on the type of insurance coverage to be purchased.

#### **H. HEALTH, DENTAL, VISION, AND DISABILITY INSURANCE**

For the 2022-2023 school year through the 2026-2027 school year certified staff members shall receive a Board of Education contribution toward medical insurance premiums. The Board contribution amount for all single employee plans will be 80% of the premium for each individual plan. The Board contribution amount for all single + spouse and single + child/ren plans will be 10% after the single portion has been deducted from the corresponding single + spouse or single + child/ren plan for each individual plan. The Board contribution amount for all family plans will be 25% after the single portion has been deducted from the corresponding family plan for each individual plan.

For the length of this contract, the employee shall pay dental, vision and disability insurance costs according to Appendix A.

Certified staff members who resign or are dismissed at the completion of the current school year will remain covered under the District single health, dental, vision and disability insurance premiums in accordance with Appendix A through June of that school year.

If two (2) District staff members are married, they may elect to apply the combined monetary value of their two single health and dental insurance premiums toward the cost of family health and dental premiums.

## **I. WELLNESS SCREENING**

The Board will provide flu inoculations to staff at no cost. Certified staff who participate in the district's health insurance plan shall be compensated with a one-time payment for participation in the wellness screening each school year by the first pay period in April of that school year as directed below. If two (2) District staff members are married, only one staff member is required to complete the wellness screening. Information as to time and location of screening will be announced.

- Single Coverage - \$150
- Single Plus Spouse or Single Plus Child/ren Coverage - \$200
- Family Coverage - \$300

## **J. LIFE INSURANCE**

The Board of Education shall purchase for each certified employee a group term life insurance and an A.D.&D. policy each in the amount of one time the employee's annual salary rounded to the next highest thousand less Teachers' Retirement System (TRS) contribution, with a max of one hundred thousand dollars (\$100,000). The insurance company shall be secured and retained by the Board of Education. Each such employee shall have the option to purchase up to an equal amount of life insurance at the employee's expense. Additionally, each such employee shall be allowed to purchase dependent group term life insurance at the employee's expense. Any charges that the employee incurs shall be subject to payroll deduction.

## **K. BOARD PAID RETIREMENT**

The salary schedules contained in Appendices B through F include the Board of Education's payment to the State of Illinois Teacher Retirement System (TRS) of a portion of the teacher's required contribution to TRS.

From the Compensation and Stipend Schedules contained in Appendices B through G, the Board shall deduct and remit for each teacher a sum equal to the state required TRS percentage of such teacher's compensation due such teachers for retirement pursuant to the Compensation and Stipend Schedule to the State of Illinois Teachers Retirement System. It is the intent of the parties by this Agreement to qualify these mandatory payments as employer payments under Section 414(h) of the Internal Revenue Code. The teachers have no right or claim to monies so remitted, except as it may subsequently become available upon retirement or resignation from the Teachers Retirement System. No teacher shall have the option of choosing to receive the amounts contributed by the Board directly and the assumption and payment of the teacher's required contribution to the State of Illinois Teachers Retirement System is a condition of employment made in order to secure the teacher's future services, knowledge and experience.

The balance of the amount due each teacher, pursuant to such Compensation Schedules and Stipend Schedules, shall be payable to the teacher as salary, provided the Board shall deduct all monies as requested by law or as authorized by the teacher pursuant to this Agreement.

The Board further agrees that it shall not report amounts paid by the Board to the TRS as taxable income on the teacher's W-2 forms, unless the Internal Revenue Service or a court of competent jurisdiction rules that such contributions are includible in the teacher's gross income in the year in which such contributions are made. If the Board contributions are so includible or otherwise illegal, the Board contributions shall cease and the contributions shall be paid to the teacher as salary.

The Association and each teacher will defend and hold harmless the Board of Education, its members, its agents, and its employees from any and all claims, demands, actions, complaints, suits or other liabilities by reason of faithful payment of the contributions to the State of Illinois Teachers' Retirement System. No such claim, demand, action, complaint or suit may be settled or compromised by the teacher without the written consent by the Board if such claim, demand, action, complaint or suit adversely affects the Board of Education, its members, its agents and/or its employees.

#### **L. RETIREMENT**

The District shall increase a certified staff member's base salary by six percent (6%) per year for up to the last four (4) years of a certified staff members career if fully vested with thirty-five (35) years of service and age fifty-five through fifty-nine (55-59) or sixty (60+) years of age with at least ten (10) years of service within District 15 at the end of their last year. The certified staff must sign a non-rescindable agreement to retire, which is to be sent to the Director of Human Resources prior to June 1<sup>st</sup>. Certified staff will not qualify for vertical or horizontal movement after they have turned in their letter of intent to retire. The district shall continue to offer the retirement incentive of increasing the base salary up to six percent (6%) over the last four years of employment for retiring employees covered by this negotiated agreement. However, should new legislation change the maximum amount of yearly retirement incentives allowed before the district incurs penalties, the retirement incentives given to retiring employees covered by this agreement will be reduced to the maximum amount allowed, up to six percent (6%). Certified staff on the retirement track may still work their current or comparable extra duty stipends in accordance to Article 5, Section D. that they worked the school year prior to beginning the retirement track but shall not be eligible for any additional extra duty stipends. Certified staff on the retirement track may internally substitute but may not exceed their internal subbing wages they received the school year prior to beginning the retirement track.

