

**Negotiated Agreement Between
Board of Education of Cary Community
Consolidated School District 26**



**And The
Cary Education Association
IEA-NEA (CEA)**



2115 Crystal Lake Road • Cary, Illinois 60013 • 847-639-7788 • Fax 847-639-3898
Briargate Deer Path Three Oaks Cary Junior High Oak knoll

2026 - 2030

Contents

PREAMBLE	1
ARTICLE I	2
RECOGNITION	2
1.1 Association Recognition	2
1.2 Definition of Certified Staff.....	2
1.3 Additional Negotiations	2
ARTICLE II	3
ASSOCIATION AND CERTIFIED STAFF’S RIGHTS.....	3
2.1 Right to Organize.....	3
2.2 Public Information Access.....	3
2.3 Meeting Location.....	3
2.4 Association Representation.....	3
2.5 Bulletin Board Space	4
2.6 School Equipment Use.....	4
2.7 Association Attendance	4
2.8 Staff Office.....	4
2.9 Board Authority	4
2.10 Communication Council.....	4
2.11 Fair Share	5
2.12 Notification of Assignment.....	5
2.13 Notification of Benefits.....	5
2.14 Employee Information Request	5
ARTICLE III.....	6
NEGOTIATION AND IMPASSE PROCEDURES.....	6
3.1 Scope and Initiation of Successor Contract Negotiations.....	6

3.2	Authority to Negotiate	6
	ARTICLE IV	7
	GRIEVANCE PROCEDURE.....	7
4.1	Definitions.....	7
4.2	Statement of Basic Principles	7
4.3	Procedures.....	8
4.4	Bypass to Superintendent.....	9
4.5	Class Grievances.....	9
4.6	Association Participation — Certified Staff Not Represented	9
4.7	Grievance Withdrawal	9
4.8	Evidence for Arbitrator	9
4.9	Cost of Arbitration	9
4.10	Other Arbitration Costs.....	9
	ARTICLE V	10
	PAYROLL DEDUCTIONS.....	10
5.1	Submission of Payroll Deductions for Association Dues	10
5.2	Dues Deduction Authorization	10
5.3	Prorated Dues Deduction	10
5.4	Payroll Deduction Schedule.....	10
5.5	Dues Recovery Following Resignation	11
5.6	Remission to Association.....	11
5.7	Authorized Deductions	11
5.8	Pay Periods.....	11
	ARTICLE VI	12
	ASSIGNMENT OF DUTIES	12
6.1	Certified Staff Assignment List	12

6.2	Transfers / Reassignments	12
6.3	Transfer Process.....	13
6.4	Extra-Duty Assignments.....	14
6.5	Certified Staff Mentoring.....	15
6.6	Remediation Certified Staff Plan.....	16
6.7	Seniority	16
6.8	Reduction in Force.....	16
6.9	Class Size.....	17
6.10	Home School Duty Assignment.....	17
6.11	Job Sharing.....	17
	ARTICLE VII.....	20
	LEAVES	20
7.1	Sick Leave.....	20
7.2	Personal Leave	20
7.3	Sick Leave Bank	20
7.4	Bereavement Leave.....	22
7.5	Sabbatical Leave	22
7.6	Long-Term Parental Leave of Absence	22
7.7	Association Leave.....	24
7.8	Other Leaves of Absence	24
7.9	General Provisions for All Leaves.....	25
	ARTICLE VIII.....	28
	WORK DAY.....	28
8.1	Summer Professional Development.....	28
8.2	Length of Day	28
8.3	Professional Obligations	29

8.4	Mandated Training.....	29
8.5	Lunch Period.....	29
8.6	Planning Time.....	29
8.7	Internal Substitution.....	29
8.8	Traveling Certified Staff.....	30
8.9	The Professional Development Committee	30
	ARTICLE IX	31
	CERTIFIED STAFF EVALUATION	31
9.1	Review of Evaluation.....	31
9.2	Probationary Certified Staff Member	31
9.3	Audio/Video Taping	31
9.4	Personnel File.....	32
9.5	Grievance	32
9.6	Evaluation Committee	32
	ARTICLE X.....	33
	CREDIT FOR EXPERIENCE ON SALARY SCHEDULE	33
10.1	Maximum Credit.....	33
10.2	Military Credit	33
10.3	Half-time Staff	33
10.4	Employment Under One Year	33
10.5	Leave of Absence.....	33
	ARTICLE XI	34
	GUIDELINES FOR COURSE APPROVAL AND LANE MOVEMENT	34
11.1	Criteria	34
11.2	Certified Staff Member Leaving District.....	35
11.3	Educational Attainment Movement	35

11.4 National Board Certification.....	36
ARTICLE XII.....	37
RETIREMENT	37
12.1 Retirement Eligibility and Benefits	37
ARTICLE XIII.....	39
COMPENSATION AND FRINGE BENEFITS	39
13.1 Annual Salary Increases.....	39
13.2 Tax Shelter for TRS Contributions.....	40
13.3 Health Insurance	41
ARTICLE XIV.....	43
DURATION AND RELATED TECHNICAL CLAUSES	43
14.1. Duration of Agreement	43
14.2 Annual Contract Length.....	43
14.3 No-Strike.....	43
14.4 Complete Understanding	43
14.5 Recognition of This Agreement.....	43
14.6 Severability	43
14.7 Individual Contracts.....	43
APPENDIX A.....	45
New Hire Chart.....	45
APPENDIX B.....	46
Mileage Rates from Building To Building	46
MEMORANDUM OF UNDERSTANDING.....	47
Daily Teacher Schedule	47

PREAMBLE

The Board of Education of District 26, hereinafter referred to as the "Board," and the Cary Education Association, hereinafter referred to as the "Association," recognize that the aim of public schools is to provide the best education possible for children and youth in the District. Attainment of these educational objectives is a joint responsibility of the Board of Education, the administrative and supervisory staff, and the professional teaching personnel. To this end, the parties shall participate in good faith negotiations.

The Board and the Association recognize that the attainment of the educational objectives of the District requires mutual understanding and cooperation among the Board, the administrative and supervisory staff, and the professional teaching personnel.

ARTICLE I

RECOGNITION

1.1 Association Recognition

The Board of Education of Cary Community Consolidated District 26, McHenry and Lake Counties, Cary, Illinois, hereinafter referred to as the "Board", hereby recognizes the Cary Education Association, hereinafter referred to as the "Association," affiliated with the Illinois Education Association and the National Educational Association, as the exclusive and sole negotiation agent for all fully certified staff members who are subject to this Agreement except those in Superintendent, Chief Financial Officer, Associate Superintendent of Curriculum and Professional Development, Director of Special Services, Principal, Assistant Principal, and all other managerial, supervisory, confidential and all other positions excluded from coverage of the Illinois Educational Labor Relations Act.

1.2 Definition of Certified Staff

The term "certified staff," when used hereinafter in this Agreement, shall refer to all employees represented by the Association in the negotiating unit as determined in Section 1.1 above.

1.3 Additional Negotiations

The Board agrees not to negotiate with any certified staff organization other than the Association, unless another organization wins an election.

ARTICLE II

ASSOCIATION AND CERTIFIED STAFF'S RIGHTS

2.1 Right to Organize

Certified staff shall have the right to organize or not to organize, join or not to join, to participate or not to participate in professional negotiations with the Board through representatives of their own choosing.

2.2 Public Information Access

- A. The Board agrees to make available to the Association, in response to reasonable requests, all available public information already compiled concerning the financial resources of the District such as, but not limited to, annual financial reports and audits, annual budgets, agenda, Board packet_(non-confidential portions), and minutes of all open Board meetings and Treasurer's Reports. Nothing herein shall require the Board's administrative staff to research and assemble information.
- B. If possible, the President of the Association shall be provided with a written notice of any regular or special meeting of the Board of Education. When possible, a copy of the agenda shall be included with the notice of such meeting at least 24 hours prior to the scheduled time of such meeting.
- C. Two (2) copies of all open Board minutes will be placed in the mailbox of the President of the Association after the minutes have been approved by the Board of Education.

2.3 Meeting Location

Upon at least 24 hours' notice to and with approval of the building principal, except in the case of emergency, the Association shall have the right to use school buildings for meetings and to transact official Association business on school property provided that such business does not interfere with or interrupt school operations or previously scheduled events. When special custodial service is required, the Board may charge the community use rate for this service.

2.4 Association Representation

When a certified staff appears before the Board or the Superintendent concerning any matter which could affect the certified staff's basic employment or salary, the certified staff shall be entitled to have an Association representative present. Further, when a certified staff is required to appear before the Board, except in cases of emergency which affect the safety and welfare of children, other persons or property, he/she shall be given forty-eight (48) hours prior written notice of the reasons for such meeting.

2.5 Bulletin Board Space

Bulletin board space shall be provided for the use of the Association in each school building for posting notices of activities and other matters of Association concern. The regular district inter-school mail service shall be made available to the Association for communications to certified staff.

2.6 School Equipment Use

With prior approval, the Association shall have the right to use, but not to remove from the school building, school equipment. This includes computers and related peripheral equipment, and audio-visual equipment when such equipment is not otherwise in use. The Association will pay the actual cost of all materials and supplies consumed in such case.

2.7 Association Attendance

Certified staff shall be allowed to leave the building at the time of student dismissal to attend Association meetings provided there is no interference with district functions. The Association is to provide written notice of said meeting to building Principals and Superintendent.

2.8 Staff Office

The Board recognizes that in order for certified staff to accomplish their job effectively, it may be necessary to have an office in part of his/her residence for the purpose of preparation, grading papers, storage of materials, and other functions related to the practice of his/her profession.

2.9 Board Authority

It is understood and agreed that all functions, rights, powers, or authority of the administration of the School District and the Board of Education which are not limited by the language of this Agreement are retained by the Board. However, that no such right shall be exercised to violate any of the specific provisions of this Agreement or the Illinois Educational Labor Relations Act.

2.10 Communication Council

- A. For the purpose of communication and dialogue on problems and practices that arise under the terms of the Collective Bargaining Agreement, Board policy, administrative procedures, and professionalism and ethics of the staff, a Communication Council shall be established.
- B. The Council shall be composed of the Superintendent, the Principals, no more than two (2) Association-elected certified staff building representatives from each building, and the President(s) of the Association.
- C. The Superintendent, prior to September 30, shall call the first Communication Council. During the first meeting, subsequent monthly meeting dates shall be determined. Additional meeting dates may be arranged by the Chairman of the Council.
- D. Certified staff will make every reasonable effort to provide documentation of their efforts to

resolve their concerns at the building and/or district level before moving to discuss the matter at Communication Council. After attempting to resolve an issue with a building administrator or appropriate central office administrator, the issue can be brought to Communication Council by completing a form, to be created by the administration and CEA designee(s), which identifies on whose behalf the issue is being brought, before the Communication Council and whether that person has consented to have the issue brought forward. The form shall be submitted to the building principal five (5) business days prior to the meeting. The principals must submit these items to the Superintendent one (1) day prior to the meeting so an agenda can be prepared.

