

2.5 Agreement in Negotiations

When a tentative agreement is reached in negotiations, the Agreement shall be reduced to writing and presented to the Association membership and to the Board for ratification. **Once ratified by the Board and Association, the contract shall be posted on the District website.** ~~Copies shall be made available to each employee. The Association and the Board shall share the cost of printing.~~

3.6 Parental Complaints

Any parental complaint, deemed by an administrator or Board member to justify investigation or subsequent action, shall be brought to the ~~immediate~~ attention of the employee involved **within three (3) school days** by the administrator/designee who received the complaint, ~~in a timely manner~~. Following the review of the complaint, if requested by the parent/guardian, a meeting will be convened including the parent/guardian, the employee, and administrator/designee. Meetings will be convened **within three (3) school days at a reasonable time during normal school hours** ~~at a reasonable time before, during or after school~~. At their option, the parties may have representatives at the conference. Nothing in this section shall preclude the right of the administration to take such actions necessary for the protection of all parties pending **the completion of the investigation.** ~~such a conference.~~

3.7 Assault

The Board does not tolerate assault or battery on employees.

As used in this Section, "assault" means the use of or threat of force upon the body of a school employee with the intent to do bodily harm. "Battery" means the physical contact upon the body of a school employee as the result of the use of force with the intent to do bodily harm.

Any case of assault upon an employee shall be promptly reported to the Board or its designee. Immediate steps shall be taken to protect the safety of the individuals involved, and if requested, the Board shall render assistance to the employee in pursuing the matter with law enforcement and judicial authority.

Upon receipt of a written complaint from any school personnel, the superintendent shall report any incidents of battery committed against school personnel to local law enforcement authorities no later than three (3) **school days after the complaint is received.** ~~after the occurrence.~~

3.8 Student Discipline

The Board recognizes its responsibility to give support and assistance to employees with respect to the control and discipline of students. It is the responsibility of the employees to maintain discipline, not only in the classroom, but also in the halls or elsewhere on school property.

- A. An employee may refer a pupil for discipline when in the opinion of the employee the grossness of the offense, the persistence of the behavior or the disruptive effects of a violation make the continued presence of the student intolerable. The employee shall fill out an appropriate form indicating the offense and the remedial steps that have been taken.
- ~~B. Unless determined otherwise through due process, the student shall not be readmitted to the employee's area of responsibility for the balance of the hour.~~
- C. If misconduct continues or the pupil fails the conditions of the principal's or designee's readmission, the employee and principal or designee shall meet to ~~resolve the~~ discuss the situation within two (2) school days.
- D. The district shall take reasonable steps with respect to students who are disruptive or who repeatedly violate rules and regulations consistent with state law. Any discipline of a student remains in the sole and exclusive discretion of the Board of Education or designee. The district shall provide in-service explaining the district's discipline policy and procedures for all employees who are responsible for supervising students.

3.9 Preparation Periods (Teacher)

- A. Preparation periods shall apply only to teachers who have regular classroom teaching responsibilities. Preparation time shall include time spent preparing for daily instruction and lesson plans, making accommodations for students, contacting parents, assessing student work, meeting with administrators for District related issues, such as to discuss student needs/issues and teacher's evaluations.

At the elementary level the preparation period shall be during ~~specials~~ ~~the traveling teacher's instruction time~~, such as music, library, and physical education. An attempt shall be made to provide elementary teachers with a preparation period every day. If a ~~special teacher~~ ~~the traveling teacher~~ is absent, there shall be a substitute teacher provided, if available. At the middle school and high school level this shall be at least the equivalent of a standard class period. ~~During the preparation period no teacher shall be required to accept an assignment except in an emergency situation or to fill an absence due to a previously scheduled student activity. The preparation period shall not be used for office duty except in unusual cases. Upon request, the teacher shall be relieved of duty during the preparation at the earliest possible time. On days which require travel, itinerant teachers can leave school 15 minutes early unless a building meeting has been scheduled.~~

