

AGREEMENT

between the

**BOARD OF EDUCATION
HIGH SCHOOL DISTRICT #128
LAKE COUNTY, ILLINOIS**

and the

**LIBERTYVILLE HIGH SCHOOL
VERNON HILLS HIGH SCHOOL
FEDERATION OF TEACHERS
LAKE COUNTY FEDERATION OF TEACHERS
LOCAL NO. 504, IFT-AFT/AFL-CIO**

for the school years

2009-2010

2010-2011

2011-2012

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ARTICLE I

UNION BOARD RELATIONS

A. Recognition and Scope

The Board of Education of Community High School District 128 (“Board”) recognizes the Libertyville High School / Vernon Hills High School Federation of Teachers, Local 504, IFT-AFT/AFL-CIO (“Union”) as the sole and exclusive bargaining agent for wages, hours, and terms and conditions of employment for full-time and part-time teachers of District 128.

B. Definitions

The term “teacher” shall mean all employees whose position requires a teaching certificate except: Superintendent, Assistant Superintendents, Principals, Associate Principals, Assistant Principals, Athletic Director, Director of Pupil Personnel Services, Director of Special Education, Head Librarian, and Department Supervisors to the extent such positions are excluded under law. The Director of Special Education, Head Librarian, and Department Supervisors shall be excluded pursuant to Unit Clarification petition #89-UC-008-C, dated October 31, 1988.

A “full-time” teacher is defined as an individual who has seven (7) administratively assigned periods per day pursuant to Article II, Section B, and a “part-time” teacher has less than seven (7) administratively assigned periods per day.

“School District” shall mean Community High School District No. 128 and its predecessor.

“Consultation” or “discussion” shall mean prompt and timely meetings between the parties with an open mind and a sincere desire and effort to reach agreement on the subject(s) before them.

“BA” shall mean all approved Bachelor Degrees.

“MA” shall mean all Masters Degrees approved by the Superintendent.

“PhD” or “EdD” shall mean all Doctoral Degrees approved by the Superintendent.

C. Integrity of the Unit

The Board agrees not to negotiate with any other organization or any teacher individually with respect to any matter covered by this Agreement.

D. Individual Agreements

The Board shall issue individual teaching contracts to non-tenure teachers, which shall be adjusted to conform with this Agreement and any Successor Agreement.

E. Voluntary Dues Check-Off

Upon receipt of a voluntary authorization in writing by a teacher, the Board shall deduct from the teacher's wages the amount of dues each pay period. The Treasurer of the Union or designee shall furnish a list of teachers and copies of their written dues authorizations and designate the amount of such deductions to the Board in writing.

The Union may change the method or amount of such deductions upon written notice to the Board. The dues and a list of teachers from whose pay the dues have been deducted along with the amount deducted from each shall be forwarded to the Union not later than fourteen (14) days after such deductions were made.

F. Voluntary COPE Check-Off

Upon receipt of a voluntary authorization in writing by a teacher, the Board shall deduct from the teacher's wage the amount authorized by the teacher for the Union's Committee on Political Education. Such deduction shall be made on the last paycheck in October and forwarded to the Treasurer of the Union not more than fourteen (14) days after such deductions were made along with a list of teachers from whose pay such deductions were made and the amount deducted for each.

Union dues and COPE deductions shall be forwarded in separate checks.

G. Fair Share

In the manner set forth by the Illinois Educational Labor Relations Act, Section XI, all non-members may be charged a fair share fee. All non-members and the fair share fee shall be certified by the Union on or before October 15 of each year, and said fee shall be deducted from each non-member as in the same manner as dues check-off in Section E above.

H. Union Meetings

The Union shall have the right to meet after the teacher workday on District premises at such times and places that do not interfere with the operation of the District. The Union shall schedule such meetings with the appropriate person in advance of such meetings and shall be granted the use of the daily bulletin to announce such meetings and use of the intercom system by the office staff to remind faculty of such meetings.

When half-day or full-day workshops are scheduled, Union meetings will be allowed to start immediately following all scheduled workshop activities. The Union President and the Superintendent or designee shall meet annually to schedule union meetings on workshop days as needed.

I. Use of Equipment and Supplies

The Union shall have the right to use District equipment and supplies provided such use does not interfere with the operation of the District and that such equipment is used by a person qualified to do so.

J. Distribution of Union Material

The Board shall provide one (1) bulletin board, which is accessible to teachers, in each building, for the Union. The Union may distribute material including membership solicitation through the mail trays.

K. Records

The Board and the Union shall deliver upon request those records which are relevant to negotiations or the administration of this Agreement.

L. Board Agenda

The Board shall furnish to the Union a copy of the agenda and date of any regular or special meeting of the Board, including committee meetings at the time such is distributed to the Board. Minutes of such meetings shall be furnished to the Union after approval by the Board.

M. Participation at Board Meetings

The President of the Union or designee shall be accorded the privilege of addressing Board meetings for a reasonable period of time allocated by the Board upon request prior to the Board meeting. Collective bargaining shall not be conducted nor grievances discussed at such meetings by the Union President or designee.

N. Board Policies

The Board shall deliver one (1) copy of its official policies and administrative handbooks, and all subsequent additions, deletions, and amendments to the Union President or designee as they become available.

O. No Strike

The Union hereby agrees not to strike, or engage in, or support or encourage any concerted refusal to render full and complete services to the School District or to engage in or support any activity whatsoever which would disrupt in any manner the operations of the School District during the term of this Agreement. Violation of this Section shall subject the teachers to discipline up to and including possible termination at the discretion of the Board of Education. This Section shall not be subject to the grievance procedure.

P. Institutes

Local institutes shall be planned by the Administration in consultation with the Union.

ARTICLE II

TERMS AND CONDITIONS OF EMPLOYMENT

A. Work Day

Teachers shall report to work not later than ten (10) minutes prior to the beginning of the teacher's first scheduled period and shall schedule an additional thirty (30) minutes with the department supervisor either prior to their first period, or after the teacher's last scheduled period. This time may be allotted in a manner of the teacher's choosing. On Fridays and days before holidays, teachers shall remain only five (5) minutes after the end of the teacher's final scheduled period. The building principal shall be authorized to grant requests to leave prior to the end of the work day.

Whenever possible, general faculty meetings and department meetings shall be scheduled on half-days and shortened days. It is understood that circumstances may arise that necessitates holding department and/or faculty meetings immediately prior to or after the school day.

The maximum length of the required teacher workday shall remain eight (8) clock hours, unless the teacher is scheduled for a professional obligation, such as a special education meeting, a Public Act 504 meeting, or a parent conference. Special education meetings, Public Act 504 meetings, and parent conferences shall be scheduled during the school day, or immediately preceding or following the school day, if at all possible.

B. Work Load

1. Definition

The regular work load shall consist of seven (7) fifty (50) minute periods, which shall include five (5) assigned class periods, one (1) assigned supervision period, and one (1) unassigned preparation period, plus one (1) duty-free lunch period for a total of eight (8) fifty (50) minute periods in the work day.

The supervision period shall be assigned as follows:

- a. Study hall, which shall be assigned as described herein.
- b. Curriculum work.
- c. Resource centers.
- d. Library.
- e. Supervised study.
- f. Committee work.
- g. Office hour working with students.
- h. Additional preparation period.

- i. Hall duty, which by mutual agreement between the teacher and administrator shall be either stationary or moving.

Teachers assigned to travel between buildings shall travel during a portion of the supervisory period. A partial supervisory period may still be assigned. Only if the teacher has two (2) preparation periods, then such teacher may be assigned to travel during one of the preparation periods.

The regular workload for the President of the Teachers' Association shall include four (4) assigned class periods, two (2) unassigned preparation periods, one (1) period of conducting Association duties, plus one (1) duty-free lunch period, for a total of eight (8), fifty (50) minute periods in the work day.

Memorandum on Joint Task Force See Appendix D

2. Study Hall, Hall Duty and the Supervisory Pool Committees

A committee at each high school building shall be formed, known as the Supervisory Pool Committee, with the purpose of determining, with approval of the building principal, which faculty shall perform supervisory functions. The Superintendent or designee shall appoint two (2) members of this Committee, and the Union President shall appoint the other two (2) members of this Committee. The Committee shall meet no less often than two (2) times per school year to determine the Supervisory Pool participants each semester. As part of its charge, the Committee, with the approval of the building principal, shall determine who shall be included in the study hall supervision pool with the objective to distribute such supervision equitably among faculty. It is understood that some faculty may be excluded from such supervision because they have other duties which necessitate their exclusion from study hall supervision. Every attempt will be made to fill all supervisory assignments.

The Committee shall develop a list of staff (which may include non-bargaining unit employees) who shall have study hall and other supervision assigned for that semester. In certain circumstances some supervisory duties may be shared by two (2) or more faculty members.

Except for an unavoidable scheduling conflict, no teacher shall be assigned study hall supervision for more than one (1) semester until all staff on such list have been assigned for one (1) semester.

The Union President shall be given a copy of the list and its updates each semester.

3. Lunch Study Hall

Teachers' supervision period shall not include lunch study halls, which shall be regularly supervised by non-bargaining unit employees. Prior to reporting to their regular supervision duty, designated teachers shall report to the lunch study hall; and, if such lunch study hall is not staffed due to the absence of the non-bargaining unit employee, such teacher shall supervise the lunch study hall in place of his/her regular supervision for that day.

4. Supervisory Reassignment

The Board may reassign teachers assigned to study halls, long distance teaching areas, reception areas, detention and discipline areas to other responsibilities in place of those assignments without additional compensation. Those other assignments may be to tutoring, labs, or other instructional areas such as the I.R.C. Assignment to a sixth class shall continue to be as delineated elsewhere in the Collective Bargaining Agreement. Assignment to "The Write Place" shall only be in place of a fifth class, unless some other voluntary arrangement is made by the affected teacher.

C. Class Preparations

A teacher with more than three (3) preparations shall be granted a second planning period in place of a supervision if adequate coverage is available from the remaining staff.

D. Variable Load

By mutual, written agreement between the teacher and department supervisor following discussion with the department faculty, the teacher may take a variable load. If approval for such load is sought above the department level, then the Superintendent and Union Executive Board shall review and, if they concur, such load shall be implemented.

Such load includes varying the length of the standard period, the number of classes, and/or the starting and ending times of the standard work day. If such load results in an increased work day using the standard in Sections A and B above, the teacher's salary shall be increased pro-rata.

Notwithstanding any other provision of this Agreement, teachers of Driver Education may be assigned a sixth (6th) Driver Education class without any additional compensation. This Section is applicable only if all six classes taught are Driver Education classes. This additional assignment shall be in lieu of the supervision period.

Driver Education teachers who are assigned to travel between buildings will teach five (5) classes and may be assigned a portion of a supervisory period.

In consideration of this variable load, the Board shall neither implement a waiver from the Driver Education mandate, nor shall the Board contract out services provided by teachers of Driver Education during the life of the Agreement.

E. Class Assignments

The Union President shall be given the opportunity to discuss teacher assignments before they are approved by the Superintendent.

The assignment of all classes regardless of level shall be made in the best interest of students taking into consideration the following factors (listed in alphabetical order):

- Effect of extra-curricular assignments.
- Experience.
- Gender, including particularly the assignment to physical education classes.
- Qualifications of the teachers, including degree(s), special expertise, and interest.
- Number of preparations.
- Teacher request.

F. Work Year

Prior to meeting with any K-8 District and prior to formulating any recommendation to the board concerning the school year, school calendar, and final exam schedules, the Superintendent shall consult with the Union

The work year shall not exceed one hundred eighty-five (185) days, which shall include emergency days. The Superintendent will confer with the Union President prior to establishing the graduation day at each high school. The work year shall be reduced by the number of days used for emergencies plus any other days which the Board declares as non-work days.

The work year shall include no less than one hundred seventy-six (176) pupil attendance days, four (4) teacher institute days and shall include two (2) grading days. Each grading day shall be scheduled at or near the end of each semester. On each grading day, teachers shall report to school, but no classes and no required meetings shall be scheduled. If the work year is reduced by more than three (3) emergency days, grading days, and/or teacher institute days shall be correspondingly reduced for that year. The Superintendent or his/her designee will make the final decision.