- E. The Superintendent will send the minutes, a copy of the original form submitted by the certified staff member(s), and the Administration's response letter to the Communication Council certified staff's representatives, administrators and the Board.
- F. Each year, at its first meeting, the Communication Council will review established Council procedures and the submission form and make any agreed upon revisions. The agreed upon procedures will then be made available to all certified staff and District Administrators via email from the District.

2.11 Fair Share

If Fair Share salary withholding is ever held to be constitutional and lawful, the parties will meet to negotiate the effects of such a ruling.

2.12 Notification of Assignment

The legal responsibility for education is vested in the Cary Board of Education and this responsibility to final decision-making cannot be delegated. The Administration will arrange a yearly meeting with CEA to communicate regarding the district's staffing plan for the upcoming academic year. The Administration will also provide reasonable notification to the Union if it creates any new bargaining unit positions or makes changes to any extended work year assignments. The notification will be made before an assignment is made or position is filled and will include any change to the length of year, length of day, job descriptions, or any additional bonuses and stipends.

2.13 Notification of Benefits

The Board agrees to provide a summary of salary and benefits for the following school year to all certified staff by May 15.

2.14 Employee Information Request

At the start of every fiscal year, every thirty (30) calendar days thereafter and within ten (10) business days of hiring, terminating, or accepting the resignation of a certified staff member, the District will provide to the CEA President(s) or designee a list in excel format, containing the following information: the name, date of hire, address, personal email address, phone number(s) including cell phone, location, job category, salary level, pay rate, full or part-time status, and

regular number of hours of work of that certified staff member. The Association agrees to not divulge or release confidential information.

ARTICLE III

NEGOTIATION AND IMPASSE PROCEDURES

3.1 Scope and Initiation of Successor Contract Negotiations

The parties agree that their duly designated representatives shall negotiate in good faith. This does not imply acquiescence or concession to either party's demands either in whole or in part. Each party shall select its own representatives. Each negotiation team shall consist of no more than ten (10) members, not including IEA representatives or District legal. Negotiations for a successor contract shall begin as soon as possible, but no later than March 1 prior to the expiration date of the current contract unless the parties agree to a later date.

3.2 Authority to Negotiate

Both parties agree that it is their mutual responsibility to confer upon their respective representatives the necessary power and authority to make proposals, consider proposals, make counterproposals and to seek tentative agreements.

ARTICLE IV

GRIEVANCE PROCEDURE

4.1 Definitions

- A. Any claim by a certified staff member, or the Association if said claim is of a class action nature or pertains to administrative staff beyond the building level, that there has been a violation, misrepresentation, or misapplication of the terms of this Agreement shall constitute a grievance. A grievance must be presented within twenty (20) days after the grievant might reasonably have been expected to have had knowledge of the occurrence of the event giving rise to the grievance.
- B. All time limits consist of school days, except when a grievance is submitted fewer than ten (10) days before the close of the current school term, time limits shall consist of all weekdays.

4.2 Statement of Basic Principles

- A. Every certified staff shall have the right to present grievances in accordance with these procedures, with or without representation, as defined in formal steps beyond the building level.
- B. Certified staff who participates in these grievance procedures shall not be discriminated against or be subjected to discipline or reprisal because of such participation.
- C. The failure of party filing the grievance or the Association to act on any grievance within the prescribed time limits will act as a bar to any further appeal. An administrator's failure to give a decision within the time limits shall permit the grievance to proceed to the next step.
- D. The Association will be notified of the final disposition of the grievance within ten (10) days. Said disposition shall not be in conflict with any of the terms or conditions of this Agreement.
- E. Conferences under this procedure shall be conducted at a time and place which will afford a fair and reasonable opportunity for all persons to attend, including witnesses entitled to be present, and will be held, insofar as possible, after regular school hours or during non-teaching time of personnel involved. When such hearings and conferences are held at the option of the Superintendent, during school hours, all certified staff whose presence is required shall be excused, with pay, for that purpose.
- F. It is agreed that any investigation or other handling or processing of any grievance by the grieving certified staff or certified staff's organization representatives shall be conducted so as to result in no interference with or interruption whatsoever of the instructional program and related work activities of the teaching staff.

4.3 Procedures

A. First Step

An attempt shall be made to resolve any grievance in informal, verbal discussion between complainant and his/her immediate supervisor,

B. Second Step

If the grievance cannot be resolved informally, the aggrieved certified staff member shall file the grievance in writing, and at a mutually agreeable time, discuss the matter with the appropriate administrator. The written grievance shall state the nature of the grievance, note the clause(s) of the Agreement allegedly violated, and state the remedy requested. The filing of the grievance at the Second Step must be within twenty (20) days from the date of the occurrence of the event giving rise to the grievance. The appropriate administrator who has authority to make a decision on the grievance shall make such decision and communicate it in writing to the certified staff and the Superintendent within ten (10) days. The certified staff, upon request to the Association, may have an Association representative present.

C. Third Step

In the event a grievance has not been satisfactorily resolved at the Second Step, the aggrieved certified staff member and the Association shall file, within five (5) school days of the appropriate administrator's written decision or answer at the Second Step, a copy of the grievance with the Superintendent. The aggrieved certified staff member shall send a copy of such grievance to the Association President. Within ten (10) days after such written grievance is filed, the aggrieved and the Superintendent or his designee, shall meet to resolve the grievance. The Superintendent or designee shall file an answer within ten (10) days of the Third Step grievance meeting and communicate it in writing to the certified staff, the appropriate administrator and the Association representative present.

D. Fourth Step

If the aggrieved certified staff member and the Association are not satisfied with the disposition of the grievance at Step Three, or the time limits expire without the issuance of the Superintendent's written reply, the certified staff member and/or the Association may submit the grievance to the board for final resolution. If a request for a hearing is not filed within thirty (30) days of the date for the Step Three answer, then the grievance shall be deemed withdrawn.

- a. The Board shall have no power to alter the terms of this Agreement.
- b. Each party shall bear the full cost for its representation in the grievance procedure.

E. Fifth Step

The Association may appeal from the determination of the Board by submitting a demand in writing within thirty (30) days of such decision that the matter be carried forward to binding arbitration. The arbitrator shall be selected from a panel or panels to be secured from the American

Arbitration Association. The cost of the arbitrator and of his/her selection from the American Arbitration Association shall be shared equally.

The arbitrator, in his/her opinion, shall not amend, modify, nullify, ignore or add to the provision of the Agreement. His/her authority shall be strictly limited to deciding only the issue or issues presented to him/her in writing by the School District and the Association and his/her decision must be based solely and only upon his/her interpretation of the meaning or application of the express relevant language of the Agreement.

4.4 Bypass to Superintendent

If the Association and the Superintendent agree, Step Two of the grievance procedure may be bypassed and the grievance brought directly to Step Three.

4.5 Class Grievances

Class grievances involving one or more certified staff or one or more supervisors, and grievances involving an administrator above the building level, may be initially filed by the Association at Step Three.

4.6 Association Participation — Certified Staff Not Represented

When a certified staff member is not represented by the Association, the Association shall reserve the right to have its local representative and/or Association representative at Step Three or Four.

4.7 Grievance Withdrawal

A grievance may be withdrawn at any level without establishing precedent.

4.8 Evidence for Arbitrator

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

4.9 Cost of Arbitration

Each party shall bear the full cost for its representation in this arbitration. The cost of the arbitrator and of the American Arbitration Association shall be divided equally between the Board and the Association.

4.10 Other Arbitration Costs

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

ARTICLE V

PAYROLL DEDUCTIONS

5.1 Submission of Payroll Deductions for Association Dues

The Association shall submit to the Superintendent's Office two (2) weeks before the first pay date in October, the necessary Association dues payroll deduction authorization forms for those deductions properly filled in and signed.

5.2 Dues Deduction Authorization

A certified staff employed on or before the start of the school term may authorize dues deduction by having presented an authorization card to the Board two (2) weeks before the first pay date in October. The amount specified by the Association shall be prorated and deducted from twice monthly paychecks, starting with the first pay date in October and ending with the last pay date in June. Dues deductions shall continue in effect from year to year unless terminated by the employee by written notification to the Association and the Board prior to September 15th of any school year or upon termination of an employee's employment by the Board.

The Association, the Illinois Education Association and the National Education Association agree to indemnify and save the Board harmless against any claims, demands, suits, or other form of liability which may arise by reason of any action taken or omitted by the Association or the Board in complying with the provisions of this Section, including reimbursement for any legal fees or expenses incurred in connection therewith. The Board agrees to notify the Association promptly in writing of any written claim, demand, or suit in regard to which it will seek to implement the provisions of this Section, and if the association so requests in writing, to surrender claims, demands, suits or other forms of liability.

Dues deducted by the District will be remitted to the Association within fifteen (15) workdays after such deductions have been made.

5.3 Prorated Dues Deduction

Any certified staff employed after the start of the school term may authorize dues deduction by presenting an authorization card to the Board within thirty (30) days after his/her date of employment. The combined annual membership dues will be prorated and deducted from the remaining twice monthly paychecks to complete payment by June 30.

5.4 Payroll Deduction Schedule

The Board will make eighteen (18) equal payroll deductions for the combined or unified CEA, IEA and NEA membership dues starting with October and extending through June, unless employment is terminated prior to the close of school.

5.5 Dues Recovery Following Resignation

If a certified staff member resigns from the employment of the Board prior to termination of the effective period of the then current authorization, the Board shall deduct the unpaid portion of such authorization from the certified staff's final paycheck, providing said certified staff has signed the proper authorization form which would permit this.

5.6 Remission to Association

All dues deducted by the Board shall be remitted to the treasurer of the Association as soon as possible but no later than ten (10) days after such deductions are made.

5.7 Authorized Deductions

A certified staff member may elect to have a given sum deducted from each paycheck to be sent by the Board in the name of said certified staff to a certified staff's Credit Union, the United Way, IEA/NEA/CEA dues, Health Insurance, and a tax sheltered annuity from the accepted District list of providers and the NEA sponsored annuity. An employee may set the amount of a TSA deduction as governed by IRS regulation. The remaining authorizations must be submitted by October 1 or thirty (30) days after final Agreement, whichever is later, and within seven (7) calendar days after the date ending first semester.

5.8 Pay Periods

Payroll checks will be issued on the 5th and 20th of each month. If the 5th or the 20th are on a weekend or a holiday, the paycheck will be issued on the last work day prior to the weekend or holiday. Each certified staff member will be paid 24 pay periods per year.

ARTICLE VI

ASSIGNMENT OF DUTIES

6.1 Certified Staff Assignment List

The District will develop a list of all full-time staff assignments at least ten (10) calendar days before the beginning of the school year.