- B. ~~Special Education Teacher Release Time: A special education teacher will be granted one (1) day of release time each school year during the school day to give him/her time to work on/prepare IEPs. The special education teacher's use of release time may be used in ½ day increments and date to use release time must be mutually agreed upon between the teacher and his/her immediate supervisor. The teacher may request additional release time to work on/prepare IEPs and the teacher's immediate supervisor may grant the request in his/her discretion. A special education teacher with the primary responsibility to hold an Individualized Education Plan or Program (IEP) meeting on their caseload and other employees that must forgo any plan/prep time to attend an Individualized Education Plan or 504 meeting will be compensated at an extra duty hourly rate for that time, minimum one-half hour. All other IEP completion and duties that are deemed above the teacher's normal caseload will be compensated at an extra duty hourly rate subject to the approval of the Director of Special Education. Other employees that must forgo any plan time to attend an Individualized Education Plan or 504 meeting will also be compensated at the extra duty hourly rate for that time, minimum one-half (1/2) hour.~~

3.14 Minority Clause

The Board of Education of the Alton Community Unit Schools will not discriminate against any employee or applicant for employment or promotion because of race, religion, creed, color, sex, marital status, sexual orientation, pregnancy, gender identity, genetic information, ancestry or national origin. Furthermore, it shall be the policy of the Board of Education not to discriminate against qualified handicapped persons solely on the basis of their handicap. ~~It shall be the responsibility of the Superintendent or his/her/their designee to report to the Board of Education, with a copy of the report to the Association annually, the racial status of employee groups and of efforts made in the recruitment and hiring of said employee groups. The Board of Education and the Alton Education Association will aggressively recruit and employ minority personnel.~~

While resolution of any claims of discrimination under this section shall be attempted by the parties pursuant to Steps One through Three of Article IX-Grievance Procedure, should those efforts prove unsuccessful, all parties agree that where the law provides a remedy for violation of this section, employees and the Association shall pursue those remedies outside of the scope of this Agreement and shall not submit any such dispute to arbitration as set-forth in Article IX, Step 4-Grievance Procedure.

4.6 Association Leave

The Association shall be granted release time for Association members, not to exceed an aggregate total of forty (40) days during any one school year. No one individual shall have such released time in excess of four (4) days, excluding the Association President. The Association President shall be granted released time equal to one-fifth (1/5) of the regularly scheduled class/workload. This will not include any preparation time.

The Association shall reimburse the Board for **the cost of any substitutes needed to cover any absence due to the use of Association leave (40 days) and** twenty percent (20%) of the actual cost of the Association President's salary ~~or twenty percent (20%) of the base salary for a Master's Degree/Step 10 licensed employee, whichever is less,~~ for salary costs resulting from the granting of the Association President's release time. No released time shall be granted for less than one-half (1/2) day of an employee's assignment, with the exception of the Association President's one-fifth (1/5) released time.

Should the Association President require additional release time, that time shall be taken from the Association leave days and shall be computed at four-fifths (4/5) of a day.

Notification of a request for released time shall be given to the building principal in the same manner as other employees reporting an absence. If more than one (1) full day is requested, at least one (1) full days' notice shall be given.

The Association shall notify the superintendent or his/her/their designee of the incoming Association President within thirty (30) days of the election. The scheduling decision to establish the one-fifth (1/5) released time shall rest with the Superintendent or his/her designee.

ARTICLE VI ASSIGNMENT, VACANCIES, TRANSFER, AND REDUCTION IN FORCE

Seniority

A Licensed

For the purpose of this Section, seniority shall be defined as the current period of continuous contractual service in the District, and in cases where two or more teachers have equal length of current continuous contractual service in the District, the following criteria in the order listed shall apply.

1. Length of teaching service in the District prior to the current continued contractual service time.
2. Prior elementary and secondary public school teaching experience during which time the individual held a valid state-issued teaching certificate.
3. Other teaching experience in private elementary and secondary schools, or college and university experience.
4. Horizontal position on the salary scale.

B. Educational Support Professionals

For the purpose of this section, seniority shall be defined as the current period of full-time and regular part-time continuous service in the District. **In the event of a tie, the District and Association shall draw lots to determine seniority, with the first name drawn to have the most seniority and so on.**

Transfer

For the purpose of this section, a transfer shall be defined as a change in the ~~base school~~ assignment. An involuntary transfer shall be defined as a change in the ~~base school~~ assignment without the prior request of the employee for such a transfer.