#### **BENEFITS**

- a. Board provided single, medical and dental insurance coverage, once the teacher has provided a non-rescindable notice of retirement, up to four (4) years preceding their retirement.
- b. An annual amount of two thousand, one hundred dollars (\$2,100.00), one hundred seventy-five dollars (\$175.00 per month) for health insurance until the age of sixty-five (65) under the health plan (TRIP) provided by the Teacher's Retirement System of the State of Illinois.
- c. Board provided term life insurance and A.D.&D. insurance provided by the District 15 group plan. The amount of insurance will be the same amount the retiree was eligible for in the last year employed and this amount will continue to age sixty-five (65).

d. The Board shall pay the June, July and August group single health, dental, vision and disability insurance premiums in accordance with Appendix A for all certified staff members who have retired that school year.

e. If a certified staff member has accrued enough paid sick leave, the District will buy back accrued sick leave exceeding three-hundred-forty (340) days, up to a maximum of sixty (60) days at the rate of seventy percent (70%) of the current daily base substitute rate. Any day(s) used for TRS creditable service shall not be used towards this benefit. This payment will be made after the final day of work, after the final paycheck for regular earnings is issued, and at least 30 calendar days after the date of retirement.

In the event legislation is passed that limits retirement incentives, the retirement incentives shall be reduced or modified to conform to the legislative limits/constraints. In the event legislation is passed that penalizes the District for such retirement incentives, the retirement incentives shall be null and void. No change would be implemented without discussion at CCC.

#### **M. CREDIT FOR PAST EXPERIENCE**

Certified candidates hired effective the 2022-2023 school year and for the duration of this contract will receive full credit for the first ten (10) years of experience and one-half (1/2) credit for each additional year of experience, up to a maximum of fifteen (15) years of credit. Certified candidates shall only receive credit for experience if they worked a minimum of one-hundred-twenty (120) days in a full time capacity per school year. Total credit is calculated in whole years only, any one-half (1/2) credit shall be rounded up to the whole year. Certified candidates shall be placed on the salary schedule accordingly. Two (2) years credit for military experience may be granted on the Compensation Schedule.

The Board of Education shall recognize credit for private and parochial school teaching experience if evidence is provided that the certified candidate was/is endorsed to teach the subject area as outlined by the Illinois State Board of Education for the purpose of assignment to the salary schedule. Substitute teaching, pre-school instruction and any other work experience that does not require a valid teaching license and endorsement will not be considered for salary placement.

## **ARTICLE 6. GRIEVANCE PROCEDURE**

### **A. DEFINITION**

A grievance is a claim by the Association and/or certified staff member or group of certified staff members that there has been a violation, misinterpretation or misapplication of the terms of this Agreement.

As used in this Article, "days" shall mean certified staff employment days, except during the summer recess when it shall mean days on which the District Business Office shall be open.

### **B. PROCEDURE**

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

#### **1. STEP ONE:**

The certified staff or the Association may present the grievance in writing to the supervisor immediately involved within twenty (20) days from the date of the occurrence giving rise to the grievance or twenty (20) days from the date when the member should reasonably have had knowledge of the occurrence giving rise to the grievance. A meeting to discuss the grievance shall be held within ten (10) days of the filing of the grievance. The supervisor shall provide a written answer of the grievance to the aggrieved certified staff member and the Association no later than ten (10) days following the meeting including reasons for the decisions. If the grievance was filed with the Superintendent in step one, the grievance would move directly to step two.

#### **2. STEP TWO:**

If the grievance is not resolved at step one or the time limits expire without the issuance of the supervisor's written reply, then the certified staff or the Association may in writing refer the grievance to the Superintendent or official designee within ten (10) days.

The Superintendent or designee shall arrange for a meeting with the certified staff and/or Association to take place within ten (10) days of the Superintendent's receipt of the grievance/appeal. Upon conclusion of the hearing, the Superintendent or designee shall within ten (10) days provide a written decision with reasons to the Association and the certified staff member.

#### **3. STEP THREE:**

If the Association is not satisfied with the disposition of the grievance at Step two or the time limits expire without the issuance of the Superintendent's or designee's written reply, the Association may submit the grievance to the School Board. The written notice to the School Board will be provided within ten (10)

days of the superintendent's or designee's disposition or expiration of the time limit. The meeting with the School Board will occur no sooner than fifteen (15) days, and no later than thirty (30) days from the receipt of the written notice. Upon conclusion of the meeting, the Board shall have fifteen (15) days in which to provide its written decision to the Association.

#### 4. STEP FOUR:

If the Association is not satisfied with the disposition of the grievance at Step 3 or the time limits expire without the issuance of the School Board's written reply, the Association may submit the grievance to final and binding arbitration by an arbitrator from the Federal Mediation and Conciliation Service (FMCS) which shall act as the administrator of the proceedings. The Association shall request a panel of seven (7) arbitrators from the Federal Mediation and Conciliation Service. Each party shall take turns striking one (1) name from the list, with the Association striking first. The remaining person shall be the Arbitrator. Either party shall have the right to reject one (1) panel in its entirety before any individual striking is done, and if a party rejects a list the Association shall request another list. If a demand for arbitration is not filed within ten (10) teacher work days of the receipt of the Step 3 answer, then the grievance shall be deemed withdrawn.

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

When certified staff is not represented by the Association, on its request, the Association shall have the right to have its representative present at the formal steps of the grievance procedure. Further, no negotiated grievance settlement shall be inconsistent with the provisions of this Agreement unless the Board and Association agree otherwise.

The Board shall furnish the Association with relevant public information concerning a pending grievance provided this shall not require the Board to research or compile data not readily available to it.

No reprisals of any kind shall be taken by the Board or Administration against any certified staff because of his/her participation in this grievance procedure.

All records dealing with the processing of a grievance shall be filed separately from the personnel files of the participants.

A grievance may be withdrawn at any level without establishing precedent, and if withdrawn, shall be treated as though never having been filed. Time limits may be extended by mutual written consent of both parties.

## **ARTICLE 7. CONDITIONS OF EMPLOYMENT**

### **A. CLASS SIZE AND TEACHING ASSISTANTS**

The Board and the Association acknowledge that class size and the use of teaching assistants may be a factor in the provision of an effective educational program. Accordingly, the Association may make recommendations to the Superintendent concerning class size and the use of teaching assistants in the school district prior to January 15 of each year. Such recommendations may include: the moving of students within a grade within a school building, the redrawing of student attendance boundaries, and the hiring of additional certified staff or teaching assistants; and provide reasons for such recommendations.