6.2 Transfers / Reassignments

A transfer is defined as a change of grade level, a change of schools, or a change from one department to another.

A. Voluntary Transfers/Reassignments

All certified staff shall be notified of open certified assignments and have the opportunity to apply for and be considered for transfer to fill a posted opening. A written statement outlining qualifications and experience will be sent to the Superintendent or designee (i.e. human resources and/or building principal) and received within five (5) working days of the internal posting.

B. Involuntary Transfers/Reassignments

The involuntary transfer of certified staff member may become necessary due to pupil distribution, instructional requirements, a change in facilities, reductions in force, evaluation purposes, and/or to address student needs. Certified staff being involuntarily transferred and impacted staff shall be given written notice prior to the transfer. Whenever possible, notification will be given within thirty (30) calendar days prior to the last day of the school year. When notification prior to the last day of school year is not practicable, certified staff shall be given five (5) school days notice before the start date of their new assignment. At the written request of a certified staff member identified for transfer, a meeting will be held with the Superintendent or designee within ten (10) working days of the notification to review the reasons for the reassignment/transfer. In the event a certified staff member is involuntarily reassigned/transferred, that fact shall be a consideration the following school year should that certified staff member apply for a voluntary transfer to a permanently vacated position, provided the individual meets the criteria outlined in paragraph 6.3.

- i. Following the Board's approval of the District's staffing plan, the Administration will determine the open positions available for voluntary transfer. The District will then notify all certified staff of all the open positions available for voluntary transfer. Certified staff interested in transferring to an open position must submit a letter of interest (email) to the building principal and human resources. The letter of interest must be received within four (4) working days of the internal posting in order for the administration to make the decision no later than by the end of the fifth (5th) working day.

- ii. Following the period for voluntary transfers, all certified staff who are being involuntarily transferred will be notified by letter. In addition, a special group of involuntary-transferred certified staff with only one possible position will be notified in writing of their specific position.
- iii. If a staff member is qualified for more than one posted position, a survey shall be given to involuntary-transferred staff to be completed within four (4) days of receipt of letter. The survey will request that the staff list their first, second, and third preferences in rank order of the posted positions.
- iv. In making decisions regarding involuntary transfers, the District will consider various factors, including but not limited to, the following:
 - 1. Certification requirements
 - 2. Familiarity with the grade level or course
 - 3. Length of service in the District
 - 4. Needs of the District and the students
 - 5. Prior evaluations
 - 6. Survey preferences
 - 7. The fact that a staff member may have been recently involuntarily reassigned
- v. Certified staff will have the option to request a voluntary transfer out of the position assigned to them, if a desired position is available.

6.3 Transfer Process

Sec. 24-1.5. (105 ILCS 25-1.5). New or vacant teaching positions. The district’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 School Code must be based upon the consideration of factors that include without limitation certifications, qualifications, merit and ability (including performance evaluations, if available), and relevant experience, provided that the length of continuing service with the school district must not be considered as a factor, unless all other factors are determined by the district to be equal.

A. Postings

All certified staff vacancies in the District, as declared by the Board after any involuntary transfers and/or reduction-in-force bumps have been made, will be posted by the Human Resources department by email and using the district’s applicant tracking system. An application for voluntary transfer to a specific vacancy must be sent to and received by the Superintendent or designee (i.e. Human Resources and/or building principal) within five (5) working days of the internal posting. Each vacancy will be posted on the district’s applicant tracking system after the internal posting period. When no other staff is certified for the vacancy, the vacancy will be posted concurrently on the District website and internally in the school buildings. No vacancy shall be interviewed for or filled permanently until a vacancy has been posted for five (5) working days. The five-day interview wait period will not apply within twenty (20) working days of the start of the school year.

Notification of open positions will continue to be sent electronically to the Association and to certified staff member's District e-mail during the summer.

B. Voluntary Transfer

In the event of a reduction in force of more than five (5) tenured staff members, a voluntary transfer committee will be convened for the purpose of reviewing and making the recommendations for voluntary transfers and placement. This committee will be made up of two (2) Administrators and two (2) certified staff members (who will be appointed by the CEA). The Administration shall make the final decision on all requested transfers.

C. Consideration

All qualified internal applicants who apply for a vacancy within the five (5) working days of posting shall be considered.

D. Notification

Applicants for a posted vacancy shall be notified in writing or electronic communication of the results of the hiring decision by the appropriate administrator. Only in the case of extraordinary circumstance shall this notification not occur prior to any announcement of the results of the selection process. If requested in writing by the applicant, a personal conference may be held with the appropriate administrator to discuss the hiring decision.

6.4 Extra-Duty Assignments

A. Assignment of Duties

At the beginning of each school year, a list of all existing district vacancies for extra-duty positions shall be posted in each building and emailed to staff. The District will maintain consistent communication of district-wide extra-duty opportunities and associated hours that are visible and available to certified staff throughout the school year in each building.

A vacancy exists when the District elects to fill 1) a newly created position, or 2) a position becomes available due to the resignation or non-reappointment of an extra-duty sponsor.

B. Each year, an interested certified staff member may make a written request to the principal to be appointed to an extra-duty position.

C. Extra-duty assignments will be paid upon completion of the assignment and administrative approval.

D. Certified staff shall be given preference in filling extra-duty positions.

E. Certified staff who perform approved extra-duty assignments shall be paid at the hourly rate of \$33.00 per hour for the initial year of this contract and will increase by the Consumer Price Index (CPI) each year thereafter for the duration of this contract. The CPI adjustment shall not be less than two percent (2%) or greater than four percent (4%).

Payment for the activity will be a flat rate when applicable and made upon completion of the assignment and verification by the principal. The staff member is responsible for finding a substitute if he or she cannot fulfill a commitment on any given day but the employee must first notify the appropriate building administration that he or she cannot supervise the activity that day.

- F. Certified staff that accept a summer school position shall be paid at the rate of \$35.00 per hour for the initial year of this contract and will increase by the Consumer Price Index (CPI) each year thereafter for the duration of this contract. The CPI adjustment shall not be less than two percent (2%) or greater than four percent (4%).
- G. Extra-duty substitute payments will be made on the next pay period.
- H. Certified staff shall continue to be offered, on a voluntary basis, a voice in the decision-making process through committee work.
- I. In the event that a certified staff member is assuming the workload of another certified staff member, including but not limited to grading and entering grades, lesson planning, etc., that certified staff member will be compensated at the extra-duty rate.

6.5 Certified Staff Mentoring

- A. Certified staff who serve as mentors and complete the expectations for the New Educator Induction program will be compensated in the amount of six hundred dollars (\$600) per year.
- B. All new certified staff will attend New Educator Orientation Week and the first three monthly meetings for new certified staff.
- C. All new certified staff without prior experience will participate in the New Teacher Educator program.
- D. The District may require a new certified staff with prior experience to participate in the New Educator Induction program. Following the hiring of a new certified staff member, said member, building principal and director of curriculum will determine whether the hire will be placed as a full participant in the program, participate in the first week training and/or participate in any additional monthly trainings.
- E. All certified staff requesting assistance will receive one-on-one or group support from the Curriculum, Special Education and/or Technology Departments.
- F. Before each school year begins, the District will provide the CEA with a yearly agenda outlining the topics to be discussed and training offered at each monthly meeting.
- G. Each building principal will conduct an email survey of interested certified staff at the end of each school year to compile a list of mentors for the following year. Interested certified staff members may submit a written request to the principal to be appointed as a mentor, with similar grade level/specialist applicants given priority.

H. Student Teaching and Professional Supervision Stipend

1. Eligibility:

Employees assigned a student teacher, Speech/Language Clinical Fellowship year student, Social work intern, or School Psychology intern through an approved program shall be eligible for a stipend. Each employee is limited to one (1) student teacher, one (1) speech/language clinical fellow, one (1) social work intern, or one (1) school psychology intern per year.

2. Stipend Amount:

The stipend shall be as follows.

- a. \$300 per student teacher per semester
- b. \$300 per speech clinical fellowship supervision assignment per semester
- c. \$300 per social work, speech or psychology intern per semester
- d. Payment for fall semester will be the first second payroll period in January and payment for the spring semester will be the first payroll period of June.

3. Duties:

As outlined by the cooperating university.

6.6 Remediation Certified Staff Plan

District 26 consulting certified staff will be compensated in the amount of six hundred dollars (\$600) per year.

6.7 Seniority

Seniority is afforded to tenured certified staff based on years of continuous service in District. If total continuous service as a certified staff member with the District is equal between two (2) or more certified staff, the official hiring date will be used as the tiebreaker. If a tie remains, the date the employment contracts were signed by the certified staff members will be used as the tiebreaker. If a tie continues, the tiebreaker will be determined by drawing of lots. Certified staff working less than five (5) full days per week for the school year will receive experience credit toward seniority only on a prorated basis equal to time worked. A seniority list will be posted annually as required by law.

6.8 Reduction in Force

Tenured and non-tenured certified staff: In the event that a reduction-in-force is necessary, the Board will follow the requirements of the Illinois School Code. See 105 ILCS 5/24-11 and 5/24-12.

6.9 Class Size

The Board, Administration, and Association acknowledge that class size and its use of instructional aides is a factor in providing an effective educational program. In order to provide the best learning environment, when a regular education class exceeds the recommended class size guidelines set out in the then current Board policy, certified staff may submit a statement of need to the Building Principal. The Building Principal, certified staff member, and Superintendent will meet within a reasonable time frame to consider the feasibility of fulfilling this request which may include but is not limited to paraprofessional support. Following the meeting with building principal, certified staff, and Superintendent, the building principal will submit a written response to the staff member with next steps.

The District will electronically furnish a class size and caseload trimester data for each certified staff employee, by building, to the CEA Presidents within two (2) weeks after the start of each trimester, including at least once during July, for a total of four (4) yearly reports.

6.10 Home School Duty Assignment

All certified staff will be assigned to a home school building for before and after school supervisory duties.

For purposes of evaluation, a primary evaluator will be assigned to the traveling certified staff member.

6.11 Job Sharing

A. Definition

Job sharing may be granted to two (2) tenured certified staff members or one (1) tenured certified staff member and one (1) retired former certified staff member sharing one (1) full-time position on an approximately equal basis. Certified staff who hold tenure rights shall not lose those rights solely as a result of accepting a job-sharing position, except that acceptance of a job share position by a retired [unit member] shall not be construed as a tenured position.

B. Scope

Job sharing shall be limited to one (1) position per building and requires the mutual agreement of the two (2) job sharing certified staff, the building principal, and the Superintendent or Designee. The Superintendent or designee and building principal or supervisor may approve additional job-sharing arrangements per building after the pilot year.