The Union shall encourage voluntary agreement of Pupil Personnel Service (PPS) Staff (namely, nurses, counselors, social workers, and psychologists) to work an extended contract during the summer, if needed. If insufficient volunteers are found, then bargaining unit PPS members may be required to work up to ten (10) additional days on a rotating basis. In any case, no bargaining unit member may be required to work additional days more often than one (1) time every three (3) years. Any such bargaining unit PPS member required to work additional days shall receive at least two (2) calendar weeks notice. Any bargaining unit PPS member required to participate who demonstrates a legitimate conflict with any particular date and time for which he or she is required to work shall be excused from this instance; in this case, a replacement may be required to participate with less than the two (2) calendar weeks notice. The extended contractual days shall be compensated pro-rata at the daily rate last earned by the PPS staff member in the school term just completed. These days may be worked and shall be paid in one-half day increments.

G. Academic Freedom

1. Teachers shall have academic freedom in the District. Academic freedom shall mean the freedom of teachers to present instructional materials, which are pertinent to the subject and level taught and within the planned instructional program and which encourage free inquiry and learning, and shall present all facts of controversial issues in a scholarly and objective manner.
2. Teachers shall be entitled to freedom of discussion within the classroom on all matters under study which are relevant to the subject, and this discussion shall be maintained within the appropriate course outline.
3. Notification shall be made to the Administration whenever a teacher plans to inject into the course coverage units which might reasonably be anticipated to be controversial.

H. Appearance Before Board or Administration

When any teacher is required to appear before the Board or any Board committee concerning any matter which could adversely affect the continuation of that teacher in his/her employment, or his/her salary or any increments pertaining thereto, the teacher shall be given reasonable prior written notice of the reasons for such meeting or interview. At these meetings with the Board, Board committee, or Administration, the teacher shall be entitled to have a representative of the Union present to advise him/her and represent him/her during such meeting or interview.

I. Teacher Protection

1. Any case of battery upon a teacher while on duty with the school system shall be promptly reported to the Board or its designee. The Board shall provide reasonable assistance to the teacher to advise the teacher of his/her rights and obligations with respect to such battery, and the Board shall render all reasonable assistance to the teacher in connection with the handling of the incident by the appropriate authorities.
2. Any teacher who shall be required to be absent from his/her duties because of court proceedings or related investigations growing out of a suit against him/her for performance of his/her duties while operating within Board policy shall not suffer any loss of salary.

J. Parent Complaints

Any complaint by a parent of a student directed toward a teacher which is to be utilized for evaluative purposes shall be reported to the teacher. The teacher shall also be notified promptly of any series of complaints of a similar nature from parents. No disciplinary action against the teacher shall be taken until a scheduled parent-teacher- administrator or teacher-administrator conference has taken place. If the teacher is not satisfied with the results of this conference, then a teacher-administrator-Board conference on the problem shall be held. The teacher involved at his/her request may have a Union representative present at any of the above conferences.

K. Notice of Assignment

Teachers shall be given notice of their assignments for the following school term on or about May 15 of the prior school year. Teachers shall be notified in writing or by phone of any anticipated change in such assignment as soon as practicable. The teacher shall be given the opportunity to discuss this change by requesting a conference with the Superintendent or designee within one (1) week of the notice having been given or mailed.

L. Extra-Curricular Assignments

A teacher may be assigned to an extra-curricular position in accordance with the needs of the School District as long as the assignment:

1. Is reasonably related to his/her training and/or experience,
2. Is for one (1) year only. It cannot be reassigned to the same teacher for a second year if another teacher is also qualified to take the assignment,
3. Is made only after the School District has made sincere effort to fill the position with a paid volunteer from the staff or from the community.

Assignments for non-tenure teachers may be for two (2) years.

M. Course Offerings

During the annual registration procedure for the next school term, when class counts have been determined, the Administration and Union designees shall meet to discuss the number of sections of each course that shall be offered during that school term. 2002-2003 optimum class size shall not be increased during the term of this Agreement.

When courses are canceled due to small enrollment the affected teacher and/or department supervisor shall have the right to appeal such cancellation to the Superintendent or designee with notice given to the principal.

N. Substitution

Class substitution by teachers during their preparation period shall be made on an impartial and rotating basis for the best interest of the educational program with reimbursement equal to 1/1,295 of the then current base of the Salary Schedule per period. Teachers assigned to substitute in industrial arts classes shall not be compelled to allow students to operate machinery if the teacher is not qualified to supervise. Any teacher

desirous of assignments in addition to those falling in the rotation should give his/her name to the principal's secretary.

O. Homebound Programs

Teachers who are requested to work with those students requiring the Homebound Program shall be allowed to perform such duties during school hours that would not require a substitute for the teacher or immediately before the start or after the end of the teacher's workday at the rate equal to 1/1,295 of the then current base of the Salary Schedule per period. No teacher shall be asked to perform Homebound duties in the absence of a parent or guardian of the student. Parents or guardians shall be informed that they shall be expected to be present at those times indicated in the first sentence of this Section. If, in spite of all reasonable attempts by the Board, the Homebound instruction must be held in the evening, the teacher shall be paid a differential equal to one point five (1.5) times the regular Homebound rate.

P. Facilities/Equipment/Assistance

Normally teachers shall not be required to handle duplicating and typing needs. Except for excess requests for work or machine failure, normal duplicating turn-around time shall be twenty-four (24) hours.

Q. Student Discipline

1. Student discipline, as used herein, shall mean the expectation and enforcement of a reasonable standard of orderly student behavior to permit effectuation of the educational program.
2. The Board recognizes its responsibility to give reasonable support and assistance to teachers with respect to the maintenance of control and discipline in the classroom.
3. The teacher is responsible to set the learner expectations in the classroom. It is the teacher's responsibility to create and monitor an atmosphere that
 - a. enables every student to have a successful learning experience;
 - b. contains order and mutual respect between the teacher and the learner, as well as the learner and other learners;
 - c. demonstrates an understanding and respect for differences in ability, learning style, culture differences, etc.;
 - d. assures the safety and orderly conduct of students in school, on school grounds, or any assignment;
 - e. employs various strategies that improve student learner expectations, such as intervention and remediation.
4. Before excluding a pupil from class, the teacher shall:
 - a. Give the student fair warning;
 - b. Give the student explicit and clear instructions of what behavior is expected.

When a student is so excluded by a teacher, the student shall be sent from the classroom to the student's Learning Support Team. The teacher involved in the incident shall submit an immediate explanation of the nature of the offense.

The student's Learning Support Team shall take appropriate action seeking to solve the discipline problem. Should this decision include the re-admittance of the pupil to class, the teacher shall be notified of the conditions under which re-admittance is granted.

R. Seniority

Seniority shall be defined as the length of full-time service to the District, including paid leaves and excluding unpaid leaves and layoffs. Periods of unpaid leaves and layoffs shall not constitute a break in continuous service. Seniority shall include all prior years of service to the District as a certified employee, according to the following guidelines: For a teacher whose break in service is one (1) year or less, the teacher shall retain full credit for all service prior to the break; for a break in service of a length greater than one (1) year, for each full or partial year in excess of one (1) year the teacher's prior service credit shall be reduced by one (1) year. That is, if a teacher has ten (10) years of service, and has a break in service of three (3) years, upon return to the District that teacher would be credited with eight (8) years of service credit. It is acknowledged for purposes of Reduction-in-Force that a tenured teacher has greater rights than a non-tenured teacher, even if the non-tenured teacher has greater seniority by virtue of the provisions of this paragraph.

Seniority accrued by non-bargaining unit certified employees while they were in the bargaining unit shall be retained. Furthermore, in recognition of bargaining unit work performed by non-bargaining unit certified employees, such non-unit employees shall receive point five (.5) years of seniority accrual for each year of service while outside the bargaining unit only for as long as they continue to perform bargaining unit work and pursuant to Paragraph 1 above.

In addition to retaining any seniority accrued as a full-time teacher, part-time teachers shall receive point five (.5) years of seniority accrual for each year of service.

Seniority shall be applied as provided herein.

S. Seniority Lists

The Board shall deliver to the Union President or designee an updated seniority list, on or about February 1 of each school year.

T. Reduction in Force

If the Board removes or dismisses any teacher or teachers because of a decision of the Board to decrease the number of teachers employed by the Board or to discontinue some particular type of teaching service, the Board shall first remove or dismiss all teachers who have not entered upon contractual continued service before removing any teacher who has entered upon contractual continued service and who is legally qualified to hold a position currently held by a teacher who has not entered upon contractual continued service. As between teachers who have entered upon contractual continued service, the teacher or teachers with the shorter length of continuing service with the District shall be dismissed first.

It is understood that all part-time teachers employed by the Board who achieved contractual continued service with the District and remained continuously employed by the Board through the 1994-95 school year have retained contractual continued service, and shall be included in the above paragraph as any other teacher on contractual continued service.

U. Recall From Layoffs - RIF

Full-time tenure teachers on lay-off shall be placed on a recall list by seniority for a period of twelve (12) months from the first day of the school term following layoff. Such list shall be delivered to the Union President and kept updated.

The laid-off teacher shall have the responsibility to inform the Board of any change in address or telephone number. The Board shall recall such teachers, most senior first, by certified mail for work the laid-off teacher is legally qualified to fill pursuant to State Board of Education Document I. If the laid-off teacher does not choose to return to part-time work if he/she had full-time work prior to the layoff, such teacher shall remain on the recall list. If the laid-off teacher returns to part-time work and his/her previous or comparable position prior to layoff becomes vacant within one (1) year from the date of recall, such teacher shall have a right to return to such position.

The Board shall not employ new persons in unit positions until the recall list has been exhausted.

V. Vacancies

All vacant or newly created positions, coaching, supervisory and administrative positions will be distributed to faculty or posted in both buildings. Provided there is no laid-off unit teacher qualified to fill such vacancy, internal applicants shall be interviewed, and, if not selected, given the reasons.

W. Evaluation of Teachers and Supervisory Procedures

Description of Non-Tenured and Tenured Process:

1. The standards depicted in this document apply to all members of the bargaining unit and parallel the Community High School District 128 *School Leader Standards*.
2. Evaluations shall be conducted by certified evaluators who hold a Type 75 certificate and have completed the State Board of Education in-service workshop on evaluation of teachers.
3. Within the first thirty (30) employment days after the beginning of the school term, the Superintendent or designee shall inform educators of the evaluation procedures, criteria/standards and instruments to be used as well as advising them as to who shall observe and evaluate their performance. Educators hired or reassigned after this time shall be given the information described above within thirty (30) employment days of the date of their assignment.
4. A **Non-Tenured Educator** is defined as any educator who has not yet achieved continual contractual service, as described by the Illinois School Code and the Libertyville/Vernon Hills High School Federation of Teachers.
 - a. Before the end of the first year, each non-tenured educator shall select one or more goals based on Community High School District 128 *Standards and Criteria of Effective Teaching*. The educator, in conjunction with his/her evaluator, shall develop an action plan, which will lead to the successful attainment of the identified goal(s). Each non-tenured educator shall receive a summative evaluation each year. A minimum of (4) observations per year shall be completed. The time of the pre-observation conference shall be mutually arranged and should take place within one working day of the class period to be observed. The post-observation conference shall be mutually arranged and should be held within one working day following the observation, unless otherwise agreed to by both parties. Drop-in visits for the purpose of follow-up may be conducted at any time. The summative evaluation shall be completed by the end of the first week in March each year.
 - b. The evaluator or other appropriate administrator shall advise the non-tenured teacher of any administrative recommendation based on performance concerning continued employment at least ten (10) working days prior to Board action.
5. **Tenured Educator** is defined by the Illinois School Code 105 5/24-11.
 - a. Each tenured educator shall receive a summative evaluation a minimum of once every two years.