### **B. WORK YEAR**

The Board will negotiate with the Association over the length of the work year if the Board intends to increase the regular certified staff work year (180 days). The following positions will work and be compensated for 190 days at their per diem rate (per diem rate calculated by using applicable salary on salary schedule divided by 180):

- School Social Worker
- School Psychologist
- Board Certified Behavior Analyst
- Instructional Coaches

### **C. PLANNING TIME**

Elementary classroom certified staff shall normally have the right to the use of the period during which their class receives instruction in music, learning media center, innovative learning, physical education or art for preparation or planning purposes unless the certified staff is required to substitute pursuant to Section G of this article. Self-contained special education classroom certified staff, learning media center directors, speech, reading, music, art, physical education, and L.D. resource certified staff shall arrange with the building principals for a comparable allotment of time for out-of-class and/or in-class planning time during the certified staff day in a manner which will not adversely affect the necessary teaching and supervising of students or other necessary activities of such certified staff. Record keeping and report writing shall be deemed appropriate for completion during planning time.

Certified staff will be scheduled for a minimum of 270 minutes of planning time per week. This does not include the 25 minutes before school that staff are required to be at school.

Middle school classroom certified staff shall be scheduled for one (1) individual planning period and one (1) team planning period per day. The length of each planning time will be comparable to the instructional period. In the event concerns arise with respect to planning time, the issue may be presented to the Contract Communications Committee (CCC).

During plan time, certified staff will be available for meetings that may include professional development, grade level articulation, team planning time, school improvement, general district/school related information, data, assessment, and professional learning communities.

#### **D. WORK DAY**

Certified staff at the elementary and middle school buildings shall not be required to arrive at school more than twenty-five (25) minutes prior to the time students are normally permitted to enter the building prior to the start of a normal student school day except as provided in sub-paragraphs.

Elementary certified staff may be required to arrive at school for staffing meetings or meetings of a multi-disciplinary nature (as required by PL 94-142) up to fifty (50) minutes prior to the time students are normally permitted to enter the building prior to the start of the normal student day.

Elementary certified staff shall report on Wednesday morning for forty (40) minutes before the certified staff members' normal workday for staff development. Middle School certified staff shall participate in staff development on Wednesday afternoon by extending their normal workday by forty (40) minutes. Due to scheduling, each staff development session will last fifty (50) minutes.

Except as provided in sub-paragraphs, certified staff at the elementary school buildings may leave upon completion of their professional responsibilities, but in no event earlier than fifteen (15) minutes after the completion of the normal student day. Certified staff at middle school buildings may leave upon completion of their professional responsibilities, but in no event earlier than twenty (20) minutes after the completion of the normal student day. On the day before vacation, holidays and Fridays, certified staff may leave ten (10) minutes after the end of the normal student day, provided all students have left the building or adequate arrangements have been made to secure their safe departure.

#### **E. PROFESSIONAL RESPONSIBILITIES**

Professional responsibilities shall include, but are not limited to, institute (in-service days), non-student attendance days, early release days, parent conferences, individual assistance to students, implementation of student discipline, SDW, building level committees, RtI, IEP/504, building meetings, or other meetings. Certified staff members shall be required to complete annual mandated professional development trainings (i.e. Sexual harassment, ethics, etc.) by the date established by the Superintendent or designee. Trainings may be completed at the staff member's discretion during planning time, free time or personal time outside of school hours.

#### **F. LUNCH PERIOD**

Certified staff are allowed a thirty (30) minute duty free lunch, unless certified staff chooses to accept a stipend position.

### **G. INTERNAL SUBSTITUTION**

A certified staff member who supervises another certified staff member's class(es), as authorized by the building principal/designee, during his/her preparation time or during their contract time not normally assigned to supervising students shall be compensated at the hourly rate and the hourly rate will be prorated for time involved.

### **H. ADMINISTRATIVE CHAIN OF COMMAND**

At the first faculty meeting of the school term, the certified staff shall be informed of the chain of command to be followed in the absence of the building principal.

### **I. ASSISTANCE FOR CONTROL AND DISCIPLINE OF STUDENTS**

The school district's student discipline policy and procedures and the school's specific student discipline procedure shall be made known to certified staff. If a staff member has a question concerning the application of these student discipline policies and procedures in a specific situation, the staff member may meet with the principal to discuss the incident in question.

### **J. BUILDING CONDITIONS**

Whenever, in the opinion of the building principal, the environment in all or part of a school building is not suitable to conduct classes, the principal shall make every reasonable effort to protect the health and safety of the students within the affected building.

The Board shall provide a facility in each building to be used as a certified staff workroom/lunchroom.

### **K. CONTRACT COMMUNICATIONS COMMITTEE**

A joint administrative-faculty committee shall be established (hereinafter referred to as the "Contract Communications Committee" or "CCC").

The function of the CCC shall be to discuss items, which concern the educational program in the district, but in no event shall the CCC discuss any matter on which a grievance is pending. Items brought forth that concern the "educational program" may be determined appropriate for the CCC as agreed by both parties. In the event there is disagreement on the appropriateness of the items brought forth to the CCC, each party will work collaboratively to identify another forum or avenue where the parties may work toward problem resolution. Both parties embrace the spirit of open, on-going communication throughout the school year, whereby problems may be resolved at the lowest level possible.

Meetings shall be scheduled by the Association president or superintendent on an "as needed basis" provided that sufficient notice is submitted to allow for schedule changes by the parties involved. Agendas will be set by the Association president and superintendent. Minutes of each meeting shall be recorded by a secretary designee. Representatives shall be chosen by the Association and administration respectively, however in the interest of promoting positive committee dynamics, attendees may be limited to eight (8).

Language that has been approved by the Contract Communications Committee (CCC), the Board of Education and Association shall become a part of the existing contract.

