

CONTRACT BETWEEN

DISTRICT 91 BOARD OF EDUCATION

AND

LOCKPORT DISTRICT 91

TEACHERS' ASSOCIATION

JULY 1, 2018 - JUNE 30, 2022

ARTICLE I - RECOGNITION

1.1	Recognition	2
1.2	Association	2
1.3	Negotiation Start Date	2
1.4	Fair Share	2

ARTICLE II - TEACHER AND ASSOCIATION RIGHTS

2.1	Just Cause for Dismissal	3
2.2	Fair Practices	4
2.3	Personnel File	4
2.4	School Code Rights	4
2.5	Academic Freedom	4
2.6	Dues Deduction	5
2.7	Meeting Notice and General Information	5
2.8	Board Meeting and Minutes	5
2.9	Expenses for Use of Materials	5
2.10	403(b) Plans	6
2.11	Posting of Vacancies	6

ARTICLE III - EMPLOYMENT CONDITIONS

3.1	School Calendar	6
3.2	Teacher Work Day	6
3.3	Teaching Load and Class Size	7
3.4	Notification of Assignment	7
3.5	Involuntary Reassignments	7
3.6	Pupil Problems	7
3.7	Early Release Before Holiday	8
3.8	Grading and Entering Grades in Electronic Gradebook	8
3.9	Classroom Updates via Class Web Page	8

ARTICLE IV - TEACHER APPRAISAL

4.1	Section A	Purpose of Evaluation	8
4.2	Section B	Responsibility of Administrative Personnel	8
4.3	Section C	Orientation Procedures	9
4.4	Section D	Comments of Evaluations	9
4.5	Section E	Evaluation Committee	9

ARTICLE V - TEACHER TERMINATION

5.1	Procedures	9
5.2	Conference	9

ARTICLE VI - TEACHER COMPENSATION AND FRINGE BENEFITS

6.1	Full Experience Credit	10
6.2	Salary Schedule	10

6.3	Pay Days- School not in session	10
6.4	Payroll Installments	10
6.5	Supplemental Pay	10
6.6	Employee Travel	10
6.7	Internal Substitution	11
6.8	Part-time Teachers	11
6.9	Insurance	11
6.10	Professional Reimbursement and Salary Schedule Advancement	13
6.11	Professional Staff Development	13
6.12	Retirement	14
6.13	Early Retirement Option	16

ARTICLE VII - LEAVES

7.1	Sick Leave	16
7.2	Teacher Absence	17
7.3	Emergency/Personal Leave	17
7.4	Bereavement Leave	18
7.5	Other Absences	18
7.6	Child Care Leave	19
7.7	Association Leave	20
7.8	Leave of Absence	20
7.9	Jury Duty	20

ARTICLE VIII - GRIEVANCE PROCEDURE

8.1	Definition	21
8.2	Procedures	21
8.3	Bypass of Grievance	22
8.4	Class of Grievance	22
8.5	No Reprisals Clause	22
8.6	Grievance Withdrawal	22

ARTICLE IX - EFFECT OF AGREEMENT

9.1	Complete Understanding	22
9.2	Individual Contracts	23
9.3	Savings Clause	23
9.4	Inclusions	23
9.5	Terms of Agreement	23

APPENDIX A - SALARY SCHEDULES	24
--------------------------------------	----

APPENDIX B - SUPPLEMENTAL PAY	28
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MOUs – NATIONAL BOARD CERTIFICATION	30
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SIGNATURE PAGE	33
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PREAMBLE

The Board of Education of Milne-Kelvin Grove Elementary School District 91 and the Lockport District 91 Teachers' Association believe the primary function of the Board and its professional staff is to give each boy and girl attending our schools the maximum opportunity for educational growth and achievement. The Board and Association believe that the objectives of the education program are realized to a high degree when mutual understanding, cooperation, and effective communication exist between the Board, Administration, and the certified teaching staff.

ARTICLE I - RECOGNITION

1.1 Recognition

The Board of Education of District 91, (hereinafter referred to as the "Board") recognizes the Lockport District 91 Teachers' Association, IEA-NEA (hereinafter referred to as the "Association") as the sole and exclusive bargaining representative for all certified teachers, including librarians, social workers, and school psychologists (hereinafter referred to as the "Teacher" or "Employee"), but excluding the Superintendent, Principals, Assistant Principals, Technology Coordinators, support staff, part time positions (less than half-time), extracurricular positions not held by bargaining members and all supervisory, managerial and confidential employees as defined by the Illinois Educational Labor Relations Act.

1.2 Association

The Board agrees not to negotiate with any teachers' organization other than the "Association" for the duration of this agreement.

The Board reserves the right to talk individually with any teacher who wishes to approach the Board.

The Association agrees that the Board retains and reserves unto itself all powers and duties conferred upon and vested in it by the statutes of the State of Illinois.

Teachers shall have the right to or not to organize, join, and assist the Association, to participate in negotiations with the Board, through representatives of their own choosing, for the purpose of establishing, maintaining, protecting or improving conditions of professional service.

1.3 Negotiation Start Date

Negotiations for a successor agreement will begin in January of the fiscal year of this agreement. Listed non-economic items for negotiations will be mutually exchanged by the Board and the Association at the initial bargaining meeting, unless otherwise agreed upon by both the Board and the Association.

1.4 Fair Share

Each bargaining Unit Member, as a condition of his/her employment, on or before thirty (30) days from the date of commencement of duties or the effective date of the Agreement, whichever is later, shall join this Association or pay a fair share fee to the Association equivalent to the amount of dues uniformly required of members of the

Association, including local, state, and national dues. In the event that the Bargaining Unit member does not pay his/her fair share fee directly to the Association by a certain date as established by the Association, the Board shall deduct the fair share fee from the wages of the non-member. Such fee shall be paid to the Association by the Board no later than ten (10) days following deduction.

In the event of any legal action against the Employer brought in a court or administrative agency because of its compliance with this article, the Association agrees to defend such actions, at its own expense and through its own counsel, provided:

- A. The employer gives immediate notice of such action in writing to the Association and permits the Association intervention as a party if it so desires; and
- B. The employer gives full and complete cooperation to the Association and its counsel in securing and giving evidence, obtaining witnesses and making relevant information available at both trial and all appellate levels.

The Association agrees that in any action so defended, it will indemnify and hold harmless the employer from any liability for damages and costs imposed by a final judgement of a court or administrative agency as a direct consequence of the employer's compliance with this Article.

- A. It is expressly understood that this save harmless provision will not apply to any claim, demand, suit, or other form of liability which may arise as a result of any type of willful misconduct by the Board or the Board's imperfect exception of the obligations imposed upon it by this Article.

The obligation to pay a fair share fee will not apply to any employee who, on the basis of a bona fide religious tenet or teaching of a church or religious body of which such employee is a member, objects to the payment of fair share fee to the Association. Upon proper substantiation and collection of the entire fee, the Association will make payment on behalf of the employee to a mutually agreeable non-religious charitable organization as per Association policy and the Rules and Regulations of the Illinois Education Labor Relations Board.

ARTICLE II - TEACHER AND ASSOCIATION RIGHTS

2.1 Just Cause for Dismissal

If the legislature abolishes contractual continued service and the due process provisions attendant thereto, no teacher with four (4) or more consecutive years of full-time experience with the School District shall be dismissed without just cause. This provision shall apply to termination only.