- b. At the beginning of Year One, the educator shall engage in a formal goal setting process with his/her evaluator. Each educator shall select one or more goals based on Community High School District 128 *Standards and Criteria of Effective Teaching*. The educator, in conjunction with his/her evaluator, shall develop an action plan which will lead to the successful attainment of the identified goal(s). On or before May 15th of Year One, the educator shall meet with his/her evaluator or a group of his/her peers to discuss progress.
 - c. For each tenured educator a minimum of three (3) formal observations shall be completed during the two-year cycle. When the evaluator plans to make a formal observation, a pre-conference shall be held. The time of the pre-observation conference shall be mutually arranged and should take place within one working day of the class period to be observed. The post-observation conference shall be mutually arranged and should be held within one working day following the observation, unless otherwise agreed to by both parties. Drop-in visits for the purpose of follow-up may be conducted at any time.
 - d. The complete written results of the observation and post-observation conference shall be furnished to the educators within ten (10) working days of the observation. Both the evaluator and the educator shall sign and date the copies of the post-observation conference report.
 - e. By mutual agreement with their evaluators, tenured educators may substitute two observations with participation in one or more professional growth options, designed to lead to the successful completion of the identified goals. These options include but are not limited to:
 - Action Research
 - Audio/Video Taping
 - Cooperative Planning
 - Peer Coaching
 - Portfolio
 - Presentations
 - Professional Literature Review
 - Publishing
 - Student Performance Analysis
 - Study Group
 - Workshops/Courses/Conferences
 - Other
 - f. The Educator Summative Evaluation shall be completed on or before May 15th of the summative year (Year Two). The summative evaluation form shall be signed by the evaluator(s) and the educator. The signature of the educator shall not indicate agreement with the written evaluation, but rather shall indicate that the conference and the discussion have taken place and that the teacher is in receipt of the written evaluation.
6. If the educator feels that his/her evaluation report has been incomplete, inaccurate, or unjust, the educator may put his/her objections in writing. The written objections shall be signed by both the educator and the evaluator, though the signature of the evaluator shall not indicate agreement with the objections. A copy of the written objections shall be attached to the written evaluation.
 7. A copy of all summative evaluations with all responses shall be maintained by the District.
 8. Any tenured educator who does not meet the Community High School District 128 Standards and Criteria of Effective Teaching shall be placed upon remediation.
 9. A single overall composite rating of "Meets District # 128 Standards and Criteria of Effective Teaching" or "Does Not meet District #128 Standards and Criteria of Effective Teaching" shall be assigned to each teacher evaluation by the evaluator.

10. A teacher shall be eligible to work as a “consulting teacher” provided the teacher meets the following criteria:
 - a. Is a teacher as defined by this Agreement.
 - b. Has at least five (5) years of teaching experience.
 - c. Has reasonable familiarity with the assignment of the teacher to whom he/she may serve as consultant.
 - d. Has received a “Meets District #128 Standards and Criteria of Effective Teaching” rating on his/her latest summative evaluation.
11. The Board shall furnish the Union with a roster of all teachers qualified as consulting teachers in a specific area when needed. The roster shall include the discipline and/or qualified teaching area of each teacher. When a consulting teacher is needed and written notice of such is delivered to the Union, the Union shall submit to the Administration a roster of at least five (5) qualified teachers or all such qualified teachers if that number is less than five (5), from which the Administration shall select the consulting teacher. Should the Union fail to submit a roster within ten (10) school days of receipt of request for such roster, then the Administration may select any consulting teacher from the list submitted to the Union. Any teacher may decline to serve as a consulting teacher. To the extent possible, consulting teachers shall be selected on a rotating basis.
12. A consulting teacher shall receive released time (schedule to be worked out as part of any remediation plan) to perform his/her duty as a consulting teacher and shall receive an annual stipend of two thousand dollars (\$2,000).
13. Within thirty (30) days of being placed upon remediation status, a remediation plan shall be developed for implementation to correct the remediable deficiencies cited. Participants in the plan shall include the teacher, a qualified evaluator, and a consulting teacher, or other trained personnel employed by the District to assist in correcting areas identified as unsatisfactory. The written remediation plan shall be dated and signed by all the participants. The administration shall be the final authority in drafting the remediation plan.
14. Any teacher on remediation status shall be formally evaluated and rated a minimum of four (4) times in the ninety (90) school day period immediately following receipt of an unsatisfactory rating. While the consulting teacher shall participate in the drafting and implementation of the remediation plan and shall provide advice and counsel to the teacher rated unsatisfactory on how to improve teaching skills and how to successfully complete the remediation plan, the sole responsibility for the formal evaluations shall rest with the evaluator.
15. The Board shall hold harmless the consulting teachers from any liability arising from the performance of their duties as consulting teachers while acting within the scope of their duties.
16. Failure of the Board to follow the Certified Personnel Evaluation Plan shall be grievable, except that the substance of the evaluation and the conclusions of the evaluator shall not be grievable.
17. Any teacher who fails to complete the ninety (90) school day remediation plan with a “Meets District #128 Standards and Criteria of Effective Teaching” rating shall be dismissed in accordance with Section 24-12 of The Illinois School Code.

X. Personnel Files

The Administration shall maintain a separate personnel file for each teacher. This file shall include all written materials concerning discipline but not contain grievances and grievance responses.

Materials to be placed in a personnel file by the appropriate supervisor shall bear that supervisor's name and shall be dated upon the date of placement. Copies of materials so placed in a personnel file shall be delivered to the affected teacher.

Teachers shall have the right, upon written request, to review the contents of their own personnel file and may, when they deem it appropriate, submit statements concerning any material contained in such file. Any statements so submitted by a teacher shall be made part of the file for so long as the material giving rise to the teacher's response remains in the file. A copy of the response shall be served upon the appropriate supervisor or other person who originally placed the material in the file which gave rise to the response.

Disciplinary letters, written reprimand or other such personnel actions dealing with tardiness, absenteeism or abuse of sick leave shall be removed from the personnel file within one (1) year of the time such material was placed in the file should there be satisfactory improvement in the teacher's performance.

Y. Part-Time Teachers

1. Definition

A certificated staff member who has an instructional assignment of fewer than five periods per day is considered on part-time status. A non-instructional certificated staff member (e.g. social worker, psychologist, school nurse, Team Leader, etc.) who is assigned to duties for fewer than the number of hours designated as the normal work day in Article II.A of this Agreement is considered to be on part-time status.

2. Responsibilities

Part-time teachers are responsible for teaching each assigned class and for being in the building during assigned preparation periods and/or supervision as assigned: e.g., a teacher who teaches three (3) classes must be in the building for the three (3) classes taught and on three days per week must be in the building for four (4) periods.

Part-time teachers are responsible for meeting with parents of students in their classes at Open Houses and for meeting with their students and/or parents upon request. Any responsibilities dealing with classes taught and/or students taught remain the responsibility of the part-time teacher.

On Institute Days and/or Half-Day Workshops, each part-time teacher must be on duty at the regular time in order to be paid.

Unless excused by the Superintendent or designee, part-time teachers should attend all faculty meetings and/or departmental meetings.

For faculty extra-curricular assignments; i.e., collecting tickets, a part-time teacher with fifty percent (50%) or more teaching would be responsible for one (1) assignment per year.

3. Salary and Benefits

Part-time teachers are paid only for the time they teach, plus for a proportionate amount of preparation time; e.g., a teacher who teaches three (3) classes is entitled to three (3) prep periods per week plus

fifteen (15) teaching periods per week for a total of eighteen (18). A teacher is paid eighteen thirty-fifths (18/35) of the appropriate salary for experience and educational background.

Part-time teachers shall move vertically on the Salary Schedule in the same manner as full-time teachers.

Part-time teachers who teach fifty percent (50%) or more of a regular full-time teaching load shall be granted insurance benefit items a. through f. under "Full-Time Teacher" in Article IV. E.

Part-time teachers who teach less than fifty percent (50%) of a regular full-time teaching position or who work less than fifty percent (50%) of a regular workday as defined in Article II.A. are not entitled to any benefits.

4. Process for Approval of Change from Full-Time to Part-Time Status

A request by a certificated staff member with contractual continued service to become or remain on part-time status will be made annually, according to the following procedure:

- a. Full-time certificated staff with contractual continued service that desire a part-time position, must put their request in writing to the Department Supervisor, Principal, and the Personnel Director on or before February 1st of each year for consideration the following year. The Department Supervisor, Building Principal and Director of Personnel will review all such requests and jointly make a decision about the request. A decision will be communicated to the employee no later than May 15th each year. The Personnel Director will present requests for part-time status to the Superintendent or designee for final approval to the Board of Education.
- b. The decision to grant a request will be based, primarily, on whether creation of the part-time position is in the best interests of students and the District. Additional criteria for decision-making will be program needs, building needs, and financial implications to the District.
- c. Once a staff member initiates the request to be reduced to part-time status and after it is granted, that teacher may no longer demand an occupied position in order to return to full-time status. Notice of a request to return to full-time status shall be submitted in writing to the Superintendent or designee no later than February 1 for consideration the following year.

5. Seniority and Tenure

The seniority of all part-time teachers with contractual continued service shall be calculated as defined elsewhere in Article II.R of this Agreement for full-time years of employment; for the years in which the teacher served on a part-time basis, seniority continues to accrue at one-half year for each part-time year of service.

It is understood that teachers with contractual continued service who in the future are reduced to part-time employment under a reduction-in-force, and tenured teachers who in the future agree to reduce to part-time at a request which was initiated by the District, shall likewise accrue seniority as defined above, will have retained tenure, and shall be included in the above paragraphs as any other tenured teacher.

It is further understood that teachers with contractual continued service who themselves initiate the request to be reduced to part-time, shall be deemed to have agreed to reduce to part-time at the behest of the District; therefore, it is understood that such teachers shall retain contractual continued service. However, in initiating the request, the teacher is acknowledging that he or she shall be subject to alternate rights and procedures concerning "bumping rights" and Reduction-in-Force as negotiated in this paragraph. Such part-time teacher shall have no right to "bump" any other teacher, regardless of the contractual continued service of the other teacher and regardless of the seniority of the other teacher, unless failure to allow that "bumping" shall result in complete removal of the part-time teacher from employment. That is, once a teacher initiates the request to be reduced to part-time status and after it is granted, that teacher may no longer demand an occupied position in order to return to full-time status. Notice of a request to return to full-time status shall be submitted in writing to the Superintendent or

designee no later than February 15th. Return to full-time status shall occur only into a vacant position for which the teacher is legally qualified, or in order to maintain employment with the District. In the latter case the teacher shall still possess all rights previously possessed.

Part-time teachers who have not achieved contractual continued service with the District are not affected by the language of this Section, and it shall not be construed that anything herein gives such teachers any rights they did not otherwise possess.

On a case-by-case basis, it shall be the non-precedential determination of the Superintendent or designee whether or not to grant any arrangement for a full-time teacher to reduce to part-time status when the request is made by the teacher.

Z. Graduation Ceremony

The Union shall encourage voluntary participation among bargaining unit personnel in the graduation ceremony. If insufficient volunteers are found, then bargaining unit members may be required to participate on a rotating basis. In any case, no bargaining unit member may be required to participate more often than one (1) time every three (3) years. Any teacher required to participate shall receive at least two (2) calendar weeks notice. Any teacher required to participate who demonstrates a legitimate conflict with the ceremony date and time shall be excused from this duty; in this case, a replacement teacher may be required to participate with less than the two (2) calendar weeks notice.

AA. Suspension Without or Without Pay

1. The Superintendent, or his/her designee, is authorized to suspend with or without pay for up to five (5) school days, any staff member, for any one (1) or more of the following reasons:
 - a. Incompetency.
 - b. Cruelty.
 - c. Negligence.
 - d. Immorality.
 - e. Insubordination.
 - f. Violation of Board policy.
 - g. Behavior which is not in the best interest of the School District.
 - h. Conduct which may disrupt the educational programs and process.
 - i. Conduct which violates any Illinois or federal law.
 - j. Other sufficient causes.
2. In order to warrant suspension with or without pay, the conduct described must be seriously detrimental to Community High School District 128. Prior to any suspension under this policy, the affected employee shall be notified of the charges by the Superintendent or his/her designee and shall have the right to explain or rebut the charges at a meeting with the Superintendent or his/her designee, following which the employee shall be advised of the determination of the Superintendent or his/her designee.

3. Within five (5) school days of the determination of the Superintendent or his/her designee, the employee may file a written request with the Superintendent for a hearing before the Board of Education. At the hearing, the employee shall have the right to be represented by counsel and present witnesses and proof relative to the charges. If the Board determines that the suspension was not properly invoked, the suspension references shall be deleted from the employee's records, and the lost pay promptly paid to the employee. If the Board believes the employee's conduct warrants a longer suspension, it may extend the suspension without pay to up to a total of thirty (30) school days, or in the case of pending dismissal proceedings, until a final determination on the dismissal is rendered by the Board.
4. If the Superintendent or his/her designee is of the opinion that the best interests of the School District require a longer suspension than the five (5) school days authorized by this policy for administrative suspension, the Superintendent shall notify the Board concerning this recommendation, and the matter shall be presented to the Board as soon as possible. Written notice of the hearing shall be provided to the employee. At such meeting, the employee shall have the right to be represented by counsel and an opportunity to present witnesses and proof relative to the charges. Following the hearing, the Board shall make a determination regarding whether the suspension should be extended.