#### **L. PROGRAM IMPLEMENTATION**

Recognizing that it is the prerogative of the Board of Education to implement new programs based on the decision of the Board, or the direction of the State, it is acknowledged by the Board that all certified staff will need to receive in-service on new programs for effective implementation. Every attempt will be made to properly in-service faculty before, or along with, implementation of new programs.

#### **M. INCLUSION OF SPECIAL EDUCATION STUDENTS INTO THE REGULAR CLASSROOM**

The Board and administration will insure that where best possible the classroom certified staff member will be informed of the special needs of students in each certified staff member's class. Support will be provided within the means of existing staff to assist all faculty and students with special needs. Where appropriate, the guidelines defined through special education will dictate the appropriate levels of faculty involvement. It is the intent of the Board that faculty should be informed of the educational issues surrounding the students with special needs placed in certified staff members' classes. The specific means for such sharing of information will be decided by the special needs staff working with the faculty.

### **ARTICLE 8. REDUCTION IN FORCE & RECALL**

Reduction in force (RIF) and recall of certified staff that occur during the term of this Agreement will be governed by the Illinois School Code provisions in effect at the time of the RIFs and recalls (105 ILCS 5/24-12).

#### **A. SENIORITY**

The process for determining seniority is as follows:

1. Years of continuous service as a certified staff member in the School District. Periods of authorized leaves of absence or part-time service shall not interrupt continuous service, but all approved unpaid leaves of absence of one (1) full semester or more and part-time service performed prior to the start of the 1988-89 school year shall not be counted in determining seniority. Part-time service shall be counted on a pro-rata basis beginning with part-time service performed during the 1988-89 school year.
2. If total continuous service as a certified staff member with School District 15 is equal between two (2) or more certified staff members, then seniority shall be determined by total service as a certified staff member with the School District whether or not continuous.
3. If the previous criteria are equal, then seniority shall be determined by the total service as a certified staff member or administrator in a public school district.
4. If the previous criteria are equal then seniority shall be determined by placement on the salary schedule, (salary for step and lane).
5. If the previous criteria are equal then seniority shall be determined based on the number of credits the staff member has earned in their current salary schedule cell, i.e. MA+10 credits is greater than MA+8 credits.

6. If the previous criteria are equal, then seniority shall be determined by the total number of endorsements and/or qualifications that a certified staff member holds.
7. If the previous criteria are equal, then seniority will be determined by the date on which the Board took action to approve employment of said certified staff member.
8. If the previous criteria are equal, then seniority will be determined by the time and date on which the staff member signed his/her Notice of Appointment (contract) with the District.
9. If the previous criteria are equal, then seniority will be determined based on the certified staff's performance: quality of service, as determined by the Board of Education.
10. All first year certified staff, with the exact number of years of experience for the purpose of determining seniority, will be assigned the same number on the seniority list.

## **ARTICLE 9. CERTIFIED STAFF EVALUATION**

The certified staff evaluation process shall comply with applicable state and/or federal law. To the extent the District's evaluation process and tools exceed the applicable state and/or federal requirements, the District's process and tools shall apply.

### **A. EVALUATION FORM**

The District's evaluation form, instrument, and related procedures shall be made known to the certified staff at the opening of school with a copy provided for each certified staff. Certified staff hired after the start of school shall be given all relevant evaluation materials and an explanation of same at the time of employment. All evaluation procedures and policies may be referenced on the District website.

### **B. EVALUATION AND OBSERVATIONS**

The criteria and procedures for evaluations shall be applied uniformly throughout the District. Evaluation visitations (final classroom observation) shall be completed by the last Friday in April. Written evaluations shall be received by May 15 of the year the certified staff is evaluated. If the evaluation is interrupted or the evaluator has to leave the classroom during the observation, a new observation shall be arranged and the interrupted evaluation shall be disregarded. No observation shall be less than forty-five (45) minutes at a time, or an observation during a complete lesson, or an entire class period.

### **C. THE WRITTEN EVALUATION**

A copy of the written evaluation shall be given to the certified staff, and a post evaluation conference shall be held between the staff member and evaluator within ten (10) school days following the evaluation observation. The final completed evaluation report shall be provided to the evaluated certified staff by May 15.

Each certified staff's final evaluation report will be filed in his or her personnel file located in the Board of Education office. The final evaluation report is the Summative Assessment form. The administrator making the final evaluation report may also keep a copy of the report. Each certified staff will be provided

a copy of his or her final evaluation reports (formative and summative) as well as all post-conference interim evaluation reports.

The certified staff shall put any objections to, or explanations of, matters relating to the evaluation in writing and give them to the evaluator within ten (10) days of the certified staff's receipt of the evaluation and such shall be attached to the evaluation. A copy of all formal written evaluations and objections or explanations submitted by the certified staff shall be placed in the certified staff's official personnel file and shall not be forwarded to another district or employer without the certified staff's written consent.

#### **D. REMEDIATION PLAN**

Remediation of certified staff that occurs during the term of this Agreement will be governed by the Illinois School Code provisions in effect at the time (105 ILCS 5/24A-5).

District 15 consulting certified staff shall be paid a stipend of Three Hundred dollars (\$300.00) per semester or portion thereof for each remediating certified staff member assisted.

### **ARTICLE 10. CONCLUSION**

#### **A. STRIKE PROHIBITION**

During the life of this Agreement, neither the association nor any of its members nor any bargaining unit member shall engage in work stoppages or boycotts or picketing in any manner which would tend to disrupt operations of any public school in School District No. 15 or the administrative offices of the Board of Education of School District No. 15.

#### **B. COMPLETE UNDERSTANDING AND SEPARABILITY**

The parties mutually acknowledge that the foregoing represents all of the items on which agreement was reached for the 2022-2027 Professional Negotiations Agreement. The parties also acknowledge that the Agreement shall supersede all previous Agreements and appendices to the Professional Negotiations Agreement previously reached. The opportunity was extended to negotiate all other items within the scope of the Professional Negotiations Agreement.

