

AGREEMENT

BETWEEN

**THE OAK PARK AND RIVER
FOREST
HIGH SCHOOL DISTRICT 200**

AND

**THE OAK PARK AND RIVER
FOREST
HIGH SCHOOL
FACULTY SENATE, IEA/NEA**

2018-2022

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AGREEMENT BETWEEN THE BOARD OF EDUCATION OF OAK PARK AND RIVER FOREST HIGH SCHOOL DISTRICT 200, COUNTY OF COOK, OF THE STATE OF ILLINOIS AND THE OAK PARK AND RIVER FOREST HIGH SCHOOL FACULTY SENATE, IEA/NEA

This Agreement is made and entered into as of the 19th day of February, 2019, by and between the Board of Education (hereinafter referred to as the "Board") of Oak Park and River Forest High School District 200, County of Cook, of the State of Illinois (hereinafter referred to as the "District") and the Oak Park and River Forest High School Faculty Senate, IEA/NEA (hereinafter referred to as the "Faculty Senate").

PREAMBLE

We, the undersigned parties to this Agreement, express the following beliefs:

- A. The District's mission is to provide education of the highest quality for the children of the villages of Oak Park and River Forest (hereinafter referred to as the "Villages"). Oak Park and River Forest High School (hereinafter referred to as the "High School") is a precious community asset and public trust for which the Board, administrators, faculty and staff are responsible and accountable to the wider community. The High School has been, and continues to be, recognized as one of the finest public high schools in the United States.
- B. This tradition of excellence within the District has been, and continues to be, possible only through the combined efforts of a talented team of administrators, faculty and staff, reinforced by Board and parent efforts, and adequately funded by the taxpayers of the Villages.
- C. The Board recognizes and appreciates the faculty's high level of professionalism and expertise on educational matters, as well as the virtues of academic freedom and collaborative decision-making in carrying out the mission of the District. Further, the Board recognizes the exceptionally high quality of the faculty and its diverse members, who have in many cases been carefully and aggressively recruited and successfully brought into the professional culture of the High School. For that reason, the Board intends to make every reasonable effort, in times of financial stress, to retain current faculty members, both tenured and probationary.
- D. The objectives of the faculty salary placement in this Agreement are to allow the District to compete effectively in the recruitment of the best teachers in the United States. The faculty salary placement is also intended to allow the District to retain and reward its existing faculty members by paying salaries competitive with their peers in the finest high schools in the greater Chicagoland area, thereby encouraging our faculty to contribute their full capacity as lifetime educators of students in the District. The Board will pursue these objectives in conjunction with sound and responsible fiscal planning for the use of the District's available financial resources.
- E. The Board and the Faculty Senate share a commitment to excellence in education for adolescents in the Villages. The parties agree that a teacher's class size or a dean's caseload can be an important aspect of an effective educational program and is directly related to the volume of a faculty member's work. Recognizing the value of individualized instruction, the Board and the Faculty Senate are committed to maximizing individual attention for all students. It is, therefore, the desire of both the Board and the Faculty Senate to reduce class size and caseload averages to levels that will maximize academic achievement. Toward that end, the Board intends to use every reasonable effort to maintain class size and caseload averages at 1998-99 levels and, if practicable, to reduce those levels over the life of the Agreement. These objectives will be pursued by the Board in conjunction with sound and responsible fiscal planning for the use of the District's available financial resources.

- F. The Board and Faculty Senate acknowledge the diverse character of the Villages of Oak Park and River Forest and assert that this diversity is an important characteristic of this High School, requiring respect for the rights of others and interactions that demonstrate an understanding of this diversity.

The Board and the Faculty Senate acknowledge that this Preamble does not constitute a contractual obligation of either the Board or the Faculty Senate and is not legally binding upon either the Board or the Faculty Senate, and therefore agree that neither grievances nor arbitrations shall be permitted in regard to any allegation that any clause in this Preamble has been violated.

ARTICLE 1

DEFINITIONS

- A. "Academic year" or "school year" means the period from the first required faculty attendance day through the final required faculty attendance day. "Fiscal year" means the period from July 1 through June 30.
- B. "District" as used herein shall mean Oak Park and River Forest High School District No. 200 of the County of Cook of the State of Illinois.
- C. "Board" as used herein shall mean the Board of Education of the District.
- D. "Faculty Senate" as used herein shall mean Oak Park and River Forest High School Faculty Senate, IEA/NEA, its officers, and members.
- E. "Administration" as used herein shall include but not be limited to the District Superintendent, Assistant Superintendent, Chief Financial Officer, Chief Information Officer, Principal, Assistant Principals, Director of Special Education, Director of Human Resources, Director of Assessment, Director of Communications/Public Relations, Director of Student Activities, Athletic Director, Division Heads, and Student Intervention Directors. The Board or Superintendent may designate additional administrators as the need arises, provided that the position is not redundant with a position currently covered under this agreement.
- F. "Faculty" or "faculty member" as used herein shall mean licensed personnel employed by the District working in a position covered by this Collective Bargaining Agreement.

ARTICLE 2

RECOGNITION

- A. The Board hereby recognizes the Faculty Senate as the exclusive and sole bargaining agent for all full-time and part-time licensed faculty who are employees of the District, excluding all supervisory, managerial, and confidential employees as defined under the Illinois Educational Labor Relations Act, including division heads, the athletic director and any other directors.

- B. The Board agrees not to negotiate any individual or other agreement with any individual or organization of the District's licensed employees covered by this Agreement other than the Faculty Senate for the period of this Agreement.

ARTICLE 3

NON-DISCRIMINATION

The Board shall not discriminate against faculty members on the basis of race, color, gender, religion, age, national origin, sexual orientation, disability, union or Faculty Senate membership, or participation in union or Faculty Senate activities, in any manner that would violate state or federal law.

ARTICLE 4

COLLABORATIVE DECISION-MAKING

- A. The Board, elected by the citizens of the Villages, is a public body established under, and with duties, powers, responsibilities, and rights provided by, the laws of the State of Illinois and the applicable rules and regulations of administrative agencies issued under such laws.
- B. The Superintendent of the District is the chief executive officer of the Board and as such administers and directs the operation of the District in accordance with the policies, decisions of record, and contracts of the Board, including this Agreement.
- C. In order to maintain open communications and provide opportunities for the Faculty Senate to advise and consult with the Board and the Superintendent of the District on issues of mutual concern:
 - 1. The Board President or designee agrees to meet with the Faculty Senate Executive Committee or its designees not less than once each semester during each school year, to discuss items of mutual concern.
 - 2. The Board agrees that the Superintendent and Principal will meet on at least a monthly basis with the Faculty Senate Executive Committee or its designees.
 - 3. The Board agrees that a designated representative of the Faculty Senate shall be considered a source of information during Board meetings.
 - 4. Except for matters which the Board is lawfully entitled to consider in closed session or in a Board self-evaluation, the Board agrees that when it is likely to be considering matters significantly affecting the working conditions of faculty members, or a final vote thereon is likely to be taken:
 - a. A reasonable effort shall be made by the Superintendent, prior to adoption, to advise the Chairperson of the Faculty Senate of the likelihood of such consideration by the Board and to provide a reasonable opportunity to review and discuss such matters with the Superintendent in advance of the Board meeting;

- b. The Superintendent shall use reasonable efforts to advise the Chairperson of the Faculty Senate as early as reasonably practicable prior to any such final vote; and
 - c. Prior to any such final vote thereon, the Chairperson of the Faculty Senate or his/her designee shall be afforded a reasonable opportunity to present a statement to the Board and to make recommendations with respect to such matters.
5. The Board and the Faculty Senate agree that in order to provide quality education, the Board or the Superintendent may establish Joint Study Groups consisting of faculty and Administration and/or Board representatives and such other people as the Board, the Superintendent, or the Principal may select (hereinafter referred to as a "Joint Study Group"), as the Board, the Superintendent, or the Principal deems advisable. The Board, the Superintendent, or the Principal shall have the unilateral right to alter the structure, members, purpose or any other aspect of any such Joint Study Group. If the Superintendent or Principal transmits the report or recommendations of any Joint Study Group to the Board, copies will be provided to the Faculty Senate for its review. The Faculty Senate may also submit its own reports to the Board.

Subject to the foregoing, the Board agrees that the Superintendent will, during the term of this Agreement, maintain Joint Study Groups in regard to issues of mutual concern to the Board and the Faculty, and will transmit the report or recommendations of each such Joint Study Group to the Board and the Faculty Senate.

The report and recommendations of each Joint Study Group will be advisory in nature only, and the Board will be under no obligation whatsoever to accept or to implement any report or recommendation of any Joint Study Group. Nothing in this Article shall be construed to limit in any way the right of the Board or the Superintendent to establish whatever other task forces, ad hoc committees, advisory groups, or advisory councils not involving faculty members as the Board, Superintendent, or Principal deems advisable.

6. The Superintendent will, in a timely manner, furnish to the Faculty Senate all regularly and routinely prepared public information concerning the financial condition of the District including the annual financial statement and the adopted budget. In addition, the Board, the Superintendent, the Principal, and the Faculty Senate will, in a timely manner grant reasonable requests from each other for any readily available and pertinent non-confidential information which may be relevant to negotiations. Nothing herein shall require the Board, the Superintendent, the Principal and the Faculty Senate, or any other faculty member of the District to research and assemble information.

ARTICLE 5

ENTIRE AGREEMENT

The parties acknowledge that during the negotiations which resulted in this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not removed by law from the area of collective bargaining regarding the faculty covered by this Agreement, and that the understandings and agreements arrived at by the parties hereto after the exercise of that right and opportunity are fully set forth in this Agreement. Therefore, the Board and the Faculty Senate, for the life of this Agreement, each voluntarily and unqualifiedly waives its right, and each agrees that the other shall not be obligated, to bargain collectively with respect to any subject or matter whether or not specifically referred to or covered by this Agreement, even though the subject may or may not have been within the knowledge or contemplation of either or both of the parties at the time they negotiated or signed this Agreement. There shall be no unilateral reopening of this Agreement by either party during the life thereof.

ARTICLE 6

NO STRIKE

During the term of this Agreement, the Faculty Senate and the faculty members agree not to strike, or engage in, or support, or encourage any concerted refusal to render full and complete service to the District, or to engage in or support any activity whatsoever which would disrupt in any manner the operation of the District.

ARTICLE 7

GRIEVANCE PROCEDURE

A. Definitions

1. A grievance is a faculty member's claim alleging a violation of a specific provision of this Agreement, or a Faculty Senate claim alleging a violation of a specific provision of this Agreement relating to its own rights under this Agreement.
2. The term "days" when used in this Article shall, unless indicated otherwise, mean working school days. During the summer break, the term "days" shall refer to days when the District's Business Office is open.
3. The term "grievant" when used in this Article shall, unless indicated otherwise, mean a faculty member or the Faculty Senate.

B. Policy

The primary purpose of the procedure set forth in this Article is to secure, at the lowest level possible, solutions to alleged violations of this Agreement. Both parties agree that these proceedings shall be kept as informal and confidential as possible at every level of the

procedure. It is important that grievances be processed as rapidly as possible. The number of days indicated at each level therefore should be considered as maximum, and every effort should be made to expedite the process. When mutually agreed upon in writing, the time limits may be extended. It is generally understood that all parties may have representation throughout this procedural process.

C. Procedures

1. Preliminary Level

A faculty member having a complaint shall first bring the matter to the attention of the faculty member's immediate supervisor, typically the Division Head. In the event of a Faculty Senate complaint, the matter shall be brought to the attention of the appropriate administrator. The grievant shall request an informal meeting with that supervisor or administrator to discuss the problem not later than fifteen (15) days after the event or occurrence which is the basis of the complaint, or fifteen (15) days after the event or occurrence should reasonably have been known, whichever is later. In the event the immediate supervisor or administrator does not have jurisdiction over the subject of the complaint, the immediate supervisor or administrator shall promptly refer the grievant to the proper supervisor. The immediate supervisor or the one having jurisdiction over the subject shall make arrangements to hold a meeting to discuss the problem with the grievant within ten (10) days after receipt of the grievant's request. The grievant shall be given an answer within five (5) days after the meeting.