2.2 Fair Practices

The Board and the Association shall continue not to discriminate against a teacher for reasons of race, creed, color, marital status, age, sex, or national origin, membership or participation in, or non-membership or non-participation in the Association.

2.3 Personnel File

The District shall maintain, at the District Office, one personnel file for each teacher. Upon giving reasonable notice of at least one (1) business day, a teacher may review his/her personnel file, excluding credentials and letters of recommendation, with an administrator or designee present. Every teacher shall be given a copy of any new material prior to it being added to his/her personnel file. A message will be written on the new material indicating the new material will be added to the personnel file. Written reactions may be made within thirty (30) business days of the receipt of the material. The Board may, if necessary, take personnel action before such period has expired.

Any teacher requesting a copy of his or her personnel file shall do so in writing to the Superintendent and/or designee and shall receive one copy per contract term at no cost. Any subsequent copies will be at the current FOIA rate of 10 cents per page.

2.4 School Code Rights

Whenever any rights or benefits accorded teachers or the School Board under the School Code of the State of Illinois or under other laws and regulations exceed the benefits accorded the Parties elsewhere in the Agreement, then such rights and benefits shall be incorporated into and become a part of this Agreement.

2.5 Academic Freedom

Teachers seek to educate young people in the democratic tradition, to foster recognition of individual freedom and social responsibility, to inspire meaningful awareness of and respect for the Constitution and Bill of Rights of the United States and the Constitution of the State of Illinois, and to instill appreciation of the values of individual personality. It is recognized that these democratic values can best be transmitted in an atmosphere which meets the contemporary community standards and is free from restrictive censorship and artificial restraints. Inquiry and learning for teacher and students is encouraged.

It is the intent of the Board and the Association to assure that teachers enjoy academic freedom in the District. Academic freedom shall mean the freedom of teachers to present instructional materials which are pertinent to the subject and level taught and

within the planned instructional program, as determined by normal teacher and administrative procedures and as subject of ultimate approval by the Board of Education.

Academic freedom shall also mean that teachers shall be entitled to freedom of discussion with the classroom on all matters under study which are relevant to the subject, assuming that this discussion shall be maintained within the outlines of appropriate course content, be pedagogically justifiable and be subject to standards of good taste.

2.6 Dues Deduction

District 91 will make payroll deductions upon written request by the teacher for organization dues, Canals and Trails Credit Union and annuity plans.

2.7 Meetings, Notice, and General Information –

The Association shall not unreasonably be denied requests for the following:

1. The use of school buildings for meetings before and after regular school hours.
2. The reasonable use of employee mailboxes, interschool mail, and faculty lounge bulletin boards for the purpose of internal communications.
3. The use of school equipment, i.e., copiers, computers with permission of the superintendent, principal, or superintendent delegate.

2.8 Board Meetings and Minutes of Meetings

Board meeting schedule and agenda will be posted on the District website, as well as minutes of all meetings. If not so posted, copies of the regular meeting schedule, and minutes of the meeting will be e-mailed to the Association President as soon as available, and agendas for regular meetings will be e-mailed at forty-eight (48) hours prior to the meeting.

Notices of special meetings of the Board, including agenda for the meeting, will be given to the Association President at least forty-eight (48) hours prior to the meeting, in writing or by e-mail. Notice of any emergency meeting will be given to the Association President verbally or by e-mail as soon as practicable.

2.9 Expenses for Use of Materials

Teachers shall twice yearly submit to the Superintendent a list of materials consumed on behalf of the organization. Cost of materials shall be determined and assessed. In addition, if equipment used is damaged, the teachers' organization shall pay for its repair.

2.10 403 (b) Plans

Employees may participate in a tax deferred annuity through payroll deduction with vendors whose authorization is included in the District's plan.

2.11 Posting of Vacancies

"Days" for the purpose of this section is defined as days in which the District Office is open for business.

A "vacancy" is a new or unfilled full-time or part-time bargaining-unit position, including extra-curricular and summer school positions, but not including positions which will be offered to tenure teachers dismissed due to reduction-in-force or to teachers returning from leave.

The Administration will post notices of vacancies on the employee bulletin board in each attendance center during the school term, and on the District's website through school year, including summer months. The district will also provide vacancy notices to all bargaining unit members via school email during summer months. Vacancies shall be posted internally for seven (7) days before being filled except when the vacancy must, in the opinion of the Superintendent, be filled sooner for educational program reasons.

Any teacher may apply for a teaching/licensed vacancy and may be granted an interview for that vacancy. Regardless of whether a teacher is interviewed, if the teacher is not hired to fill the teaching/licensed vacancy, the teacher may request a conference with the responsible administrator. The Board/Administration retain the sole authority to determine which candidate within or outside the bargaining unit, should fill the position, or whether the vacancy should be filled or not.

ARTICLE III - EMPLOYMENT CONDITIONS

3.1 School Calendar

The Board shall adopt annually a school calendar based upon the recommendations of the Superintendent and the School Code.

The calendar, previous to presentation to the Board, will be discussed with the staff and their input solicited.

3.2 Teacher Work Day

The teacher work day will be a total of 40 minutes more than the student day. That time may be allocated annually by the Superintendent before and after the student day.

Teachers are expected to be in the building during this time. The time is to be primarily spent in the classroom, part of which may be used helping students who need additional academic help.

A minimum of one planning period a day will be provided to each teacher. The Board and Superintendent will strive to provide as much professional planning time for teachers as possible each year.

It is understood that due to a daily bell schedule being followed at grades 6-8, precise duplication of junior high and elementary planning minutes may not always be possible.

A duty-free lunch period of no less than thirty (30) minutes or the same amount of time allotted for students, whichever is greater, shall be provided for the teachers.

- 3.3 Teaching Load and Class Size - At Kelvin Grove, the teachers' actual classroom teaching shall not exceed 305 minutes per day. A supervised study period shall be considered a teaching period or a noon hour supervisory assignment for purpose of this Article. The Board further agrees to maintain the lowest reasonable teacher-pupil ratio possible in the District.

3.4 Notification of Assignments

Before a change in teacher assignment is made, a conference between the teacher and appropriate administration will be held. Involuntary assignments resulting in different teaching situations from those currently held will be designated by May 1 whenever possible. A different teaching assignment shall mean a change in 1) grade level, 2) subject area, and/or 3) building assignment.

3.5 Involuntary Reassignments

If, in the opinion of the administration, the involuntary reassignment of teachers becomes necessary, notice of transfer shall be given to the teacher to be transferred as soon as possible. The teacher who is to be transferred shall be given the opportunity to meet with the appropriate administration to review the reason occasioning such a transfer.

3.6 Pupil Problems

Teachers shall be responsible for classroom management and the maintenance of discipline within the classroom as part of their professional obligations. The Administration will consult with the teachers having repeated difficulties in the areas of classroom management and/or maintenance of discipline, and make recommendations for improvement, when appropriate.

3.7 Early Release Before Holiday

If the calendar does not allow for a full day off prior to Thanksgiving Day, one-hour early release will be given.