If any provision of this Agreement shall be held invalid by a court of competent jurisdiction, all other provisions of this Agreement not affected by such invalidation will continue in full force and effect.

#### **C. DURATION**

This Agreement shall be effective upon the first day of the 2022-2023 school term and shall remain in effect until the day prior to the start of the 2027-2028 school term. The Agreement may be extended for a specific period or periods by written agreement by both parties.

This agreement is signed this 19<sup>th</sup> day of April 2022.

***INWITNESS WHEREOF:***

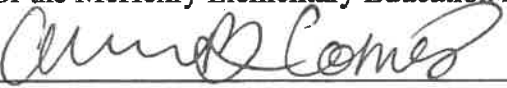
For the Board of Education  
McHenry Community Consolidated School District 15



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President

For the McHenry Elementary Education Association



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President

**APPENDIX A:**

**Cost per Month for Vision and Dental Insurance for Certified Staff Members**

	Year 1	Year 2	Year 3	Year 4	Year 5
	2020-23	2023-24	2024-25	2025-26	2026-27
<b>Vision</b>					
Single	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Single + One	\$6.00	\$6.00	\$6.00	\$6.00	\$6.00
Single + Children	\$7.00	\$7.00	\$7.00	\$7.00	\$7.00
Single + Family	\$17.00	\$17.00	\$17.00	\$17.00	\$17.00
<b>Dental</b>					
Single	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00
Single + Spouse	\$65.00	\$65.00	\$65.00	\$65.00	\$65.00
Single + Child/ren	\$60.00	\$60.00	\$60.00	\$60.00	\$60.00
Family	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00

**Long Term Disability**

Rate = Salary without TRS multiplied by .41% divided by 3 = employee yearly rate

Employee pays 1/3 and Board of Education pays 2/3

**APPENDIX B:**

**School Year 2022 - 2023**

**Fiscal Year 2023**

	B	B+8	B+16	B+24	M	M+8	M+16	M+24	M+32	M+40
1	41,299	42,745	44,191	45,636	48,526	50,592	52,656	54,723	56,787	58,853
2	41,697	43,156	44,616	46,075	48,993	51,078	53,163	55,249	57,333	59,418
3	42,832	44,331	45,831	47,330	50,327	52,470	54,610	56,753	58,894	61,036
4	43,998	45,538	47,078	48,618	51,698	53,898	56,098	58,298	60,498	62,698
5	45,196	46,778	48,360	49,942	53,105	55,365	57,625	59,885	62,144	64,405
6	46,427	48,052	49,677	51,302	54,552	56,873	59,193	61,516	63,836	66,159
7	47,921	49,598	51,276	52,952	56,307	58,703	61,099	63,495	65,891	68,287
8	49,631	51,369	53,107	54,843	58,316	60,799	63,280	65,762	68,243	70,725
9	51,404	53,202	55,002	56,802	60,399	62,969	65,540	68,110	70,680	73,251
10	53,167	55,027	56,890	58,750	62,471	65,130	67,788	70,447	73,104	75,764
11		56,916	58,842	60,766	64,614	67,365	70,114	72,863	75,612	78,363
12		58,868	60,860	62,851	66,831	69,675	72,519	75,364	78,206	81,051
13		60,718	62,708	64,699	68,680	71,523	74,368	77,211	80,056	82,899
14		62,566	64,556	66,548	70,528	73,373	76,216	79,060	81,904	84,749
15			66,405	68,396	72,376	75,221	78,064	80,908	83,752	86,597
16			68,253	70,244	74,225	77,069	79,914	82,756	85,601	88,445
17			70,101	72,093	76,073	78,918	81,762	84,607	87,449	90,294
18			71,950	73,941	77,923	80,766	83,611	86,454	89,299	92,142
19				75,788	79,771	82,614	85,459	88,302	91,147	93,990
20				77,639	81,619	84,464	87,307	90,151	92,995	95,840
21				79,487	83,468	86,312	89,157	91,999	94,844	97,688
22				81,336	85,316	88,161	91,005	93,849	96,692	99,537
23				83,184	87,164	90,009	92,853	95,697	98,540	101,385
24				85,031	89,014	91,857	94,702	97,545	100,390	103,233
>24					90,862	93,707	96,550	99,394	102,238	105,082

**APPENDIX C:**

**School Year 2023 - 2024**

**Fiscal Year 2024**

	B	B+8	B+16	B+24	M	M+8	M+16	M+24	M+32	M+40
1	42,538	44,027	45,516	47,005	49,982	52,110	54,236	56,364	58,491	60,618
2	42,951	44,455	45,958	47,462	50,467	52,616	54,762	56,912	59,059	61,207
3	43,364	44,882	46,400	47,918	50,953	53,121	55,289	57,459	59,626	61,795
4	44,545	46,104	47,664	49,223	52,340	54,569	56,795	59,023	61,250	63,477
5	45,758	47,359	48,962	50,563	53,766	56,054	58,342	60,630	62,918	65,206
6	47,004	48,649	50,295	51,940	55,229	57,580	59,930	62,280	64,630	66,981
7	48,168	49,854	51,540	53,226	56,597	59,006	61,413	63,823	66,230	68,640
8	49,718	51,458	53,199	54,938	58,418	60,904	63,390	65,876	68,362	70,848
9	51,493	53,295	55,099	56,900	60,503	63,079	65,653	68,228	70,802	73,377
10	53,331	55,197	57,065	58,932	62,664	65,331	67,997	70,664	73,330	75,998
11		57,091	59,023	60,953	64,814	67,573	70,330	73,089	75,846	78,605
12		59,050	61,048	63,044	67,037	69,891	72,743	75,596	78,448	81,302
13		60,928	62,991	65,051	69,171	72,114	75,057	78,001	80,943	83,888
14		62,843	64,903	66,963	71,084	74,026	76,971	79,914	82,858	85,800
15			66,816	68,877	72,997	75,941	78,883	81,828	84,771	87,715
16			68,730	70,790	74,909	77,854	80,796	83,740	86,683	89,628
17			70,642	72,702	76,823	79,766	82,711	85,653	88,597	91,540
18			72,555	74,616	78,736	81,680	84,623	87,568	90,510	93,454
19				76,344	80,456	83,391	86,328	89,264	92,201	95,136
20				78,252	82,364	85,299	88,236	91,172	94,109	97,044
21				80,162	84,272	87,209	90,144	93,081	96,017	98,955
22				82,070	86,181	89,117	92,054	94,989	97,927	100,863
23				83,979	88,089	91,026	93,962	96,900	99,835	102,772
24				85,887	89,997	92,934	95,870	98,808	101,742	104,680
>24					91,907	94,842	97,779	100,716	103,653	106,588