Nothing in this policy shall be interpreted to impair the Superintendent's or Board's right to suspend an employee pending a hearing or to dismiss employees.

BB. Timely Feedback

It is expected that reasonable requests for such items as grades, assignments, and information for student staffing be returned to the office in a timely fashion.

CC. Technology Proficiency

The Board and the Union will create a Technology Proficiency Task Force, composed of three (3) members appointed by the Superintendent, four (4) members appointed by the President of the Union, and chaired by a member of the administration selected by the Superintendent. The Task Force shall identify the prerequisite knowledge and skills that all teachers shall be expected to demonstrate and shall determine a time frame over which this will occur.

During the term of this contract, the Board will provide all necessary training opportunities as recommended by the Task Force.

DD. Building Assignment

1. Voluntary

Any teacher presently on tenure or eligible for continued contractual status in the coming school term may apply for transfer to another building. Such application shall be in writing to the Superintendent or designee on or before February 1 each year. Prior to filling any vacancy, the file containing transfer requests shall be reviewed by the administrator primarily responsible for filling such vacancy. Such transfer requests shall be maintained in such file for at least twelve (12) calendar months or until the beginning of the next school year, whichever shall last occur. Transfer requests will be evaluated based on the following factors (listed in alphabetical order):

- Effect of extra-curricular assignments
- Experience
- Gender, including particularly the assignment to physical education classes
- Number of preparations
- Qualifications of the teachers, including degree(s), special expertise, and interest
- Teacher preference.

If the transfer is not granted, the teacher, upon written request, shall receive the reasons in writing. Transfer requests submitted after the February 1 deadline may be considered, but applications of the provisions of this section (Article II DD.1) shall be at the discretion of the administration.

2. Involuntary Transfer Between Buildings

The parties recognize that in order to meet the staffing needs of the District it may be necessary to transfer a teacher involuntarily. The Superintendent or designee may transfer a teacher when it is deemed to be in the best interests of the students, teacher and school(s) affected.

Before any involuntary transfer from one building to the other becomes necessary, the Administration shall first actively seek qualified volunteers. If no volunteers are found, the Administration shall consider the following factors (listed in alphabetical order) in deciding to proceed with an involuntary transfer:

- Effect of extra-curricular assignments
- Experience
- Gender, including particularly the assignment to physical education classes
- Number of preparations
- Qualifications of the teachers, including degree(s), special expertise, and interest
- Teacher preference.

Any teacher, who is involuntarily transferred, upon written request, shall receive the reasons in writing. Involuntary transfers shall not be made unreasonably.

This subsection does not apply to changes of assignment within each building, transfers designed to support or improve employee performance, nor transfers occurring as a result of reduction-in-force.

In the rare instance in which a transfer would improve employee performance, the Superintendent or designee will meet with and notify the teacher of the transfer in a personal conference. The conference participants will include the appropriate administrator, the building principal and the teacher directly affected. The Union president or designee, may be present at the teacher's option.

ARTICLE III

LEAVES, VACATION AND HOLIDAYS

A. Sick Leave

1. General

- a. Sick leave shall be interpreted as stated in The School Code of Illinois.
- b. The School Board may require a physician's certificate as a basis for pay during sick leave.

2. Non-Tenure Teachers

Full-time non-tenure teachers are granted sick leave in the amount of ten (10) days at full pay during any school year.

3. Tenure Teachers

Teachers on tenure shall be granted fifteen (15) days at full pay during any school year. The unused sick days may be accumulated without limit.

B. Sick Leave Bank

Effective with the 1995-96 school term, the sick leave bank shall be adjusted accordingly:

1. All but one hundred (100) days shall be removed from the sick leave bank. Effective at the start of the 1995-96 school year, all days in the sick leave bank above and beyond the one hundred (100) remaining days shall be distributed to teachers, using a formula weighted by seniority in the District, rounded to the nearest half day per teacher. A committee of two (2) members appointed by the Union President shall be responsible for the calculation of the formula. The Union shall present the final calculation to the District on or about ten (10) working days following ratification of the Collective Bargaining Agreement by both sides. All days returned shall be retroactive to the beginning of the 1995-96 school year.
2. Only full-time teachers who are not eligible for the District's Disability Insurance Plan, shall be eligible to draw days from the sick leave bank.
3. An eligible teacher may apply to use sick days from the Sick Bank when all of the following requirements are fulfilled:
 - a. Once all of the teacher's sick days have been used. Sick days drawn from the Sick Bank need not be replaced by the teacher.
 - b. The illness exceeds fifteen (15) consecutive workdays of absence from school. When all accumulated sick days have been used, salary shall be withheld until letter of approval by the Union to use days from Sick Bank is received.
 - c. The teacher has made a formal request by letter to the Executive Board of the Union, which shall have the authority to administer the Sick Leave Bank. One representative of the Administration, appointed by the Superintendent, shall meet with the Executive Board of the Union when Sick Leave Bank administration is decided.

4. A teacher may draw a maximum of thirty (30) sick bank days.
5. If a teacher returns to his/her duties after a serious illness and has a relapse, the fifteen (15) consecutive workdays of absence provision may be waived by the Union Executive Board. The total number of days which can be drawn in a school year by one teacher shall be thirty (30) days.
6. The Board shall continue its Disability Insurance Plan at no less than the level of coverage in effect during the 1995-96 school year, at no cost to the individual teacher.
7. If the sick leave bank falls below thirty (30) days, the Union and the Board shall meet to determine the procedure for replenishing the number of sick leave days in the bank.
8. The District shall continue to pay all insurance premiums for each teacher who becomes eligible for Disability Insurance payments for a period of one (1) calendar year from the beginning date of the eligibility. Such payments shall be on the same basis as for any active teacher (for example, 90% for single coverage and 70% for dependent coverage for health insurance).

C. Personal Leave

Each full-time teacher at Community High School District 128 shall be granted two (2) days non-cumulative personal leave for each school year at full pay to be deducted from sick leave. Except in case of emergencies, two (2) days written notice of the necessity for the personal leave shall be submitted to the Superintendent or designee. In the case of an emergency or in the event it is not possible to give the two (2) days notice, the emergency shall be explained to the Superintendent or designee who may grant such leave. The day immediately preceding or immediately following a legal school holiday or school recess shall not be recognized as a personal leave day except in case of emergency, religious holiday or by special permission of the Superintendent or designee.

Personal business, as defined herein, shall mean an activity that requires the teacher's presence during the school day and is of such a nature that it cannot be attended to at a later time when school is not in session or at the conclusion of a working day or on weekends. Personal leave shall not include recreation or any activity producing taxable income (other than the sale of the teacher's residence.) If the reason for personal leave is other than in accordance with this Section, the teacher may request leave without pay (i.e., a "dock day"), which may be approved or disapproved at the discretion of the Superintendent or designee. In any case, the Superintendent or designee may deny requests for personal leave if the total number of such requests on a given day impair the ability of the District to operate on a reasonable basis.

D. Bereavement Leave

Funeral leave of a maximum of three (3) days shall be granted for each death in the immediate family and grandparents of spouse. Funeral leave of one (1) day shall be granted for each death of an aunt, uncle, niece or nephew if the teacher utilizes such day for attendance at the funeral. Additional funeral leave may be granted by the Superintendent. Funeral leave shall be non-cumulative.

E. Parental Leave

Full-time tenure teachers shall be granted such leave without pay for a period not to extend beyond the start of the school year following the child's first birthday. Parental leave shall commence when the teacher ceases to be physically disabled or the newborn is no longer ill, whichever is the latter. Upon conclusion of such leave, the teacher shall be reinstated to his/her former or equivalent position without loss or reduction of pay or benefits.

As soon as possible the teacher and the Superintendent shall confer to determine the beginning date of the leave. Nothing contained herein shall prevent the teacher and Superintendent from mutually agreeing to alternative ending dates for the leave.

F. Jury Duty

Teachers called for jury duty should notify the Superintendent's Office as soon as possible. They shall be excused from school and no charges shall be made against the time gone.

They shall be paid their full salary while serving on jury duty; however, all stipends for serving shall be turned over to the School District. Any monies received by the teacher for mileage and/or meals may be kept by the individual.

G. Sabbatical Leave

The Board, at its sole discretion, may grant upon request of a full-time teacher, a sabbatical leave for one (1) year or for one (1) semester.

Any person who has been employed as a teacher for ten (10) years may request a sabbatical leave for one (1) year for travel or study. Five (5) of the ten (10) years shall have been in District #128. Thereafter, one (1) year of teacher sabbatical leave may be allowed every seven (7) years.

The salary shall be established according to The School Code of Illinois (Ch. 122, Sec. 24-6.1). The Board, at its sole discretion, may grant more than one (1) sabbatical leave in any one (1) year. A teacher who accepts a sabbatical leave must return to the School District for a minimum of one (1) year of service or repay all monies paid out by the Board in his/her behalf.

H. General Leave

Other leaves of absence for reasons deemed of benefit to the School District are subject to the approval of the Board with or without pay and in accordance with provisions which the Board may specify. Special consideration must be given to the number of teachers on leave, the number on leave from any given department and the ease or difficulty of securing a replacement and any other factors deemed important by the Board.

Approved leave of absence for graduate study in the teacher's area of legal qualifications shall be credited as teaching time for purposes of establishing salary and length of service in the District.

I. Professional Leave

Upon approval of the Superintendent or designee, teachers may attend with full pay professional conferences, meetings or workshops. Upon approval teachers may also be reimbursed for necessary out-of-pocket expenses incurred in such attendance within the per diem guidelines. Application for leave to attend such meetings shall be submitted in writing to the Superintendent or designee as soon as practicable.

J. Accident Leave

In case of any accident or injury arising out of and in the course of employment, and while the teacher is acting pursuant to Board policy, the involved teacher shall make every effort to report to the principal within forty-eight (48) hours and shall make every effort to file a written report with the Superintendent within seven (7) days of such accident or injury. The Board shall continue the teacher's wages in full until Worker's

Compensation payments begin; and after such payments begin, the Board shall pay the difference between Worker's Compensation payments and the contractual salary of the teacher for a period not to exceed thirty (30) days. During this thirty (30) day period all such payments shall be without a reduction in accumulated sick leave of the teacher. This Paragraph shall cease to be effective on such date as the teacher shall qualify for disability benefits under the Illinois Teachers' Retirement System.

K. Public Office Leave

A leave of absence shall be granted to any teacher, upon application, for the purpose of serving in a state or national public office to the extent necessary for such activities. The contractual continued service status of a teacher shall not be affected because of absence while on leave as provided herein. The period of time of the leave of any year of employment which shall be less than an entire school term shall not constitute any of the time necessary for employment prior to achieving tenure status.

L. Religious Observance Leave

Upon written application to the Superintendent or designee, the Board shall grant a teacher a leave of absence without loss of pay for three (3) days during each school term for the purpose of observing a recognized religious holiday of the teacher's faith. This leave shall not be applicable to any religious observance which does not compel absence from employment.

M. Emergency Closing

When the school is officially closed by the Superintendent, no leave days previously arranged by a teacher shall be deducted for such emergency days.

N. Convention Leave

The Board further agrees that up to two (2) members of the Union who have been elected as official delegates to the annual convention of the Illinois Federation of Teachers shall be granted leaves of absence to attend such convention.

The Board and the Union agree that the maximum number of workdays with pay granted to the Union under the provisions of this Section shall be two (2) per year.

O. Advancement on Compensation Schedule After Leave

For purposes of advancement on the compensation schedule, a teacher who works one hundred (100) school days or more shall be entitled to advancement thereon as though the entire year had been completed.

P. Time Construction

Leaves with pay may be used in full days or half days.

Q. Part-Time Teachers

Part-time teachers shall be granted the pro-rata portion of paid leave days.