Vacancy

For the purpose of this section, the term "vacancy" shall refer to a permanent position which has either been newly created by the Board of Education or which the Board previously created and intends to continue but which will be vacated by the incumbent. The term "vacancy" does not refer to any position temporarily vacated by an individual being granted sick leave. When the person on sick leave indicates that they do not intend

to return, the position will be treated as any other vacancy. **A vacancy shall not include positions filled with a voluntary or involuntary transfer.**

6.1 Notice of Vacancies: Transfers

A. Licensed

~~An employee that has or will have tenure at the start of the school year in which a vacancy is posted shall have the right to bid subject to the relevant factors below. All other employees may submit a letter of interest for any vacancy.~~

- ~~1. In accordance with the School Code, 105 ILCS 5/24-1.5, the District will use an interview team led by the Human Resources Director when filling a bargaining unit vacancy if needed to determine relevant factors. the following factors are to be~~ **when considering an applicant for a considered by the administration in filling teacher vacancy: vacancies: qualifications, certifications, merit and ability (including performance evaluations, if available), relevant experience, provided that the length of continuing service with the school district must not be considered a factor, unless all other factors are determined by the school district to be equal. The school district's decision to select a particular candidate to fill a new or vacant position is not subject to review under the grievance resolution procedures adopted pursuant to subsection (c) of Section 10 of the Illinois Educational Labor Relations Act, provided that, in making such a decision, the district did not fail to adhere to procedural requirements in the collective bargaining agreement relating to the filling of new or vacant teaching positions. diversity in the building and/or grade level and other relevant factors such as:**

- ~~a. Teaching skills appropriate for the assignment.~~
- ~~b. Special qualifications for extra duty assignment.~~
- ~~c. Prior experience in the teaching field.~~

~~When all other factors are equal, seniority will prevail.~~

- ~~2. Vacancies shall be posted~~ **internally and may be posted externally as they occur beginning the first week of January 1 through July 31. The vacancy notice shall be posted at least five (5) workdays prior to the employment of an applicant from outside the District. Interested applicants shall comply with the bid specification in writing within the five (5) work days after posting of the Notice.**

~~Any licensed employee hired to fill a vacancy between August 1 and December 1, where the vacancy is not the result of an internal transfer or change in retirement date, shall have the right to retain that same position~~

~~if the individual has all the certifications and qualifications of the vacancy at the beginning of their employment with the District and subject to all other provisions of this Agreement.~~

Vacancy notices which occur after the last day of school will be posted and emailed to district employees utilizing their district email address.

~~A list of in-district applicants shall be sent to the Association President after the close of the vacancy posting.~~

3. Vacancies which occur after ~~December 1~~ of the **start of the** current school year may be filled by a temporary assignment until the end of the current school year.

B. Educational Support Professionals

The Human Resources Office shall provide lists for posting in all school buildings and shall send to the Association, upon request, a list of all vacancies as they occur ~~and a list of all in-district applicants at the close of the bid period.~~ No posted vacancy shall be filled on a permanent basis until such vacancy shall have been posted **internally and externally** for a least five (5) working days.

~~The District will use an interview team led by the Human Resources Director when filling a bargaining unit vacancy.~~ **Employees interested in applying for a vacancy shall submit a letter of interest to the Human Resources Department.**

1. Applicants must meet the qualifications as listed on the posted bid. The qualifications shall be consistent with the current job description. The following factors are to be considered by the administration in filling Educational Support Professional vacancies: qualifications, certifications, merit and ability (including performance evaluations, if available), relevant experience, **provided that the length of continuing service with the school district must not be considered a factor, unless all other factors are determined by the school district to be equal.** ~~diversity in the building and/or grade level and other relevant factors such as:~~
 - a. ~~Service area needs of the District.~~
 - b. ~~Special qualifications for extra duty assignment.~~
 - c. ~~Skills appropriate for the assignment.~~
 - d. ~~Prior experience in the field.~~
2. Probationary employees shall not be considered for vacancies unless the placement results in additional compensation. The successful applicant

for a lateral or lower paid position must hold that position the remainder of the current fiscal year prior to being considered an applicant for another vacant lateral or lower paid position.