**APPENDIX D:**

**School Year 2024 - 2025**

**Fiscal Year 2025**

	B	B+8	B+16	B+24	M	M+8	M+16	M+24	M+32	M+40
1	43,815	45,348	46,882	48,415	51,482	53,673	55,863	58,055	60,245	62,437
2	44,240	45,788	47,337	48,886	51,981	54,194	56,405	58,619	60,830	63,043
3	44,669	46,233	47,797	49,360	52,486	54,720	56,953	59,188	61,421	63,655
4	45,099	46,678	48,256	49,835	52,991	55,246	57,501	59,757	62,012	64,267
5	46,327	47,948	49,571	51,192	54,434	56,751	59,067	61,384	63,700	66,016
6	47,588	49,254	50,920	52,585	55,916	58,296	60,675	63,055	65,434	67,814
7	48,767	50,473	52,181	53,888	57,300	59,739	62,177	64,616	67,054	69,493
8	49,974	51,723	53,472	55,222	58,720	61,218	63,716	66,216	68,714	71,214
9	51,582	53,387	55,194	56,998	60,609	63,188	65,767	68,346	70,926	73,505
10	53,424	55,294	57,165	59,033	62,772	65,445	68,115	70,787	73,457	76,129
11		57,267	59,205	61,142	65,014	67,781	70,547	73,314	76,080	78,848
12		59,232	61,237	63,239	67,244	70,107	72,967	75,830	78,690	81,552
13		61,117	63,185	65,251	69,383	72,337	75,289	78,242	81,193	84,147
14		63,061	65,195	67,327	71,591	74,638	77,684	80,731	83,776	86,824
15			67,175	69,307	73,572	76,617	79,665	82,711	85,758	88,803
16			69,154	71,288	75,552	78,599	81,644	84,692	87,738	90,785
17			71,135	73,267	77,531	80,579	83,624	86,671	89,717	92,765
18			73,115	75,247	79,512	82,558	85,606	88,651	91,698	94,744
19				77,041	81,295	84,335	87,374	90,414	93,451	96,491
20				78,825	83,071	86,101	89,134	92,165	95,198	98,228
21				80,795	85,041	88,071	91,104	94,135	97,168	100,198
22				82,767	87,011	90,043	93,074	96,106	99,138	102,171
23				84,737	88,982	92,013	95,046	98,076	101,109	104,141
24				86,708	90,952	93,985	97,016	100,049	103,079	106,112
>24					92,922	95,955	98,986	102,019	105,049	108,082

**APPENDIX E:**

**School Year 2025 - 2026**

**Fiscal Year 2026**

	B	B+8	B+16	B+24	M	M+8	M+16	M+24	M+32	M+40
1	45,129	46,709	48,288	49,868	53,026	55,283	57,539	59,797	62,053	64,310
2	45,567	47,162	48,757	50,352	53,541	55,820	58,098	60,378	62,655	64,934
3	46,010	47,620	49,230	50,841	54,061	56,362	58,662	60,964	63,264	65,565
4	46,456	48,082	49,708	51,335	54,586	56,909	59,231	61,556	63,878	66,201
5	46,903	48,545	50,186	51,828	55,110	57,456	59,801	62,147	64,492	66,838
6	48,180	49,866	51,554	53,240	56,611	59,021	61,429	63,840	66,248	68,657
7	49,254	50,978	52,702	54,426	57,873	60,337	62,799	65,262	67,724	70,188
8	50,474	52,240	54,007	55,774	59,306	61,830	64,353	66,878	69,401	71,925
9	51,723	53,533	55,344	57,155	60,775	63,361	65,946	68,534	71,119	73,706
10	53,388	55,256	57,126	58,993	62,730	65,400	68,069	70,739	73,408	76,077
11		57,229	59,166	61,100	64,969	67,735	70,499	73,264	76,028	78,793
12		59,271	61,277	63,282	67,290	70,153	73,016	75,880	78,743	81,608
13		61,157	63,227	65,294	69,430	72,385	75,338	78,294	81,247	84,203
14		63,103	65,239	67,371	71,638	74,688	77,736	80,785	83,832	86,882
15			67,314	69,515	73,918	77,063	80,209	83,355	86,499	89,645
16			69,358	71,559	75,963	79,107	82,254	85,399	88,545	91,689
17			71,402	73,604	78,007	81,154	84,298	87,444	90,589	93,736
18			73,447	75,648	80,051	83,198	86,341	89,488	92,633	95,780
19				77,504	81,897	85,035	88,174	91,310	94,449	97,587
20				79,352	83,734	86,865	89,995	93,126	96,255	99,386
21				81,190	85,563	88,684	91,808	94,930	98,054	101,175
22				83,219	87,592	90,713	93,837	96,959	100,083	103,204
23				85,250	89,621	92,745	95,866	98,990	102,112	105,236
24				87,279	91,651	94,774	97,898	101,019	104,142	107,265
>24					93,681	96,804	99,927	103,050	106,171	109,295