C. Procedure

Proposals shall be submitted in writing to the building principal or supervisor with a copy to the Superintendent or designee no later than March 1st in the year preceding the job share arrangement and must include precise statements concerning:

1. The equitable division of district and building tasks between job sharing certified staff.
2. Time scheduling.
3. Provisions for communications between the job-sharing certified staff, parents/guardians of classroom students, staff and administration.
4. Benefits to pupils, the job-sharing certified staff, and the district.

The proposal will be designed by the job sharers in consultation with their building Administrator or Supervisor.

D. Evaluation of Proposals

Proposals shall be evaluated based upon the following criteria:

1. Advantages and disadvantages to pupils, to the job-sharing certified staff, and to the District;
2. Estimated probability of success;
3. Other administrative concerns.

The administration will notify all job-sharing applicants of the results of their proposal in a timely manner. An explanation will be provided on request. The proposal is an interactive process.

The final decision on approval of any job-sharing proposal shall be the sole discretion of the Superintendent or designee and shall not be subject to the grievance procedure.

E. Compensation and Benefits

Certified staff working in job sharing positions shall receive a prorated and calculated salary (Article 10.4 and 10.5) and medical (Article 13) and leave benefits (Article 7), according to time worked. Certified staff in job sharing positions will receive credit on the salary schedule in proportion to time worked. Contributions to the Teachers' Retirement System of the State of Illinois (TRS) shall be proportionate to the time served and salary earned. During the period of time spent in a job-sharing position, the seniority credit of the certified staff will accrue in proportion to the time worked.

F. Substitution

Job sharers shall substitute for each other, whenever possible, and shall be paid as a substitute.

G. Job-Sharing Participant Replacement Procedure

In the event the building principal, through the standard district remediation policy, determines the job sharing is failing to meet its objectives or the employment of a participating certified staff ceases, for whatever reason (including leaves of absence), the Human Resources Department will make a reasonable effort to find a new partner. If a partner is not found, the remaining partner may be faced with the choices of full-time employment, full-time leave or resignation or the Superintendent or designee shall have the right to return the remaining participating certified staff(s) to full-time status or fill the vacant position in any other manner as he may deem appropriate.

H. Return to Full-Time

Upon his/her completion of such job sharing arrangement, each certified staff shall be returned to his/her former position, if such vacancy exists, or a position for which he/she is certified, and shall suffer no reduction in salary or status by virtue of the job sharing position. This provision shall not apply to retired certified staff in a job share position.

ARTICLE VII LEAVES

7.1 Sick Leave

Sick leave shall be interpreted to mean personal illness, quarantine at home, or serious illness or death in the immediate family or household, or birth, adoption or placement for adoption. Immediate family or household shall be defined as stated in the School Code, Section 24-6. It includes parents, spouse, brothers, sisters, children, grandchildren, grandparents, parents-in-law, sisters-in-law, brothers-in-law, legal guardian, and parties to civil unions.

Sick leave shall be granted to full-time certified staff at full pay at the rate of:

- 0 through 10 years of full-time service to the District = thirteen (13) sick days per year:
 - For new hires, if employment begins after the start of the school year, the leave schedule is as follows:
 - After the first day of the school year, through December 31; thirteen (13) days.
 - January 1st through June 30, no less than ten (10) days as outlined in School Code.
- More than 10 of full-time service to the District through 25 years of full-time service to the District = fourteen (14) sick days per year
- More than 25 years of full-time service to the District years = sixteen (16) sick days per year

Certified staff employed less than full-time will receive prorated sick leave days based on their full time equivalent (FTE). Unused sick leave days may be accumulated to an unlimited number. As authorized under the School Code, up to thirty (30) sick days may be used for birth, adoption, or placement for adoption.

7.2 Personal Leave

The Board agrees to grant three (3) days per year for personal leave. If personal days are not used, they will be added to accumulated sick leave. No certified staff may take more than two (2) consecutive personal leave days in one (1) school work week. No more than three (3) personal leave days will be available in any given school year.

7.3 Sick Leave Bank

The purpose of the Sick Leave Bank is to provide an additional limited number of days to be used by the participating certified staff with at least one (1) full year of teaching in the District when their need for sick leave days exceeds the number of days accumulated.

- A. All certified staff with at least one (1) full year of teaching in the District are eligible to participate in the District Sick Leave Bank.

- B. The Association Executive Board will be solely responsible for reviewing requests and approving those meeting the established criteria.
- C. Voluntary contribution from the certified staff with at least one (1) year experience teaching in the District will create and maintain the days in the bank. There is no limit during the term of employment to the number of days certified staff may contribute. Days donated to the bank may not be withdrawn. Days donated are recorded as consumed on the official record of accumulated sick leave. Each September a request for days will be made of all eligible certified staff. If such a request would put the total number of days in the bank over one-hundred fifty (150), only eligible certified staff, who have never contributed, will be given the opportunity to donate days. Failure to donate results in a loss of eligibility to request sick bank days. In addition, a voluntary request for days will be made whenever the total number of days in the Bank reaches one hundred (100) or less. Initially the request will be for one (1) day per certified staff member. The Association is responsible for making these requests.
- D. The Association will be responsible for all procedures necessary to implement and maintain the required number of Sick Leave Bank days and to provide the Central Office with verified contribution forms signed by the contributing employees. There will be a maximum of two (2) donation periods in any one school year. The CEA and the District will reconcile Sick Leave Bank records each year by the end of October and by the end of the school year.
- E. Criteria for Use of Sick Leave Bank Days
1. Application should be submitted in writing within five (5) working days after an individual's expiration of sick leave days for the illness requiring the leave, to the Superintendent's Office with a copy given to the Association's designated representative.
 2. A doctor's certification of continued illness and inability to perform his/her job function must be submitted with the request.
 3. Certified staff must have exhausted all individual accumulated sick leave and have been absent from employment without pay at least five (5) days as a consequence of the illness or disability.
 4. The Bank shall not be applicable to illness or disability resulting from any surgical or other procedure which may be safely deferred until a vacation or recess period, and the inability to do this must be medically documented in writing. If atypical complications should arise from such surgical or other procedures, the Bank shall be applicable to any absence due to such complication. This too must be medically documented in writing.
 5. Twenty (20) is the maximum number of days that may be granted for the same illness.
 6. Certified staff shall not draw upon the Sick Leave Bank in two (2) successive years unless he/she shall be employed full-time for at least sixty (60) school days prior to the drawing from the bank the second year.
 7. No request for withdrawal will be granted unless sufficient days, twenty (20) per request, are available in the Sick Leave Bank at the time of the request.

8. Sick Leave Bank days are applicable only to the illness of the Sick Bank member.
9. Granting of Sick Leave Bank days shall not be denied if the criteria in this article are met.
10. If certified staff draw from the sick leave bank, the certified staff shall donate one (1) day at the beginning of the following school year.

7.4 Bereavement Leave

In addition to sick leave, bereavement leave for death in the immediate family will be granted with pay to all full-time certified staff. Immediate family or household shall be defined as stated in the School Code. It includes parents, spouse, brothers, sisters, children, grandchildren, grandparents, parents-in-law, sisters-in-law, brothers-in-law, legal guardian, and parties to civil unions under the School Code. This bereavement leave is limited to four (4) days per occurrence.

7.5 Sabbatical Leave

A sabbatical leave, as defined in the Illinois School Code, section 24-6.1, may be granted for one (1) year to one percent (1%) of the certified staff.

Certified staff must have completed at least six (6) continuous years of active teaching service in Cary Elementary District 26 to qualify.

The recipient of a sabbatical leave must agree, by written contract, to return to the District 26 School System and render at least one (1) full year of service following the completion of the sabbatical leave or to repay the sabbatical leave salary award as stated in the contract. The contract shall be secured by judgment note.

The application for a sabbatical leave must be filed, in writing, with the Superintendent prior to March 1, of the year immediately preceding the beginning of the school year during which the sabbatical leave will be taken.

The recipient will receive the negotiated salary increment during the period of the sabbatical leave.

Selection of the grantee will be based on the following criteria:

- A. Years of service
- B. Date of application
- C. Applicant's plan for travel, study, etc.

7.6 Long-Term Parental Leave of Absence

Upon request, a tenured certified staff member who is a parent to a newborn, newly adopted child, or a family member needing care under special medical or emergency circumstances shall be granted a long-term parental leave of absence without pay subject to the following:

- A. The certified staff shall advise the Superintendent of the fact of pregnancy at least ninety (90)

days prior to delivery and shall provide a written statement from her obstetrician indicating expected date of delivery and his/her opinion that the certified staff member may safely continue in her employment, including the performance of all duties. If the Superintendent is at any time concerned, he/she may request the certified staff member to furnish a subsequent statement from a qualified Doctor of Medicine with respect to her well-being and ability to perform her duties.

- B.** Application for such leave shall be made in writing to the Superintendent at least ninety (90) calendar days prior to the anticipated birth of the child.
- C.** The certified staff, upon the advice of her physician, and the Superintendent shall agree upon a plan for the commencement and possible termination of such parental leave, taking into consideration the particular physical and time factors that pertain. The primary considerations shall be the continuing of instruction for the students and physical well-being of the certified staff. In no event shall the leave exceed the balance of the one-half year ninety (90) days in which it is commenced and one additional one-half year (90 days). Every attempt shall be made by the administration, the certified staff, and the certified staff's doctor, to have the leave end at the end of a natural student break such as winter or spring break or trimester. Any deviation from such plan as originally agreed upon, will be considered on an individual basis.
- D.** Certified staff who choose to begin an unpaid parental leave prior to becoming physically disabled are not eligible for sick leave during the period of leave.

A certified staff member who works until she is physically disabled, prior to the start of parental leave, shall be eligible for sick leave at that time.

An unpaid parental leave of absence for a certified staff member, if requested under this section, shall commence at such time as she would have been physically able to return to work, unless otherwise agreed to by the certified staff member and the Superintendent. The certified staff member shall submit a doctor's statement to the Superintendent showing the date on which she was able to return to work.

Any accumulated sick leave available at the time of the commencement of the leave shall be available upon the termination of such leave and return to employment in the district.

- E.** The period of leave shall be without salary.
- F.** The Board will grant parental leave to a tenured certified staff member when a child is adopted and is physically turned over to the parent. However, no leave will be granted between the start of school and January unless the staff member has properly notified the Superintendent before the starting day of school of the filing for adoption.
- G.** In all cases, said certified staff shall notify the Superintendent in writing of his/her intention to return to his/her professional duties. Notification indicating intent to return to work shall be no later than March 1st for return at the beginning of the school year, or October 1st for return at the beginning of the second half of the school year, ninety (90) days.
- H.** Certified Staff returning from parental leave shall submit evidence from a qualified physician

that she is medically able to perform all of her duties.

- I. The certified staff member returning from parental leave shall be reinstated to his/ her former position, or a position for which he/she is certified, and shall suffer no reduction in salary or status by virtue of the leave. Salary schedule advancement shall adhere to Section 10.5 of the Agreement.