3. No position requiring fewer than three (3) hours per day shall be bid.
4. No involuntary transfer shall be made without due consideration and reasons given in writing. An individual affected by an involuntary transfer shall be notified immediately.
5. Qualifying test scores shall be valid for the remainder of the individual's ~~employment~~ continuous **employment** ~~service~~ with the District.
- ~~6. Paraprofessionals shall not be considered for vacancies, if they have already been the successful bidder of a position during the current school year until the end of the school year. Vacancies will be posted as they occur. Vacancies which occur after the completion of **start of** the current school year may be filled by a temporary assignment until the end of the following school year. The vacancy notice shall be posted at least five (5) days prior to the employment of an applicant from outside the district. Interested applicants shall comply with the bid specifications in writing within the five (5) work days after posting of the Notice.~~

6.2 Involuntary Transfers

A. Licensed

1. When an involuntary transfer of a ~~tenured~~ teacher not associated with a reduction in force is made necessary, the following guidelines shall apply. ~~Any involuntary transfer not within these guidelines shall be made on the basis of seniority in the District.~~

If a surplus area is reopened prior to the start of the year in which the transfer goes into effect ~~or within the first two (2) weeks of that school year~~, the involuntarily transferred teacher shall have the opportunity to return to that same position.

If a regular classroom teaching position in a given elementary building is eliminated, the regular classroom teacher of that grade level who has the least seniority shall be subject to an involuntary transfer.

The teacher, if more senior than another teacher at the same grade level, in the District, shall be assigned to the position occupied by the least senior teacher of that grade level in the District, and the teacher so replaced may be assigned to any position for which that teacher is

legally qualified.

2. If a special area elementary teaching position such as library, physical education, Title I, etc., in a given building is eliminated, the teacher shall be subject to an involuntary transfer within the following limitations:
 - a. If there is only one teaching position of the given specialty that has been eliminated, the teacher holding that position is subject to an involuntary transfer.
 - b. If there are two or more teaching positions of the given specialty and not all positions are eliminated, the teacher with the least seniority shall be subject to an involuntary transfer. The teacher, if more senior than another teacher in the same specialty area in the District, shall be assigned to the position occupied by the least senior teacher of that specialty area and the teacher so replaced may be assigned to any position for which that teacher is legally qualified.
3. If a teaching position in a given middle school level (grades 6-8) is eliminated, the teacher of that grade level with the least seniority who legally qualifies to teach equivalent subject areas as the teacher whose position is to be eliminated shall be subject to an involuntary transfer.
4. If a teaching position is eliminated in a given department at the high school (grades 9-12), the seniority of all teachers in that department shall be determined. The teacher with the least seniority shall be subject to an involuntary transfer. Teachers legally qualified to teach specialized subjects for which there are no other teachers in the department legally qualified when such specialized subjects are to be included in the departmental offerings for the year under consideration shall be exempt from an involuntary transfer.
5. If a program such as art, instrumental music, media services, etc., at one or more organizational levels (elementary, middle school, high school) is eliminated, the teachers in that program shall be subject to involuntary transfers within the following limitations:

The teacher whose position has been eliminated, if more senior than another teacher in the same program at a different organizational level, shall be assigned to the position occupied by the least senior teacher in the program at the different organizational level, and the teacher so replaced may be assigned to any position for which that teacher is legally qualified.

6. Insofar as possible, an involuntarily transferred teacher shall be assigned in any position requiring the major or minor field of the teacher's

preparation on the basis of seniority.

7. No provision of this Section shall supersede the right of the administration to transfer teachers to meet the requirements of State Board of Education rules, regulations, or written directives.
8. A determination of legal qualifications for teacher assignment shall be based on transcripts on file in the Human Resources Office of the District Administrative Center by January 1 of the school year.

A teacher who is to be involuntarily transferred shall be notified of the transfer as soon as practicable and shall be released by the Board of Education from contractual service upon request. Reasons for such transfer shall be provided in writing.

B. Educational Support Professionals

An involuntary transfer is a transfer that is not voluntary on the employee's part.

7.2 Probationary Period of Employment

Educational Support Professionals who are in their first year of employment with the District shall be considered probationary employees. The Board shall provide the necessary training needed during the probationary period.

At any time during the one-year probationary period, the Board may dismiss an **probationary** employee ~~if said employee is unwilling or unable to perform their job duties~~. Dismissal during or at the end of the probationary period shall not be grievable or arbitrable.