**APPENDIX F:**

**School Year 2026 - 2027**

**Fiscal Year 2027**

	B	B+8	B+16	B+24	M	M+8	M+16	M+24	M+32	M+40
1	46,483	48,110	49,737	51,364	54,617	56,942	59,265	61,591	63,914	66,239
2	46,934	48,577	50,220	51,863	55,147	57,494	59,840	62,189	64,535	66,882
3	47,390	49,049	50,707	52,366	55,683	58,053	60,421	62,793	65,161	67,532
4	47,850	49,525	51,200	52,875	56,223	58,616	61,008	63,402	65,794	68,187
5	48,315	50,006	51,697	53,388	56,769	59,185	61,600	64,018	66,433	68,849
6	48,779	50,486	52,194	53,901	57,315	59,754	62,193	64,633	67,072	69,511
7	49,866	51,612	53,358	55,103	58,592	61,087	63,579	66,074	68,566	71,060
8	50,978	52,762	54,547	56,330	59,899	62,448	64,997	67,546	70,095	72,644
9	52,240	54,068	55,897	57,726	61,381	63,994	66,605	69,218	71,830	74,442
10	53,534	55,407	57,281	59,155	62,902	65,579	68,254	70,932	73,608	76,286
11		57,190	59,125	61,058	64,926	67,689	70,452	73,214	75,977	78,740
12		59,232	61,236	63,238	67,243	70,106	72,967	75,829	78,689	81,551
13		61,198	63,269	65,338	69,477	72,433	75,389	78,346	81,302	84,260
14		63,144	65,282	67,417	71,686	74,738	77,787	80,839	83,888	86,939
15			67,359	69,561	73,966	77,116	80,262	83,410	86,557	89,706
16			69,502	71,775	76,321	79,568	82,815	86,064	89,310	92,559
17			71,612	73,885	78,432	81,678	84,927	88,174	91,423	94,669
18			73,722	75,997	80,542	83,791	87,037	90,286	93,533	96,782
19				77,918	82,453	85,693	88,932	92,173	95,412	98,653
20				79,829	84,354	87,586	90,819	94,049	97,282	100,514
21				81,733	86,246	89,471	92,695	95,920	99,142	102,368
22				83,625	88,130	91,345	94,562	97,778	100,996	104,210
23				85,715	90,220	93,435	96,652	99,868	103,085	106,300
24				87,808	92,310	95,527	98,742	101,959	105,175	108,393
>24					94,401	97,617	100,834	104,049	107,267	110,483

A	B	C	D	E	F	G
\$1,200	\$1,600	\$2,100	\$3,100	\$3,300	\$3,900	\$4,400
6th Dance	Arctery Club	Bus Duty	Broadcast TV Club	Asst. Cross-Country	7 & 8 Basketball Coach	Athletic Director
Intramural Sports	Art Club	Crossing Guard	Digital Technologists	Asst. Track	7 & 8 Cheerleading Coach	Beginning Band
Pop Band	Builder Club	Dragon Club	Literacy Coach	Asst. Wrestling	7 & 8 Volleyball Coach	
	Cheer Club	Lunch Room/Morning Duty (20 Min)	Lunch Room (30 Min)	Poms/Dance Coach	Head Cross-Country Coach	
	Comic Book Club	Student Council Club	MTSS Team Lead		Head Track Coach	
	Drama Club		SEL Team Lead		Head Wrestling Coach	
	Extracurricular Club		Elementary Yearbook			
	Fishing Club		Middle School Yearbook Club			
	Golf Club					
	International Club					
	Mad/Snowball Club					
	PALS Club					
	Reading Club					
	Science Club					
	Soccer Club					
	Spirit Club					
	Winter Running Club					
	Young Engineers Club					

**Misc.**

IESA - Wrestling and Track - \$300

Extra-Curricular Worker - \$55

PVC Band/Chorus - \$500

ESY Hourly Rate - \$40

Hourly Rate \$35:

Saturday Intervention

After-school Homework/10th Hour

Tutoring

Summer Band

\* Clubs shall meet at least 17 times per year barring unforeseen circumstances. Club meetings shall take place outside of contractual work day hours.

If the minimum number of days is not met, the certified staff member shall receive a pro-rated stipend based on the number of days the club met.

\* Stipended positions shall not be shared by more than two certified staff members at any time.

\* The principal will make building staff aware of available extra duty stipends and mentoring opportunities via email. Interested staff may alert the principal of their interest in writing. The principal shall then assign the available extra duty stipends and mentoring opportunities at their discretion. The principal's decision is not subject to the grievance process.

**Retirees:**

Certified staff members on the retirement track will be grandfathered into the stipend rate they are currently receiving if the rate is higher than the newly bargained rates.

Certified staff members on the retirement track that are currently receiving a rate that is lower than the newly bargained rates can receive the higher newly bargained rate only if the rate does not cause them to exceed 6% in credible earnings as outlined in Article 5 Section 1.

**APPENDIX G:**

**Memorandum of Agreement**

Whereas, the Board of Education for McHenry Community Consolidated School District 15 (District) and the McHenry Elementary Education Association, IEA-NEA (Association) have agreed to the following:

- 1) The position of Board Certified Behavior Analyst whose position is recognized under the collective bargaining agreement, who are currently employed by the District, will be placed at the Masters +32 lane and appropriate step for the purpose of assigning salary beginning the 2022/23 school year.

Board of Education President for  
McHenry Community Consolidated School District 15

By: Chad Williams

Date: 7/1/22

Superintendent for  
McHenry Community Consolidated School District 15

By: April R. Burtz

Date: 7/1/22

President for  
McHenry Elementary Education Association, IEA-NEA

By: Andrew B. Conroy

Date: 6/28/2022

**Memorandum of Agreement**

Whereas, the representatives of the Board of Education for McHenry Community Consolidated School District 15 (District) and the McHenry Elementary Education Association, IEA-NEA (Association), met to discuss Article Five, Salary and Fringe Benefits, Section A, Salary Payments. The parties have agreed to the following:


- Each certified staff member shall receive his/her salary over twelve (12) months: 24 pays from August through July. Pay dates shall be on the first (1<sup>st</sup>) and fifteenth (15<sup>th</sup>) day of every month or the last business day prior to such dates if they fall on a holiday or weekend. Please see Appendix B through F for salary schedules.