J. Grandparent Leave

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

Nothing in this Section 7.6 requires a tenured teacher to take a long-term unpaid parental leave of absence. Both tenured certified staff and eligible non-tenured certified staff may use leave under the Family and Medical Leave Act, and available sick leave when applicable for birth, adoption, and child-rearing purposes.

7.7 Association Leave

In the event that the Association desires to send representatives to local, state, or national conferences or on other business pertinent to Association affairs, these representatives shall be excused without loss of salary providing the Association reimburses the District for the cost of the substitute(s). The number of days to be used for this purpose shall not exceed a maximum aggregate of twenty-one (21) days. The number of staff members to be excused for this purpose on a given day shall not exceed six (6) Five (5) days' notice shall be given to the building principal and the Superintendent prior to taking such leave.

7.8 Other Leaves of Absence

Leaves of absence may be granted without pay to tenured certified staff who desire to return to employment in a similar capacity upon termination of said leave. Such leaves are subject to the general conditions for all unpaid leaves set forth in Section 7.9 below.

A. Leave to Teach

A leave of absence of up to two (2) years without pay may be granted to any certified staff member on tenure for participation in Peace Corps, Teacher Corps, or Job Corps as a full-time participant to gain training experience in the teaching methods of any other country whose schools are recognized by the Board as valuable sources of information and aid. To qualify for such leave, the certified staff member shall state his/her intention to return to the District.

B. Advance Study

Upon application, a leave of absence without pay for the purpose of advanced study may be granted to any certified staff on tenure who does not qualify for or elect to take a sabbatical leave. Certified

staff must state his/her intention to return to the school system at least ninety (90) days prior to the end of School District 26 term of the second year. Upon return from such leave, certified staff shall be placed in the appropriate degree plus approved hours category. It is understood the Administration will not be required to establish new categories.

C. Public Office

A leave of absence may be granted to any certified staff member on, tenure, upon application, for the purpose of serving in a public office. Return from such leave shall be subject to the availability of a position and need of the District.

D. Military Leaves and Leaves for Relatives of Members of the Military

The parties recognize that staff who are called to military service or who have family members in the military service may be entitled by law to a leave of absence. The Board of Education agrees to comply with all federal, state and local laws and regulations regarding military and leaves for relatives of members of the military services including, but not limited to the Uniform Services Employment and Reemployment Rights Act of 1994 (USERRA), the Family and Medical Leave Act (Military Family and Caregiver leave entitlements), and the Illinois Family Military Leave Act. Staff requesting leaves related to their military service or to the military service of family members should contact the Human Resources office which will review the request and the availability of any leave under law with the staff member.

E. Professional Development

Certified staff may use one (1) work day each school year to attend a workshop or conference which has been pre-approved by the principal or designee (or other appropriate administrator). The workshop or conference must relate to the Certified staff's current assignment or otherwise align with the strategic plan and instructional framework of the District. In his or her discretion a principal or central office administrator may approve a request by a Certified staff member to utilize up to two (2) work days each school year to attend a workshop. Any day or days taken to attend a workshop or conference which have been approved by a principal will not count against a Certified staff's personal or sick leave allotment. At the written request of the teacher made within ten (10) workdays of the denial, a meeting will be held with the administrator who denied the request to discuss the reasons for the denial.

F. Non-student contact days

All special education staff will be provided one (1) non-student contact day per trimester to complete paperwork, progress reports, data collection, and prepare for the summer program.

7.9 General Provisions for All Leaves

- A. Each approved leave of absence shall be of the shortest possible duration required to meet the purpose of the leave consistent with a reasonable continuity of instruction for students.
- B. Written requests for leaves of absence without pay that do not have advance notification requirements specifically identified in this contract should be made at least three (3) months

before the leave is desired, subject to approval by the Board. Requests for leave without pay for the purpose of meeting the provisions of 7.3.E.3 are exempt from the three (3) months' notice requirement.

- C. Dates of departure and return must be acceptable to the Administration and determined prior to initiating the request to the Board.
- D. Certified staff on approved leaves shall retain seniority. Seniority will be based on the number of days worked.

E. Availability of Insurance

- 1) For those certified staff members who take approved leave during a year, retire, resign, are terminated, or "take days without pay" the following formula will be used to determine the Board of Education's insurance premium liability:

$$\text{Number of days worked}^* = \% \text{ of Board's obligated insurance cost} \\ \text{Number of contracted days}$$

- 2) Those certified staff who are terminated, resign, or retire effective prior to the end of the school year at their request, will be allowed to continue insurance coverage in the District Plan, at their expense, and with the carrier's consent, for a time not to exceed two (2) months. Premiums must be in the District Office five (5) days prior to the month coverage is requested.
- 3) For those certified staff who qualify as disabled by a doctor's statement indicating their inability to perform their work-related duties, the following formula will be used to determine the Board's insurance premium liability:
 - a. $\text{Number of days worked}^* = \% \text{ of Board's obligated insurance cost}$
 - b. Number of contracted days
- 4) Disabled certified staff will be eligible to participate in the District's insurance plan at their request and at their expense, and with the carrier's consent, for a period not to exceed twelve (12) months after the date of disability. Premiums must be received in the District Office five (5) days prior to each month in which coverage is requested.

*Includes all days worked, on sick leave, personal leave, bereavement leave, and approved paid leave days.

- F. Certified staff returning from approved leave will be placed on the salary table, for the year of return, in the cell which reflects their degree and advanced hours and actual experience credit with District 26.
- G. Certified staff on leave who do not intend to return to regular, full-time employment on the date originally determined shall so notify the Superintendent at least ninety (90) days prior to the anticipated date of return. Such notification shall be in writing. The Board has the option of extending said leave or requesting the certified staff's resignation, or terminating the employee in the event the employee fails to resign within thirty (30) days of the Board's written notification, by certified mail, to the certified staff's last address of record.

H. Parental leaves of absence and other leaves of absence, as set forth in Sections 7.6 and 7.7 above, are not available to probationary certified staff members. Probationary certified staff may take the available and accrued paid leaves set forth in previous sections and second year probationary certified staff may take Family and Medical Leave upon qualification pursuant to the Family and Medical Leave Act.

ARTICLE VIII **WORK DAY**

8.1 Summer Professional Development

The district shall strive to schedule curriculum-related professional development training during the school year. Such training includes, but is not limited to, curriculum, software, and assessment training. Attendance at curriculum-related professional development training over the summer will be compensated at the hourly extra duty rate.

District-approved curriculum writing work to prepare and create district instructional programming and materials which occurs during the summer break will be paid at the extra duty rate.

For Institute Days when certified staff are in attendance and students are not, staff attendance time is 8:00 A.M. - 2:00 P.M. without a meal break.

During parent teacher conferences, certified Staff attendance time is 10:00 A.M. - 8:00 P.M. with two (2) sixty (60) minute meal breaks for the first day and 8:00 A.M. - 12:00 P.M. for the second day.

Staff meetings, district/building committee meetings, and student-centered meetings are not to extend the workday by more than seventy five (75) minutes. Any time beyond this would be payable at the extra duty rate.

8.2 Length of Day

The length of the school day for certified staff shall be established as seven (7) hours and fifteen (15) minutes. Certified staff shall report to work no later than thirty (30) minutes before the start of the students' official school day. Certified staff may use professional discretion in departing time at the end of the day once all professional obligations as assigned by the Administration are completed.

Certified staff splitting time between schools with different start/stop times will be paid for the additional time required beyond the official school day at the extra-duty rate.

For Institute Days when certified staff are in attendance and students are not, staff attendance time is 8:00-2:00 without a meal break.

During parent teacher conferences, Certified Staff attendance time is 10:00 am. – 8:00 p.m. with two 60-minute meal breaks for the first day and 8:00 a.m. – 12:00 p.m. for the second day.

Staff meetings, district/building committee meetings, and student-centered meetings are not to extend the worday by more than 75 minutes. Any time beyond this would be payable at the extra duty rate.

8.3 Professional Obligations

All reasonable attempts will be made to schedule professional obligations during the certified staff workday, e.g., staff meetings, IEP meetings, 504 meetings (voluntary activities outside of the work day such as webinars, book studies and committee work will not be considered professional obligations). When such obligations are anticipated to occur within the certified staff planning time, prior notice to the affected certified staff members shall be provided. If a certified staff member's attendance at an IEP/504 meeting is required after one hour and fifteen minutes (1.25 hours) beyond student dismissal, they will be compensated at the hourly extra duty rate or any additional time.

In the event that such obligations cannot be scheduled during the certified staff workday or go longer than certified staff workday, staff will make every reasonable effort to remain for the entire obligation. If a certified staff member is unable to remain at the obligation beyond the workday due to personal business, the staff member will inform the administrator prior to the obligation and will not be negatively impacted by leaving early.

8.4 Mandated Training

Time will be provided to certified staff during early release days to complete mandated State or District training.

The District will make every effort to schedule all professional development hosted by the District during scheduled in-service days and/or half-day professional development days.

The District will allocate IDEA funds each year to support the cost of continuing education units for related service bargaining unit members seeking to maintain licenses provided by IDFPR. These funds may be requested by Certified school nurses, speech language pathologists, social workers, and school psychologists to support their attendance at professional development hosted by the regional office of education, in-person workshops, and/or professional conferences (i.e. ISHA). Additionally, the District may allocate funds to an online subscription service that provides relevant CEUs.

8.5 Lunch Period

Certified staff's lunch period shall be thirty (30) minutes duty-free or the same length as the student's lunch period, whichever is greater.

8.6 Planning Time

Full-time certified staff will be provided with at least three hundred (300) minutes of planning time per week, to include time before, or during the student instructional day, for planning and collaboration. The administration will attempt to schedule certified staff in such a way as to provide at least one thirty (30) minute planning period per day.

8.7 Internal Substitution

Certified staff are permitted to internally substitute for each other with the following conditions:

- A. Certified staff without instructional duties will be considered first to fulfill an internal substitution assignment.
- B. Certified staff who accepts an internal substitution assignment during designated plan or lunch time shall receive compensation at the current extra-duty pay rate. Compensation will also occur if a certified staff doubles up on a class (teaching two classes at the same time).
- C. The Principal must approve emergency and internal substitution arrangements.
- D. In the event that staff are being reassigned from their typical job duties, they have the right to refuse.

8.8 Traveling Certified Staff

The Board shall reimburse those certified staff whose assignment requires travel between buildings in performing their daily duties.

All actual and necessary travel expenses for such certified staff will be reimbursed at the rate equivalent to current Internal Revenue Service (IRS) deduction allowance per mile. Reimbursement shall be made monthly per the District's established mileage chart at Appendix B.

8.9 The Professional Development Committee

A Professional Development Committee, comprised of certified staff members and administrators, will jointly plan all half-day and full-day in-service/institute days for content and structure as outlined in the School Code of Illinois. The PDC, as a joint committee, will also make recommendations in writing to the Superintendent regarding the content and structure of half-day and full-day in-service and institute days.