ARTICLE IV

SALARY, RATES OF PAY AND BENEFITS

A. Pay Periods

1. Mandatory Direct Deposit

All teachers are required to be enrolled in direct deposit. Pay vouchers will be provided on each scheduled pay date. Enrollment forms must be received in the Business office within the first thirty (30) days of employment.

2. Optional Pay Date Plan

All teachers employed during the 1995-96 school year will have the option of receiving twelve (12) paychecks in ten (10) months. Beginning with the 1996-97 school year, all new teachers will receive twelve (12) paychecks in twelve (12) months with no option. Those receiving twelve (12) paychecks in ten (10) months will receive the first check on the last workday of September and the final three (3) checks on the last workday in June, with TRS taken out of all checks. Those receiving twelve (12) paychecks in twelve (12) months will receive the first check on the last workday in September and the final check on the last workday of August, with TRS taken out of checks from September through June only. The total annual amount of TRS deducted shall remain the same under either plan. Any teacher leaving the district for any reason at the end of the school year will receive all final checks on the last workday in June

The District, at its sole discretion, may change the twelve (12) month option to twenty-four (24) checks over twelve (12) months, with at least thirty (30) calendar days prior written notice to each teacher affected, at any time during the life of this Agreement. In such case, the mid-month check shall be on the 15th of each month, or the last workday prior thereto.

B. Retirement

The retirement benefits in this section are available to teachers with a minimum of ten (10) years of service to the District if all three of the following conditions are met:

- A. There is no Early Retirement Option (ERO) penalty owed by the BOARD, and
- B. The teacher gives a written irrevocable retirement notice to the Superintendent or designee no later than February 1st of the fourth school year prior to retirement, and
- C. The teacher remains employed by the BOARD as a teacher for four (4) school years inclusive of the year the notice of retirement is given.

If all of these conditions are met, the teacher will receive the following benefits:

- A. The teacher's base salary will be increased by six percent (6%) over the prior year's base salary for each of the four (4) remaining years of employment. The teacher will be removed from the salary schedule.
- B. If the teacher successfully completes all four years of employment, the teacher will be provided with a post-retirement severance payment equal to twenty percent (20%) of the teacher's final base salary. If the teacher successfully completes all four years of employment and retires without the BOARD having to pay a penalty because the teacher had credible earnings of more than six percent (6%) in one of the final four (4) years, the

teacher will be provided with an additional post-retirement severance payment equal to five percent (5%) of the teacher's final base salary. These severance payments will not be due, owing or payable until after the teacher has retired under TRS rules and regulations and the teacher has received his final paycheck for regular earnings. The first severance payment will be paid in July after retirement and the second severance payment, if payable, will be paid in January after retirement. It is the intent of the parties that these severance payments will not constitute TRS creditable earnings.

C. The teacher will have the option of receiving the retirement severance payments in cash or for a qualified tax shelter for post retirement health care or in such other manner as agreed upon by the parties.

None of the benefits of this section will be available to any teacher who fails to begin drawing TRS benefits upon retirement from the District or who retires or otherwise leaves the District to accept a TRS position in the State of Illinois.

Benefits for 2011-2012 Retirees

Those teachers desiring to retire at the end of the 2011-2012 school year who otherwise meet all of the terms set forth above must give a written irrevocable retirement notice to the Superintendent or designee by February 1, 2010 in order to receive the retirement benefits contained above. These teachers will receive only three (3) years of six percent (6%) raises.

All requirements contained above to receive retirement benefits pertain to 2011-2012 retirees.

E. Insurance Benefits

For the duration of this Agreement the following benefits shall be provided:

1. Full-Time Teacher

- a. The Board shall pay ninety percent (90%) of the premium for the teacher health insurance and seventy percent (70%) of the premium for dependent health insurance.
- b. The Board shall pay the premium for the teacher dental insurance (maximum payment by the Board shall be twenty-one dollars (\$21) per month).
- c. The Board shall pay the premium for a one hundred thousand dollar (\$100,000) teacher life insurance policy (maximum payment by the Board shall be thirty-two cents (\$.32) per one thousand dollars (\$1,000)).
- d. The Board shall pay the premium for a disability insurance policy. The plan pays sixty percent (60%) of an individual's salary up to a maximum of five thousand dollars (\$5,000) per month.
- e. Joint Insurance Committee (JIC). The JIC shall consist of three (3) teachers appointed by the President of the Union and three (3) persons appointed by the President of the Board or his or her designee. This shall be a standing committee with members reappointed annually.

The purpose of the JIC shall be to investigate all aspects of the current medical insurance and other provider plans, including but not limited to the coverage, and the carrier(s). This may include the letting of bids to carriers different than the current ones. The JIC shall be provided with all available information to carry out its purpose, including all paperwork concerning committee and other meetings of the NIHIP group of which the District is a part. Additionally, one (1) member of the JIC appointed by the Union President shall be released with pay to attend any NIHIP meeting where future rates are expected to be discussed and/or decided.

From time to time, JIC may make a decision concerning changes in the coverage, carrier(s), and other plan premiums for bargaining unit employees. Any such decision shall require at least five (5) votes. Such decision shall become an integral part of the Collective Bargaining Agreement to both the Board and the Union, and shall be subject to the procedure for binding arbitration contained herein; that is, ratification of the Collective Bargaining Agreement and this provision shall be tantamount to acceptance of any decision of the Committee as provided above. In the event that no decision receives five (5) votes, the plan(s), coverage, and Board contribution level shall remain the same as that in effect during the 2004-2005 insurance year (NIHIP PPO Plan Option B), plus the HMO option.

The Board agrees to maintain at least the current level of coverage except as may be adjusted in the preceding paragraph, or upon mutual consent between the Union and the Board.

- f. Each teacher will be given the opportunity to participate in the flexible benefit plan. The Board shall approve the company that administers such plan.

2. Part-Time Teacher

Part-time teachers who teach fifty percent (50%) or more of a regular full-time teaching load shall be granted Items a through f under "Full-Time Teacher."

Part-time teachers who teach less than fifty percent (50%) of a regular full-time teaching position are not entitled to any benefits.

F. PhD Differential

The teacher who earns an approved PhD shall receive a differential of point zero five (.05) of his/her base salary.

G. Salary Schedule

The following guide has been established by the Board and the Union for the purpose of setting salaries of teachers.

1. Salary Differentials

Differentials above the stated guide may be paid for the following reasons:

a. Responsibility

If teachers are assigned duties of an administrative nature, they may be paid a differential while so assigned.

b. Extra Work

Teachers assigned to duties which are assumed to be beyond their normal loads, may be paid a differential.

c. Performance

Teachers who perform duties with an unusual and outstanding competence may be paid a differential while their work is of such high quality.

d. Incoming Teachers

A highly desirable teacher may be employed at a salary above that on the Salary Schedule. At the sole discretion of the Board, teachers may not be given credit on the Salary Schedule for all their teaching experience. The Superintendent shall recommend the placement on the Salary Schedule when a teacher is first employed.

e. Pay Below Schedule

When, in the opinion of the Board, the performance of any teacher does not warrant an increase in pay, the annual increment may be withheld.

2. General

- a. Credits for academic training must be substantiated by submitting official transcripts to the Superintendent as soon as possible after completion of the work.
- b. Credit for training during any school term shall be credited to the teacher's salary for the next contract year.
- c. Credit for experience must be substantiated by statements from former places of employment. It is the responsibility of the teacher to see that these are submitted to the Superintendent.
- d. Experience credit shall be allowed up to two (2) years for the nearest whole number of years served in the armed forces under any enlistment or draft requirement provided a teaching career has been interrupted.

3. Teachers With Bachelor's Degree

a. Experience and Academic Credits

Shall be placed on the Salary Schedule according to their experience and academic credits as determined by the Superintendent and confirmed by official transcripts and statements of experience.

b. Frozen at Step Level

Shall be frozen at that step level when they cannot move vertically until such time as they earn enough academic credits to move horizontally on the schedule.

c. Factors

As long as teachers are frozen, their factors shall remain the same.

d. Years of Experience

The years of experience during which a staff member remains frozen on the schedule shall be allowed as years of experience on the Salary Schedule when the individual receives the necessary credits.

e. Credit Certification for Teachers With a Bachelor's Degree

- (1) Credit courses, whether graduate or undergraduate, may be submitted to the Superintendent for credit up to the M.A. column.
- (2) Approval must be secured in advance of the time the courses are taken to insure that credit shall be granted.

- (3) Duplication of credit previously accredited shall not be approved.
- (4) Credit courses must be taken in North Central Association (NCA) or other regionally accredited schools.
- (5) Credit on the Salary Schedule may be allowed for workshops, inservice workshops, travel, individual projects, seminars, and non-credit courses, if approved by the Superintendent and the Professional Growth Evaluation Committee (PGEC). Not more than eight (8) hours of credit may be earned in this manner in any fifteen (15) hour semester block.
- (6) Only hours earned after the granting of the B.A. can be claimed for credit beyond the B.A. column.

4. Teachers With Master's Degree

a. Experience and Academic Credits

Shall be placed on the Salary Schedule according to their experience and academic credits as determined by the Superintendent and confirmed by official transcripts and statement of experience.

b. Credit Certification for Teachers With Master's Degree

- (1) Only hours earned after the granting of the M.A. Degree can be claimed for training beyond the M.A. column.
- (2) Equivalent hours must be earned while in the employ of this District.
- (3) Credit beyond the M.A. (subject to approval by the Superintendent) may be granted for:
 - (a) All proposals for in-service workshops or individual projects as an alternative for the professional growth requirement must secure the approval of the PGEC and the Superintendent.
 - (b) The designated alternatives may be substituted for formal courses for both vertical and horizontal movement on the Salary Schedule.
 - (c) The evaluation for credit for the proposed project shall depend on the length and scope of the proposed program.
 - (d) Travel shall be evaluated on the basis of one (1) hour for each two (2) weeks.
 - (e) Travel shall be for the purpose of studying and observing certain localities or their people and must be directly related to the individual's teaching area.
 - (f) Travel hours, which cannot be immediately applied under the terms of the schedule, shall be lost if not used within seven (7) years of the date of the acquisition.
 - (g) General workshops, e.g., NDEA workshops, State-sponsored workshops, training programs, or any program conducted at a site other than Community High School District 128 must be approved in advance by the Superintendent.
 - (h) Non-credit courses, e.g., repeated college courses, audited college courses, work in non-accredited schools, etc., must be approved in advance by the Superintendent.
 - (i) Any undergraduate course taken with the approval of the Superintendent.

5. Teachers With Doctor's Degree

- a. Must meet the same requirements as "Teachers With Master's Degree" relative to Items a and b.
- b. Shall not be paid on the Doctoral level until they have a minimum of five (5) years of teaching experience.

6. Professional Development – District 128 University – Professional Advancement System

Community High School District 128 fosters learning and growth for students and for professional staff members. The purpose of a professional advancement system (PAS) is to encourage and reinforce professional growth for staff members with the intent of enhancing student achievement. The availability of professional development options throughout the career of a certified staff member, gives them the opportunity to stay current with the profession and invigorate their teaching with top quality, researched based instructional techniques.

Certified staff members may utilize professional development activities for advancement on the salary schedule. To be granted this advancement, teachers must request pre-approval for their work through the proper channels as outlined in the District approved *My Learning Plan* system. Generally, professional activities must reflect relevance to the professional assignment and contribute to professional growth. Connecting the professional development to the needs of the individual, the department, the school and the District are also considerations inherent to the approval process.

Professional development qualifying for salary advancement falls into one of two categories:

- 1. University Based Academic Credit ('U' credits)
- 2. Professional Development Credit ('PD' credits)

*Professional Development Credits are not transferable to other Districts

Professional Advancement System (PAS) guidelines for each type of credit are outlined in the charts on the attached pages. A committee comprised of teachers and administrators will be established to create the proposal templates and submission guidelines for all professional development credit categories. The committee shall consist of five (5) members plus one (1) alternate. The committee will be represented by two (2) members appointed by the Superintendent, usually the Associate Superintendent, and the Assistant Superintendent for Curriculum and Instruction, and three (3) faculty members representing different departments appointed by the Union President. The alternate member will also be a teacher as appointed by the Union President. Following this initial planning, the committee will meet annually to review and discuss revisions to the proposal templates and submission guidelines. If an educator feels the rejection of their request was unfair or contrary to the guidelines of the Professional Advancement System, they must present their objection in writing to the Union President's designee. The objection will be reviewed by the committee and a recommendation regarding approval will be made to the Superintendent or his/her designee.