3.8 Grading and Entering Grades in Electronic Gradebook

Assessments and assignments are given to determine how well students are progressing through the curriculum. In addition, teachers should use assessment results to guide their instruction. It is expected that assessment results are available to students and parents in grades 4 through 8 (via the parent portal). Assessment grades, in grades K-8, must be calculated and entered into the electronic gradebook by the end of the third teacher attendance day after the assessment is given. Assignments which are graded should be entered into the electronic gradebook within a timely fashion.

3.9 Classroom Updates via Class Web Page

The district will provide, if needed, professional development for teachers to create and keep up to date one web page for their classroom or content area. The purpose of the web page is to keep parents/guardians informed of applicable homework assignments, project timelines, and links to teacher recommended resources to assist students. Concerns by administration regarding web pages will be brought to the teacher's attention so they may be addressed, but will not be used for punitive or evaluative purposes, unless identified issues are not addressed after a reasonable amount of time.

4.1 Section A - Purpose of Evaluation

The District will utilize a teacher evaluation plan in accordance with Article 24A of the Illinois School Code. The teacher evaluation plan shall provide for a consistent, equitable and well-defined methodology of evaluation that has been collaboratively developed and implemented by the parties as specified herein. The teacher evaluation plan shall include a description of the teachers' duties and responsibilities and the standards to which the teachers are expected to perform.

4.2 Section B - Responsibility of Administrative Personnel

Administrative personnel shall be responsible for the evaluation of teachers. Evaluators shall be trained and qualified as required by law. The Board and the Association agree that, as part of the District's evaluation practice, the District will provide specific notice to the teacher of significant issues or concerns at the time of occurrence.

4.3 Section C - Orientation of Evaluation Procedure

A written copy of the evaluation procedure and evaluation criteria shall be available on the first day of the school year or within 14 days of initial employment (whichever is later) in Quick Reference (QR) for each teacher to reference throughout the year. Any teacher may request a personal meeting with the building principal to review and ask questions about the evaluation procedure.

4.4 Section D - Evaluation Procedures for Tenure and Non-Tenure Teachers

Evaluation procedures for tenure and non-tenure teachers is available in the District 91 Evaluation Plan located in "Quick Reference."

Information Regarding Student Growth is located in the Milne-Kelvin Grove District 91 Student Growth Guidebook, located in "Quick Reference."

The Evaluation procedures prescribed by this Agreement, the District 91 Evaluation Plan, and the District 91 Student Growth Guidebook are subject to the grievance procedure. Substantive criteria including ratings are not grievable.

4.5 Section E - Evaluation Committee

As required by School Code Section 24A-4, the Teacher Evaluation Plan has been collaboratively developed by the School District and the Association. The parties agree that revisions to the Teacher Evaluation Plan will be considered and proposed by the District's Teacher Evaluation Committee, which will include an equal number of representatives from the Administration and the Association.

The parties acknowledge that the Evaluation Committee is not authorized to undertake any of the responsibilities of the Joint PERA Committee as provided in the Performance Evaluation Reform Act at 105 ILCS 5/24A-49(b). Procedural changes to the District 91 Evaluation Plan and/or the District 91 Student Growth Handbook are subject to the agreement by the Association and the Board.

ARTICLE V - TEACHER TERMINATION

5.1 Procedures as outlined in the School Code, Section 24-12, shall be followed in terminating employment of tenured teachers.

5.2 Prior to the issuance of written notice of termination, the appropriate administrator will have a conference with the teacher, including if requested, a review of the teacher's personnel file.

ARTICLE VI - TEACHER COMPENSATION AND FRINGE BENEFITS

6.1 Full Experience Credit

The Board of Education reserves the right to award teachers new to the district credit up to a maximum of ten (10) years for comparable teaching. Teachers of District 91 who teach half time will be awarded one year credit for every two years taught.

6.2 Salary Schedule

The salary schedule shall be as set forth in Appendix A, which is attached to and incorporated in this Agreement. The schedule shall be based on a 180-day regular school calendar as adopted by the Board.

6.3 Pay Day - School not in Session

If a regular pay date during the school term falls on a day when school is not in session, teachers shall receive their pay on the scheduled payday through automatic deposit. During the summer, all automatic deposits will be made during the weeks of the last payroll in June.

6.4 Payroll Installments

Each teacher will be paid on the basis of 26 equal payments through electronic deposit. In the event that the calendar prevents the appropriate number of pay dates, the Association and the Board agree to mutually develop a solution.

6.5 Supplemental Jobs Added to Salary Schedule

The supplemental pay schedule as set forth in Appendix B is attached to and incorporated in the Agreement. Payment for supplemental work shall be made during the provided time of service (the season/length of activity) according to the annual payroll schedule and Schedule B.

6.6 Employee Traveling

Employees traveling in personal vehicles for authorized District 91 business shall be reimbursed at the current Internal Revenue Service rate. All requests for reimbursement must be submitted by June 15th of each academic year. Any request not submitted by June 15th of the academic year will be forfeited.

6.7 Internal Substitution

Pay substituting for another teacher during planning time shall be compensated at the rate of \$25 per class period. Teachers substituting for less than a full class period shall be paid on a prorated basis.

6.8 Part-Time Teachers –

All teachers employed less than full time will receive the following monetary benefits prorated proportionately according to percent of time employed: tuition reimbursement, sick days, personal days, bereavement leave, and salary/per diem rate. Maximum sick leave is limited to 7 ½ days per year. Said employees will enjoy all other benefits according to contractual agreement.

6.9 Insurance

- A. For the 2018-2019, 2019-2020, 2020-2021, and 2021-2022 contract years, the total cost of medical insurance for teachers shall be shared by the Board and the bargaining unit with the Board paying 90% of the total cost. Specific teacher premium contribution will be established annually by the Administration for each plan category after recommendations are received from the Insurance Committee. Contributions will be made over 26 pays. Insurance coverage will begin September 1st of the year the teacher is hired.
- B. Board contributions for medical insurance for individual teachers are also subject to the following special procedures based upon date of hire:
1. Full-time teachers hired prior to July 2001, may elect a single or family HMO (Blue Advantage) or PPO plan and will pay only the applicable contribution for the plan selected.
 2. Full-time teachers hired after July 1, 2001, but on or before June 30, 2005 are entitled to maintain the plan coverage the teachers had on June 30, 2005 (except for the HMO Illinois Plan) and will pay the applicable contributions as set forth in Paragraphs A and B above for that coverage. Any increase in coverage after June 30, 2005, will result in a change in the teacher's contribution requirement as described in Subparagraph 4 below.
 3. Full-time teachers hired after July 1, 2005 will receive single coverage under the HMO Blue Advantage plan offered by the District and will pay the applicable contribution for such coverage under the selected plan.
 4. Any full-time teachers may elect HMO family coverage during the annual open enrollment period, or at another time as a result of a "qualifying event" under the Health Insurance Portability and Privacy Act. The teacher will pay 50% and the district will pay 50% of the total cost of the elected plan based upon the full premium billed to the district, except as provided in Subparagraph 1 above.

C. Insurance Committee

The District 91 Insurance Committee will consist of no more than three (3) members from the Board, no more than three (3) members from the Association (appointed by the Association President), and one (1) member representing non-bargaining unit employees.

The Insurance Committee shall meet each year as needed, but no later than May 1. The Insurance Committee will provide information and/or recommendations to the Board of Education and Association on or before June 1.