ARTICLE IX **CERTIFIED STAFF EVALUATION**

9.1 Review of Evaluation

At the beginning of the school term, the district evaluator will review with the certified staff under his/her supervision, the certified staff evaluation procedures, standards and instruments.

9.2 Probationary Certified Staff Member

Staff and administration will strive to adhere to the procedures set forth in the handbook developed by the Evaluation Committee (PERA).

9.3 Audio/Video Taping

No certified staff or certified staff's class shall be audio or video taped without the written consent of the certified staff member.

Surveillance video cameras will not capture sound, except to the extent the cameras are on school buses and appropriate notices are posted.

The use of video surveillance equipment by the District is not intended to be used for staff monitoring. Therefore, video captured by security/surveillance cameras shall never be used for evaluating staff.

The District shall post a notice alerting staff, parents, and visitors that video surveillance is in effect. This notice must be posted in at least one central location outside each school building in the district, as well as inside each school building's main entrance and primary activities/athletics entrances.

In the event the District grants a FOIA or student records request for surveillance video that includes a staff member, the District will provide the Association and the impacted staff members with a copy of the FOIA response letter along with an opportunity to view the video that was released. The release of surveillance video due to a FOIA or student records request cannot be grieved by the Association.

In the event that a complaint against a staff has been filed and is potentially corroborated by video from the security/surveillance camera(s), the district shall permit the involved staff and a designated representative of the Association to view the relevant portion of the video recording. Furthermore, in cases where an employee and the Association hold the belief that surveillance footage clears a staff member of a complaint, the District will collaborate with them. Unless legally prohibited, the District will not deny the staff member or the Association access to requested surveillance footage for that purpose.

The District will not monitor staff members conduct via security cameras without reasonable suspicion that a staff member has violated a Board Policy or the law. Notwithstanding the foregoing, if a staff member is discovered violating Board policy or the law through the normal

course of maintaining the safety and security of the school system via security cameras, the District reserves the right to discipline the staff member in accordance with the Collective Bargaining Agreement.

9.4 Personnel File

If any material is to be placed in a certified staff member's personnel file, the staff member shall be provided with a copy of the material and given the opportunity for rebuttal. At the request of the certified staff, all materials in the personnel file shall be reviewed at the close of each school year and material mutually deemed to be no longer pertinent shall be purged.

9.5 Grievance

Any grievance filed relative to this Article shall be limited to violations of the specific procedures as outlined in 9.1 through 9.4.

9.6 Evaluation Committee

District Evaluation Committee will be composed of five (5) administrators and five (5) Association appointed certified staff members to study and review the certified staff evaluation plan that meets the new requirements of the Illinois School Code. Any recommended changes will be presented to the Board and CEA membership for approval.

The committee will meet twice every school year, with the first meeting being held prior to November 1st.

ARTICLE X

CREDIT FOR EXPERIENCE ON SALARY SCHEDULE

10.1 Maximum Credit

Credit to a maximum of twelve (12) year's experience may be granted to new hires based on full-time accredited public-school teaching experience.

School Psychologists, School Social Workers, and Speech Language Pathologists (Specialized Masters/Ed.S.) will be placed at the Master's+30 lane and at the appropriate step.

10.2 Military Credit

Half credit for experience may be given for military service to a maximum of two (2) years credit for four (4) years of duty and any other condition required by law.

10.3 Half-time Staff

Treatment of half-time (.5) certified staff will be as follows: placement on the appropriate step and divide by two (2) will equal the salary.

10.4 Employment Under One Year

If a certified staff member works or is contracted for less than one (1) full year, salary calculation will be as follows: full-time salary of appropriate level divided by the contract length times days worked will equal the salary.

10.5 Leave of Absence

A certified staff member who is physically present and participating in the District's educational program for 120 days or more during the school year will receive experience credit on the salary schedule for that year. Any days utilized under the *Family and Medical Leave Act* or any paid leave shall not be considered as days absent for the purpose of this Article.

ARTICLE XI
GUIDELINES FOR COURSE APPROVAL AND LANE
MOVEMENT

11.1 Criteria

The following criteria will be used to determine if a course will qualify for semester hour reimbursement and/or lane movement.

- A. All coursework must receive prior approval of the Superintendent or designee following criteria developed and maintained by the Professional Growth Committee (PGC). The committee will consist of two (2) certified staff members, two (2) administrators, and one (1) Board member. Generally, courses must be graduate level coursework from an regionally accredited college in order to be approved. If coursework request is not approved, a written explanation must be provided. Any certified staff member may appeal the decision to the Professional Growth Committee. The final decision is non grievable. The Professional Growth Committee will meet to review the certified staff's appeal within ten (10) days of this request.
 - i. Lane changes are gained in chronological order based on educational attainment. For example, If an employee is currently placed at BA+20 due to having their Bachelor's degree and an endorsement consisting of twenty (20) hours, and that employee gains a Master's degree, the employee's new placement would be MA, not MA+20. This is because the employee gained the MA degree most recently and the hours that were earned for the endorsement were already accounted for in the BA+20 placement that the certified staff initially had. Only hours gained after the completion of the MA degree would be counted towards further lane movement.
- B. Certified staff members must have at least two (2) years of service in the district to receive course reimbursement.
- C. No certified staff member may receive more than twelve (12) semester hours reimbursed in any one year.
- D. Reimbursement of approved coursework will occur within sixty (60) days after receipt in the District Office of official transcript(s) from the employee. A letter grade of an "A" or "B" must be obtained in each course in order to receive reimbursement.
- E. Reimbursement will be made at the rate of \$150 per credit hour.
- F. Each fiscal year, the District shall make available a total annual amount of \$36,000 for tuition reimbursement. The District shall make one-half of the total annual amount available for reimbursement requests submitted on or before December 1st of each school year. Following payment of such reimbursements, the District shall make any remaining amounts available for reimbursement requests submitted on or before May 1st of each school year.

In the event that the amount available for reimbursement is not sufficient to reimburse all approved requests submitted by each respective deadline, the reimbursements shall be pro-

rated from available funds to accommodate all approved reimbursements. If any amounts remain available for reimbursement after the May 1st deadline, the District shall equally distribute remaining funds to any certified staff whose reimbursement was prorated during the current fiscal year, up to the cost of tuition reimbursement they would have otherwise received.

If proration is required, the Superintendent shall meet with the Association Presidents to ensure an equitable distribution of amounts intended for tuition reimbursement.

G. Base Salary Increases for Educational Attainment

An employee who earns approved educational credits or a degree that results in movement to a higher salary lane shall receive a two point nine percent (2.9%) salary increase for each lane advanced. Lane movement increases shall be applied one lane at a time, starting with the employee's base salary from the prior school year. Each two point nine percent (2.9%) increase shall be calculated on the employee's most recently adjusted salary, so that the increases are compounded. Once all lane movement increases have been applied, the employee's resulting salary shall then be increased by the annual percentage increase approved for that school year.

Example:

Lane Movement Salary Example – Employee moving from BA to MA in a single year.

Starting Lane and Pay: BA \$40,133

BA → BA-10 (2.9% increase): $\$40,133 + 2.9\% = \$41,297$

BA-10 → BA-20 (2.9% increase): $\$41,296 + 2.9\% = \$42,494$

BA-20 → BA-32 (2.9% increase): $\$42,495 + 2.9\% = \$43,727$

BA-32 → MA (2.9% increase): $\$43,727 + 2.9\% = \$44,995$

Annual Increase: 2026-27 flat rate increase = \$4200 (after 2026-27 annual percentage increase specified in section 13.1)

MA Salary (\$44,995) + annual increase: ($\$44,995 + \$4,200$) = \$49,195

11.2 Certified Staff Member Leaving District

If a certified staff member leaves the District for any reason other than those listed below, the certified staff member will pay back the District for all course reimbursement received for coursework taken in the year prior to the date of resignation. Those reasons include a certified staff member who does not return due to death, long-term disability, spousal relocation which renders commuting to the district unreasonable, reduction-in-force, retirement, resignation after an approved leave of absence is completed, non-renewed or a call to active military service.

11.3 Educational Attainment Movement

Movement for coursework shall be made annually at the beginning of the contract year upon the staff member providing the administration with the official transcript indicating satisfactory completion of classes (a letter grade of an 'A' or 'B' is considered satisfactory performance) on or before September 15. If the certified staff member is unable to provide an official transcript by this date, a letter requesting an extension of time shall be submitted.

11.4 National Board Certification

Certified staff who earn their initial nationally recognized professional credentials, while employed by the District in their assigned position, will be issued a one-time payment of two thousand dollars (\$2,000.00). This includes National Board Certified Teachers, Licensed Clinical Social Workers, and a Certificate of Clinical Competence for Speech Language Pathologists.

ARTICLE XII
RETIREMENT

12.1 Retirement Eligibility and Benefits

A. Eligibility

1. The certified staff must have worked in the District as a full-time certified staff for 15 or more continuous years;
2. The certified staff must be eligible to retire immediately into the Illinois Teacher Retirement System and, in fact, immediately retire into the Illinois Retirement System after leaving the employ of the District; and
3. The certified staff must submit written irrevocable notice of intent to retire by May 1st of the school year immediately preceding the school year of the teacher's retirement. The Board will permit the certified staff to rescind his/her letter of retirement in the event of a serious illness or a significant life changing event.

B. Benefits

1. Post-Retirement Lump Sum Benefit.

Eligible retirees will receive a one-time five thousand dollar (\$5,000) payment to be used by certified staff to help defray the costs of insurance while in retirement. This payment will become due and payable by the District thirty (30) days after the certified staff resigns and retires.

2. 5% End-of-Career Benefit.

Eligible retirees may receive either one (1), two (2), three (3) or four (4) consecutive years of 5% compensation increases over their previous year's base salary (and no other pay increases) in up to their final four (4) years of employment by giving written notice of their intent to retire to the Board by May 1st of the school year immediately preceding the school year in which the 5% increases are to begin.

C. Other Conditions

1. The Board, in its discretion may allow a certified staff to revoke a letter of intent to retire four months or more prior to the effective date of his or her retirement in case of a death or total disability of a member of the certified staff's immediate family. Additionally, the Board may allow a certified staff to revoke a letter of intent to retire prior to the effective date of retirement if the certified staff member no longer meets TRS eligibility requirements without them incurring a penalty.
2. If legislation is passed that imposes additional TRS employer contributions or penalties, any

payments or retirement incentives which would create an additional employer TRS contribution or penalty will be reduced or eliminated to the extent necessary to eliminate the additional contribution or penalty.

3. In no event may the creditable earnings of a certified staff who has submitted their intent to retire under Article 12 exceed six percent (6%) from one year to the next. Accordingly, certified staff who are receiving end-of-career retirement benefits may not assume extra duties if doing so, their creditable earnings from one year to the next would exceed six percent (6%).