UNIVERSITY BASED ACADEMIC CREDIT (U Credits)

Category	Time	Accountability	Additional Information
A. Graduate course from an accredited university acceptable in a graduate degree program at the university offering the	Each semester hour is equivalent to one U credit	An official university transcript must be filed with the Personnel office prior to any recognition of work	Pre-approval is required Must be beneficial to the staff member's current or projected assignment

course *Undergraduate course is appropriate in unique circumstances as determined by the department supervisor. In this case, the degree program is not applicable.			
B. Video course from an accredited university acceptable in a graduate degree program at the university offering the course	Each semester hour is equivalent to one U credit	An official university transcript must be filed with the Personnel office prior to any recognition of the work.	Pre-approval is required Must be beneficial to the staff member's current or projected assignment.
C. Online course from an accredited university acceptable in a graduate degree program at the university offering the course	Each semester hour is equivalent to one U credit	An official university transcript must be filed with the Personnel office prior to any recognition of work	Pre-approval is required Must be beneficial to the staff member's current or projected assignment
D. Graduate or Undergraduate course that is not content-specific or is not part of a degree program but does advance content knowledge, further pedagogical expertise, and/or relate to district initiatives. This may include video or online courses. See additional information	Each semester hour is equivalent to one U credit	An official university transcript must be filed with the Personnel office prior to any recognition of the work	Preapproval is required

PROFESSIONAL DEVELOPMENT CREDITS (PD Credits)

Category	Time	Accountability	Additional Information
A. District Professional Development course or workshop	15 hours of class time is equivalent to one PD credit	Successful completion of course as determined by the instructor	Registration must be submitted and pre-approved
The following activities are teacher initiated professional development projects. Proposed projects should address District Strategic Plan and/or School Improvement Initiatives			
B. District Summer Curriculum Work	15 hours of work time is equivalent to one PD credit	Curriculum documents developed and submitted to department	Proposal must be submitted and pre-approved Teachers can choose payment

		supervisor	of 1/1874 of the base per hour or PD credit for curriculum work
C. Experiential Learning (Teachers purposefully engage with a public or private entity and/or professional outside of the District in direct experience and focused reflection in order to increase knowledge, develop skills, and clarify values)	15 hours of research is equivalent to one PD credit	Outlined in the proposal submitted for approval	Proposal must be submitted and pre-approved
D. School Improvement Action Research	15 research hours equivalent to one PD credit	Outlined in the proposal submitted for approval	Proposal must be submitted and pre-approved
E. Teaching In-district courses	All proposed courses will be 15 hours of class time and a maximum of 15 hours preparation time	Outlined in the proposal submitted for approval	Proposal must be submitted and pre-approved Teachers may choose 2 PD credit or 30 hours X rate of pay (1/1295 of the base) or (1/1874 of the base) for team teachers.
F. National Board Certification	No PD credits granted Teachers will be allotted 3 professional days to work on certification requirements	Completion of program and certification awarded Once awarded NBCT status, the teacher will receive an annual stipend equal to 2.13% of the base salary	The District will pay the initial fee and the balance of the assessment fee for each teacher if grant money is not available for this purpose. The District will also pay 50% of the re-take costs for each section not passed. If the teacher does not receive certification within the timelines defined by the National Board for Professional Teaching Standards, he/she will be responsible for repaying 50% of the initial fee and assessment fee.

7. Tables of Multipliers

The Table of Multipliers is attached as Appendix A. This table shall apply to all salary schedules in this Agreement.

8. Stipends

Stipends shall be calculated from the salary bases contained in the Salary Schedules for years as described in the applicable paragraphs below.

9. Salary Schedules and Reopener

For each year of this Agreement, the Union and the Board shall agree upon and distribute a Salary Schedule, which shall be identified as Appendix B for that has room to move on the schedule.

The Salary Schedules shall use the same table of multipliers as the one used during the 1998-99 school year (see Appendix A).

For the 2009-2010 school year, the base shall be increased to \$47,026 (08-09 base plus .37%). For the 2010-2011 school year, the base shall be increased to \$47,496 (09-10 base plus 1%). For the 2011-2012 school year, the base shall be increased to \$48,208 (10-11 base plus 1.5%).

On January 25, 2010 or shortly thereafter, the parties agree to meet and confer on additional increases to the base for the 2010-2011 and 2011-2012 years.

10. Minimum Increase for Teachers on Longevity

Each teacher who was on Step 18 or who was receiving Longevity during the previous school year, and who remains in the same lane and who shall receive no vertical increment during the current school year, shall receive an increase in salary equal to three percent (3%) above the salary paid to that teacher for the previous school year. If, in a given year, the Step 18 amount exceeds the amount that would be earned by a teacher on Longevity, then that teacher shall be placed on Step 18 rather than on Longevity (Appendix C).

Each teacher who was on Longevity during the previous school year, and who moves to a higher lane horizontally but shall not receive a vertical increment during the current school year, shall receive an increase in salary equal to three percent (3%) above the salary paid to that teacher for the previous school year, plus the dollar difference between the prior and new lanes on Step 18 of the Salary Schedule in effect during the year that the horizontal movement occurs.

Each teacher shall receive the salary schedule amount and this payment, which together shall equal an amount three percent (3%) above the salary paid to that teacher for the previous school year (plus any horizontal dollar difference, if applicable), prorated over all checks.

H. Extra-Curricular Activities Stipend

Such stipends are included herein as Appendix D.

I. Coaching Stipends

Such stipends are included herein as Appendix D.

J. Drama, Forensics, Musical, and Stage Band Stipends

Such stipends are included herein as Appendix D.

With the approval of the supervisor, music stipends contained in Appendix D may be redistributed to reflect changes in duties.

K. Organization Advisors

Such stipends are included herein as Appendix D.

L. Extra Compensation for Faculty Help for Athletics

Such stipends are included herein as Appendix E.

M. Other Extra-Curricular Work

Such work for dances, athletic events, plays, musicals, concerts shall be paid at an amount equal to 1/1,295 of the then current base of the Salary Schedule per event.

N. Teachers' Health Insurance Security Fund Contribution

The BOARD will pick up and pay on behalf of each teacher .85 percent of the teacher's base salary credible earnings toward the teacher's required contribution to the Teachers' Health Insurance Security ("THIS") fund. The BOARD will remit this contribution to the Illinois Teachers' Retirement System ("TRS") as the fund's collection agent. The BOARD, the Union and each teacher further expressly acknowledge and agree that the BOARD'S obligation under this section will not exceed the teacher's required contribution on base salary. If the amount of required contribution on base salary exceeds .85 percent, then the each teacher will be solely responsible for the difference. If the teacher's required contribution on base salary is below .85 percent, then the BOARD'S obligation will be limited to the actual contribution amount. The BOARD will make contributions only on base salary and will make no contributions on other credible earning which remain solely the duty of the teacher. Payments made by the BOARD to TRS under this section will not be reportable to TRS as creditable earnings and will be excluded from the teacher's taxable income.

The BOARD, the Union and each teacher make no commitment or guarantee that the BOARD'S payment of the contribution will continue to be excludable from the teacher's gross income for federal or state income tax purposes or that any other federal or state tax treatment will apply.

Because the parties cannot represent what position the IRS, or any other government entity, will take with respect to these payments and withholdings, it is mutually agreed that each side will be responsible for any miscalculations for which it is legally responsible *without* indemnification or any other recourse from the other side. That is, if it is subsequently determined that a teacher should have paid taxes on any portion of the contribution for which he did not pay taxes, the interest and penalties are the teacher's responsibility alone. If the BOARD is penalized for failing to withhold enough taxes based on the payroll information in its possession at the time of payment of the contribution, those penalties are the BOARD'S responsibility alone. Both the BOARD and each teacher expressly waive the right to seek indemnification or reimbursement from the other as the result of any government decision on the taxability of these amounts. In the event the IRS, or any other government entity, determines that the teacher owes more taxes, he has no right to seek additional sums from the BOARD.

The BOARD'S THIS contribution is not available to those retirees who have given notice of retirement prior to the start of this collective bargaining agreement and who are retiring in the 2009-2010 or 2010-2011 school years.

ARTICLE V

GRIEVANCE PROCEDURE

A. Definition

A grievance shall mean a complaint that there has been an alleged violation of any provision of this Agreement.

B. Statement of Basic Principles

1. Every teacher covered by this Agreement shall have the right to present grievances in accordance with these procedures, with or without representation of the Union. Nothing contained in this Article or elsewhere in this Agreement shall be construed to prevent any individual teacher from discussing a problem with the Administration and having it resolved without intervention of or representation by the Union.
2. The failure of a teacher or the Union to act on any grievance within the prescribed time limits shall act as a bar to any further appeal and an administrator's failure to give a decision within the time limits shall permit the grievant to proceed to the next step. The time limits, however, may be extended by mutual agreement and said agreement must be in writing.
3. It is agreed that any investigation or other handling or processing of any grievance by the grieving teacher or Union representatives shall be conducted so as to result in no interference with or interruption whatsoever of the instructional program and related work activities.

Teachers shall suffer no loss of pay or benefits for attending grievance hearings held during the workday.

C. Procedures

1. **First Step.** An attempt shall be made to resolve any grievance in informal, verbal discussion between the grievant and his/her immediate superior.
2. **Second Step.** If the grievance cannot be resolved informally, the grievant shall file the grievance in writing to the Principal and at a mutually agreeable time, discuss the matter with the Principal. The written grievance should state the nature of the grievance, should note the specific Clause or Clauses of the Agreement allegedly violated, and should state the remedy requested. The filing of the grievance at the Second Step must be within fifteen (15) working days from the date of the occurrence of the event giving rise to the grievance, or when the grievant should have become aware of such event. The Principal shall make such decision and communicate it in writing to the teacher and the Superintendent within ten (10) working days.
3. **Third Step.** In the event a grievance has not been satisfactorily resolved at the Second Step the grievant shall file, within ten (10) working days of the Principal's written decision or answer at the Second Step, a copy of the grievance with the Superintendent. Within ten (10) working days after such written grievance is filed, the aggrieved, Union representative of the aggrieved if desired, the Principal and the Superintendent or his/her designee, shall meet to resolve the grievance. The Superintendent, or his/her designee, shall file an answer within ten (10) working days of the Third Step grievance meeting and communicate it in writing to the teacher, the Principal and the Union.

4. **Fourth Step.** In the event a grievance has not been satisfactorily resolved at the Third Step the grievant shall file, within ten (10) working days of the Superintendent's written decision or answer at the Third Step, a copy of the grievance with the Board of Education. Within ten (10) working days after such written grievance is filed, the aggrieved, Union representative of the aggrieved if desired, the Superintendent and the Board shall meet to resolve the grievance. The Board shall file an answer within ten (10) working days of the Fourth Step grievance meeting and communicate it in writing to the teacher, the Principal, the Superintendent and the Union.
5. **Fifth Step.** If the grievance is not resolved at the Fourth Step, the Union may submit the grievance to final and binding arbitration by filing a demand for arbitration with the American Arbitration Association (AAA) within thirty (30) working days of the Step Four response. The AAA Rules for Voluntary Labor Arbitration shall apply.

The arbitrator shall have no power to alter or amend the express terms of this Agreement. The decision of the arbitrator shall be final and binding on the parties.

Arbitration fees and other mutually incurred expenses shall be divided equally between the parties.

D. Expedited Procedure

By mutual agreement any of Steps one (1) through three (3) shall be omitted to expedite the grievance procedure. The grievance shall then be initiated at the next step.

ARTICLE VI

DURATION AND RELATED CLAUSES

A. Severability

Any Article, Section, Provision, Sentence or Clause of this Agreement held to be illegal shall not be deemed valid, except to the extent permitted by law. However, the remainder of this Agreement shall remain in full force and effect for the entire term of this Agreement.

In the event any Article, Section, Provision, Sentence or Clause of this Agreement is determined to be invalid by a Court of competent jurisdiction, and, thereafter, no appeal is taken by either party within the appropriate period, the parties shall renegotiate the Article, Section, Provision, Sentence or Clause of the Agreement so deemed to be invalid.

B. Miscellaneous

The terms and conditions set forth in this Agreement represent the full and complete understanding between the Board and Union.