8.2 Sick Leave

- E. Upon retirement, school service personnel shall be paid at the rate of \$3 per hour according to the number of hours worked each day for unused sick leave, excluding the number of days needed for the employee's IMRF purposes.
- F. Upon retirement, licensed employees shall be paid at the rate of \$30 for each unused sick day, excluding the number of days needed for the employee's Teachers' Retirement System purposes.
- G. The payments referenced in subsection ~~D. and E~~ F. above shall be made to the employee after the employee's last day of service to the School District and after the employee has received his/her/their final paycheck for services rendered, **whichever occurs last.**

The payment made to school service personnel under section ~~D~~ E. above shall ~~not~~ be made **on the 65th calendar days after the employee's last workday** ~~within the thirty (30) day period following retirement~~ so as to avoid constituting IMRF creditable earnings.

8.5 Paternity Leave/Child -Rearing Leave of Absence

An **educational support** employee who has completed at least two years of service in the District **and certified employees who have obtained contractual continued service** **shall** be eligible for ~~maternity~~ **paternity**/child-rearing leave without pay or other benefits as established by Board Policy 5:250 Professional Personnel – Leaves of Absence and Board Policy 5:330 Educational Support Personnel – Sick Days, Vacation, Holidays, and Leaves subject to the following conditions:

- A. The employee shall advise the superintendent or designee of her pregnancy no later than the fourth month of pregnancy or upon ascertainment of such condition, whichever shall be the later.

At such time, **he**/she shall provide a written statement from her obstetrician or physician indicating the expected date of delivery. Application for a ~~maternity~~-**paternity**/child rearing leave shall be made in writing to the superintendent or designee at least ninety (90) calendar days prior to the anticipated birth of the child.

- B. After consultation with the employee, the superintendent or designee shall prepare a plan for the commencement and termination of such leave, taking into consideration maintenance of continuity of instruction and medical factors to the maximum possible degree, and the pertinent time factors related thereto. The leave shall not exceed the balance of the school year if the leave commences before the end of the first semester. When the leave commences in the second semester, it shall not exceed the balance of that semester and one (1) fiscal year if so requested. Such leave shall commence upon 1) the date agreed upon by the superintendent or designee and the employee, 2) actual date of delivery, or 3) the date on which the employee is required to leave or cease employment because she is unable to perform her duties, whichever shall first occur. The superintendent or designee may waive any of the provisions of this Section at his/her/their sole discretion, and any such waiver shall not be precedential in any respect.

- C. Sick leave shall not be applicable during the period of the ~~maternity~~ **paternity**/child-rearing leave beyond the initial twelve (12) work weeks when the District will count the ~~maternity~~ **paternity**/child rearing leave toward the employee's Family Medical Leave Act of 1993 ("FMLA") leave entitlement. Any accumulated sick leave available at the commencement of the leave shall be available to the employee upon return to employment in the District.

- D. With the consent of the carrier, the employee may maintain insurance benefits by making timely payments of all premiums which may be due to the District's Business Office or elsewhere pursuant to its direction.

- E. Any employee who has been employed one hundred eighty (180) or more days of the school term prior to the commencement of such leave shall be entitled to such advancement on the salary schedule as **he**/she would have had if the leave had not been granted. If the leave exceeds the school term in which such leave commences, the second school term shall not be considered for step advancement on the salary scale.

- F. In all instances where an employee is granted a ~~maternity~~ **paternity**/child-rearing leave of eight (8) calendar months or more, as a condition thereof, **he**/she shall advise the superintendent or designee in writing no later than March 1 prior to the termination of such leave that **he**/she intends to return to employment.

Failure to timely advise the superintendent or designee of intent to return as required by the preceding sentence shall be treated as an election not to return to employment and as a resignation from the District.

- G. Any employee desiring adoption leave as a result of becoming an adoptive parent shall notify the superintendent or designee, in writing, upon the initiation of such adoption proceedings. **The employee shall be eligible for 12 weeks of FMLA leave for the adoption of a child, with the employee charged thirty (30) days of sick leave to run concurrently with FMLA leave. The employee's remaining child rearing leave shall be unpaid.** Leave shall be granted upon satisfactory written notification to the superintendent or designee of the date the child is expected or received.

It shall be the responsibility of the applying employee to keep the superintendent or designee informed on the status of the proceedings, and as soon as known, the expected date of the delivery of the child.