ARTICLE XIII
COMPENSATION AND FRINGE BENEFITS

13.1 Annual Salary Increases

- A. All current staff members who are not currently in the retirement track will receive a one-time payment of \$4200 for the 2026-2027 school year, to be applied to their respective salaries.
- B. Annually at the start of each year of the contract, certified staff will receive an increase to their salary as set forth in the chart below.

Tier	Salary Range	2026-2027	2027-2028	2028-2029	2029-2030
1	\$40,133 - \$60,000	\$4200.00	4.75%	3.50%	CPI Floor 2.5% to Ceiling 4%
2	\$60,001 - \$80,000	\$4200.00	4.50%	3.35%	CPI Floor 2.5% to Ceiling 4%
3	\$80,001 - \$100,000	\$4200.00	4.25%	3.25%	CPI Floor 2.5% to Ceiling 4%
4	\$100,001 - Above	\$4200.00	4.00%	3.00%	CPI Floor 2.5% to Ceiling 4%

The base salary for the 2026-27 school year will go up by \$3700 to \$43,833.

C. Starting Salary Placement

1. Starting salaries of newly hired certified staff shall be based on the New Hire Charts in Appendix A (Starting Salary and Starting Salary with TRS Contribution).
2. For each year of the Contract the starting base salary for newly hired certified staff will be increased by one half (1/2) of the percentage increase to salary received by the lowest tiered salary range for that given year
3. Credit up to a maximum of twelve (12) years' experience may be granted to new hires based on full-time accredited public-school teaching experience.
4. School Psychologists, School Social Workers, and Speech Language Pathologists

(Specialized Masters/Ed.S) will be placed at the Master's+30 and provided the appropriate credit for prior experience.

D. Hard-to-Fill Positions

In a District area of need or areas of educator shortage, the Superintendent may, in consultation and agreement with the Association, extend a one-time, off-schedule hiring bonus of up to two thousand five hundred dollars (\$2500.00).

For “Hard to Fill Positions” that are defined as a non-teaching bargaining-unit position which the District has previously filled by a contracted service provider can be extended a one-time, off-schedule hiring bonus of up to \$4,000.

E. Base Salary Increases for Educational Attainment

Certified staff who move from one educational attainment level to the next will receive a two point nine percent (2.9%) increase to their prior year’s base salary. The addition to base salary for educational attainment shall be made in accordance with Section 11.3 [Educational Attainment Movement].

BA+10	BA+20	BA+32	MA	MA+10	MA+20	MA+30	MA +45	ED
-------	-------	-------	----	-------	-------	-------	--------	----

F. Mandatory Salary Equalization

The compensation of two (2) bargaining unit members who have identical lane allocation and credited experience shall never be at disparate salary levels. In the event that a discrepancy arises as a result of a lane change or recalculation of placement, the Employer will promptly increase the lower salary to correspond with the highest salary paid for that lane and experience level.

13.2 Tax Shelter for TRS Contributions

A. Each certified staff member's annual gross salary shall be determined according to the authority granted by the *Pension Reform Act of 1974* and set forth in Section 415 (b) (2) of the *Internal Revenue Code*. From each certified staff's annual gross salary the Board agrees to pay to TRS, on behalf of each certified staff member the following contributions for the 2026-2027 through 2029-2030 contract years:

For all certified staff, four and one-half percent (4.5%) of the salary stated would be a tax-sheltered contribution made to TRS. In addition, the Board of Education will pay .047120% annual contribution of the salary stated to TRS on each certified staff member's behalf.

B. If the tax sheltering practice described above is subsequently determined to be improper by the IRS, the Association agrees that any penalty or income tax assessed by the IRS shall be paid by the individual certified staff member and not by the Board.

13.3 Health Insurance

- A. The Board will pay the following percentages in each school year of a fulltime certified staff's single insurance premium.
- a. seventy-five percent (75%) in the 2026-2027 school year.
 - b. eighty (80%) in the 2027-2028, 2028-2029, and 2029-2030 school years.

The benefit package will be the same for the length of the contract. Any changes to the benefits package will require approval by the Board and the CEA. During the length of the contract, the Board shall pay of the annual family medical coverage premium on behalf of the family coverage participants on the salary schedule are as follows

- a. twenty percent (20%) for years 0-5
- b. thirty percent (30%) for years 6-11
- c. forty percent (40%) for years 12-18
- d. The Board shall pay fifty (50%) percent for participants off the schedule.

For instance, the BOE will contribute 20% of the remaining amount after the single premium amount (i.e. 75% for SY 26-27; 80% for SY 27-28, 28-29, 29-30) is applied to an employee who has served for four years in the District.

Years of experience will correspond to (1) years of experience credited to the certified staff member on the salary schedule, or (2) actual years of service as a certified staff member with District 26, whichever amount is greater. The Board shall provide payroll deduction for those certified staff members who desire family coverage. In the event both spouses are employed by the District, and elect family medical coverage, the Board will pay the required contribution toward the annual family medical coverage premium for one spouse and an amount equal to the required contribution for single insurance premium toward the family coverage medical premium for the other. These contribution percentages apply to the differences between full single and any insurance above full single such as single plus one, single plus two, or family coverage.

- B. Premium costs in excess of the amount the Board has agreed to pay, in future years, will be paid by the employee through payroll deduction to maintain an annual cost per full-time employee.
- C. The insurance benefit package provided by the Board will include:
1. Term Life Insurance and Accidental Death and Dismemberment (AD&D) coverage at a level of \$50,000. Additional Term Life insurance coverage shall be made available to certified staff members on an optional basis through payroll deduction.
 2. Long Term Disability Insurance policy to provide the lesser of sixty-six and two-thirds (66 & 2/3 %) of basic monthly earning; or seventy (70%) of basic monthly earnings, all source coordination; or the maximum minimum monthly benefit of \$5,000.
 3. Medical coverage per Appendix E (summary).

4. Section 125 Flexible Benefit Plan with the set-up fee paid by the Board and the monthly fee paid by the participating certified staff member, will be provided as an option to staff members.
5. Dental Insurance Coverage - The Board shall pay eighty percent (80%) single dental insurance for each full-time certified staff. The Board shall pay the following portions of the family dental insurance premiums on behalf of the family coverage participants based on years of service after the employee's single coverage premium has been applied. For instance, the BOE will contribute twenty percent (20%) of the remaining amount after the eighty percent (80%) single premium amount is applied to an employee who has served for four (4) years in the District. The Board shall provide payroll deductions for those certified staff who desire family coverage.
 - a. Twenty percent (20%) for years 0-5
 - b. Thirty percent (30%) for years 6-11
 - c. Forty percent (40%) for years 12-18
 - d. Fifty percent (50%) for those individuals off the schedule

These contribution percentages apply to the differences between full single and any insurance above full single such as single plus one, single plus two, or family coverage.

- D. With the approval of the insurance companies, part-time staff members working a minimum of twenty (20) hours per week, will be given the opportunity to participate in the insurance benefits full-time staff members receive, with the Board paying a pro-rated share of the premium based on the percent of time worked. The balance of the premium will be paid by the certified staff through payroll deduction. No option will be given to certified staff to make a selection of insurance coverages.
- E. A joint committee consisting of three (3) members appointed by the Association, three (3) Employess appointed by CESP, and three (3) members of the Board/Administration shall, be established to monitor the group health plan. The Insurance Committee will be responsible for evaluating and making recommendations regarding any changes to the benefits package to be presented to the Board and the CEA and CESP for approval.

ARTICLE XIV

DURATION AND RELATED TECHNICAL CLAUSES

14.1. Duration of Agreement

This Agreement shall become effective on the first day of the 2026 - 2027 school year and shall continue in effect until the day prior to the 2030-2031 school year.

14.2 Annual Contract Length

For the purposes of providing professional development, the contract length shall be one hundred eighty (180) days. Two (2) of these days will be used for certified staff in-service based on the recommendations of the Professional Development Committee (PDC).

14.3 No-Strike

Certified staff represented by the Association agree, during the life of this contract, not to strike.

14.4 Complete Understanding

The terms and conditions set forth in this Agreement represent the full and complete understanding between the parties. It is understood that all rights, powers, and authority of the Board and/or its administrative staff not specifically limited by the language of this Agreement are retained by the Board. The Board, however, shall not take any action which shall violate any of the specific provisions of this Agreement.

14.5 Recognition of This Agreement

This Agreement supersedes and nullifies all previous written and verbal negotiation Agreements between the Board and the Association.

14.6 Severability

Should any article, section or clause of this Agreement be declared illegal by a court of competent jurisdiction, then that part shall be deleted from this Agreement to the extent that it violated the law. The remaining articles, sections and clauses shall remain in effect. Should any additional modification or change be made in this Agreement, it shall be necessary that the parties mutually agree in writing.

14.7 Individual Contracts

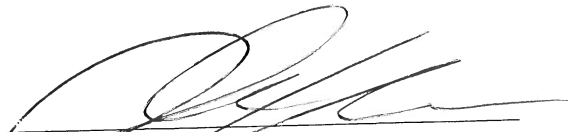
Terms and conditions of this Agreement shall be stipulated in individual contracts or employment agreements.