2. Level One

If the matter is not disposed of at the Preliminary Level and is a grievance as defined in Paragraph A1 of this Article, a grievance may be filed in writing with the Assistant Superintendent for Human Resources no later than ten (10) days after receipt of the response at the Preliminary Level. The written grievance shall specifically state that the matter is a grievance under this Agreement, and shall contain a complete statement of the facts, the provision or provisions of this Agreement that are alleged to have been violated, and the relief requested. Preparation of the grievance shall not be done during the grievant's hours of work. The grievant and a member of the Faculty Senate's Grievance Committee shall then meet with the Assistant Superintendent to discuss the grievance within ten (10) days after the Assistant Superintendent receives it, and the grievant shall be given a written answer within five (5) days after the meeting.

3. Level Two

If the grievant is not satisfied with the disposition of the grievance at Level One, the grievant shall so notify the Superintendent in writing within ten (10) days after the decision at that Level. Such written notice shall be accompanied by a copy of the written grievance and shall specifically state the basis upon which the grievant believes that the disposition of the grievance at Level One was improper. Preparation of the notice shall not be done during the grievant's hours of work. Within ten (10) days after receipt of such documents by the Superintendent, a meeting shall be convened with the Faculty Senate's Grievance Committee in an attempt to resolve the grievance. Participants in the meeting may include the Superintendent, a representative(s) of the Superintendent, the grievant, a representative(s) of the grievant and members of the Grievance Committee. The Superintendent and/or the Superintendent's representatives shall

prepare a written response to the grievance, and copies of this response will be sent within five (5) days to the Grievance Committee chairperson and the grievant.

4. Level Three

If the grievant is not satisfied with the disposition of the grievance at Level Two, the grievant may proceed as follows:

- a. For grievances arising out of Article 3, Non-Discrimination, the grievant's sole remedy is to directly seek relief under federal, state or other applicable laws.
- b. For grievances arising out of the remaining Articles in this Agreement, the grievant's sole remedy is to proceed to binding arbitration by submitting a written request to the Clerk of the Board within ten (10) days after the date of the response at Level Two. The Board and grievant ("the parties") together with their representatives shall first attempt to select an arbitrator by mutual agreement. If unsuccessful, they shall jointly request the Federal Mediation and Conciliation Service (FMCS) to provide them with a list of seven (7) Arbitrators who belong to the National Academy of Arbitrators and who reside in Illinois, Wisconsin, Michigan, Indiana, or Iowa. The parties shall alternately strike names from the list until only one (1) name remains. A coin flip shall determine who must first strike a name from the list. The arbitrator so selected shall arrange with the parties or their representatives to hold the necessary hearings. The arbitrator's decision shall be in writing and shall set forth his/her findings of fact, reasoning, and conclusions on the issues submitted. The arbitrator shall not amend, modify, nullify, ignore, add to, or subtract from the provisions of this Agreement. The arbitrator shall only consider and decide the issue(s) raised by the written grievance submitted at Level One and shall make no determination on any issue not so raised and submitted. The arbitrator shall determine only the question of whether there has been a violation of a specific provision(s) of this Agreement. The arbitrator must render a decision or an award that is consistent with all applicable laws or rules and regulations of administrative bodies that have the force or effect of law.

The arbitrator shall not in any way limit or interfere with the powers, duties and responsibilities of the Board under law and applicable court decisions. Any decision or award of the arbitrator rendered within the limitations of this Article shall be final and binding upon the Board, the Faculty Senate, and the faculty members covered by this Agreement. The costs shall be divided equally between the Board and the Faculty Senate. Costs include the arbitrator's fees and expenses, transcript for the arbitrator, and hearing room fees. Costs do not include legal fees or transcript fees incurred by either party. The arbitrator shall submit his/her final decision in writing within thirty (30) calendar days following the close of the hearing or the submission of briefs by the parties, whichever is later. Failure by the arbitrator to observe the thirty (30) day deadline shall not, in and of itself, invalidate the arbitrator's authority to render a binding decision. However, the parties agree to work together in a spirit of cooperation in order to attempt to ensure that arbitrator decisions are submitted in as timely a fashion as is practicable subject to the facts and circumstances, and the schedules of hearings and briefs, in each case.

D. Grievance Meetings

All investigations, meetings and hearings (“proceedings”) involving grievances will be held during either unassigned time in the school day or after school hours; however, in the event it is mutually agreed by the faculty member, the Faculty Senate, and the Board to hold proceedings during regular working hours, a faculty member participating at any level of the Grievance Procedure, including arbitration on his/her own behalf or on behalf of the Faculty Senate, with any representative of the Board, shall be released from assigned duties without loss of salary. A faculty member’s attendance at proceedings after school hours shall not occasion any additional payment of wages. During the processing of a grievance and until a final determination has been reached, all proceedings shall be private, and any preliminary disposition will not be made public without the agreement of all parties. Notice of all such proceedings shall be given as required by applicable law.

E. Miscellaneous

1. All documents, communications, and records dealing with the processing of a grievance shall be filed separately from the personnel files of the participants. Copies of a written grievance and all written answers will be given to the grievant and the Faculty Senate’s Executive Committee Chairperson. Forms for filing grievances, serving notices, taking appeals, making appeals, making responses and recommendations, and other necessary documents shall be prepared and given appropriate distribution by the Superintendent so as to facilitate operation of the procedures set forth in this Article.
2. A faculty member may have representation by the Faculty Senate and/or an attorney at any level of the Grievance Procedure.
3. A grievant shall have the right to be present at all levels of the Grievance Procedure.

ARTICLE 8

TEACHERS’ RETIREMENT SYSTEM PAYMENTS

In accordance with guidelines set by the U.S. Internal Revenue Service and the Illinois Teachers’ Retirement System, the District shall deposit teacher retirement payments on behalf of all faculty members directly to the Illinois Teachers’ Retirement System (hereinafter sometimes referred to as “TRS”). TRS and Teacher Retirement Insurance Program (TRIP) contributions are the financial responsibility of the faculty member, except as otherwise agreed upon.

ARTICLE 9

EMPLOYEE ASSISTANCE PROGRAM

An Employee Assistance Program (“EAP”), providing faculty members and their immediate family members with confidential access to treatment resources shall operate under the guidelines below. The terms and conditions of the EAP shall be available for inspection and copying in the District’s Human Resources Office.

- A. Self-referral by the faculty member is preferred and strongly recommended.
- B. Referrals to the EAP may be made by the faculty member's supervisor, division head, or administrator only with the faculty member's permission.
- C. A faculty member shall not have job security or promotional opportunities jeopardized by participation in the EAP, but the faculty member's participation does not preclude appropriate employment action by the Board. If, as a result of self-corrective attempts, refusal of referral, or acceptance of referral and subsequent treatment, job performance fails to improve to an adequate level consistent with the needs of the District, any pending disciplinary action will continue, or a new disciplinary action may begin, in accordance with procedures established by the District.
- D. The faculty member retains the right to accept or reject supervisory referral to the EAP.
- E. Faculty members entering the EAP via self or supervisory referral shall retain all rights to their earned benefits including insurance coverage, sick leave, disability, tenure, and seniority according to District policies, but no additional rights to benefits will be granted because of the faculty member's participation in this program.
- F. All referrals, interviews, and records concerning participation or non-participation in the EAP shall be strictly confidential and shall not be made a part of the faculty member's personnel file.
- G. Faculty members become eligible for EAP services upon the effective date of employment.

ARTICLE 10

SALARY PLACEMENT/ADVANCEMENT

- A. New hires with prior public school teaching experience may be credited with a maximum of five (5) years of previous teaching experience for determining salary placement. When in the best interest of the district, the Superintendent or designee may grant additional years of credit.
- B. The Board encourages and supports professional growth and development of teachers that lead to enhanced teaching and leadership skills and is in support of the District strategic goals. Recognition for the efforts made by teachers toward continuing professional growth and development is provided by movement to a higher salary level by completing pre-approved graduate programs or study/professional development/leadership development activities.
- C. Starting the 2021-22 school year, the requirements for movement to a higher salary level are as follows:

From Level I to Level II	Completion of a pre-approved Master's program
From Level II to Level III	30 semester hours above Level II(MA) of pre-approved graduate coursework or equivalent of 30 semester hours of pre-approved professional/leadership development
From Level III to Level IV	30 semester hours above Level III (MA+30) of pre-approved graduate coursework or equivalent of 30 semester hours of pre-approved professional/leadership development activities

- D. Except as provided for in Section E, all earned semester hours of credit or equivalent hours of credit applied to the salary placement above the Bachelor's degree, must be graduate credits in the general area of instruction in which the teacher presently teaches, courses designed to strengthen or initiate an area of additional qualification for the faculty member, or be graduate credits in a planned program of study or a course/program approved by the Assistant Superintendent.
- E. An equivalent of one (1) semester hour credit will be given for completion of a pre-approved professional/leadership development activity that occurs outside regular school hours and requires at least 13.5 hours or 800 minutes for completion.

For the 2018-19 school year through the 2021-2022 school year, an equivalent of fifteen (15) semester hours of credit will be given for earning the National Board Certification.

Credit may be granted for undergraduate courses taken after completion of the Bachelor's Degree if such courses are directly related to a faculty member's assignment and are approved by the Assistant Superintendent.

- F. Faculty members with current salary placement at lanes BA+15, MA+15, and MA+45 will have until September 1, 2021 to earn additional graduate credit hours/equivalents as described herein to move to Level II, Level III, and Level IV respectively. If no additional credits are earned by September 1, 2021, the salary placement will remain at the lower level - Level I, Level II, or Level III respectively.
- G. Additional credits and degrees shall be reflected in the salary placement at the beginning of the semester following the attainment of such credits and/or degrees, pending appropriate notification to the Assistant Superintendent by the accrediting institution. For first semester salary advancement, appropriate notification must be received in the Office of Human Resources by October 1 and for second semester salary advancement appropriate notification must be received by March 1. Salary advancement adjustments will be processed after these dates retroactive to the beginning of the appropriate semester. In the event that said notification occurs after the beginning of the semester following the attainment of pertinent credits and/or degrees, the salary placement for that semester will be revised at the time of notification, retroactive to the beginning of the semester, and appropriate salary adjustments will be made in a subsequent pay period to reflect the revised semester salary placement.

During the term of this contract, all graduate credit hours above MA 30 will be recognized and all graduate hours earned since June 1, 2002 will be recognized consistent with the language of previous sections. Two thirds of all credit hours below MA 30, which were earned prior to June 1, 2002, will be recognized for salary level placement. Once the next level is reached, credits for the remaining one third of the hours earned prior to June 1, 2002 will be recognized.

ARTICLE 11

LICENSED STAFF RETENTION

- A. The Superintendent shall advise the Chairperson of the Faculty Senate as early as reasonably practicable of the likelihood of a reduction of licensed staff and provide a reasonable opportunity to review and discuss such matters in advance of a decision to reduce licensed staff.
- B. Any necessary reduction in licensed staff will be accomplished where possible through attrition; i.e., the non-replacement of staff members who retire, resign, go on leave, or are dismissed because of unsatisfactory performance.
- C. Seniority means the number of years of full-time equivalent service the faculty member has worked as a licensed faculty member, including the current year, whether that work is in or out of the bargaining unit. In the event that two (2) or more tenured faculty members have the same seniority, the following criteria will be used to determine the faculty members' proper rank on the seniority list:
 - 1. Creditable teaching experience prior to coming to this District at the rate of one-tenth (.1) per year, not to exceed ten (10) years.
 - 2. Master's degree = three-tenths (.3)
 - 3. Master's plus 30 = three-tenths (.3)
 - 4. Ed.D. and Ph.D. = three-tenths (.3)
 - 5. Current Department Chair, Program Coordinator, club, activity sponsorship or coaching = a maximum of three tenths (.3)

A Seniority List will be prepared, emailed to the listed faculty members, provided to the Chair of the Faculty Senate, and posted in the mailroom by February 1. Faculty members who believe their standing on the Seniority List to be in error may seek verification from the Office of Human Resources.

- D. A Reduction in Force (RIF) List will be prepared, to include an identification number and the appropriate group number (1-4) for each employee. A copy of the RIF list will be emailed to the listed faculty members, provided to the Chair of the Faculty Senate and a copy will be posted in the faculty mailroom, by a date at least seventy-five (75) days prior to the end of the school term.