Board of Education President for  
McHenry Community Consolidated School District 15

By: 

Date: 6/7/22

Superintendent for  
McHenry Community Consolidated School District 15

By: 

Date: 6/8/22

President for McHenry Elementary Education Association, IEA-NEA

By: 

Date: 5/24/22

# MEMORANDUM OF UNDERSTANDING

Whereas, the representatives of the Board of Education for McHenry Community Consolidated School District 15 and the McHenry Elementary Education Association, IEA-NEA, met to discuss Article 5 Section H and Appendix G, of the CBA. The parties have agreed to the following:

1. If two (2) District staff members are married, they may elect to apply the combined monetary value of their two single health and dental insurance premiums. For health insurance they then apply the 25% Board contribution to the remaining dependent coverage toward the cost of family health premiums.
2. The addition of the Pride Club to be added to the stipend schedule in column B effective for the 22-23 school year.
3. The addition of the Performing Arts club to be added to the stipend schedule in column C effective for the 22-23 school year.
4. Effective the day of this agreement, the Board of Education acknowledges that administration will be able to approve stipends following the stipend approval process.

**IN WITNESS WHEREOF**, the parties have executed this Agreement on this 9th day of August 2022.

**McHenry Elementary Education Association, IEA-NEA**

  
\_\_\_\_\_

President

Date

**Board of Education President for  
McHenry Community Consolidated School District 15**

  
\_\_\_\_\_

President

Date

Revised 6.17.2024

A	B	C	D	E	F	G
\$1,200	\$1,600	\$2,100	\$3,100	\$3,300	\$3,900	\$4,400
6th Dance	Archery Club	Bus Duty	Broadcast TV Club	Asst. Cross-Country	7 & 8 Basketball Coach	Athletic Director
Intramural Sports	Art Club	Crossing Guard	Digital Techologists	Asst. Track	7 & 8 Cheerleading Coach	Beginning Band
Pep Band	Builder's Club	Dragon Club	Literacy Coach	Asst. Wrestling	7 & 8 Volleyball Coach	
	Chess Club	Literacy Coach	Lunch Room (30 Min)	Poms/Dance Coach	Head Cross-Country Coach	
	Comic Book Club	Lunch Room/Morning Duty (20 Min)	MTSS Team Lead		Head Track Coach	
	Drama Club	Student Council Club	SEL Team Lead		Head Wrestling (Coach)	
	Environmental Club	Performing Arts	Elementary Yearbook			
	Fishing Club	Chorus (Elementary)	Middle School Yearbook Club			
	Golf Club		Middle School Content Leader	Misc.		
	International Club			IESA - Wrestling and Track - \$300		
	Mad/Snowball Club			Extra-Curricular Worker - \$55		
	PALS Club			FVC Band/Chorus - \$500		
	Reading Club			ESY Hourly Rate - \$40		
	Science Club			Hourly Rate \$35:		
	Soccer Club			Saturday Intervention		
	Spirit Club			Afterschool Homework/10th Hour		
	Winter Running Club			Tutoring		
	Young Engineers Club			Summer Band		
	Pride Club					

\* Clubs shall meet at least 17 times per year barring unforeseen circumstances. Club meetings shall take place outside of contractual work day hours.

If the minimum number of days is not met, the certified staff member shall receive a pro-rated stipend based on the number of days the club met.

\* Service from other school district(s) will not be recognized for stipend position(s)

\* Stipended positions shall not be shared by more than two certified staff members at any time.

\* The principal will make building staff aware of available extra duty stipends and mentoring opportunities via email. Interested staff may alert the principal of their interest in writing.

The principal shall then assign the available extra duty stipends and mentoring opportunities at their discretion. The principal's decision is not subject to the grievance process.

**Retiree's :**

Certified staff members on the retirement track will be grandfathered into the stipend rate they are currently receiving if the rate is higher than the newly bargained rates.

Certified staff members on the retirement track that are currently receiving a rate that is lower than the newly bargained rates can receive the higher newly bargained rate only if the rate does not cause them to exceed 6% in credible earnings as outlined in Article 5 Section L.

## Memorandum of Agreement

Whereas, the representatives of the Board of Education for McHenry Community Consolidated School District 15 (District) and the McHenry Elementary Education Association, IEA-NEA (Association), met to discuss the salary schedule in Appendix E and stipend schedule in Appendix G. The parties have agreed to the following:

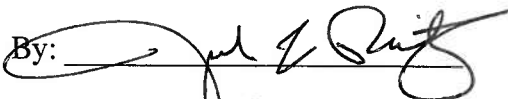
- Within the salary schedule in Appendix E, step 10, lane B, will be increased by .25% to ensure that there is a pay increase from the 2024-2025 school year. The revised salary for the 2025-2026 school year for Appendix E, step 10, lane B, will increase from \$53,388 to \$53,517.
- Stipends that occur on a daily basis (i.e. bus duty) as outlined in Appendix G, and are currently paid over the 24 pay cycle calendar will be paid over the 20 pay cycle calendar beginning the 2025-2026 school year. All others stipends will be paid according to past practice and will be paid at the conclusion of the club/sport.

Board of Education President for  
McHenry Community Consolidated School District 15

By: 

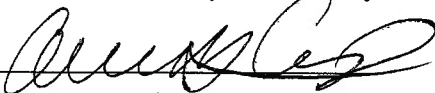
Date: 6/3/25

Superintendent for  
McHenry Community Consolidated School District 15

By: 

Date: 6-3-25

President for McHenry Elementary Education Association, IEA-NEA

By: 

Date: 5/8/25