The Committee shall have access to all master policies, documents describing benefit coverage or claim procedures and experience, and other documents generated by the Plan Administrator which may have been customarily provided to the Board. The Superintendent will supply these materials to the committee from the Plan. However, the Superintendent shall take whatever steps are necessary to protect the confidentiality of the individual plan participants as required by the American with Disabilities Act, HIPPA, and other applicable statutes.

The Committee shall review insurance cost data, claims history, cost projections, and other informative necessary to evaluate options for providing the best insurance plan possible while controlling insurance expenses. The committee shall consider all options which are in the best interest of the participants, taking into account, with limitation, benefits design and options, cost savings, cost containment options, managed care, preventative and wellness programs. The Committee shall not have the authority to alter benefit or premium levels, but shall report findings and recommendations to the Board, the Association and other constituent groups. The Board and the Association shall negotiate any changes.

- D. The Board of Education has the option of looking for other insurance providers with the intention of providing comparable or improved coverage at reduced costs. The Insurance Committee will be notified prior to a change in insurance providers and allowed input into such change. The Board reserves the right to make all final decisions regarding insurance providers.

- E. Life Insurance and AD&D - \$50,000 term (per individual).

- F. Retirees shall be included in the insurance plan as follows:

The Board shall annually reimburse the retiree \$2,000.00 towards the cost of TRIP health insurance or health insurance selected by the retiree after proof of payment is provided by the retiree. This shall continue for five (5) consecutive years after the effective retirement date or the cessation of such insurance coverage, whichever shall first occur. Each retiree shall be solely responsible for applying and qualifying for any such insurance coverage chosen.

6.10 Professional Reimbursement and Salary Schedule Advancement

A form will be supplied by the Superintendent for approval of any graduate class taken for advancement on the salary schedule and/or reimbursement. Actual cost not to exceed \$120.00 per graduate semester hour shall be granted under the following conditions:

- A. Prior approval of Superintendent.
- B. Must have completed two years of full-time employment with the district as a teacher.
- C. All courses, online or on-site, must be graduate level courses, be from an accredited University, be aligned with district initiatives or the District's Strategic Plan. Approval of courses subject to the needs of the District as determined by the Superintendent. Courses will be evaluated on an individual basis. Courses will not be evaluated for approval until such time the teacher plans to enroll for the course. Administrative Type 75 programs will not be considered for reimbursement or placement on the salary schedule.
- D. Limited to 12 graduate hours per fiscal year (July 1 - June 30).
- E. A grade of "B" or higher.
- F. Submission of transcript and proof of payment to Superintendent's office.
- G. In order to move on the salary schedule, courses must be completed by June 30 of the prior year and transcripts must be received by November 1.
- H. Graduate courses which are part of a Superintendent approved master's program, but do not meet the district's requirements for reimbursement, will qualify for advancement on the salary schedule.
- I. The Superintendent's approval or denial is final.

6.11 Professional Staff Development

- A. Professional Staff Development - The district will provide teachers with professional growth opportunities based upon the time, availability of funds and its anticipated value to the teacher and the district. The Superintendent shall have the authority to grant the request. Any teacher may request to attend professional meeting, conferences, workshops, clinics, conventions. etc.

All workshops, conferences, clinics, conventions, etc., must be pre-approved by the Superintendent.

- B. Workshops - A form will be supplied by the Superintendent for approval of any workshop, conference, clinic, convention, etc. related to the teacher's assignment scheduled during the school day.

An approved workshop is not eligible for salary schedule credit, but the teacher will receive no loss in pay and the District will provide a substitute.

Beginning with the 2018-2019 school year, workshop hours will not be eligible for lane movement. As of negotiations only one Association member is using contact hours for lane advancement. This individual will be grandfathered, and allowed to continue this practice as stated below.

A pre-approved workshop, conference, clinic convention, etc. scheduled outside of regular work hours paid for by the teacher and approved by the Superintendent for credit, will receive the equivalent of one graduate credit hour for every fifteen (15) hours of workshop "contact time". This would not include lunch unless workshop continues over lunch. Proof of workshop hours will be required.

The Superintendent's approval or denial is final.

- C. Reimbursement - Within the financial constraints of the District, the Superintendent may also approve reimbursement for a workshop fee, to the maximum of \$75.00 annually or may pay the workshop fee directly from District or grant funds.

6.12 Retirement

A. To be eligible a teacher

- must have completed a least fifteen (15) years of full-time employment with the District.
- must be fifty-five (55) years of age at the time of retirement or will reach age fifty-five (55) prior to December 31st of the retirement year.
- shall submit an irrevocable notice of intent to retire by March 1 up to two (2) years in advance of the expected retirement date.
- shall submit at the time of notice of retirement, a TRS statement of benefit or other TRS documentation confirming the teacher's total years of service and creditable earnings.

Creditable earnings shall mean all TRS creditable earnings including salary (inclusive of step and lane movement), payment for extra-curricular duties, stipends, and retirement benefits.

In addition to the above eligibility, a teacher who gives less than four years notice shall not have exceeded a 6% increase of creditable earnings in the non-

incentive years that are used in the TRS calculations for retirement earnings (FAS).

In the event the teacher receives more than 6% and/or participates in the TRS Early Retirement Option (ERO), either of which would obligate the District to additional contributions to TRS, the teacher will not be eligible for the District Retirement Plan. Any teacher approved to retire under the Early Retirement Option (Section 133.2 of the Illinois Pension Code) ("ERO") for whom the Board is required to pay a one-time contribution to the Teachers' Retirement System shall not be eligible for the benefits of the District retirement plan. Should a teacher elect the benefits of the District retirement plan and subsequently retires under ERO for which the Board is required to pay a one-time contribution to TRS, the teacher shall repay the Board any incentives paid under the plan.

Once a teacher submits his/her notice of intent to retire, the plan elected will remain in effect until the teacher retires, even if during the plan's implementation a different retirement plan is bargained by the parties. In addition, the teacher may not revoke the notice of intent, unless an emergency arises, in which case the teacher may request to lessen the number of notice years.

- B. The teacher shall leave the salary and extra duty schedule and, in exchange for performing the same duties as in the "base year", receive a 6% increase in creditable earnings. "Base Year" creditable earnings are defined as the total TRS creditable earnings from all District sources in the year proceeding the first notice year.
1. The teacher will remain "off schedule" and receive a 6% increase in creditable earnings for each year of notice - up to two (2) years. (Two year notice, 6% for two years, one year notice, 6% for one year).
 2. The teacher agrees that all extra duties performed in the "base year" will be performed in the "notice years", e.g. coaching, and stipends that were counted as TRS creditable earnings along with the scheduled salary.
 - i. A teacher may voluntarily resign from an extra duty assignment, however the teacher's compensation will be reduced accordingly.
 - ii. A teacher may be removed from an extra duty assignment by the Board. In such case, compensation will be reduced accordingly. Elimination of a program will require a mutually agreeable alternative assignment. The

Association acknowledges that this may require the replacement of a non-retiring staff member.

3. A teacher who takes courses or otherwise would "move" on the salary schedule, or "move" in an extra duty/stipend schedule, will not receive additional compensation beyond the 6% incentive.
4. A teacher under the district retirement plan will not be able to earn more than 6% of the previous year's creditable earnings.
5. The 6% incentive raises are compounded in each of the notice years.