In addition, at this same time, every faculty member will receive documentation that supports that faculty member's placement on the RIF List. Such documentation will include the following information:

- All valid professional educator licenses and endorsements;
- Each classification for which the individual is qualified to teach;
- Ratings from the three most recent evaluations;
- Employment date;
- An employee identification number.

Faculty members will have seven (7) school days in which to challenge the accuracy of the information on the RIF List by presenting supporting evidence to the Office of Human Resources. Within ten (10) calendar days of the receipt of such challenges, the District will notify the individual and the Faculty Senate Chair of the outcome of the challenge. If the challenge is valid, appropriate changes will be made to the RIF list and a revised RIF list will be emailed to the listed faculty members, provided to the Chair at least forty-five (45) calendar days prior to the end of the school year.

If the District decides it is necessary to reduce the number of teachers pursuant to Section 24-12 of the Illinois School Code, the Faculty Senate will be advised of such reduction in staff in advance of any public announcement. The teachers who are subject to reduction shall receive written notice at least forty-five (45) days before the end of the school term together with a statement of honorable dismissal and the reason therefore. Such notice shall be delivered by regular mail and also delivered by personal delivery or certified mail, return receipt requested, to the address on file with the District. This provision does not apply to the dismissal of non-tenured teachers under Section 24-11 of the Illinois School Code.

- E. If the District has any vacancies for the following school term, or within one (1) calendar year from the beginning of the following school term, the positions that become available shall be offered in reverse RIF list order to faculty members in Groups 3 and 4 who have received RIF notices and are qualified to hold such positions.

A teacher subject to recall shall be notified in writing of the vacant position. Notice of recall shall be delivered by electronic mail, and certified mail to the teacher's the last known address, return receipt requested. A teacher's failure to respond to recall affirmatively within twenty (20) calendar days after mailing/sending email or within ten (10) days after receipt of the Employer's correspondence (whichever shall first occur) shall result in termination of the teacher's right to recall. RIFed teachers are obligated to advise the administration office of their current addresses, email addresses and telephone numbers so as to facilitate notice of recall. Acceptance or refusal of the recall via live, District-to-faculty-member telephone contact will obviate the need to wait for a response to recall offers made by electric or certified mail.

- F. In the event that a reduction of licensed staff appears necessary, more liberal leaves of absence and sabbatical provisions for the entire licensed staff will be considered at the discretion of the District.
- G. The Director of Human Resources will inform and advise staff members in matters relating to seniority and identification, and will work closely with the Division Heads and the Faculty Senate Executive Committee or its representative(s) on these matters.

ARTICLE 12

WORK YEAR

A. The school calendar for each year of the Agreement shall consist of the following:

- | | | |
|----|---|-----|
| 1. | Student Contact days; 5 hours (300 minutes) or more | 176 |
|----|---|-----|

At the discretion of the Superintendent, these student contact days will be either full schedule days or early dismissal/late arrival days.

- | | | |
|----|---|----------|
| 2. | ½ Student Contact Day/½ In-Service Day | 3 |
| 3. | Parent/Teacher Conference Days | 1.5 |
| 4. | Teacher time to prepare for conferences | .5 |
| 5. | Institute/Professional Development Days | 4 |
| 6. | Emergency Days (to be deleted by Board after any threat of weather-related school closing has passed) | <u>5</u> |
| | Total: | 190 |

B. The Board and the Faculty Senate agree that critical aspects of the calendar shall involve faculty input in order to achieve a calendar that respects and allows time for instruction, teacher collaboration, and professional development. The proposed school calendar for each school year shall be submitted by the Assistant Superintendent to the Chairperson of the Faculty Senate for comments and/or suggestions prior to the finalization of such school calendar by the Board.

C. Newly-hired faculty members shall be required to work for four (4) additional days prior to the opening of the school year for the purposes of new staff in-service and orientation.

D. The Board and Faculty Senate agree that professional development is an essential aspect of the school community. Both parties further agree that faculty members and administrators shall meet at least twice a year to plan professional development initiatives.

ARTICLE 13

PROFESSIONAL DAY

A. Subject to Article 12 above, and except as may be voluntarily agreed upon hereafter between the Board of Education and the Faculty Senate (it being expressly understood that neither the Board nor the Faculty Senate shall be under any obligation to negotiate hereafter in regard to any changes in the professional day), the Board and the Faculty Senate agree that a full time classroom teacher's professional responsibility will be a maximum of two hundred and fifty (250) minutes of instructional time and ninety-four (94) minutes of non-instructional time per day, at least forty-seven (47) consecutive minutes of which will be for planning. All teachers will also have a forty-seven (47) minute duty-free lunch period. Included in the two hundred and fifty (250) minutes of instructional time, all teachers (except non-teaching licensed personnel or as determined by the Administration) will supervise a fifteen-minute advisory period. The advisory

period will only occur on non-interrupted school days. For the 2019-2020 school year, student's assignment to advisory duty should be based on student's counselor assignment. Thereafter, advisory student assignments should be determined by the advisory committee. No advisory duty shall require responsibilities outside the advisory period.

Advisory exemptions include counselors, social workers, school psychologists, program chairs, nurses, FSEC chair, TEAM teachers, the MTSS coordinator, the 504 coordinator, and the teacher leader for instructional technology. Additional faculty may be exempt from advisory at the discretion of the advisory committee, the composition of which must include an equal number of administrators and faculty.

Teachers are expected to post and notify students of their availability for assistance outside of the class period. With the exception of passing time between classes, instructional, non-instructional and planning time will be consecutive to avoid "split shifts" for teachers. Non-teaching licensed personnel are expected to work the regular school day plus whatever time is needed to fulfill their assigned responsibilities.

Faculty members may be assigned instructional time that begins as early as 7:00 a.m., or ends as late as 4:00 p.m. based on specific District needs and faculty member qualifications. When making instructional assignments before 8:00 a.m. or after 3:11 p.m., the Administration will first attempt to utilize qualified faculty members who volunteer and/or have a start date on or after the effective date of the 2018-22 collective bargaining agreement. If this process does not yield sufficient qualified faculty for the specific instructional assignments, the Administration shall assign the qualified faculty member with the least seniority for such assignment(s). The District shall notify faculty selected for such assignment(s) no later than thirty (30) days prior to the start of such assignment(s).

- B. With the exception of individuals on the agreed upon exemption list, each faculty member may be assigned forty-seven (47) daily supervisory minutes during the school year, as determined by Administration. Special Education Case Managers will be assigned half the supervisory assignments of typical faculty members. Supervisory assignments will typically consist of responsibilities in tutoring centers and study halls, hall supervision, test make-up centers, special projects and lunch time programming. Cafeteria duty will not be a part of supervisory duties, nor shall any supervisory duty require responsibilities outside the assigned period.

The positions exempt from supervisory assignments are: Chairperson of Faculty Senate, Counselors and Special Education Program Chairs. Additional exemptions will be made only by the Administration or by a majority vote of the Supervisory Committee (three (3) members of Faculty Senate and three (3) members of the Administration).

The Supervisory Committee will meet at least twice each school year to review the content of supervisory assignments and to consider appropriate exemptions. All recommendations will be binding when supported by a majority of the Supervisory Committee. These meetings will occur during the semester prior to implementing a supervisory schedule for an upcoming semester. Following the development and prior to the implementation of a supervisory schedule, the work of the committee, including recommendations, understandings, and the exemption list, will be shared with the committee members and the Faculty Senate Chairperson.

- C. In the event the Superintendent or designee determines an extraordinary need exists, a willing faculty member may be assigned an additional forty-seven (47) instructional minutes when there is no willing part-time appropriately licensed faculty member, provided that such additional instructional minutes shall be assigned to no more than one (1) faculty member per Division at

any given time. The Administration will select from those expressing interest using the following criteria:

1. The faculty member must hold the necessary license and/or endorsements for teaching the class, and must have past experience teaching the class at Oak Park and River Forest High School.
2. If two (2) or more tenured faculty members are in contention for the sixth assignment after applying the above criteria, the administration will use the following tie breaker:
 - First Tie-Breaker: The member with the highest rating in the past two evaluation cycles will be selected; and
 - Second Tie-Breaker: The administration will select a name by a coin toss.

Contracts for the additional period assignment shall be made on a semester basis only. Compensation for the additional period taught in a semester would be ten percent (10%) of the affected faculty member's base salary.

ARTICLE 14

INSTITUTE DAYS

Institute Days may be requested for each school year with approval for such designated days originating from the office of the State Superintendent of Education.

In the event, for any reason, a requested Institute Day is denied by the State, the use of the day shall be in accordance with the School Code of Illinois 105 ILCS 5/10-19.

ARTICLE 15

SICK LEAVE

A. Provisions

1. Each faculty member shall be credited with a total of fifteen (15) workdays of paid sick leave per school year. Sick leave shall be interpreted to mean personal illness, quarantine at home, or serious illness or death in the immediate family or immediate household. For the purposes of this section, immediate family shall include any spouse, domestic partner, mother, stepmother, father, stepfather, daughter, stepdaughter, son, stepson, grandmother, grandfather, granddaughter, grandson, sister, stepsister, brother, stepbrother, legal guardian, and any person living in the household of the faculty member.
2. A workday is defined as the amount of time that a faculty member is currently contracted for by the District on a daily basis pursuant to Article 13 above.
3. Any unused sick leave days will be accumulated to a maximum accumulation of three hundred seventy (370) workdays per faculty member.

4. The Board may require a physician's certificate, or if the treatment is by prayer or by spiritual means, that of a spiritual advisor or practitioner of such a person's faith, as a basis for pay during leave after an absence of three (3) or more work days for personal illness, or as necessary in other cases. Upon return from any absence of three (3) or more days, the Board may also require a physician's release in order to insure a faculty member is fully recovered and physically fit.
5. A faculty member who, because of ill health, shall have been continuously absent from duty for a period of two hundred seventy (270) workdays shall, at the discretion of the Board, be considered permanently incapacitated, and his/her contract shall be terminated. However, the incapacitated faculty member may be eligible to receive payments under the District's long-term disability insurance program as well as under the provisions of the Illinois Teacher's Retirement System.
6. Each semester, or upon individual request, the District shall furnish faculty members with written information regarding their absences and accumulated sick leave.
7. When faculty members miss two (2), three (3), or four (4) instructional or non-instructional periods, it is considered one-half work day; missing more than four (4) instructional or non-instructional periods is considered a full work day. Faculty who take single period absences will have one-half day deducted for every three (3) single-period absences taken. A period is considered to be forty-eight (48) minutes in length.

B. Sick Leave Bank

1. The Board, in cooperation with the Faculty Senate, shall establish a Sick Leave Bank (the "Bank") on a voluntary basis.
2. The intent of this plan is to provide extended sick leave to those participants who incur a period of catastrophic illness. The intent of the Bank is not to provide additional sick days for faculty members who have simply depleted their individual allotment of sick leave time. The Bank shall be used only for the catastrophic illness of the participant or the catastrophic illness of a participant's spouse, child, or domestic partner.
3. A faculty member may enroll after completing two (2) years of continuous full-time employment in the District. A faculty member enrolls in the Bank by signing an authorization form agreeing to contribute one (1) day of his/her sick leave to the Bank at the beginning of each school year. A faculty member thereby becomes a "participant." When the total number of days in the Bank equals twice the number of participants, no yearly contribution will be required until such time as the Bank is depleted to the point that the number of days in the account equals the number of participants.
4. A faculty member who is a current participant and who has a catastrophic illness or whose spouse, child, or domestic partner has a catastrophic illness which requires continuous and prolonged absence from work shall be able to utilize days from the Bank after his/her own accrued sick leave days have been depleted. The faculty member must submit a doctor's statement at the time he/she requests sick leave Bank days and must otherwise comply with the reasonable request of the Advisory Committee under Paragraph 9 below.

5. There shall be a coordination of benefits for a faculty member suffering from injuries and illnesses that are eligible for compensation under the Workers' Occupational Diseases Act, or for the faculty member who is eligible to receive disability benefits from the Teachers' Retirement System, the Social Security Administration, Veteran's Retirement System, and/or the District's Long Term Disability plan. The coordination of benefits will not reduce the faculty member's total benefit.
6. The maximum number of sick leave Bank days usable by any faculty member shall be sixty (60) days annually.
7. Participants withdrawing from the Bank or the bargaining unit for whatever reason will not be allowed to withdraw the contributed days.
8. Faculty members utilizing sick leave days from the Bank will not be required to replace those days.
9. A joint committee appointed by the Faculty Senate and Administration shall serve as an Advisory Committee to the Board to implement and administer the Bank and review and approve requests for sick leave days. With the approval of the Board, this Advisory Committee may, upon emergency, request that contributing members donate an additional day to the Sick Leave Bank if its reserves become depleted.