C. Matters not Covered by This Agreement

In the event that during the term of this Agreement either the Board or the Union desires a change in any wages, hours, terms or conditions of employment not covered by this Agreement, the party desiring the change shall notify the other party in writing of the specific change requested.

A committee consisting of an equal number of Board and Union appointees shall meet to consider the requested change and any alternatives that may exist and make recommendations, if any, to the Board and Union. Upon approval by the Board and the Union Executive Board the recommendations shall be implemented.

Where either party fails to approve the committee recommendations or where the committee decides to make no recommendation, the party which initiated these procedures may either withdraw its requested change or seek resolution through mediation by notifying the other party in writing of such intent. The party which initiated these procedures shall bear the cost of the mediator's services. A permanent mediator shall be selected by the parties or the AAA.

Mediation shall continue for a period not to exceed thirty (30) calendar days or three (3) mediation sessions, whichever shall first occur, unless the parties jointly agree to extend such time limit.

If such mediation fails to resolve the matter, the permanent mediator shall recommend a settlement in writing. The parties shall consider the settlement in good faith but neither shall be required to adopt or continue to bargain any such change notwithstanding any obligation under law to do so in the absence of this Provision.

D. Duration

This Agreement shall be effective July 1, 2009, and shall remain in full force and effect through June 30, 2012.

This Agreement shall automatically be renewed from year to year after its termination, unless either party shall notify the other in writing that it desires to modify the Agreement. In the event that such notice is given, negotiations shall begin no later than March 1 of the calendar year in which this Agreement expires.

IN WITNESS WHEREOF:

FOR THE BOARD OF EDUCATION, COMMUNITY H.S. DIST. 128, LAKE COUNTY, ILLINOIS

President

Secretary

Date

FOR THE LIBERTYVILLE H.S. / VERNON HILLS H.S. FEDERATION OF TEACHERS, A COUNCIL OF THE LAKE COUNTY FEDERATION OF TEACHERS, LOCAL 504, IFT-AFT/AFL-CIO

President

Secretary

Date

APPENDIX A

TABLE OF MULTIPLIERS

	BA	BA+15	MA	MA+15	MA+30	MA+45
1	1.000	1.055	1.120	1.180	1.230	1.270
2	1.050	1.105	1.170	1.230	1.280	1.320
3	1.105	1.160	1.230	1.290	1.340	1.380
4	1.160	1.215	1.290	1.350	1.400	1.440
5	1.215	1.270	1.350	1.410	1.460	1.500
6	1.270	1.325	1.410	1.470	1.520	1.560
7	1.325	1.380	1.470	1.530	1.580	1.620
8	1.380	1.435	1.530	1.590	1.640	1.680
9		1.490	1.590	1.650	1.700	1.740
10		1.545	1.650	1.710	1.760	1.800
11		1.600	1.710	1.770	1.820	1.860
12		1.655	1.770	1.830	1.880	1.920
13			1.830	1.890	1.940	1.980
14			1.890	1.950	2.000	2.040
15			1.950	2.010	2.060	2.100
16			2.030	2.090	2.140	2.180
17			2.120	2.180	2.230	2.270
18			2.210	2.270	2.320	2.360

APPENDIX B-1

2009-2010 Salary Schedule

Step	BA	BA+15	MA	MA+15	MA+30	MA+45	PhD
1	\$47,026	\$49,613	\$52,670	\$55,491	\$57,842	\$59,723	\$62,710
2	\$49,378	\$51,964	\$55,021	\$57,842	\$60,194	\$62,075	\$65,179
3	\$51,964	\$54,551	\$57,842	\$60,664	\$63,015	\$64,896	\$68,141
4	\$54,551	\$57,137	\$60,664	\$63,486	\$65,837	\$67,718	\$71,104
5	\$57,137	\$59,723	\$63,486	\$66,307	\$68,658	\$70,540	\$74,067
6	\$59,723	\$62,310	\$66,307	\$69,129	\$71,480	\$73,361	\$77,029
7	\$62,310	\$64,896	\$69,129	\$71,950	\$74,302	\$76,183	\$79,992
8	\$64,896	\$67,483	\$71,950	\$74,772	\$77,123	\$79,004	\$82,954
9		\$70,069	\$74,772	\$77,593	\$79,945	\$81,826	\$85,917
10		\$72,656	\$77,593	\$80,415	\$82,766	\$84,647	\$88,880
11		\$75,242	\$80,415	\$83,237	\$85,588	\$87,469	\$91,842
12		\$77,829	\$83,237	\$86,058	\$88,410	\$90,291	\$94,805
13			\$86,058	\$88,880	\$91,231	\$93,112	\$97,768
14			\$88,880	\$91,701	\$94,053	\$95,934	\$100,730
15			\$91,701	\$94,523	\$96,874	\$98,755	\$103,693
16			\$95,464	\$98,285	\$100,636	\$102,517	\$107,643
17			\$99,696	\$102,517	\$104,869	\$106,750	\$112,087
18			\$103,928	\$106,750	\$109,101	\$110,982	\$116,531

APPENDIX B-2

2010-2011 Minimum Salary Schedule

Step	BA	BA15	MA	MA15	MA30	MA45	Phd
1	\$47,496	\$50,108	\$53,195	\$56,045	\$58,420	\$60,319	\$63,335
2	\$49,870	\$52,483	\$55,570	\$58,420	\$60,794	\$62,694	\$65,829
3	\$52,483	\$55,095	\$58,420	\$61,269	\$63,644	\$65,544	\$68,821
4	\$55,095	\$57,707	\$61,269	\$64,119	\$66,494	\$68,394	\$71,813
5	\$57,707	\$60,319	\$64,119	\$66,969	\$69,344	\$71,243	\$74,806
6	\$60,319	\$62,932	\$66,969	\$69,819	\$72,193	\$74,093	\$77,798
7	\$62,932	\$65,544	\$69,819	\$72,668	\$75,043	\$76,943	\$80,790
8	\$65,544	\$68,156	\$72,668	\$75,518	\$77,893	\$79,793	\$83,782
9		\$70,768	\$75,518	\$78,368	\$80,743	\$82,642	\$86,774
10		\$73,381	\$78,368	\$81,218	\$83,592	\$85,492	\$89,767
11		\$75,993	\$81,218	\$84,067	\$86,442	\$88,342	\$92,759
12		\$78,605	\$84,067	\$86,917	\$89,292	\$91,192	\$95,751
13			\$86,917	\$89,767	\$92,142	\$94,041	\$98,743
14			\$89,767	\$92,616	\$94,991	\$96,891	\$101,736
15			\$92,616	\$95,466	\$97,841	\$99,741	\$104,728
16			\$96,416	\$99,266	\$101,641	\$103,540	\$108,717
17			\$100,691	\$103,540	\$105,915	\$107,815	\$113,206
18			\$104,965	\$107,815	\$110,190	\$112,090	\$117,694

APPENDIX B-3

2011-2012 Minimum Salary Schedule

Step	BA	BA15	MA	MA15	MA30	MA45	Phd
1	\$48,208	\$50,859	\$53,993	\$56,885	\$59,295	\$61,224	\$64,285
2	\$50,618	\$53,269	\$56,403	\$59,295	\$61,706	\$63,634	\$66,816
3	\$53,269	\$55,921	\$59,295	\$62,188	\$64,598	\$66,527	\$69,853
4	\$55,921	\$58,572	\$62,188	\$65,080	\$67,491	\$69,419	\$72,890
5	\$58,572	\$61,224	\$65,080	\$67,973	\$70,383	\$72,312	\$75,927
6	\$61,224	\$63,875	\$67,973	\$70,865	\$73,276	\$75,204	\$78,964
7	\$63,875	\$66,527	\$70,865	\$73,758	\$76,168	\$78,097	\$82,001
8	\$66,527	\$69,178	\$73,758	\$76,650	\$79,061	\$80,989	\$85,039
9		\$71,830	\$76,650	\$79,543	\$81,953	\$83,882	\$88,076
10		\$74,481	\$79,543	\$82,435	\$84,846	\$86,774	\$91,113
11		\$77,132	\$82,435	\$85,328	\$87,738	\$89,666	\$94,150
12		\$79,784	\$85,328	\$88,220	\$90,631	\$92,559	\$97,187
13			\$88,220	\$91,113	\$93,523	\$95,451	\$100,224
14			\$91,113	\$94,005	\$96,416	\$98,344	\$103,261
15			\$94,005	\$96,898	\$99,308	\$101,236	\$106,298
16			\$97,862	\$100,754	\$103,165	\$105,093	\$110,348
17			\$102,201	\$105,093	\$107,503	\$109,432	\$114,903
18			\$106,539	\$109,432	\$111,842	\$113,771	\$119,459

APPENDIX C
MEMORANDUM OF AGREEMENT
ON
JOINT TASK FORCE
FOR
THE 2009-2010 SCHOOL YEAR

The parties agree that a joint administrator and teacher task force will be convened during the 2009-2010 school year to review and make recommendations regarding resource programs that support student achievement and success *and* support district strategic and school improvement plan goals; including, but not limited to the Write Place, MASH Lab, MATH Lab, and PAWS.

As part of its work, the task force may identify possible alterations and/or changes to teacher workloads that result from the resource program recommendations. Any identified possible alterations from the task force affecting teacher workloads will be subject to interim bargaining between the Board and the Union prior to adoption. Assignment to the Write Place will continue as noted in Article II, Section B, Number 4: Supervisory assignment, until such time that it is changed through the bargaining process.

FOR THE BOARD OF EDUCATION, COMMUNITY H.S. DIST. 128, LAKE COUNTY, ILLINOIS

President

Secretary

Date

FOR THE LIBERTYVILLE H.S. / VERNON HILLS H.S. FEDERATION OF TEACHERS, A COUNCIL OF THE LAKE COUNTY FEDERATION OF TEACHERS, LOCAL 504, IFT-AFT/AFL-CIO

President

Secretary

Date

Date

APPENDIX D1
All Extra Curricular Activities Stipends
FY09-10

Base Salary \$47,026 FY09-10	Community High School District #128 - Extra Curricular Pay Schedule									
	% of Base	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
		Step Inc/Dec	Add 6% of Step	Add 12% of Step	Add 18% of Step	Add 24% of Step	Add 30% of Step	Add 36% of Step	Add 42% of Step	Add 48% of Step
Category										
A	0.50%	235	249	263	277	292	306	320	334	348
B	1.00%	470	498	527	555	583	611	640	668	696
C	1.25%	588	623	658	694	729	764	799	835	870
ACE Asst. LHS/VHHS										
Art Club Asst. LHS/VHHS										
Fishing Club Asst. LHS/VHHS										
Interact Asst. LHS/VHHS										
LEAF/VH2O Asst. LHS/VHHS										
Outdoor Adventure Club Asst. VHHS										
Peer Mediation Asst. LHS										
Ping Pong Asst. LHS										
Sno Catz Asst. LHS										
VIP Asst. LHS/VHHS										
D	1.50%	705	748	790	832	875	917	959	1002	1044
E	2.00%	941	997	1053	1110	1166	1223	1279	1336	1392
F	2.50%	1176	1246	1317	1387	1458	1528	1599	1669	1740
ACE LHS/VHHS										
Amnesty International LHS										
Anime/Library Club LHS/VHHS										
Art Club LHS/VHHS										
Backlight Theatre Company										
Bell Choir										
Best Buddies LHS/VHHS										
CAT-TV/Cougar TV LHS/VHHS										
Chemistry (Science) Club LHS										
Class Council - Freshman LHS/VHHS										
Class Council - Junior LHS/VHHS										
Class Council - Senior LHS/VHHS										
Class Council - Sophomore LHS/VHHS										
Cleftomaniacs										
Cougar Guard/Wildcat Guard LHS/VHHS										
Creative Cougars										
Dance Dance Revolution LHS										
DECA Asst. VHHS 1/2										
East Asian Cultural Organization LHS										
Basketball Pep Band (Part of Marching Band)										
FA Choir (after school) NEW										