6.13 Early Retirement Option

The Board and the Association agree that the number of bargaining unit employees annually eligible for participation in the Teachers Retirement System (TRS) Early Retirement Option shall be established at zero (-0-) employees eligible unless agreed otherwise by the Board and the Association on a case-by-case basis.

ARTICLE VII - LEAVES

7.1 Sick Leave

Each teacher shall be entitled to seventeen (17) sick days per school term without loss of pay. Three (3) of these days may be utilized for personal business. Sick Leave shall accumulate to three hundred and forty (340) days.

Sick leave shall be interpreted to mean personal illness, pregnancy, quarantine at home, or serious illness in the immediate family or household. The term "immediate family" is defined as: spouse, children, parents, brothers, sisters, grandparents, grandchildren, parents-in-law, brothers-in-law, sisters-in-law, and legal guardians.

The Superintendent may require a physician's certificate for any personal sick leave absence which exceeds three (3) consecutive days.

Teachers must use Personal Leave for "well-care" medical appointments prior to utilizing Sick Leave.

Sick Leave must be used in increments of one-half day or a full day only.

Cash-in of unused sick leave days will be permitted in accordance with the following provision. Any teacher who retires honorably after at least twenty (20) consecutive years of employment with Lockport District 91 will be paid for up to fifty (50) accumulated days, provided that the days have not been used for TRS service credit or sick leave purposes, with the rate of payment to be \$25.00 per unused sick leave day. For the

purpose of this section, a Board approved leave of absence does not constitute a break in service.

Payment for cash-in of unused sick leave days will be made after the teacher retires and after the teacher receives his/her final regular paycheck, so that the payment does not constitute TRS creditable earnings.

7.2 Teachers' Absence

Teachers who have an emergency or are ill upon awakening (or before arriving to work), must call (815) 838-0737 and dial 7 no later than 6:00 am. The following information should be provided or included in the voicemail: the teacher's name, grade or subject the teacher teaches, any duties, parking space number, where to find lesson plans, date of the absence, reason for the absence (emergency personal day or sick day). If you do not call by 6:00 am you are expected to be present at work. If there is an emergency (out of your control) after 6:00 am which prevents you from being present at work, you must contact an administrator by phone. Voicemail, text, and email will not be accepted. You must talk to a live person. No later than the first teacher institute day, teachers will be provided with an updated contact list for district administrators and the order of which contact should be made. It is the district's responsibility to provide updated contact information should it change throughout the duration of the school year.

Teachers absenting themselves from the classroom (once at work) because of illness will notify the sub-caller at extension #1113 before leaving work and speak to the sub-caller. Call should be made as soon as the teacher believes he/she will not be able to work all day. The following information should be provided: the teacher's name, grade or subject the teacher teaches, any duties, parking space number, where to find the lesson plans, and reason for absence.

When absence will continue for a subsequent day, the teacher is requested to call the sub-caller before student dismissal time so that the substitute can be notified whether to plan on teaching the next day. This may make it possible for the pupils to have greater continuity than when a different substitute may be called the next day. An absence report must be completed by the teacher and submitted to the district bookkeeper within two (2) days of the teacher's return to work.

7.3 Emergency/Personal Leave

1. Each teacher shall be entitled to three (3) days of absence per year without loss of pay for personal business. Personal business days are subtracted from each teacher's allotment of sick days each year. It is understood that personal business days are for business, which cannot be taken care of any other time except during the school day. At the end of the school year, any sick days not

used as personal business days will accumulate as unused sick days for the individual teacher.

2. A teacher requesting a personal leave except for in the case of emergency shall submit his or her request on a District provided form to the Superintendent/principal for approval of at least three (3) calendar days prior to the requested leave.
3. Personal leave before or after a holiday or during the first two teacher employment days or the last two teacher employment days of the school year is not permitted, except in the case of emergency or life changing event. The Superintendent reserves the right to verify the reason for the absence.

7.4 Bereavement Leave

Bereavement leave shall be granted as follows (bereavement leave is not to be interpreted as sick leave or personal leave):

A. Funeral - immediate family - five (5) days maximum each instance:

- | | |
|------------|------------------|
| 1. Husband | 5. Children |
| 2. Wife | 6. Grandchildren |
| 3. Mother | 7. Brother |
| 4. Father | 8. Sister |

Five additional days may be requested. Personal days will be used first. Remaining days will be deducted from sick leave.

B. Funeral - relative - two (2) bereavement days - maximum each instance:

- | | |
|------------------|-------------------|
| 1. Grandparent | 5. Brother-in-law |
| 2. Mother-in-law | 6. Aunt |
| 3. Father-in-law | 7. Uncle |
| 4. Sister-in-law | 8. Legal Guardian |
| | 9. Niece/Nephew |

Three (3) additional days may be requested. Personal days will be used first. Remaining days will be deducted from sick leave.

7.5 Other Absences

Deductions for any such absence other than those listed will be made at the rate of 1/180 of the annual salary of each day absence. Under no circumstances should any person be absent from school without advance knowledge of

the principal. If at all possible, absence from school should be anticipated. This helps to avoid last minute rush for substitutes and makes for accurate records.

7.6 Child care Leave

1. Any tenured teacher shall be permitted child care leave, without pay for up to one (1) full school year plus the remainder of the school year in which the leave begins. Child care leave will be granted as a result of the birth of a child, the adoption of a preschool child, or due to unforeseen illness or accident to the tenured teacher's dependent child.
2. Any teacher desiring child care leave must notify the Board in writing at least ninety (90) calendar days prior to the anticipated birth of the child, or upon making an application for adoption of a child.
3. The teacher will not lose accumulated sick leave, tenure, or seniority while on approved child care leave. The teacher being granted a child care leave shall also be entitled to a teaching position for which he/she qualifies upon return from said leave. A teacher on child care leave shall be subject to all regulations found in the School Code of Illinois in a relation to employment.
4. Eligible teachers are entitled to leave in accordance with the Family and Medical Leave Act (FMLA). Other than FMLA leave, all fringe benefits cease when the leave goes into effect. The teacher involved shall be permitted to continue health insurance benefits at his/her own expense for the period of the leave.
5. Teachers taking child care leave must work one hundred (100) days of a school year in order to advance on the salary schedule.
6. Upon termination of the leave, the teacher involved shall notify the superintendent as to his/her intentions to return to active duty. This notification shall be in writing and submitted at least ninety (90) calendar days prior to the termination of the leave. If a teacher is requesting a child care leave for the purpose of having a child and then returning immediately, this should be so stated in his/her request. The beginning and ending dates of the leave shall be noted.
7. Child care leave is granted on the condition that the teacher taking such leave will not engage in alternative employment which is in any way equivalent in either income or career potential to the teacher's position in the District.
8. A child care leave may be granted to a non-tenured teacher by action of the Board, subject to all the conditions applicable to tenured teacher as listed above, provided the term of such leave shall not be considered in computing full time employment under Section 24-11 of the Illinois School Code for the purpose of the continuous employment necessary to attain contractual continued service status. Upon the return from such leave, the full-time teacher shall be considered to have

commenced his/her first probationary year. The granting of child care leave to any non-tenured teacher shall not constitute a precedent for the granting or withholding of leave to any other non-tenured teacher. Each request shall be judged on its own merits and shall be within the sole discretion of the Board. Additional comments or restrictions may be established for any such leave provided nothing herein shall be construed as requiring an non-tenured teacher to apply for such leave or to accept the conditions therefore.