C. Flexible Spending Plan

The Board will offer a Flexible Spending Plan during the term of this Agreement that complies with all federal tax guidelines and shall make same available for inspection and/or copying by any faculty member in the District's Human Resources Office. The Board will establish flexible spending limits annually.

ARTICLE 16

PERSONAL LEAVE

- A. A faculty member will receive four (4) days of personal leave in any academic year to deal with matters that cannot be completed outside school hours. Personal leave shall not at any time be utilized for vacation. At the end of each school year, unused personal days shall accumulate as sick leave.
- B. A faculty member may be absent without loss of salary if approved in advance by the Division Head or Supervisor and Director of Human Resources. Faculty members are expected to request days other than those immediately preceding or following a school vacation or holiday. Personal leave immediately preceding or following a holiday, or days on which school is closed, may be used only under special circumstances, such as graduation or wedding of an immediate family member, and is limited to one (1) day. Such personal leave, when granted outside of special circumstances, may result in a reduction in the faculty member's salary equal to the cost of a substitute teacher, whether or not a substitute is required.
- C. The Division Head or Supervisor and Director of Human Resources may approve any request for personal leave beyond four (4) days after being given the reason(s) for the request. Leave for religious holidays will not be considered personal leave. If personal leave is requested and granted for a period exceeding two (2) consecutive workdays, on the third and fourth days the

faculty member's salary will be reduced by the cost of a substitute, whether or not a substitute is needed. On the fifth and subsequent days, the faculty member's salary will be reduced by the per diem salary of the faculty member.

- D. When faculty members miss two (2), three (3), or four (4) instructional or non-instructional periods, it is considered one-half work day; missing more than four (4) instructional or non-instructional periods is considered a full work day. Faculty who take single period absences will have one-half day deducted for every three (3) single-period absences taken. A period is considered to be forty-eight (48) minutes in length.
- E. In accordance with The School Code of Illinois, 105 ILCS 5/24-3, personal leave may not be taken on Institute Days.

ARTICLE 17

LEAVE UNDER FAMILY AND MEDICAL LEAVE ACT (FMLA) AND LEAVES OF ABSENCE

- A. The Board will comply with its obligations under the Family and Medical Leave Act (FMLA). In accordance with the FMLA, a faculty member may be eligible to take up to twelve (12) weeks of leave. If the faculty member has accumulated sick and personal leave, these days will be applied concurrently to any FMLA absences when school is in session. The remainder of the leave not covered by sick or personal days will be unpaid. Faculty members should reference Board Policy 5:185 (Family and Medical Leave located on the District website for details about eligibility and notification requirements.
- B. A typical leave of absence will be one (1) year in duration. A second consecutive year of leave of absence may be granted upon written request from a faculty member.
- C. A faculty member on leave will not be re-employed for any portion of the ensuing school year unless written notice is given to the Assistant Superintendent by February 1 of any leave year of the intention to return at the beginning of first semester the following year.
- D. A faculty member is eligible for an unpaid leave of absence only after having served one (1) full year as a tenured faculty member and after receiving the approval of the Assistant Superintendent, Superintendent and Board.
- E. Leaves of absence may be granted for professional advancement, research, study, travel, extended disability, parenthood, pursuit of an alternative career, and for other circumstances deemed meritorious by the Board. Leaves of absence shall not be granted to faculty members seeking employment in other high schools throughout Cook County or the Illinois collar counties of Lake, McHenry, DuPage, Kane, Kendall, and Will.
- F. A letter requesting a leave of absence which states the purpose of the leave must be submitted to the Assistant Superintendent by March 15 prior to the school year in which the leave would be taken.
- G. No salary or other remuneration will be paid to the faculty member on leave. Medical and dental insurance coverage may be continued at the sole expense of the faculty member on leave. Life insurance, accidental death and dismemberment benefits, and long term disability insurance are not provided for faculty members on leave of absence.

- H. The tenure status of a faculty member shall not be affected by the terms of the leave of absence. However, the faculty member returning from a leave of absence will not be given an additional year of seniority credit or salary advancement credit for the time spent on leave.
- I. A maternity, paternity or child-rearing leave of absence of one (1) year shall be granted to any faculty member who submits a written request for such leave. A leave of absence of up to two (2) years may be granted at the discretion of the Board. The faculty member and the Administration shall mutually agree upon the effective date of this leave.
- J. Faculty members returning from an approved leave of absence shall retain all previously earned accumulated benefits and rights of employment.
- K. The Superintendent may request that the Board grant exceptions to the above conditions of this Article.

ARTICLE 18

SABBATICAL LEAVE

The Board may, in its discretion, grant sabbatical leaves subject to the following conditions:

A. Eligibility

To be eligible for a sabbatical leave, a person must be a faculty member of the District, have completed at least seven (7) years of full-time service in the District and, if applicable, have served at least seven (7) years since last being on sabbatical leave. A faculty member who fulfills the above qualifications is eligible for consideration by the Superintendent and the Board for sabbatical leave.

B. Term

The typical sabbatical leave shall be one (1) school year, and may be granted once during any seven (7) year period. One (1) school year means the term of a normal contract year beginning on July 1 and ending on June 30.

C. Salary

Salary paid to a faculty member on sabbatical leave will be in accordance with the School Code of Illinois, 105 ILCS 5/24-6.1 and 105 ILCS 5/24-8. In further accordance with the statute, the Board shall pay the contribution to the Illinois Teachers' Retirement System required of the person on leave computed on the annual full-time salary rate under which the member last received earnings prior to the leave, or a proportionate part of such rate for a partial year of sabbatical leave credit. While on sabbatical leave, a faculty member shall have all the insurance benefits (medical, dental, long-term disability, and life insurance) that the Board provides for faculty members on regular duty. Sick leave, however, shall neither accumulate nor be used during the sabbatical period.

In accordance with the School Code of Illinois, 105 ILCS 5/24-6.1, the faculty member must contract with the Board to immediately return to full-time employment with the District. Following the termination of the sabbatical leave, the faculty member will return for two (2) consecutive

years after the year of leave. A faculty member who fails to comply with the approved sabbatical plan incurs an obligation to pay back to the District, within sixty (60) days of receiving notice of non-compliance, whatever portion of the sabbatical salary has been paid, and the cost of all TRS payments and other benefits provided on behalf of the faculty member. A faculty member who fails to return for one (1) school year incurs an obligation to pay back, within sixty (60) days after terminating service to the District, the full amount of sabbatical salary received and all of the TRS and other benefit payments made on behalf of the faculty member. A faculty member who fails to return for a required second school year incurs an obligation to pay back, within sixty (60) days after terminating service to the District, one-half of the sabbatical salary received and one-half of the TRS and other benefit payments made on behalf of the faculty member.

A faculty member on sabbatical leave may receive: (1) a scholarship or fellowship and a sabbatical stipend, or (2) remuneration for approved work experience and a sabbatical stipend, provided that the total of the sabbatical stipend and the income from the approved work experience (including dependency allowances) does not exceed the faculty member's regular base salary for the length of the leave. If appropriate, the sabbatical leave stipend will be reduced by an amount which would bring the total of the sabbatical leave stipend and the income from approved work experience of the faculty member on leave to the regular base salary for that period of time.

D. Purpose

The purpose of the sabbatical leave is to enable the faculty member to engage in activities that will lead to improved services to the District. Pursuits such as resident study, writing, research, work experience, travel, or a combination of these are regarded as legitimate sabbatical leave activities.

E. Application and Selection

An application for sabbatical leave must be submitted to the Assistant Superintendent by January 15 of the school year preceding the planned leave. An application must be approved by the Assistant Superintendent and the Superintendent prior to being presented to the Board of Education. The Board will act upon all application requests at its regular meeting in February.

Application and selection procedures are determined by the Administration. Each application form should contain: answers to questions relating to previous leaves; specific sabbatical plans; anticipated values to the applicant, colleagues, and students; and evidence of the applicant's past efforts toward professional growth.

F. Change of Plans

During a sabbatical leave, the faculty member may find it necessary to alter the original plan submitted to the Board. In such a case, an explanation of the change, detailing the circumstances which brought about or necessitated the change, must be submitted to the Assistant Superintendent and must be approved by the Assistant Superintendent. The faculty member on leave may implement the change of plans only after the Board has approved the change.

G. Priorities

When two (2) or more applications are considered by the Board to be of equal merit as measured by the criteria listed in Section E, priorities will be given as follows:

1. Not more than one (1) from each division except in those divisions having twenty (20) or more members and then not more than two (2);
2. Faculty members senior in service at the High School over those with shorter service;
3. Faculty members with longer total teaching experience over those less experienced;
4. Those applying for their first sabbatical leave over those applying for their second time.

H. Return to Status

Unless affected by a reduction in force, the faculty member will return to a position equal in responsibility to the one held at the High School before the leave, and in contractual considerations, this leave will be considered to be a year's service. Within one (1) month after returning to duty from sabbatical leave, the faculty member must submit in writing to the Board a detailed report giving evidence of compliance with the plan on the basis of which the leave was granted.

ARTICLE 19

INSURANCE

A copy of all of the current insurance policies, and of any subsequent policy implemented by the District in accordance with this Article 19, shall be available for inspection and/or copying by any faculty member in the District's Human Resources Office.

A. Medical Insurance

1. Contract Term

During the term of this contract, the District shall provide major medical and hospital insurance to qualified faculty, subject to the terms and conditions of the current policy. The current policy provides insurance programs for major medical and hospital insurance for faculty who are employed by the District for at least three (3) teaching periods per day, five (5) days per week. Faculty with different semester teaching loads must average three (3) teaching periods per semester. A PPO and HMO, or similar products, will be offered to such qualified faculty members.

Starting January 1, 2020, the District will underwrite the cost of the PPO Low, health insurance coverage for eligible participating qualified faculty in an amount equal to 89% of employer premiums for single coverage and 83% of premiums for dependent coverage. For all other plans, the District will underwrite the cost of health insurance premiums at 92% of employer premiums for single coverage and 86% for dependent coverage.

The District's current VEBA plan will no longer be available effective December 31, 2019. Employees enrolled in the VEBA plan are eligible to enroll in any other available plan options. Beginning with the 2019 insurance plan year, employees who move from PPO low plan to other available plans or any new hires who opt for any plan beside PPO low shall receive a one-time cash payment of \$1,500 for single coverage and \$3,000 for

dependent coverage. Any employees who receive the cash incentive to move from PPO low will not be able to move back in the subsequent years.

2. Teachers with a same-sex domestic partner are eligible to have the domestic partner covered by the major medical and hospital insurance programs under procedures and eligibility rules established by the District, the insurance provider and the Internal Revenue Service. The appropriate paperwork must be filed with the Office of Human Resources. This coverage opportunity, however, shall be terminated if it is ruled by an arbitrator to violate this Agreement, or if Illinois law is changed so as to permit same sex domestic partners to attain marital status.

3. Premium Rate Changes

During the contract term, the District shall notify the Faculty Senate in writing as soon as any proposed premium rate change is received, but in any event no later than the November 1 prior to the proposed date of implementation of the premium rate change. Should the District deem the rate of increase to be significant, the District shall direct its broker to explore coverage, premium, and carrier alternatives, and to share the information resulting from such exploration with the District and the Faculty Senate as soon as practicable. The District and Faculty Senate shall then work cooperatively to evaluate the possible merits of the various alternatives.

4. Retirees

During the term of this Agreement, retirees who enroll in TRIP health insurance plans will have 95% of the premium costs for individual coverage under TRIP and 50% of the premium cost for dependent coverage paid by the District until the age of Medicare eligibility. Any retiree eligible for retiree health insurance as described above, may at their option elect any other third party insurance plan excluding coverage under the District's insurance plan, and receive the amount of \$234.41 monthly toward the premium until the age of Medicare eligibility. In order to receive reimbursement for non-TRIP plans, the retiree must be the primary insured under such plan. In no event shall the retiree be allowed to maintain insurance coverage under the District's plan.