- H. Nothing in this Section shall be construed as requiring any employee to apply for a ~~maternity~~ **paternity**/child-rearing leave. An employee not eligible for or not desiring ~~maternity~~ **paternity** leave may utilize accumulated sick leave during any period of disability related to ~~her~~ **the** pregnancy and/or to the delivery of the child. The Board shall abide by the requirements set forth in the Family Medical Leave Act of 1993 ("FMLA"). The Board, in accordance with the FMLA, will require employees to substitute applicable paid leave toward the employee's leave entitlement under the FMLA. The Board will also, in accordance with the FMLA, require employees to count any unpaid leave toward the employee's FMLA leave entitlement.

- I. In the event that the pregnancy terminates, or the death of the child occurs prior to the end of the leave of absence, the employee may request to be returned to active service. Such requests shall be granted upon the availability of a position for which the employee is legally qualified.

- J. An ~~male~~ employee who has entered upon contractual continued service **shall be entitled to** a child-rearing leave of absence. Such leave, **shall** ~~may~~ be unpaid ~~at the discretion of the employee~~ and shall be subject to all of the applicable notices and other requirements as set forth in this policy. Eligibility for such leave shall arise upon the anticipated birth or planned adoption of a child. ~~which the employee has fathered or upon his/her/their planned adoption of a child.~~

- ~~K. A non-tenured teacher must work full-time a minimum of one hundred twenty (120) school days during the school year in order to constitute continuous employment necessary to attain contractual continued service status (tenure) under Section 24-11 of The School Code. 105 ILCS 5/24-11. A school term not qualifying for full-time~~

FINAL LANGUAGE

March 27, 2025

~~continuous service under this Section 8.4 shall not constitute a break in service for determining whether the teacher has been employed for four (4) consecutive school terms, provided the teacher returns to work the following school year.~~

8.10 Educational Credits (Licensed Employees)

~~D. Add "Education credit will be given on the salary schedule to current or new beginning unit members whose graduate program required them to complete more than 36 graduate credit hours to obtain their graduate degree. For example, if a certified employees graduate program required 51 graduate credit hours, then the teacher would have 15 graduate hours beyond the M+0 lane recognized for purposes of the salary schedule and the certified employee would be placed within the M+15 lane".~~

Both Parties agree to moving the following individuals who possess the below listed credentials and are assigned to perform those duties to the Specialty Lane on the certified salary schedule.

Speech Language Pathologist – Licensed by ISBE to serve as a school SLP, has a PEL.

Social Worker - Licensed by ISBE to serve as a school Social Worker, has a PEL.

School Nurse - Licensed by ISBE to serve as a Certified School Nurse, has a PEL.

School Psychologist - Licensed by ISBE to serve as a School Psychologist, has a PEL.

8.11 National Board Certification and Professional Mastery Certifications/Achievements

Licensed staff achieving or holding **National Board Certification** ~~from the National Board for Professional Teaching Standards and Master Teacher Certification awarded by the Illinois Teacher Certification Board, Certificate of Clinical Competence (CCC), Nationally Certified School Psychologist (NCSP), Licensed School Nurse Endorsement or Licensed Clinical Social Worker (LCSW)~~ after the effective date of the 2022-2025 collective bargaining agreement shall be awarded ~~6 credit hours on the salary schedule and *an annual*~~ **a one-time** stipend of \$1,000.00. Licensed staff achieving this recognition under previous agreements will continue to receive benefits in effect at the time of their recognition.

8.16 School Calendar

~~The Association and the Administration shall mutually agree on the recommendation of calendar (s) by February 15. The calendars shall be prepared at least two (2) years in advance. Final authority in this matter rests with the Board of Education.~~

By the end of the first semester, equal representation from the Association and Administration shall be invited to meet, discuss and develop the calendar recommendations for the following school year before submitting recommendations to the Board. Four (4) members from the Association and four (4) Administrators bargaining unit will be present during any meeting of the committee. Each member in attendance will receive one (1) vote towards the calendar recommendations. If a majority of the committee members cannot agree on a recommendation, the Superintendent shall submit a recommendation to the Board and notify the Board that the committee could not reach agreement on the recommendation. Final authority in the matter rests with the Board.