7.7 Association Leave

A member of the Association may be excused from his/her duties to attend Association affairs under these conditions:

1. A written request for leave shall be submitted by the Association President to the Superintendent at least ten (10) days in advance of the leave.
2. No more than two (2) teachers/association members may be absent on any one school day.
3. Use of Association leave days will be limited to six (6) days in any school year.
4. When a guest teacher is employed, the Association shall reimburse the Board the current daily rate set for guest teachers.

7.8 Leave of Absence

A leave of absence without pay may be granted to any employee who has reasonable need for such a leave, under the provisions of Board Policy.

7.9 Jury Duty

A leave of absence will be granted to district employees who are subpoenaed to court proceedings or summoned for jury duty. Such employees must notify the Superintendent of the pending court/jury duty no later than 10 days prior to the first day of duty, if feasible, and must provide a copy of the subpoena or jury summons.

The employee will not be required to use vacation, personal or other leave for this purpose in order to be paid if the employee provides the district with the stipend received for jury duty. If this is not provided, the employee will be required to use a personal day or take a non-paid leave for the duration of the court duty.

The employee must report to his/her immediate supervisor for assignment when his/her presence in court is not required.

ARTICLE VIII - GRIEVANCE PROCEDURE

8.1 Definition

A grievance shall mean a complaint that there has been an alleged violation, misinterpretation, or misapplication of any provision of this agreement. All time limits consist of days that the Central Administration Office is officially open for business.

8.2 Procedures

The parties hereto acknowledge that it is usually most desirable for a teacher and his/her immediately involved supervisor to resolve problems through free and informal communications; if however, the informal process fails to satisfy the teacher, a grievance may be process as follows:

STEP I

A grievance must be filled by the grievant and the Association, or the Association itself in class grievances, in writing within twenty (20) days of the occurrence giving rise up the claim that the Agreement has been violated, misinterpreted, or misapplied. The grievant shall present the grievance in writing to the immediately involved supervisor who will arrange for a meeting to take place within ten (10) days after the receipt of the grievance. The Association representative, the grievant, and the immediately involved supervisor shall be present for the meeting. At this step, the grievant may have an Association representative for all subsequent steps. Within five (5) days of the meeting, the grievant shall be provided with the supervisor's written response, including the reasons for the decision.

STEP II

If the grievance is not resolved at Step I, then the grievant may refer the grievance to the Superintendent or his official designee within five (5) days of receipt of the Step I response. The Superintendent shall arrange for a meeting to take place within ten (10) days of the Superintendent's receipt of the appeal, at which time any witness can be interviewed. Within in five (5) days of the meeting, the grievant shall be provided with the Superintendent's written response, including reasons for the decision.

STEP III

If the grievance is not resolved at Step II, then the grievant may request to meet with the Board, or a committee thereof. Such requests shall be made within five (5) days of receipt of the Step II response. The Board shall meet with the grievant, the Association representative, the immediately involved supervisor, and the Superintendent no later

than the next regular Board meeting. Within five (5) days of the Board meeting, the grievant shall receive a written response.

STEP IV

If the grievant is not satisfied with the disposition of the grievance at Step III, or the time limits expire without the issuance of the Board's written reply, the Association may submit the grievance to binding arbitration. A mutually acceptable arbitrator shall be agreed upon by the Association and the Board, with the costs shared equally. If a demand for arbitration is not filed within thirty (30) days of the date for the Step III response, then the grievance shall be deemed withdrawn. The arbitrator shall have no power to alter the term of this agreement.

8.3 Bypass of Grievance

If the association and the Superintendent agree, Steps II and III of the grievance procedure may be bypassed and the grievance advanced.

8.4 Class Grievance

Common grievance involving one or more teachers, or one or more administrators may be filed by those so grieving and may be heard jointly.

8.5 No Reprisals Clause

No reprisals shall be taken by the Board or the administration against a teacher because of his participation in a grievance.

8.6 Grievance Withdrawal

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

ARTICLE IX - EFFECT OF AGREEMENT

9.1 Complete Understanding

The terms and conditions as set forth in this Agreement for the full and complete understanding between the parties. The terms and conditions may be modified only through the written mutual consent of the parties.

9.2 Individual Contracts

The terms and conditions of this agreement shall be reflected in individual contracts or teacher agreements.

9.3 Savings Clause

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

9.4 Inclusions

The parties agree that applicable Illinois' statutory and case law and the Constitution of the United States and the State of Illinois are hereby incorporated into the Agreement.

9.5 Terms of Agreement

This agreement will be effective as of July 1, 2018 and will remain in effect through June 30, 2022.

TERMINATION OF AGREEMENT BY BOARD OF EDUCATION (SUBSTANTIAL REVENUE/EXPENSE CHANGES). The Board of Education may, by written notice to the Association, at least thirty (30) days prior, elect to terminate this Agreement at the end of a contract year, if revenue reductions due to changes in the District's appropriations for evidence-based funding (formerly general state aid), for mandated categorical aid payments or for Federal grants, reductions or elimination (tax freeze) of property tax levy increases currently available to the District under Illinois law, and/or cost increases for the District contributions to the Teachers' Retirement System (e.g. "cost shift"), will cumulatively exceed \$500,000 for the succeeding fiscal year.

The parties agree that, if the Board gives such notice, negotiations shall commence as soon as possible towards a successor agreement. The parties further agree that salary and benefits shall be continued as paid and provided in the prior contract year, during any contract "hiatus" between the termination of the Agreement and the ratification of a successor agreement.

SCHEDULE A Salary Schedules 2018-2019 through 2021-2022

FY19 _3.5% over FY18								
	BA	BA+15	BA+30	BA+45	MA	MA+15	MA+30	MA+45
Step	1.035	1.035	1.035	1.035	1.035	1.035	1.035	1.035
1	34,487	35,867	38,019	39,539	38,019	39,539	41,121	42,766
2	35,695	37,122	39,350	40,923	39,350	40,923	42,560	44,263
3	36,408	37,865	40,531	42,151	40,531	42,151	43,837	45,591
4	37,137	38,622	41,747	43,416	41,747	43,416	45,152	46,959
5	37,879	39,395	42,999	44,718	42,999	44,718	46,507	48,368
6	38,637	40,183	44,289	46,060	44,289	46,060	47,902	49,819
7	39,410	40,986	45,618	47,441	45,618	47,441	49,339	51,313
8	40,198	41,806	46,986	48,865	46,986	48,865	50,819	52,853
9	41,002	42,642	48,396	50,331	48,396	50,331	52,344	54,438
10	41,822	43,495	49,848	51,840	49,848	51,840	53,914	56,071
11	42,658	44,365	51,343	53,396	51,343	53,396	55,532	57,754
12	43,511	45,252	52,883	54,998	52,883	54,998	57,198	59,486
13	44,382	46,157	54,470	56,648	54,470	56,648	58,914	61,271
14	45,269	47,080	56,104	58,347	56,104	58,347	60,681	63,109
15	46,175	48,022	57,787	60,097	57,787	60,097	62,501	65,002
16			59,521	61,900	59,521	61,900	64,376	66,952
17			61,306	63,757	61,306	63,757	66,308	68,961
18			63,145	65,670	63,145	65,670	68,297	71,030
19			65,040	67,640	65,040	67,640	70,346	73,160
20			66,991	69,669	66,991	69,669	72,456	75,355
21					69,001	71,759	74,630	77,616
22					71,071	73,912	76,869	79,944
23					73,203	76,130	79,175	82,343
24					75,399	78,413	81,550	84,813
25					77,661	80,766	83,997	87,357

As of July 1, 2008, teachers will not be allowed entry into the BA+30 and BA+45 lanes. Teachers in these lanes as of June 30, 2008 will be allowed to remain.