B. Dental Insurance

Contract Term

During the term of this contract, the District shall underwrite the cost of single coverage dental insurance to qualified faculty at no premium cost to the participant, but subject to applicable deductibles and subject to the terms and conditions of the current policy. The current policy is an insurance program for faculty who are employed at least three (3) teaching periods per day, five (5) days per week.

Dependent coverage is available to qualified faculty with eligible dependents, at full cost to the faculty member

1. Subsequent Academic Years

The parties agree that during any subsequent academic year, the District may make changes to its then current dental insurance policy with respect to carriers and cost

containment matters, provided such changes do not reduce the then current level of benefits except in the circumstances expressly contemplated by Paragraph E described below.

2. Retirees

During the entire term of this Agreement, retirees until the age of Medicare eligibility shall be eligible for dental insurance coverage with premium costs shared by the District, with coverage same as active faculty members.

C. Life Insurance and Accidental Death and Dismemberment Benefits

1. Entire Term of this Agreement

During the entire term of this Agreement, the District shall provide life insurance and accidental death and dismemberment coverage for faculty who are employed a minimum of three (3) teaching periods per day, five (5) days a week at no cost to participating faculty, subject to the terms and conditions of the current policy.

The parties agree that during the contract term, the District may make changes to its current life insurance and accidental death and dismemberment benefits policy with respect to carriers and cost containment matters, provided such changes do not reduce the current level of benefits except in the circumstances expressly contemplated by Paragraph E described below.

2. Supplemental Life Insurance

Supplemental life insurance is available for active faculty members at their own cost.

3. Retirees

During the entire term of this Agreement, retirees until they reach the age of Medicare eligibility shall be eligible for life insurance at the level of the retirees' respective enhanced base salary (as calculated by the Human Resources Office) at retirement, and for accidental death and dismemberment coverage at no cost to participating retirees, subject to the terms and conditions of the then current policy.

D. Long Term Disability Insurance

1. Entire Term of this Agreement

During the entire term of this Agreement, the District shall make available long-term disability insurance coverage for faculty who are employed a minimum of three (3) teaching periods per day, five (5) days per week. Faculty members will be responsible for premium costs related to long-term disability coverage.

The parties agree that during the contract term, the District may make changes to its then current long term disability insurance policy with respect to carriers and cost containment matters, provided such changes do not reduce the then current level of benefits except in the circumstances expressly contemplated by Paragraph E described below.

2. Retirees

Retirees shall not be eligible for long-term disability insurance coverage.

E. Imposition of Coverage Changes by Insurance Carriers

In regards to the insurance described in this Article 19, Paragraphs A, B, C, and D above, both parties acknowledge that, if any insurance carrier imposes a material change in coverage upon the District which the District is required to accommodate, a search for a more acceptable alternative will be made. The parties agree that in such event the District shall not be deemed to be in violation of the contract. The parties will work together cooperatively to attempt to minimize the adverse consequences on the faculty, and no party shall have any right of grievance or arbitration in regard thereto.

F. Limitations on Changes of Insurance Carriers

Notwithstanding anything to the contrary contained in this Article 19, the faculty expressly acknowledges and agrees that no change in any of the District's insurance carriers shall be permitted unless both of the following requirements are satisfied:

1. The reputation and credit worthiness of any proposed insurance carrier is acceptable to the Board; and
2. The legal counsel for the District has provided a written opinion to the Board that the proposed change of insurance carriers will not violate any other collective bargaining unit's contracts with the District.

No party shall have any right of grievance or arbitration in regard to the imposition or effects of these limitations.

G. Payment of Premium Costs

During the entire term of this Agreement, faculty who elect to participate in any of the District's insurance programs will pay their prescribed share of premium costs through payroll deduction.

H. Wellness Program

During the term of this Agreement, the District will provide a Wellness Program. A joint committee made up of representatives from the faculty and Administration shall make recommendations on enhancing the District's Wellness Program.

ARTICLE 20

INTERNAL SUBSTITUTIONS

Faculty members who perform internal substitutions shall be compensated at the rate of thirty dollars (\$30.00) per teaching period.

ARTICLE 21

ANNUITIES AND 403(b) RETIREMENT PLAN

- A. The District will make available by payroll deduction the purchase of non-forfeitable tax-sheltered annuities. The District will pay no part of the cost for a tax-sheltered annuity. Information regarding the program will be available in the Business Office and the Office of Human Resources.
- B. By offering the option to purchase annuities, the District is not recommending annuities as a form of investment, is not endorsing any specific annuity or investment company, and will have no liability of any nature in regard to any annuities purchased by any faculty member.
- C. In order to assist tenured teachers in funding their retirements, the District shall annually provide a matching contribution on behalf of any tenured teacher to a 403(b) account of up to 100% of the faculty members' contribution not to exceed 4% of the teacher's base salary for that year. Future retirees who do not begin participation in the 4% matching program at least five (5) years prior to the date of retirement will remain subject to the TRS rules regarding salary limitations.

ARTICLE 22

SALARY CHARTS

- A. The following increases will be in place through the 2021-2022 school year:

2018-2019	2019-2020	2020-2021	2021-2022
\$3,600	\$3,600	\$3,600	\$3,600

See Appendix A for the salary placement chart reflecting salary increases.

- B. In addition, each employee will receive a one-time bonus (not to go to base salary) of \$3,000 to be paid with the retro payment for the 2018-2019 school year - said bonus to be prorated for part-time employees.

In addition, the starting salary across all levels (Year 1) will increase by \$1,000 each year through the 2021-2022 school year.

- C. The annual base salary of a teacher shall be determined by increasing the teacher's base salary as of the close of their previous school year by a fixed dollar amount, provided the resulting salary does not exceed the following base salary limits based on educational attainment/professional growth:

Level I	BA	\$80,000
Level II	MA	\$110,500
Level III	MA+30	\$135,000
Level IV	MA+60	\$138,000

Beginning with the 2019-20 School year, and continuing in each year thereafter through the term of the Agreement, the above base salary limits will increase by 1% annually.

Any faculty member (excluding those on a retirement contract), whose current salary exceeds the base salary limit will receive their current salary until the base limit exceeds their current salary, at which point they will receive the new base limit.

- D. The District and the Faculty Senate acknowledge the importance of filling extra-curricular positions with qualified and enthusiastic staff members employed from within the District. Consequently, the District will make every effort to fill all extra-curricular vacancies with licensed staff members and employees of the District. All stipend positions will be paid based on the stipend matrix found in Appendix B which shall reflect increases by 2% annually through the 2021-2022 school year.
- E. All stipends will be paid evenly throughout the year unless the member of this bargaining unit selects one of the following options:
 - On the second payday in November: All fall sports, theatre productions, and all other activities completed by this date.
 - On the first payday in March: All winter sports, theatre productions, and all other activities completed by this date.
 - On the last payday in May: All spring sports, theatre productions, and all other activities completed by this date, and year-long activities
- F. Appendix C lists the extra-curricular positions currently approved in the District. Procedures related to extra-curricular activities are provided below.
 1. An Advisory Stipend Review Committee (ASRC) will be maintained for the purpose of advising the Administration on the placement of a new club or stipend on the stipend matrix and evaluating the placement on the stipend schedule of a club or activity. The Committee shall consist of three (3) administrators and three (3) Faculty Senate members. The Administration and the Faculty Senate will have the discretion to select its own members.

The ASRC shall meet annually to advise the Administration on the status of athletic, club or activity positions for the coming school year. The ASRC may ask staff serving in club, activity, and athletic positions for information regarding the operation of the club or activity. The recommendations of the ASRC will be forwarded to the Administration who will then make recommendations to the Superintendent.

2. The Director of Student Activities and the Athletic Director will annually seek information from sponsors and coaches regarding levels of student participation and the range and scope of planned activities. It is generally accepted by the District and the Faculty Senate that a viable club or activity should have at least fifteen (15) active members, three-quarters (3/4) of whom are in attendance at any given meeting or event. Clubs and activities that fall below these levels of student participation are in danger of being removed from the District's list of approved clubs and activities or in danger of having their classification lowered. Clubs and activities may, through the annual review process, request reclassification to a higher level based on overall growth and scope of activities/programming.
3. The elimination of an extracurricular activity or the non-renewal of a sponsorship or coaching opportunity shall result in a written explanation to the affected sponsor outlining the reasons for the decision from the Director of Student Activities or the Athletic Director. The affected sponsor may appeal the decision to the Assistant Superintendent, who will investigate the matter to a reasonable conclusion.
4. The District may grant up to five (5) years of verifiable prior experience to a club or activity sponsor or athletic coach who is employed in a position for the first time. Current sponsors or coaches who move to a different activity or sport may be credited with up to five (5) years of prior experience in the activity or sport. The Office of Human Resources may ask for documents that substantiate prior experience. The Assistant Superintendent will make the decision regarding the appropriate placement on the stipend matrix.
5. Out of District credit will be allowed only for interscholastic and intercollegiate coaching or sponsorship experience on the level of ninth grade or above. Under special circumstances, the Assistant Superintendent may approve additional placement credit.
6. A full year's service credit will be given for previous experience in the same club, activity or coaching position within the District.
7. Sponsors or coaches who transfer to another activity or sport within the District will receive one-half year's credit for each full year of previous service. For example, a coach beginning in basketball who has ten (10) years of experience coaching softball would receive five (5) years of service credit for basketball. This rule also applies when transferring between clubs and activity positions. This rule may also be applied in conjunction with Section G4.
8. Notice of extracurricular vacancies shall be posted in the daily bulletin or in a special notice distributed to all eligible employees of the District. Eligible employees of the District will have a five (5) day period of exclusivity in which to apply for vacant positions.

ARTICLE 23

STUDENT BEHAVIOR

The Board, the Administration, and the faculty recognize a shared responsibility to maintain control and discipline of students who are engaged in school activities. The Board and the Administration agree to give reasonable support and assistance to all faculty members in this respect. Similarly, all faculty

members accept professional responsibility for actively participating in the maintenance of respect for school rules and regulations, and respect for all members of the school community.

ARTICLE 24

FACULTY AND FACULTY SENATE RIGHTS

- A. The Chairperson of the Faculty Senate Executive Committee will be released from one (1) instructional period per day and be released from supervisory duty to conduct Faculty Senate business. When it is necessary for officers and Faculty Senate Executive Committee members to engage in Faculty Senate activities directly related to the Faculty Senate's duties as representatives of the faculty, they shall be given Faculty Senate time, without loss of pay, as is necessary to perform any such activities, subject to the following conditions and restrictions:
1. The Faculty Senate and its officers recognize and agree that this privilege will be exercised judiciously;
 2. The Faculty Senate shall pay the cost of all substitutes employed in regard to Faculty Senate time granted to officers and Faculty Senate Executive Committee members under this Article; and
 3. The Faculty Senate shall notify the Assistant Superintendent in writing no later than ten (10) work days prior to such Faculty Senate time, providing details as to the purpose of the Faculty Senate time and specifying the periods affected by such Faculty Senate time; and
 4. The Assistant Superintendent shall approve such Faculty Senate time, providing that the purpose is educationally sound and not unduly disruptive to the daily schedule.
- B. The Administration and the faculty shall report in writing to the Superintendent all cases of assault and battery involving faculty members on or off the High School premises in connection with or arising out of their employment with the District. The Administration shall acknowledge in writing receipt of all written statements.
- C. The Board agrees to indemnify and protect faculty members against civil rights damage claims and suits, constitutional rights damage claims and suits, and death and bodily injury and property damage claims and suits, including defense thereof, when damages are sought for negligent or wrongful acts alleged to have been committed in the scope of employment or under the direction of the Board. Such indemnification and protection shall extend to persons who were faculty members at the time of the incident from which a claim arises.
- D. The Board agrees to continue the current practice of the District to reimburse faculty members, upon the submission of documentation deemed appropriate by the Administration, for damages caused by any student violence or vandalism to a faculty member's automobile on or around the school premises in an amount not to exceed five hundred dollars (\$500) or the faculty member's insurance deductible, whichever is less. Reimbursement requests by faculty members in regard to damages caused by student violence or vandalism to a faculty member's clothing or personal effects on or around the school premises will continue to be handled by the Administration on a case-by-case basis, as the Administration deems appropriate.