8. 17 Safety Apparel

Food service employees will receive \$100~~-annual~~ reimbursement for non-slip shoes, and maintenance employees will receive \$150 ~~annual~~ reimbursement for steel-toe boots ~~per~~ fiscal year (July 1 -June 30) when substantiated by receipt(s).

Additionally, the District shall provide maintenance employees with three (3) long-sleeve uniform shirts, three (3) short-sleeve uniform shirts or T-shirts, three (3) pants (Dickies-no jeans), one (1) uniform jacket, **one pair of coveralls** and one (1) uniform coat (pants, jacket and coat upon request of the employee). Shoes, safety footwear, and District provided uniform shirts and pants must be worn at all times during the workday. Shirts, pants, jackets, **coveralls** and coats shall be replaced by the District as they become excessively worn at the discretion of the Maintenance Director.

10.6 Teacher Assistants' (Paraprofessionals) In-Service

- A. **In Service:** Classroom Teacher Assistants (Paraprofessionals) may be included in the local in-service training at the discretion of the Administration.

- B. **Workday:** Commencing with the 2025-2026 school year, teacher assistants (paraprofessionals) will be scheduled to work 7 hours per day and will work 174 to 178 workdays each school year. **Once the initial 7 hour positions are established, employees will bid on a shift in their current assigned building based on District seniority.**

10.8 Standard Work Day

The standard workday for primary and intermediate buildings **for certified staff** shall be seven (7) hours and five (5) minutes. In addition, four (4) meetings per month plus one quarterly meeting may be convened after or before the standard workday for the purpose of providing support to comprehensive school reform. The meetings would include building grade-level meetings, building leadership team meetings, PBIS meetings and faculty meetings.

The building principal and members of the school leadership team shall prepare the schedule of meetings.

The standard workday for those days on which building grade-level meetings, building leadership team meetings, PBIS meetings and faculty meetings are scheduled should not exceed seven (7) hours and forty (40) minutes.

FINAL LANGUAGE

March 27, 2025

10.10 Board Payment to Teachers' Retirement System Replace current language with the following:

The Board shall pay, on behalf of employees an amount of 9% (9.8901 cost factor) of each employee's base pay off the salary schedule to the State of Illinois Teacher's Retirement System (TRS). A teacher's required contribution to TRS above the amount of the board's TRS contribution, and the Board's contribution on behalf of teachers, will be tax sheltered as permitted by law.

10.12 Fringe Benefits

Add C. Vision Insurance – The District shall offer an employee individual and family plan option for vision coverages . shall pay the cost for individual or family vision coverage.

10.13 Direct Deposit

All employees shall be offered Direct Deposit. If the employee elects to participate in direct deposit, the employee shall notify the District office. ~~are required to participate in direct deposit of wages using the financial institution of their choice. Notice of all pay will be provided via electronic advice of deposit.~~

Global Positioning Software in District Vehicles

1. *The District will commence use of GPS tracking in all fleet vehicles beginning July 1, 2024.*
2. *The utilization of GPS in any vehicle used by members in the bargaining unit shall be utilized in an effort to provide the District with real time updates of the location of the vehicle and provide supervisors and staff valuable data to increase efficiency. There will not be any information about any specific employee and their location provided to the public, unless such information is required to be disclosed pursuant to the Illinois Freedom of Information Act.*
3. *The District agrees that information generated by GPS shall be utilized confidentially, to the extent authorized by law, and used to maximize the value of the District's assets by collecting trip information regarding where and when a vehicle has traveled, enhance employee safety, increase efficiencies, assist with the defense of a civil claim or lawsuit, and to facilitate the effective coordination, management and usage of District resources and operations.*
4. *All historical information is the property of the District and as such, requests for public disclosure will be conducted by the District in accordance with Illinois Laws and Statutes.*
5. *Tampering with the GPS system in the vehicle is prohibited and will be subject to disciplinary action.*
6. *The GPS system is not intended to be punitive or used to monitor individual employees, although In the event GPS data shows an employee driving in an unsafe manner or and unauthorized vehicle usage, the employee may be subject to disciplinary action and may be used to evaluate the employee. may lead to disciplinary action. The GPS system will not be used in evaluation of employees or for the purpose of timekeeping.*
7. *Only the Director of Maintenance and Superintendent, or administrator designee - administrator is defined as an individual paid on the administrator salary schedule. or their designees, shall have access to review of the Global Positioning Software.*