This Agreement is signed this 11th day of May, 2026 in witness thereof:


CARY COMMUNITY CONSOLIDATED SCHOOL DISTRICT 26, CARY, ILLINOIS

FOR THE CARY EDUCATION ASSOCIATION

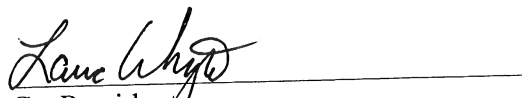
FOR THE BOARD OF EDUCATION



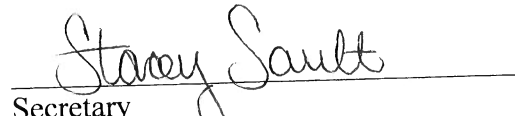
Co-President
Cary Education Association




President
Board of Education



Co-President
Cary Education Association



Secretary
Board of Education



Secretary
Cary Education Association

APPENDIX A

New Hire Chart

New Hire Salary Charts with and without TRS																				
2026-2027																				
Exp.	BA		BA/10		BA/20		BA/32		MA		MA/10		MA/20		MA/30		MA/45		ED	
	W/O TRS	With TRS	W/O TRS	With TRS	W/O TRS	With TRS	W/O TRS	With TRS	W/O TRS	With TRS	W/O TRS	With TRS	W/O TRS	With TRS	W/O TRS	With TRS	W/O TRS	With TRS	W/O TRS	With TRS
Base	43833	45898	44997	47118	46194	48371	47427	49662	48695	50990	50000	52356	51342	53761	52724	55208	54145	56697	55608	58229
1	44333	46422	45497	47641	46694	48894	47927	50186	49195	51513	50500	52879	51842	54285	53224	55732	54645	57220	56108	58752
2	45525	47670	46724	48926	47956	50216	49226	51546	50531	52912	51875	54319	53257	55767	54680	57257	56144	58789	57650	60367
3	46753	48955	47987	50248	49256	51577	50563	52946	51907	54353	53291	55802	54714	57292	56179	58827	57687	60405	59238	62029
4	48227	50500	49505	51837	50817	53212	52170	54628	53560	56084	54992	57583	56465	59125	57981	60713	59540	62346	61145	64026
5	49753	52097	51074	53481	52433	54903	53832	56369	55271	57875	56752	59426	58276	61022	59844	62664	61458	64354	63119	66093
6	50646	53032	51993	54443	53379	55894	54806	57388	56273	58924	57783	60506	59337	62132	60936	63807	62581	65530	64274	67302
7	51330	53748	52696	55179	54102	56651	55550	58167	57038	59726	58571	61331	60148	62982	61770	64680	63440	66429	65157	68227
8	52138	54594	53528	56050	54958	57548	56431	59090	57945	60676	59504	62308	61107	63986	62758	65715	64456	67493	66204	69323
9	53078	55579	54495	57063	55954	58590	57455	60162	58999	61779	60589	63443	62223	65155	63906	66918	65638	68731	67267	70437
10	54299	56858	55753	58380	57247	59945	58786	61556	60369	63213	61998	64919	63674	66674	65398	68480	67022	70180	68844	72088
11	55803	58432	57299	59999	58839	61612	60423	63270	62054	64978	63732	66735	65458	68543	67083	70244	68907	72154	70623	73951
12	56576	59242	58095	60833	59659	62470	61267	64153	62921	65886	64624	67670	66377	69505	68026	71231	69719	73004	71620	74995

New Hire Salary Charts with and without TRS																				
2027-2028																				
Exp.	BA		BA/10		BA/20		BA/32		MA		MA/10		MA/20		MA/30		MA/45		ED	
	W/O TRS	With TRS	W/O TRS	With TRS	W/O TRS	With TRS	W/O TRS	With TRS	W/O TRS	With TRS	W/O TRS	With TRS	W/O TRS	With TRS	W/O TRS	With TRS	W/O TRS	With TRS	W/O TRS	With TRS
Base	44874	46988	46066	48237	47291	49520	48554	50841	49852	52201	51187	53599	52561	55038	53976	56519	55431	58043	56929	59612
1	45915	48079	47135	49356	48388	50668	49680	52021	51008	53412	52375	54842	53781	56315	55228	57831	56717	59390	58250	60995
2	46439	48627	47659	49904	48912	51217	50204	52569	51532	53960	52898	55391	54304	56863	55752	58379	57241	59938	58774	61543
3	47687	49935	48943	51250	50234	52601	51564	53994	52931	55425	54339	56899	55787	58415	57277	59976	58811	61582	60389	63234
4	48973	51281	50267	52635	51596	54027	52965	55461	54373	56935	55822	58453	57313	60014	58848	61621	60427	63274	62052	64976
5	50518	52898	51856	54299	53231	55739	54648	57223	56104	58748	57604	60319	59147	61934	60735	63597	62368	65307	63897	66908
6	52116	54572	53501	56021	54923	57511	56389	59047	57896	60625	59448	62249	61044	63920	62687	65641	64423	67250	65959	69067
7	53051	55551	54463	57029	55914	58549	57409	60114	58946	61723	60528	63380	62155	65084	63678	66678	65397	68479	67166	70331
8	53768	56301	55199	57800	56672	59342	58188	60930	59747	62563	61353	64244	62855	65816	64549	67591	66295	69418	68089	71298
9	54614	57187	56070	58712	57569	60281	59111	61897	60698	63558	62331	65268	63857	66866	65582	68673	67356	70530	69183	72443
10	55599	58219	57084	59773	58612	61373	60184	63020	61801	64713	63315	66298	65023	68087	66782	69929	68592	71824	70294	73606
11	56878	59558	58401	61153	59966	62792	61578	64480	63085	66058	64788	67840	66539	69674	68341	71561	70038	73338	71942	75331
12	58453	61208	60021	62849	61634	64538	63142	66117	64847	67902	66599	69738	68404	71627	70102	73405	72008	75401	73801	77279

New Hire Salary Charts with and without TRS																				
2028-2029																				
Exp.	BA		BA/10		BA/20		BA/32		MA		MA/10		MA/20		MA/30		MA/45		ED	
	W/O TRS	With TRS	W/O TRS	With TRS	W/O TRS	With TRS	W/O TRS	With TRS	W/O TRS	With TRS	W/O TRS	With TRS	W/O TRS	With TRS	W/O TRS	With TRS	W/O TRS	With TRS	W/O TRS	With TRS
Base	45659	47811	46872	49081	48119	50386	49403	51731	50724	53114	52083	54537	53481	56001	54921	57509	56401	59059	57925	60655
1	46445	48633	47678	49925	48946	51253	50253	52621	51596	54028	52979	55475	54401	56964	55865	58498	57371	60075	58922	61698
2	47522	49761	48785	51083	50082	52442	51419	53842	52793	55281	54208	56762	55663	58286	57161	59855	58702	61468	60289	63129
3	48064	50329	49327	51651	50624	53009	51961	54409	53335	55849	54750	57330	56205	58854	57703	60422	59244	62036	60831	63697
4	49357	51682	50656	53043	51992	54442	53369	55884	54784	57365	56241	58891	57739	60460	59282	62075	60869	63737	62412	65353
5	50687	53076	52026	54477	53402	55918	54819	57402	56276	58928	57776	60498	59319	62114	60908	63778	62514	65394	64130	67152
6	52286	54750	53671	56200	55094	57690	56561	59226	58068	60804	59620	62430	61217	64101	62769	65727	64458	67495	66037	69149
7	53940	56482	55373	57982	56846	59524	58363	61113	59923	62746	61529	64428	63089	66062	64787	67840	66375	69503	68168	71381
8	54908	57495	56369	59025	57871	60598	59418	62218	61009	63883	62556	65503	64237	67264	65811	68912	67588	70773	69416	72687
9	55650	58272	57131	59823	58655	61419	60225	63063	61839	64752	63409	66396	64960	68021	66712	69855	68515	71744	70370	73686
10	56526	59189	58033	60767	59583	62391	61180	64063	62731	65687	64419	67454	65996	69106	67779	70973	69612	72893	71500	74870
11	57545	60256	59081	61865	60663	63521	62200	65131	63872	66881	65436	68519	67202	70368	69019	72272	70889	74230	72649	76072
12	58869	61643	60445	63293	62065	64990	63641	66640	65199	68271	66958	70113	68768	72008	70630	73959	72384	75795	74352	77855

Projected New Hire Salary Charts with and without TRS																				
2029-2030																				
Exp.	BA		BA/10		BA/20		BA/32		MA		MA/10		MA/20		MA/30		MA/45		ED	
	W/O TRS	With TRS	W/O TRS	With TRS	W/O TRS	With TRS	W/O TRS	With TRS	W/O TRS	With TRS	W/O TRS	With TRS	W/O TRS	With TRS	W/O TRS	With TRS	W/O TRS	With TRS	W/O TRS	With TRS
Base	46230	48408	47458	49694	48720	51016	50021	52378	51358	53778	52734	55219	54150	56701	55607	58227	57106	59797	58649	61413
1	46801	49006	48044	50308	49322	51646	50638	53024	51992	54442	53385	55900	54818	57401	56294	58946	57811	60535	59374	62171
2	47606	49849	48870	51173	50170	52534	51509	53936	52886	55378	54303	56862	55761	58388	57262	59960	58806	61577	60395	63241
3	48710	51005	50004	52360	51334	53753	52704	55188	54113	56663	55563	58181	57055	59743	58590	61351	60170	63005	61796	64708
4	49266	51587	50560	52942	51890	54335	53260	55770	54669	57245	56119	58763	57610	60325	59146	61933	60726	63587	62351	65289
5	50590	52974	51923	54369	53292	55803	54703	57281	56153	58799	57647	60363	59183	61972	60764	63627	62391	65331	6	

APPENDIX B

Mileage Rates from Building To Building For Cary School District 26

<u>SCHOOL</u>	<u>ADDRESS</u>
Briargate	100 South Wulff Street
Cary Junior High	2109 Crystal Lake Road
Deer Path	2211 Crystal Lake Road
Oak Knoll	409 North First Street
Three Oaks	1514 Three Oaks Road

School	Destination	One Way	Round Trip
Briargate	Cary Junior High	3.2	6.4
Briargate	Deer Path	2.8	5.6
Briargate	Oak Knoll	1.2	2.4
Briargate	Three Oaks	2.1	4.2
Cary Junior High	Briargate	3.2	6.4
Cary Junior High	Deer Path	0.4	0.8
Cary Junior High	Oak Knoll	2.8	5.6
Cary Junior High	Three Oaks	2.4	4.8
Deer Path	Briargate	2.8	5.6
Deer Path	Cary Junior High	0.4	0.8
Deer Path	Oak Knoll	2.4	4.8
Deer Path	Three Oaks	2.3	4.6
Oak Knoll	Briargate	1.2	2.4
Oak Knoll	Cary Junior High	2.8	5.6
Oak Knoll	Deer Path	2.4	4.8
Oak Knoll	Three Oaks	0.9	1.8
Three Oaks	Briargate	2.1	4.2
Three Oaks	Cary Junior High	2.4	4.8
Three Oaks	Deer Path	2.3	4.6
Three Oaks	Oak Knoll	0.9	1.8
Briargate	Saints Peter & Paul	1.4	2.80
Cary Junior High	Saints Peter & Paul	2.4	4.80
Deer Path	Saints Peter & Paul	2.7	5.40
Oak Knoll	Saints Peter & Paul	289 Ft.	578 Ft
Three Oaks	Saints Peter & Paul	0.8	1.60

MEMORANDUM OF UNDERSTANDING

Daily Teacher Schedule

2026 - 2030

ECE/Blended Preschool	
Teacher Day	8:15 AM - 3:30 PM
Student Day AM	8:40 AM - 11:30 AM
Student Day PM	12:30 PM - 3:20 PM
Kindergarten	
Teacher Day	8:15 AM - 3:30 PM
Student Day AM	8:45 AM - 11:35 AM
Student Day PM	12:40 PM - 3:30 PM
ALL Day	8:45 AM - 3:30 PM
1st – 5th Grade	
Teacher Day	8:15 AM - 3:30 PM
Student Day	8:45 AM - 3:30 PM
6th – 8th Grade	
Teacher Day	7:25 AM - 2:40 PM
Student Day	7:55 AM - 2:40 PM
Teacher Workday = 7 hours, 15 minutes	
Student Day = 6 hours, 45 minutes	