- E. Board Policy 2:230 is intended to discourage the voicing at public Board meetings of personal complaints or grievances against any specific student, faculty member, or administrator, which are intended to be considered only in closed session. The Board agrees that:
1. The Board shall use reasonable efforts to persuade speakers at its public Board meetings to comply with Board Policy 2:230; and
 2. Upon receipt by the Clerk of the Board of any written complaint or grievance which names a faculty member(s), such faculty member(s) shall be notified as promptly as practicable.
- F. The Board shall continue to assign office space and permit the use of office equipment by the Faculty Senate, unless and until the demand for space necessitates that the Faculty Senate make other arrangements.
- G. Faculty Personnel File:
1. A master file of materials relating to a faculty member shall be maintained in the Office of Human Resources.
 2. The Board and the Faculty agree that faculty members will have access to all documents in their personnel files. At the faculty member's request, all materials placed in the faculty member's personnel file shall be made available to the faculty member for inspection (except as provided in subparagraph G3 below) in the presence of the person(s) responsible for keeping the files. A representative of the Faculty Senate may, at the faculty member's request, assist the faculty member in this review.
 3. Confidential references obtained by the District in considering the faculty member for employment shall not be made available for inspection by the faculty member. The person(s) responsible for keeping the files shall remove such information in the presence of the faculty member.
 4. Faculty members may place in their file materials that they would regard as pertinent to their professional record. This material may also be submitted to the Superintendent or Principal.
 5. Faculty members will be notified by the Administration of any adverse correspondence placed in their files.
- H. The Board will direct the Administration to develop a procedure whereby individual faculty members may apply for teacher grants from the District for such things as attendance at local, state, and national conferences and conventions for the purpose of professional growth and mutual benefit to the faculty member and the District. The issuance of teacher grants shall be within the discretion of the Administration.
- I. Professional development of faculty members will conform to the statutory requirements of the State of Illinois and the Illinois State Board of Education for teacher licensing/relicensing.

ARTICLE 25

GENERAL

- A. Despite reference herein to the Board or the Faculty Senate as such, each reserves the right to appoint or elect a committee or individual member or designated representative, professional or lay, whether or not a member, as its agent, whose actions shall be subject to ratification by the respective appointing or electing body. Each party shall confer upon its agent or agents the authority to make, to consider, to accept tentatively, or to reject proposals and counterproposals. Each party will provide to the other, upon request, satisfactory evidence (such as official minutes or certificate of resolutions) of authority.
- B. Any previously adopted policy, rule or regulation of the Board that is in conflict with Articles 1-34 of this Agreement shall be superseded and replaced by this Agreement. No future policy, rule, or regulation of the Board that is in conflict with Articles 1-34 of this Agreement shall be allowed to supersede and replace this Agreement. Nothing in this Agreement that changes preexisting Board policy, rules, or regulations shall operate retroactively unless expressly so stated.
- C. The District and faculty will abide by applicable state and federal laws and regulations.
- D. In the event any portion of this Agreement should be held invalid and unenforceable by any regulatory board or agency, or court of competent jurisdiction or by reason of any existing or subsequently enacted legislation, then such provision shall not be applicable or enforced, except to the extent permitted or authorized by law, and such provision shall be modified to the extent necessary to conform to law, provided that in such event all other provisions of this Agreement shall remain in full force and effect.

ARTICLE 26

RETIREMENT

- A. An eligible tenured faculty member may elect to participate in the District's retirement incentive program. To be eligible for the District's program, the faculty member must: have completed at least ten (10) years of full-time equivalent employment in the District immediately preceding retirement; be at least fifty-five (55) years of age within six (6) months of the last day of contributing service, and be able to retire without a TRS penalty or TRS increased employer contribution requirement for having exceeded the TRS cap on end of career earnings. The Board may limit the number of participants in the retirement incentive program in any one (1) school year to five percent (5%) of the faculty members. Preference will be given to those who retire with the greatest number of full-time equivalent years of employment.

If an eligible teacher provides irrevocable, advance written notice of an intent to retire by April 1st of the 2018-19 school year, and March 1st of any subsequent school year up to six (6) years prior to the retirement year and is approved by the Board of Education, the teacher shall stop receiving the annual salary increases and receive an increase in total creditable earnings of 3% for each of their remaining years of employment with the district. In no instance will any faculty member electing to participate in the retirement incentive program be eligible to collect an increase of creditable earnings that exceed 3% annually. The first increase shall apply in the year following the notice year.

Additionally, any eligible tenured faculty member who has given an accepted irrevocable notice of an intent to retire under this Article (to receive the 3% annual increases) before March 1, 2022 and whose retirement date is no later than the first year he or she is eligible for a non-discounted annuity from TRS (sixty (60) years of age or thirty-five (35) years of creditable service); or any eligible tenured faculty member who submits an irrevocable written notice of retirement on or before April 1 of the 2018-19 school year and March 1 of subsequent school years, for an effective retirement date set to occur on or before June 30, 2022, will also receive a lump-sum of \$15,000 to be paid within sixty (60) days following the date of retirement.

Alternatively, an eligible faculty member as described above may opt to receive a one-time lump sum retirement incentive payment within sixty (60) days following the date of retirement. This option is available in lieu of the retirement incentive described above. For those faculty members having less than twenty-five (25) years of full-time equivalent service, the lump sum payment is to be one hundred dollars (\$100) for each year of the first fifteen (15) years of full-time equivalent service in the District and two hundred dollars (\$200) for each year of the next nine (9) years of full-time equivalent service to a maximum of twenty-four (24) years. For those faculty members having twenty-five (25) or more years of full-time equivalent service, the lump sum payment is to be one hundred ten dollars (\$110) for each year of the first fifteen (15) years of full-time equivalent service in the District and two hundred twenty (\$220) for each year of the next twenty (20) years of full-time equivalent service to a maximum of thirty-five (35) years.

- B. The District reserves the right to adjust the total creditable earnings or any faculty member who is within five (5) years of retirement eligibility under the rules of the Teachers' Retirement System (TRS) to prevent a teacher from exceeding a 3% increase in total creditable earnings over the previous year's total creditable earnings. A faculty member's retirement which results in the District's obligation to pay an employer monetary penalty to the Teachers' Retirement System disqualifies the teacher from eligibility for retirement incentive under this Article.
- C. For a participant in the District retirement incentive, the District will provide insurance in accordance with and subject to the terms and conditions described in Article 19 above.
- D. Notwithstanding any of the foregoing provisions, the Board reserves the right to terminate the District retirement incentive program at any time for persons not already in the program. Termination action by the Board must occur prior to May 1 in order for the termination to become effective on July 1 of the following year. For the school term immediately preceding the effective date of termination the deadline for written intention to participate will be extended from March 1 to June 30. Provisions of the District's retirement incentive program shall continue in effect for all persons participating as of June 30 immediately preceding the July 1 effective date of termination.
- E. Retirement Contingency: If the pension code is amended to allow creditable earning increases of at least 5% from year to year without requiring an additional employer contribution, before the end of this contract, the faculty member who retires under this provision shall receive four years of increases on salary at the higher rate (5%) not to exceed 6%. In addition, if the faculty member retires no later than the first year he or she is eligible for a non-discounted annuity from TRS the faculty member will also receive a payment of \$15,000 to be paid between thirty (30) and sixty (60) days after the faculty member's final day of employment with the district.

ARTICLE 27

DUES AND PAYROLL DEDUCTIONS

- A. Dues
1. The Board agrees to deduct from faculty members' salaries organization dues as determined by the Faculty Senate and as authorized by faculty members individually and voluntarily. The deductions shall be in equal installments beginning with the second pay period and concluding with the twentieth payment of the fiscal year. The amount deducted shall be transmitted to such recipients as may be authorized and directed by the local Association.
 2. The Faculty Senate shall annually certify to the business office in writing the current rate of its membership dues.
 3. Each faculty member who desires to authorize such deductions shall file with the business office a signed and dated authorization form.
- B. Voluntary payroll deduction programs shall be made available to each faculty member for the items mutually agreed upon with written authorization of the faculty member.

ARTICLE 28

EVALUATION

The District's policies and procedures regarding evaluation of faculty members comply with Public Act 96-0861 and were developed cooperatively in compliance with this Act. Copies of the evaluation document and forms will be available to all faculty members through their immediate supervisors and through the Office of Human Resources. Administrative failure to adhere to the procedures of the evaluation program is grievable under Article 7 of this Agreement.

ARTICLE 29

PREPARATION OF AGREEMENT

Within thirty (30) days of ratification of this Agreement, the Board shall have a copy of the Agreement posted on the District intranet site. Photo duplicated copies shall be delivered to Faculty Senate Officers at the District's cost.

ARTICLE 30

MANAGEMENT RIGHTS

Except as expressly modified or limited by Articles 1-34 of the Agreement, the Board retains the right to make and implement decisions concerning the management and operation of the District in all its

respects, including, but not limited to, the right to determine the District's organizational and administrative structure; to determine the scope, purpose, and standards for the services to be offered to the public; to make, revise, and enforce rules and regulations; to direct, assign, schedule, transfer, and evaluate faculty; to determine the duration, methods, means, composition, and number of personnel by which operations are to be conducted; to establish class schedules and make pupil assignments; to determine whether goods or services are to be provided or purchased; to establish, modify, or eliminate courses of instruction, specific programs, athletic, recreational, and social events; to determine whether faculty should be placed in contractual continued service; to lay off and recall faculty; to establish qualifications for employment and to determine fitness for employment; and to change or eliminate existing methods, equipment, or facilities.

ARTICLE 31

CLASS SIZE

As expressed in the work of a faculty and administrative joint study committee, class size may have an impact on student achievement. If a faculty member has concerns about his or her class sizes or about the distribution of student loads across the faculty, he or she may request a meeting with an appropriate administrator to discuss those concerns and explore potential actions that can be taken to address them. If requested by a faculty member, a Faculty Senate representative will also participate in the meeting.

ARTICLE 32

JOB SHARING

- A. Job sharing as defined in this section is a voluntary program providing two (2) tenured teachers in the same department the opportunity to propose the sharing of one (1) full-time teaching position for one school year. Tenured teachers who would like to participate in a job share arrangement shall submit a joint application and proposed plan for a job sharing arrangement to the Superintendent by February 1 of the year preceding the school year for which the job sharing is requested. The job share arrangement shall include, but not be limited to, teaching responsibilities, schedule of work hours and/or days, attendance at staff meetings, in-service days, parent-teacher conferences and other teaching responsibilities. All elements of the plan shall be consistent with the provisions of this Agreement. The Board shall notify the applicants of its disposition of the request by March 1 following the request. The number of job shares in the District shall not normally exceed three (3) in any one year. However, additional requests may be considered at the discretion of the administration.

- B. Participants in a job sharing arrangement shall be placed appropriately on the teachers' salary placement. Salaries shall be pro-rated according to assigned schedules as follows: 18% per class taught and 10% per supervisory. Contributions to the Teachers' Retirement System shall be pro-rated according to the assignments, at the same rates. Each applicant must teach at least two (2) class periods and in all cases the job sharing arrangement must equal a full-time teacher equivalent of five (5) teaching periods and one (1) supervisory. Job share participants will both stipulate in their application that either a) only one (1) of the participants will receive health insurance through the District during the year of the job share; or b) the district will pay a pro-rata fraction of the employer portion of the premium for each employee's health insurance benefit in an amount equal to 18% multiplied by the number of classes taught plus an additional 10% for conducting a supervisory. Each job share participant is eligible for other benefits during

the length of the job share experience (e.g., sick leave, personal leave, etc.) on a similarly prorated basis. If the participants select option b), each agrees to have the balance of their health insurance costs deducted from their salaries.

- C. If they wish to renew their job share in subsequent years, participants must reapply. Teachers participating in the job sharing program as set forth in this section shall accrue seniority points in accordance with Article 11 C.
- D. Upon return from a job sharing arrangement, a teacher shall be returned to their former positions, seniority permitting, so long as the position still exists. Such return rights shall be applicable for one (1) year. If the job share extends for more than one (1) year, the teacher shall be returned to a comparable position, if available, upon his/her return to full-time employment so long as a comparable position still exists.