All cells below the bolded line (—) represent cells which are "off schedule". Any employee who may be in an "off schedule" cell will receive a 2.0% increase over the prior year's salary.

FY20 _3.0% over FY19								
	20	20	20	20	20	20	20	20
	BA	BA+15	BA+30	BA+45	MA	MA+15	MA+30	MA+45
Step	1.03	1.03	1.03	1.03	1.03	1.03	1.03	1.03
1	35,180	36,588	38,784	40,334	38,784	40,334	41,948	43,626
2	35,877	37,312	39,552	41,133	39,552	41,133	42,778	44,490
3	36,765	38,236	40,531	42,151	40,531	42,151	43,837	45,591
4	37,501	39,001	41,747	43,416	41,747	43,416	45,152	46,959
5	38,251	39,781	42,999	44,718	42,999	44,718	46,507	48,368
6	39,016	40,577	44,289	46,060	44,289	46,060	47,902	49,819
7	39,796	41,388	45,618	47,441	45,618	47,441	49,339	51,313
8	40,592	42,216	46,986	48,865	46,986	48,865	50,819	52,853
9	41,404	43,060	48,396	50,331	48,396	50,331	52,344	54,438
10	42,232	43,921	49,848	51,840	49,848	51,840	53,914	56,071
11	43,076	44,800	51,343	53,396	51,343	53,396	55,532	57,754
12	43,938	45,696	52,883	54,998	52,883	54,998	57,198	59,486
13	44,817	46,610	54,470	56,648	54,470	56,648	58,914	61,271
14	45,713	47,542	56,104	58,347	56,104	58,347	60,681	63,109
15	46,627	48,493	57,787	60,097	57,787	60,097	62,501	65,002
16			59,521	61,900	59,521	61,900	64,376	66,952
17			61,306	63,757	61,306	63,757	66,308	68,961
18			63,145	65,670	63,145	65,670	68,297	71,030
19			65,040	67,640	65,040	67,640	70,346	73,160
20			66,991	69,669	66,991	69,669	72,456	75,355
21					69,001	71,759	74,630	77,616
22					71,071	73,912	76,869	79,944
23					73,203	76,130	79,175	82,343
24					75,399	78,413	81,550	84,813
25					77,661	80,766	83,997	87,357

As of July 1, 2008, teachers will not be allowed entry into the BA+30 and BA+45 lanes. Teachers in these lanes as of June 30, 2008 will be allowed to remain.

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FY21 2.5% over FY20								
	21	21	21	21	21	21	21	21
	BA	BA+15	BA+30	BA+45	MA	MA+15	MA+30	MA+45
Step	1.025	1.025	1.025	1.025	1.025	1.025	1.025	1.025
1	35,532	36,954	39,171	40,738	39,171	40,738	42,367	44,062
2	36,060	37,503	39,753	41,343	39,753	41,343	42,996	44,717
3	36,774	38,245	40,540	42,161	40,540	42,161	43,848	45,602
4	37,684	39,192	41,544	43,205	41,544	43,205	44,933	46,731
5	38,438	39,976	42,790	44,501	42,790	44,501	46,281	48,133
6	39,207	40,775	44,074	45,836	44,074	45,836	47,670	49,577
7	39,991	41,591	45,396	47,211	45,396	47,211	49,100	51,064
8	40,791	42,423	46,758	48,627	46,758	48,627	50,573	52,596
9	41,607	43,271	48,161	50,086	48,161	50,086	52,090	54,174
10	42,439	44,137	49,606	51,589	49,606	51,589	53,652	55,799
11	43,288	45,019	51,094	53,137	51,094	53,137	55,262	57,473
12	44,153	45,920	52,627	54,731	52,627	54,731	56,920	59,197
13	45,036	46,838	54,205	56,373	54,205	56,373	58,628	60,973
14	45,937	47,775	55,831	58,064	55,831	58,064	60,386	62,802
15	46,856	48,730	57,506	59,806	57,506	59,806	62,198	64,687
16			59,232	61,600	59,232	61,600	64,064	66,627
17			61,009	63,448	61,009	63,448	65,986	68,626
18			62,839	65,351	62,839	65,351	67,965	70,685
19			64,724	67,312	64,724	67,312	70,004	72,805
20			66,666	69,331	66,666	69,331	72,104	74,989
21					68,666	71,411	74,268	77,239
22					70,726	73,553	76,496	79,556
23					72,847	75,760	78,790	81,943
24					75,033	78,033	81,154	84,401
25					77,284	80,374	83,589	86,933

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FY22 2.5% over FY21								
	22	22	22	22	22	22	22	22
	BA	BA+15	BA+30	BA+45	MA	MA+15	MA+30	MA+45
Step	1.025	1.025	1.025	1.025	1.025	1.025	1.025	1.025
1	35,887	37,323	39,563	41,145	39,563	41,145	42,791	44,503
2	36,420	37,878	40,151	41,756	40,151	41,756	43,426	45,164
3	36,961	38,440	40,747	42,376	40,747	42,376	44,071	45,835
4	37,693	39,201	41,554	43,215	41,554	43,215	44,944	46,742
5	38,627	40,172	42,582	44,285	42,582	44,285	46,056	47,899
6	39,399	40,975	43,860	45,614	43,860	45,614	47,438	49,336
7	40,187	41,795	45,176	46,982	45,176	46,982	48,861	50,816
8	40,991	42,631	46,531	48,391	46,531	48,391	50,327	52,341
9	41,811	43,483	47,927	49,843	47,927	49,843	51,837	53,911
10	42,647	44,353	49,365	51,338	49,365	51,338	53,392	55,528
11	43,500	45,240	50,846	52,879	50,846	52,879	54,994	57,194
12	44,370	46,145	52,371	54,465	52,371	54,465	56,644	58,910
13	45,257	47,068	53,942	56,099	53,942	56,099	58,343	60,677
14	46,162	48,009	55,560	57,782	55,560	57,782	60,093	62,498
15	47,086	48,969	57,227	59,515	57,227	59,515	61,896	64,373
16			58,944	61,301	58,944	61,301	63,753	66,304
17			60,712	63,140	60,712	63,140	65,665	68,293
18			62,534	65,034	62,534	65,034	67,635	70,342
19			64,410	66,985	64,410	66,985	69,665	72,452
20			66,342	68,995	66,342	68,995	71,754	74,625
21					68,332	71,064	73,907	76,864
22					70,382	73,196	76,124	79,170
23					72,494	75,392	78,408	81,545
24					74,669	77,654	80,760	83,992
25					76,909	79,984	83,183	86,511

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SCHEDULE B EXTRA CURRICULAR
2018-2019 through 2021-2022