ARTICLE 33

ECONOMIC CONTINGENCY

Beginning with the 2019-20 school year and thereafter, in the event of a legislative, regulatory or economic change to the following, the District will have the right to demand that the Oak Park and River Forest High School Faculty Senate (Faculty Senate) bargain the impact of such a change with the District. In order for such bargaining to occur, the District must notify the Faculty Senate within 45 days of a change triggering this clause of its desire to bargain. The parties will bargain for no fewer than five sessions consisting of no fewer than three hours each. If no modifications to the contract have been agreed upon during the bargaining period, the District will have the right to cancel the remaining year(s) of the contract and bargaining over a successor agreement will begin within fifteen (15) days of the District's notifying the Faculty Senate of the cancellation of the contract. If the District chooses to exercise the right to cancel the contract, it must do so no later than June 1, of the year in which the parties were bargaining over the legislative, regulatory or economic change.

1. The State of Illinois shifts the portion of TRS pension costs it pays to local school districts and the result is a substantial increase in District expenditures.
2. The State of Illinois imposes changes on the District's property tax extension authority and the result is a substantial decrease in the District's collection of local revenue.
3. The District voters successfully pass a referendum proposition pursuant to State of Illinois statute reducing the amount extended by the school district for educational purposes for the levy year.

ARTICLE 34

DURATION AND AMENDMENT OF AGREEMENT

- A. This Agreement shall be binding and in full force effective from July 1, 2018 through June 30, 2022. It supersedes and replaces in its entirety the existing collective bargaining agreement between the parties currently set to expire on June 30, 2018.
- B. This Agreement may be altered, changed, added to, deleted from, or modified only through the voluntary mutual consent of the parties in a written and signed amendment. Amendments may be initiated at the written request of the Board or the Faculty Senate Executive Committee and shall become effective upon adoption by the Board and ratification by the Faculty Senate Executive Committee, or at such other time as the Board and the Faculty Senate Executive Committee may agree.
- C. All signatures on this Agreement are subject to ratification by vote of the Faculty Senate and the Board, and this Agreement shall not be legally binding on either party until such ratification votes have occurred. All signatures on any amendment to this Agreement are subject to ratification by vote of the Faculty Senate Executive Committee and the Board, and such amendment shall not be legally binding on either party until such ratification votes have occurred.

IN WITNESS WHEREOF, the Board and the Faculty Senate have entered into this Agreement as of the date first written above, intending to be legally bound hereby.

BOARD OF EDUCATION OF OAK PARK AND RIVER FOREST HIGH SCHOOL DISTRICT 200,
COUNTY OF COOK, OF THE STATE OF ILLINOIS

By _____
Dr. Jackie Moore
Board President

OAK PARK AND RIVER FOREST HIGH SCHOOL FACULTY SENATE, IEA/NEA

By _____
Sheila Hardin
Faculty Senate Chairperson

APPENDIX A

2018-2019 Salary Placement Chart

<u>Years of Experience</u>	<u>Level I</u>		<u>Level II</u>		<u>Level III</u>		<u>Level IV</u>	
	<u>BA</u>	<u>BA+15</u>	<u>MA</u>	<u>MA+15</u>	<u>MA+30</u>	<u>MA+45</u>	<u>MA+60</u>	<u>PHD</u>
1	\$57,844	\$59,549	\$61,254	\$64,096	\$65,802	\$67,507	\$69,212	\$70,633
2	\$60,444	\$62,149	\$63,854	\$66,696	\$68,402	\$70,107	\$71,812	\$73,233
3	\$62,149	\$64,423	\$66,696	\$68,970	\$70,675	\$72,381	\$74,086	\$75,507
4	\$63,854	\$66,696	\$68,970	\$71,812	\$73,517	\$76,360	\$76,928	\$78,349
5	\$65,559	\$68,970	\$71,812	\$74,654	\$76,360	\$78,065	\$79,771	\$81,191
6	\$67,833	\$71,812	\$74,654	\$77,496	\$79,202	\$80,907	\$82,613	\$84,034
7	\$69,538	\$74,086	\$78,065	\$80,339	\$82,044	\$83,750	\$85,454	\$86,876
8	\$71,244	\$76,928	\$80,907	\$83,750	\$85,454	\$87,160	\$88,865	\$90,287
9	\$73,517	\$79,771	\$84,318	\$87,160	\$88,865	\$90,571	\$92,276	\$93,697
10	\$75,791	\$80,000	\$87,160	\$90,002	\$92,276	\$93,981	\$95,687	\$97,107
11	\$77,496	\$80,000	\$90,571	\$93,412	\$95,687	\$97,391	\$99,097	\$100,518
12	79,771	80,000	\$93,412	\$96,255	\$98,529	\$100,234	\$102,508	\$103,929
13			\$96,255	\$99,666	\$101,940	\$103,645	\$105,349	\$106,771
14			\$99,097	\$102,508	\$104,781	\$105,919	\$108,760	\$110,182
15			\$101,940	\$105,349	\$108,192	\$109,898	\$111,603	\$113,023
16			\$104,781	\$108,192	\$111,034	\$112,739	\$114,445	\$115,866
17			\$107,055	\$110,500	\$114,445	\$116,150	\$117,856	\$119,276
18			\$109,898	\$110,500	\$117,856	\$119,561	\$121,266	\$122,687
19			\$110,500	\$110,500	\$120,697	\$122,403	\$124,108	\$125,530
20					\$123,540	\$125,246	\$126,950	\$128,371
21					\$125,814	\$127,519	\$129,225	\$130,645
22					\$128,655	\$130,361	\$132,066	\$133,488
23					\$131,498	\$133,204	\$134,908	\$136,329
24					\$133,772	\$135,000	\$137,183	\$138,000
25					\$135,000	\$135,000	\$138,000	\$138,000

2019-2020 Salary Placement Chart

<u>Years of Experience</u>	<u>Level I</u>		<u>Level II</u>		<u>Level III</u>		<u>Level IV</u>	
	<u>BA</u>	<u>BA+15</u>	<u>MA</u>	<u>MA+15</u>	<u>MA+30</u>	<u>MA+45</u>	<u>MA+60</u>	<u>PHD</u>
1	\$58,844	\$60,549	\$62,254	\$65,096	\$66,802	\$68,507	\$70,212	\$71,633
2	\$61,444	\$63,149	\$64,854	\$67,696	\$69,402	\$71,107	\$72,812	\$74,233
3	\$64,044	\$65,749	\$67,454	\$70,296	\$72,002	\$73,707	\$75,412	\$76,833
4	\$65,749	\$68,023	\$70,296	\$72,570	\$74,275	\$75,981	\$77,686	\$79,107
5	\$67,454	\$70,296	\$72,570	\$75,412	\$77,117	\$79,960	\$80,528	\$81,949
6	\$69,159	\$72,570	\$75,412	\$78,254	\$79,960	\$81,665	\$83,371	\$84,791
7	\$71,433	\$75,412	\$78,254	\$81,096	\$82,802	\$84,507	\$86,213	\$87,634
8	\$73,138	\$77,686	\$81,665	\$83,939	\$85,644	\$87,350	\$89,054	\$90,476
9	\$74,844	\$80,528	\$84,507	\$87,350	\$89,054	\$90,760	\$92,465	\$93,887
10	\$77,117	\$80,800	\$87,918	\$90,760	\$92,465	\$94,171	\$95,876	\$97,297
11	\$79,391	\$80,800	\$90,760	\$93,602	\$95,876	\$97,581	\$99,287	\$100,707
12	\$80,800	\$80,800	\$94,171	\$97,012	\$99,287	\$100,991	\$102,697	\$104,118
13			\$97,012	\$99,855	\$102,129	\$103,834	\$106,108	\$107,529
14			\$99,855	\$103,266	\$105,540	\$107,245	\$108,949	\$110,371
15			\$102,697	\$106,108	\$108,381	\$109,519	\$112,360	\$113,782
16			\$105,540	\$108,949	\$111,792	\$113,498	\$115,203	\$116,623
17			\$108,381	\$111,605	\$114,634	\$116,339	\$118,045	\$119,466
18			\$110,655	\$111,605	\$118,045	\$119,750	\$121,456	\$122,876
19			\$111,605	\$111,605	\$121,456	\$123,161	\$124,866	\$126,287
20					\$124,297	\$126,003	\$127,708	\$129,130
21					\$127,140	\$128,846	\$130,550	\$131,971
22					\$129,414	\$131,119	\$132,825	\$134,245
23					\$132,255	\$133,961	\$135,666	\$137,088
24					\$135,098	\$136,350	\$138,508	\$139,380
25					\$136,350	\$136,350	\$139,380	\$139,380

2020-2021 Salary Placement Chart

	<u>Level I</u>		<u>Level II</u>		<u>Level III</u>		<u>Level IV</u>	
<u>Years of Experience</u>	<u>BA</u>	<u>BA+15</u>	<u>MA</u>	<u>MA+15</u>	<u>MA+30</u>	<u>MA+45</u>	<u>MA+60</u>	<u>PHD</u>
1	\$59,844	\$61,549	\$63,254	\$66,096	\$67,802	\$69,507	\$71,212	\$72,633
2	\$62,444	\$64,149	\$65,854	\$68,696	\$70,402	\$72,107	\$73,812	\$75,233
3	\$65,044	\$66,749	\$68,454	\$71,296	\$73,002	\$74,707	\$76,412	\$77,833
4	\$67,644	\$69,349	\$71,054	\$73,896	\$75,602	\$77,307	\$79,012	\$80,433
5	\$69,349	\$71,623	\$73,896	\$76,170	\$77,875	\$79,581	\$81,286	\$82,707
6	\$71,054	\$73,896	\$76,170	\$79,012	\$80,717	\$83,560	\$84,128	\$85,549
7	\$72,759	\$76,170	\$79,012	\$81,854	\$83,560	\$85,265	\$86,971	\$88,391
8	\$75,033	\$79,012	\$81,854	\$84,696	\$86,402	\$88,107	\$89,813	\$91,234
9	\$76,738	\$81,286	\$85,265	\$87,539	\$89,244	\$90,950	\$92,654	\$94,076
10	\$78,444	\$81,608	\$88,107	\$90,950	\$92,654	\$94,360	\$96,065	\$97,487
11	\$80,717	\$81,608	\$91,518	\$94,360	\$96,065	\$97,771	\$99,476	\$100,897
12	\$81,608	\$81,608	\$94,360	\$97,202	\$99,476	\$101,181	\$102,887	\$104,307
13			\$97,771	\$100,612	\$102,887	\$104,591	\$106,297	\$107,718
14			\$100,612	\$103,455	\$105,729	\$107,434	\$109,708	\$111,129
15			\$103,455	\$106,866	\$109,140	\$110,845	\$112,549	\$113,971
16			\$106,297	\$109,708	\$111,981	\$113,119	\$115,960	\$117,382
17			\$109,140	\$112,549	\$115,392	\$117,098	\$118,803	\$120,223
18			\$111,981	\$112,721	\$118,234	\$119,939	\$121,645	\$123,066
19			\$112,721	\$112,721	\$121,645	\$123,350	\$125,056	\$126,476
20					\$125,056	\$126,761	\$128,466	\$129,887
21					\$127,897	\$129,603	\$131,308	\$132,730
22					\$130,740	\$132,446	\$134,150	\$135,571
23					\$133,014	\$134,719	\$136,425	\$137,845
24					\$135,855	\$137,561	\$139,266	\$140,688
25					\$137,714	\$137,714	\$140,774	\$140,774

2021-2022 Salary Placement Chart

<u>Years of Experience</u>	<u>Level I BA</u>	<u>Level II MA</u>	<u>Level II MA+30</u>	<u>Level IV MA+60</u>
1	\$60,844	\$64,254	\$68,802	\$72,212
2	\$63,444	\$66,854	\$71,402	\$74,812
3	\$66,044	\$69,454	\$74,002	\$77,412
4	\$68,644	\$72,054	\$76,602	\$80,012
5	\$71,244	\$74,654	\$79,202	\$82,612
6	\$72,949	\$77,496	\$81,475	\$84,886
7	\$74,654	\$79,770	\$84,317	\$87,728
8	\$76,359	\$82,612	\$87,160	\$90,571
9	\$78,633	\$85,454	\$90,002	\$93,413
10	\$80,338	\$88,865	\$92,844	\$96,254
11	\$82,044	\$91,707	\$96,254	\$99,665
12	\$82,424	\$95,118	\$99,665	\$103,076
13		\$97,960	\$103,076	\$106,487
14		\$101,371	\$106,487	\$109,897
15		\$104,212	\$109,329	\$113,308
16		\$107,055	\$112,740	\$116,149
17		\$109,897	\$115,581	\$119,560
18		\$112,740	\$118,992	\$122,403
19		\$113,848	\$121,834	\$125,245
20			\$125,245	\$128,656
21			\$128,656	\$132,066
22			\$131,497	\$134,908
23			\$134,340	\$137,750
24			\$136,614	\$140,025
25			\$139,091	\$142,182