			YRS 1-3		YRS 4-6		YRS 7-9		YRS 10+
ART CLUB		2	929		1,272		1,616		1,963
BAND		5.5	2,555		3,497		4,445		5,400
BASKETBALL/BOYS A		5	2,323		3,179		4,041		4,909
BASKETBALL/BOYS B		5	2,323		3,179		4,041		4,909
BASKETBALL/GIRLS A		5	2,323		3,179		4,041		4,909
BASKETBALL/GIRLS B		5	2,323		3,179		4,041		4,909
BASEBALL		3.5	1,626		2,225		2,829		3,437
CHEERLEADING		4.5	2,091		2,861		3,637		4,419
CHORUS		4.5	2,091		2,861		3,637		4,419
DEBATE CLUB									
DRAMA		2	929		1,272		1,616		1,963
JR BETA		1	465		636		809		982
MATH TEAM		2	929		1,272		1,616		1,963
NATURE CLUB		2	929		1,272		1,616		1,963
ROBOTICS CLUB		2	929		1,272		1,616		1,963
SCIENCE CLUB		2	929		1,272		1,616		1,963
STUDENT COUNCIL		2	929		1,272		1,616		1,963
SOFTBALL		3.5	1,626		2,225		2,829		3,437
TRACK/BOYS A		3.5	1,626		2,225		2,829		3,437
TRACK/BOYS B		3.5	1,626		2,225		2,829		3,437
TRACK/GIRLS A		3.5	1,626		2,225		2,829		3,437
TRACK/GIRLS B		3.5	1,626		2,225		2,829		3,437
VOLLEYBALL/BOYS A		4.5	2,091		2,861		3,637		4,419
VOLLEYBALL/BOYS B		4.5	2,091		2,861		3,637		4,419
VOLLEYBALL/GIRLS A		4.5	2,091		2,861		3,637		4,419
VOLLEYBALL/GIRLS B		4.5	2,091		2,861		3,637		4,419
YEARBOOK		3	1,394		1,908		2,425		2,946

State Tournament 110

The Board of Education reserves the right to fill or not fill extra duty positions consistent with the annual budgeting processes.

Salaries listed are TRS salary figures.

Activity sponsors may be awarded up to ten years' experience for previous experience in the same co-extra-curricular sponsorship in the district.

Schedule B - State Tournament Competition

In the event any team or activity qualifies for their respective State Tournament, a minimum of two adults shall supervise and be compensated for such work. The head coach and assistant coach will be the supervisors. If there is no assistant coach or supervisor, the head coach or director will determine the second supervisor, subject to the approval of the Superintendent. This provision shall apply to band, choir, and athletic teams only.

Schedule B - Positions

When a bargaining unit member and a non-bargaining unit member are equally qualified in all respects for the Schedule B position, as determined by the Superintendent, the bargaining unit member will be hired. If the bargaining unit member is not deemed qualified, a written explanation as to why will be given. All decisions of the Superintendent are final and are not subject to grievance by the bargaining unit.

MEMORANDUM OF UNDERSTANDING

This Agreement is made this 28th day of March, 2017, by and between the Board of Education of Milne-Kelvin Grove School District No. 91 (hereinafter, "the Board"), the Lockport District 91 Teachers' Association (hereinafter, "the Association"), and Marcie Statemen, Nicole Dickson, Lucy Fiday, Michelle Bolte and Amy Visser (hereinafter, "the Teachers"). The parties hereby agree as follows:

1. The following Teachers employed by the Board are approved for participation, in accordance with this Agreement, in the Certification program operated by the National Board for Professional Teaching Standards:

Marcie Stateman
Nicole Dickson
Lucy Fiday
Michelle Bolte
Amy Visser

2. The Board will pay up to \$536 per year for two years toward the National Board Certification program costs, for each approved teacher. The program must be completed in no more than three years. If a teacher discontinues participation or otherwise fails to complete the program, that teacher will repay to District No. 91 any amounts paid on his/her behalf.

3. The parties agree that the National Board Certification program is not subject to tuition reimbursement or stipend under the 2014-2018 Collective Bargaining Contract between the Board and the Association, except as provided herein.

4. Each teacher may apply for and receive salary schedule lane movement credit to a maximum of nine (9) credits by establishing graduate credit at an educational institution of her/his choosing. The teacher shall bear all costs and fees associated with obtaining such credits.

5. The Board and the Association agree that this Memorandum shall be effective only for the specific Teachers named herein, shall not constitute a practice or precedent under the Contract, shall not obligate the Board to agree to a similar approval in the future or in another case, shall not alter or amend the terms of the Contract and shall not require either party to bargain over any provision of the Contract during the term of the Contract, unless such bargaining is otherwise required by law.

BOARD OF EDUCATION
OF MILNE-KELVIN GROVE
SCHOOL DISTRICT NO. 91

BY: _____

TEACHER: _____

Marcie Statemen

TEACHER: _____

Lucy Fiday

TEACHER: _____

Amy Visser

LOCKPORT DISTRICT 91
TEACHERS' ASSOCIATION

BY: _____

TEACHER: _____

Nichole Dickson

TEACHER: _____

Michelle Bolte

MEMORANDUM OF UNDERSTANDING

This Agreement is made this 12th day of September 2017, by and between the Board of Education of Milne-Kelvin Grove School District No. 91 (hereinafter, "the Board"), the Lockport District 91 Teachers' Association (hereinafter, "the Association"), and Lia Ditter (hereinafter, "the Teacher"). The parties hereby agree as follows:

1. The following Teacher employed by the Board is approved for participation, in accordance with this Agreement, in the Certification program operated by the National Board for Professional Teaching Standards:

Lia Ditter

2. The Board will pay up to \$536 per year for two years toward the National Board Certification program costs, for each approved teacher. The program must be completed in no more than three years. If a teacher discontinues participation or otherwise fails to complete the program, that teacher will repay to District No. 91 any amounts paid on his/her behalf.

3. The parties agree that the National Board Certification program is not subject to tuition reimbursement or stipend under the 2014-2018 Collective Bargaining Contract between the Board and the Association, except as provided herein.

4. Each teacher may apply for and receive salary schedule lane movement credit to a maximum of nine (9) credits by establishing graduate credit at an educational institution of her/his choosing. The teacher shall bear all costs and fees associated with obtaining such credits.

5. The Board and the Association agree that this Memorandum shall be effective only for the specific Teacher named herein, shall not constitute a practice or precedent under the Contract, shall not obligate the Board to agree to a similar approval in the future or in another case, shall not alter or amend the terms of the Contract and shall not require either party to bargain over any provision of the Contract during the term of the Contract, unless such bargaining is otherwise required by law.

BOARD OF EDUCATION
OF MILNE-KELVIN GROVE
SCHOOL DISTRICT NO. 91

LOCKPORT DISTRICT 91
TEACHERS' ASSOCIATION

BY: Marge Otis
Marge Otis

BY: Michael Lindstrom
Michael Lindstrom

TEACHER: Lia Ditter
Lia Ditter

This agreement is signed the 29th day of May 2018.

IN WITNESS thereof:

Lockport District 91 Teachers' Association President

Heidi Waxweiler 5/29/18
Heidi Waxweiler Date

District 91 Board of Education President

Margorie J. Otto 5/29/18
Date

District 91 Board Secretary

Lynn Krumlinde 5/29/18
Lynn Krumlinde Date