**Appendix B
Co-Curricular Stipend Schedule
Stipend Index**

2018-2019

Level	Years of Experience			
	1-4	5-8	9-12	13 plus
1	\$8,697.13	\$9,973.15	\$10,899.76	\$12,001.59
2	\$7,654.05	\$8,697.13	\$9,973.15	\$10,899.76
3	\$6,551.19	\$7,654.05	\$8,697.13	\$9,973.15
4	\$5,334.95	\$6,551.19	\$7,654.05	\$8,697.13
5	\$3,247.77	\$4,348.57	\$5,334.95	\$6,551.19
6	\$2,203.66	\$3,247.77	\$4,348.57	\$5,334.95

2019-2020

Level	Years of Experience			
	1-4	5-8	9-12	13 plus
1	\$8,871.07	\$10,172.61	\$11,117.75	\$12,241.62
2	\$7,807.13	\$8,871.07	\$10,172.61	\$11,117.75
3	\$6,682.22	\$7,807.13	\$8,871.07	\$10,172.61
4	\$5,441.65	\$6,682.22	\$7,807.13	\$8,871.07
5	\$3,312.72	\$4,435.54	\$5,441.65	\$6,682.22
6	\$2,247.73	\$3,312.72	\$4,435.54	\$5,441.65

2020-2021

Level	Years of Experience			
	1-4	5-8	9-12	13 plus
1	\$ 9,048.50	\$ 10,376.07	\$ 11,340.11	\$ 12,486.45
2	\$ 7,963.28	\$ 9,048.50	\$ 10,376.07	\$ 11,340.11
3	\$ 6,815.86	\$ 7,963.28	\$ 9,048.50	\$ 10,376.07
4	\$ 5,550.49	\$ 6,815.86	\$ 7,963.28	\$ 9,048.50
5	\$ 3,378.98	\$ 4,524.25	\$ 5,550.49	\$ 6,815.86
6	\$ 2,292.69	\$ 3,378.98	\$ 4,524.25	\$ 5,550.49

2021-2022

Level	Years of Experience			
	1-4	1-4	1-4	1-4
1	\$9,229.46	\$10,583.59	\$11,566.91	\$12,736.18
2	\$8,122.54	\$9,229.46	\$10,583.59	\$11,566.91
3	\$6,952.18	\$8,122.54	\$9,229.46	\$10,583.59
4	\$5,661.50	\$6,952.18	\$8,122.54	\$9,229.46
5	\$3,446.56	\$4,614.73	\$5,661.50	\$6,952.18
6	\$2,338.54	\$3,446.56	\$4,614.73	\$5,661.50

**APPENDIX C
CLASSIFICATION OF ACTIVITY POSITIONS AS OF JULY 1, 2018**

CLUB/ACTIVITY	LEVEL	CLUB/ACTIVITY	LEVEL
A Place For All	6	Mock Trial Team	6
Adventure Ed Club	6	Model UN	5
Anime	6	Movie Critics Club	6
Art Club	6	MSAN	6
ASPIRA	6	Multi-Cult. Art & Lead. Council	6
Astronomy Club	6	Musical Director	3
B.L.U. (Black Leaders Union)	5	Musical Vocals	5
Best Buddies	4	Musical Choreographer	5
Best Buddies Assistant	5	Musical Instrumental	5
Biology/Environmental Club	5	Musical Production Assistant	6
Business Club/DECA	6	One Acts/ITS	6
Chemistry Club	6	Orchesis Head	4
Chess Team	5	Orchesis Assistant	5
Chinese Cultural Society	6	Pep Band	6
Cosmetology	6	Photo Club	6
Creative Writing Club	6	Prom Planning Committee (Half)	6
Crest	6	Psychology Club	6
Debate Club Head	4	Recording Studio Supervisor	5
Debate Club Assistant	5	Robotics Head	4
Drama Club	5	Robotics Assistant	5
Dudes Making a Difference	6	SAFE	6
Ethics Bowl	6	Scholastic Bowl	5
FCCLA	6	Science Olympiad	6
FREE	6	Sci-fi & Fantasy Club	6
French Club	6	Shakespeare Competition	6
Freshman Class Sponsor	5	Show Choir (Head)	4
Friendship Bracelet Making Club	6	Show Choir (Assistant)	5
German Club	6	Sign Language Club	6
Gospel Choir Director	4	Snowball (3)	5
Gospel Choir Voice Coach	5	Spanish Club	6
Gospel Dancer/Mime	Flat Rate	Speech Team (Co-Head Coach)	4
Graduation Rentals/Wardrobing	Flat Rate	Speech Team (Co-Head Coach)	5
Healthy Youth Peer Educators	6	Speech (Assistant Coaches – 2)	5
Hip Hop Club	6	Spoken Word (Head)	4
Huskie Athletic Council	5	Spoken Word (Assistants - 2)	5
Huskie Helpers	6	Student Council	4
Huskie Spirit Council	6	Student Council (Assistant)	Flat Rate

International Club	6	Studio 200 (2)	4
Intramurals Director	4	Synchronized Swimming	4
Intramurals Assistant	5	Table Tennis Club	6
Japanese Club	6	Table Top Gaming	6
Jazz Band II	4	Tau Gamma	4
Little Theatre Show I	4	Theatre Props Crew	5
Little Theatre Show II	4	Theatre Technical Asst. (Fall)	5
Little Theatre Show III	4	Theatre Technical Asst. (Winter)	5
Little Theatre Show IV	4	Theatre Technical Asst. (Spring)	5
Little Theatre Show Music Dir.	5	Ticket Booth Manager	3
Make Up	5	Video Announcements	6
Marching Band (Head)	2	Video Gaming Club	6
Marching Band (Assistant)	4	Vocal Jazz Director	5
Marching Band (Drumline)	6	Vocal Jazz Assistant	6
Marching Band (Flags)	5	Wheel Throwing Club	6
Marching Band (Frontline)	6	Women in Leadership	6
Math Team Co-Coaches (2)	6	Youth Conference (Half)	6
Math Team Orals Coach	6	Youth Action and Civics	6
Minority Student Alliance	6		

CLASSIFICATION OF ATHLETIC POSITIONS AS OF JULY 1, 2018

Badminton-Girls	Head	3	Softball-Girls	Head	2
	Asst.	4	Softball-Girls	Asst.	3
			Swimming-Boys	Head	2
Baseball-Boys	Head	2	Swimming-Boys	Asst.	3
	Asst.	3	Swimming-Girls	Head	2
			Swimming-Girls	Asst.	3
Basketball-Boys	Head	1	Special Olympics	Head	5
Basketball-Girls	Asst.	2	Special Olympics	Asst.	6
Basketball-Girls	Head	1			
	Asst.	2			
Cardio Room		6			
Cheerleaders-Fall	Head	3	Tennis-Boys	Head	3
Cheerleaders-Fall	Asst.	4	Tennis-Boys	Asst.	4
Cheerleaders-Winter	Head	3	Tennis-Girls	Head	3
Cheerleaders-Winter	Asst.	4	Tennis-Girls	Asst.	4
Drill Team-Fall	Head	3			
Drill Team-Fall	Asst.	4	Ticket Manager	Head	3
Drill Team-Winter	Head	3			
Drill Team-Winter	Asst.	4			
			Track-Boys	Head	1
Field Hockey	Head	3	Track-Boys	Asst.	2
Field Hockey	Asst.	4	Track-Girls	Head	1
			Track-Girls	Asst.	2
Football	Head	1	Volleyball-Boys	Head	2
Football	Asst.	2	Volleyball-Boys	Asst.	3
			Volleyball-Girls	Head	2
			Volleyball-Girls	Asst.	3
Golf-Boys	Head	3	Water Polo-Boys	Head	3
Golf-Boys	Asst.	4	Water Polo-Boys	Asst.	4
Golf-Girls	Head	3	Water Polo-Girls	Head	3
Golf-Girls	Asst.	4	Water Polo-Girls	Asst.	4
Gymnastics	Head	2	Weight Room	Asst.	6
Gymnastics	Asst.	3	Wrestling	Head	2
			Wrestling	Asst.	3
Lacrosse-Boys	Head	2	XCountry-Boys	Head	3
Lacrosse-Boys	Asst.	3	XCountry-Boys	Asst.	4
Lacrosse-Girls	Head	2	XCountry-Girls	Head	3
Lacrosse-Girls	Asst.	3	XCountry-Girls	Asst.	4
Soccer-Boys	Head	2			
Soccer-Boys	Asst.	3			
Soccer-Girls	Head	2			
Soccer-Girls	Asst.	3			

The parties agree that the foregoing list represents the district activity positions present at the time of contract execution. The inclusion of this list does not restrict the district from changing the number and types of positions during the contract term.

LEADERSHIP STIPENDS AS OF JULY 1, 2018

DRIVER EDUCATION	6,000
BUSINESS	5,000
COUNSELING PROGRAM CHAIR	5,000
FAMILY & CONSUMER SCIENCE	5,000
FINE ARTS	5,000
SPEECH	5,000
ED PROGRAM COORDINATOR	6,000
TEAM PROGRAM COORDINATOR	6,000
LD PROGRAM COORDINATOR	6,000
SUPPORTSERVICES COORDINATOR	6,000
SCIENCE CO-CHAIR	3,000
COUNSELORS	2,000

**Memorandum of Agreement
Between
Oak Park and River Forest High School District 200 and Faculty Senate, IEA/NEA**

The Parties agree that the provisions of the health insurance plan and the bargaining agreement are based upon the current legal requirements. Given recent health reform legislation and possible future legislative changes which may impact the district, the parties agree that they shall, at the request of either party, meet and bargain about the terms of the health insurance plan and the terms of the bargaining agreement pertaining to health insurance if, during the contract term, any law or regulation:

- (a) requires changes to the health insurance plan or the provisions in this bargaining agreement;
- (b) results in increased health insurance costs to either the Board or the Association; or
- (c) creates a reasonable risk of a penalty to District 200 if changes are not made to the health insurance plan or the provisions of this bargaining agreement.

In either event, the terms of this contract shall be a starting point for negotiations but shall not be binding upon either party.

Ms. Sheila Hardin
Faculty Senate Chairperson

Dr. Jackie Moore
Board of Education President of Oak Park and
River Forest High School

Date

Date

**Memorandum of Agreement
Between
Oak Park and River Forest High School District 200 and Faculty Senate, IEA/NEA**

This agreement serves to acknowledge that the Faculty Senate and District 200 have agreed to allow the following between the Faculty Senate and District 200:

1. Eligible Faculty members who were approved by the Board of Education for retirement, prior to the 2018-2019 school year, will receive the Separation Benefits specified in the 2014-2018 Faculty Senate contract.
2. During the term of the contract, faculty members approved to perform curriculum work outside of the contractual day will receive \$30.00 per hour for such work.
3. Faculty members who provide proof of existing pregnancy prior to June 30, 2019 will be credited with thirty (30) sick days to their sick leave balance.
4. Eligible Faculty members will receive retro portion of the salary increase and \$3000 bonus on March 15, 2019. All increases and bonuses will be pro-rated based on percentage of time employed.
5. Faculty members eligible for a lane/level change who have provided appropriate notification to Human Resources prior to October 1, 2018, will receive an according salary increase based on March 15, 2019.
6. Faculty members who currently are paid activity and athletic stipends will receive retro stipend payment on March 29, 2019.
7. Faculty members who are due an increased 403b match for salary increase and retroactive pay will receive it no later than June 1, 2019.

Sheila M. Hardin, Faculty Senate Chairperson

Dr. Joylynn-Pruitt Adams, Superintendent