FBLA Asst. LHS/VHHS 1/2										
FCCLA LHS/VHHS										
Film Society LHS										
First Class Asst. (4) LHS/VHHS 1/2										
First Class LHS/VHHS										
Fishing Club LHS/VHHS										
French Club LHS										
Gay-Straight Alliance LHS/VHHS										
Guitar Club/Fret Boarders LHS/VHHS										
Interact LHS/VHHS										
International Club/Spanish LHS/VHHS										
Junior State of America LHS/VHHS										
LEAF/VH2O LHS/VHHS										
Master Singers										
Model UN Asst. LHS/VHHS 1/2										
National Honor Society Asst. LHS/VHHS										
Outdoor Adventure Club										
Peer Mediation LHS										
Ping Pong LHS										
Powder Puff LHS										
Science Fiction Club LHS										
Skills USA/MICA LHS/VHHS										
Sno Catz LHS										
SPARK LHS/VHHS 1/2										
Sports Medicine LHS										
Spotlight (2) VHHS										
Stage Players										
Strategy Club LHS/VHHS										
Student Ambassadors LHS										
TOP CATS (3) LHS										
Treblemakers										
VIP LHS/VHHS										
Young Investors										
G	3.00%	1411	1495	1580	1665	1749	1834	1919	2003	2088
H	3.50%	1646	1745	1843	1942	2041	2140	2238	2337	2436
I	4.00%	1881	1994	2107	2220	2332	2445	2558	2671	2784
FA One Acts										
Mock Trial Asst. LHS										
Science Team (Olympiad) Asst. LHS										
J	4.50%	2116	2243	2370	2497	2624	2751	2878	3005	3132
FA Strolling Strings										
FA Tickets										
K	5.00%	2351	2492	2633	2775	2916	3057	3198	3339	3480
Academic Decathlon LHS										
DECA VHHS										

FA Fall Play - Tech Asst.										
FA Fall Play Tech.										
FA Marching Band Asst. (Football) NEW FY09										
FA Marching Band Director										
FA Musical - Choral										
FA Musical - Choreographer										
FA Musical - Orchestra										
FA Musical - Tech Asst.										
FA Musical Costume/Props										
FA Spring Play - Tech Asst.										
FA Spring Play Tech										
FBLA LHS/VHHS										
Model UN LHS/VHHS										
National Honor Society LHS/VHHS										
SPARK LHS/VHHS										
Weight Rm Supr. LHS/VHHS (per season) Fall										
Weight Rm Supr. LHS/VHHS (per season) Spring										
Weight Rm Supr. LHS/VHHS (per season) Winter										
WYSE LHS/VHHS										
L	5.50%	2586	2742	2897	3052	3207	3362	3518	3673	3828
Lead Teacher (Driver's Ed) LHS/VHHS										
M	6.00%	2822	2991	3160	3329	3499	3668	3837	4007	4176
Concession Manager LHS/VHHS										
FA Orchesis Asst.										
Literary Magazine LHS/VHHS										
Student Council Asst. LHS/VHHS										
Ticket Manager Athletics LHS/VHHS										
N	6.50%	3057	3240	3423	3607	3790	3974	4157	4340	4524
Events Mngr Athl LHS/VHHS (per season) Fall										
Events Mngr Athl LHS/VHHS (per season) Spring										
Events Mngr Athl LHS/VHHS (per season) Winter										
Special Olympics Asst. - F										
Special Olympics Asst. - W										
Special Olympics Asst. - S										
O	7.00%	3292	3489	3687	3884	4082	4279	4477	4674	4872
Asst. Cheerleading (Fall)										
Asst. Cheerleading (Winter)										
Asst. Poms (Fall)										
Asst. Poms (Winter)										
FA Musical - Tech										
P	7.50%	3527	3739	3950	4162	4373	4585	4797	5008	5220
Special Olympics Head - F										
Special Olympics Head - W										
Special Olympics Head - S										
Q	8.00%	3762	3988	4214	4439	4665	4891	5116	5342	5568

Academic/Scholastic Bowl Asst. LHS/VHHS Debate Asst. LHS/VHHS Math Team Asst, (2) LHS/VHHS Mock Trial LHS Science Team (Olympiad) LHS/VHHS Speech Asst. (2) LHS/VHHS										
Qa	8.25%	3880	4112	4345	4578	4811	5044	5276	5509	5742
FA Jazz Asst.										
R	8.50%	3997	4237	4477	4717	4957	5196	5436	5676	5916
Asst. Bowling Asst. Golf Asst. Lacrosse Asst. Soccer Asst. Tennis Asst. Volleyball Asst. Water Polo										
S	9.00%	4232	4486	4740	4994	5248	5502	5756	6010	6264
FA Fall Play Director FA Orchestis FA Spring Play Director										
T	9.50%	4467	4736	5004	5272	5540	5808	6076	6344	6612
U	10.00%	4703	4985	5267	5549	5831	6113	6396	6678	6960
Asst. Baseball Asst. Cross Country Asst. Gymnastics Asst. Softball Asst. Swimming Asst. Track Asst. Wrestling FA Musical Director Head Bowling Head Cheerleading (Fall) Head Cheerleading (Winter) Head Golf Head Poms (Fall) Head Poms (Winter)										
V	10.50%	4938	5234	5530	5827	6123	6419	6715	7012	7308
W	11.00%	5173	5483	5794	6104	6414	6725	7035	7345	7656
Academic/Scholastic Bowl LHS/VHHS Debate LHS/VHHS FA Jazz Band Math Team LHS/VHHS Robotics LHS/VHHS Speech LHS/VHHS										

Wa	11.25%	5290	5608	5925	6243	6560	6878	7195	7512	7830
Asst. Basketball										
Asst. Football										
Head Cross Country										
Head Lacrosse										
Head Soccer										
Head Tennis										
Head Volleyball										
Head Water Polo										
X	11.50%	5408	5732	6057	6381	6706	7030	7355	7679	8004
Y	12.00%	5643	5982	6320	6659	6997	7336	7675	8013	8352
Head Baseball										
Head Gymnastics										
Head Softball										
Head Swimming										
Head Track										
Head Trainer (3 seasons)										
Head Wrestling										
Z	12.50%	5878	6231	6584	6936	7289	7642	7994	8347	8700
Aquatics Director LHS/VHHS										
Student Activities Director LHS/VHHS										
AA	13.00%	6113	6480	6847	7214	7581	7947	8314	8681	9048
AB	13.50%	6349	6729	7110	7491	7872	8253	8634	9015	9396
AC	14.00%	6584	6979	7374	7769	8164	8559	8954	9349	9744
Head Basketball										
Head Football										
Student Council										
AD	14.50%	6819	7228	7637	8046	8455	8864	9274	9683	10092
AE	15.00%	7054	7477	7900	8324	8747	9170	9593	10017	10440
Asst. Athletic Director LHS/VHHS										
AF	15.50%	7289	7726	8164	8601	9038	9476	9913	10350	10788
AG	16.00%	7524	7976	8427	8879	9330	9781	10233	10684	11136
AH	16.50%	7759	8225	8690	9156	9622	10087	10553	11018	11484
AI	17.00%	7994	8474	8954	9433	9913	10393	10872	11352	11832
Intramural Director LHS/VHHS										
Team Leader (Dean) LHS/VHHS										
AJ	17.50%	8230	8723	9217	9711	10205	10698	11192	11686	12180

APPENDIX D2
All Extra Curricular Activities Stipends
FY10-11

Base Salary \$47,496 FY10-11	Community High School District #128 - Extra Curricular Pay Schedule									
	% of Base	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
		Step Inc/Dec	Add 6% of Step	Add 12% of Step	Add 18% of Step	Add 24% of Step	Add 30% of Step	Add 36% of Step	Add 42% of Step	Add 48% of Step
Category										
A	0.50%	237	252	266	280	294	309	323	337	351
B	1.00%	475	503	532	560	589	617	646	674	703
C	1.25%	594	629	665	701	736	772	807	843	879
ACE Asst. LHS/VHHS										
Art Club Asst. LHS/VHHS										
Fishing Club Asst. LHS/VHHS										
Interact Asst. LHS/VHHS										
LEAF/VH2O Asst. LHS/VHHS										
Outdoor Adventure Club Asst. VHHS										
Peer Mediation Asst. LHS										
Ping Pong Asst. LHS										
Sno Catz Asst. LHS										
VIP Asst. LHS/VHHS										
D	1.50%	712	755	798	841	883	926	969	1012	1054
E	2.00%	950	1007	1064	1121	1178	1235	1292	1349	1406
F	2.50%	1187	1259	1330	1401	1472	1544	1615	1686	1757
ACE LHS/VHHS										
Amnesty International LHS										
Anime/Library Club LHS/VHHS										
Art Club LHS/VHHS										
Backlight Theatre Company										
Bell Choir										
Best Buddies LHS/VHHS										
CAT-TV/Cougar TV LHS/VHHS										
Chemistry (Science) Club LHS										
Class Council - Freshman LHS/VHHS										
Class Council - Junior LHS/VHHS										
Class Council - Senior LHS/VHHS										
Class Council - Sophomore LHS/VHHS										
Cleftomaniacs										
Cougar Guard/Wildcat Guard LHS/VHHS										
Creative Cougars										
Dance Dance Revolution LHS										
DECA Asst. VHHS 1/2										
East Asian Cultural Organization LHS										
FA Basketball Pep Band (Part of Marching Band)										
FA Choir (after school) NEW										

FBLA Asst. LHS/VHHS 1/2										
FCCLA LHS/VHHS										
Film Society LHS										
First Class Asst. (4) LHS/VHHS 1/2										
First Class LHS/VHHS										
Fishing Club LHS/VHHS										
French Club LHS										
Gay-Straight Alliance LHS/VHHS										
Guitar Club/Fret Boarders LHS/VHHS										
Interact LHS/VHHS										
International Club/Spanish LHS/VHHS										
Junior State of America LHS/VHHS										
LEAF/VH2O LHS/VHHS										
Master Singers										
Model UN Asst. LHS/VHHS 1/2										
National Honor Society Asst. LHS/VHHS										
Outdoor Adventure Club										
Peer Mediation LHS										
Ping Pong LHS										
Powder Puff LHS										
Science Fiction Club LHS										
Skills USA/VICA LHS/VHHS										
Sno Catz LHS										
SPARK LHS/VHHS 1/2										
Sports Medicine LHS										
Spotlight (2) VHHS										
Stage Players										
Strategy Club LHS/VHHS										
Student Ambassadors LHS										
TOP CATS (3) LHS										
Treblemakers										
VIP LHS/VHHS										
Young Investors										
G	3.00%	1425	1510	1596	1681	1767	1852	1938	2023	2109
H	3.50%	1662	1762	1862	1962	2061	2161	2261	2361	2460
I	4.00%	1900	2014	2128	2242	2356	2470	2584	2698	2812
FA One Acts										
Mock Trial Asst. LHS										
Science Team (Olympiad) Asst. LHS										
J	4.50%	2137	2266	2394	2522	2650	2779	2907	3035	3163
FA Strolling Strings										
FA Tickets										
K	5.00%	2375	2517	2660	2802	2945	3087	3230	3372	3515
Academic Decathlon LHS										
DECA VHHS										

FA Fall Play - Tech Asst.										
FA Fall Play Tech.										
FA Marching Band Asst. (Football) NEW FY09										
FA Marching Band Director										
FA Spring Play - Tech Asst.										
FA Spring Play Tech										
FBLA LHS/VHHS										
Model UN LHS/VHHS										
National Honor Society LHS/VHHS										
SPARK LHS/VHHS										
Weight Rm Supr. LHS/VHHS (per season) Fall										
Weight Rm Supr. LHS/VHHS (per season) Spring										
Weight Rm Supr. LHS/VHHS (per season) Winter										
WYSE LHS/VHHS										
L	5.50%	2612	2769	2926	3082	3239	3396	3553	3709	3866
Lead Teacher (Driver's Ed) LHS/VHHS										
M	6.00%	2850	3021	3192	3363	3534	3705	3876	4047	4218
Concession Manager LHS/VHHS										
FA Musical - Choral										
FA Musical - Choreographer										
FA Musical - Orchestra										
FA Musical - Tech Asst.										
FA Musical Costume/Props										
FA Orchesis Asst.										
Literary Magazine LHS/VHHS										
Student Council Asst. LHS/VHHS										
Ticket Manager Athletics LHS/VHHS										
N	6.50%	3087	3272	3458	3643	3828	4013	4199	4384	4569
Events Mngr Athl LHS/VHHS (per season) Fall										
Events Mngr Athl LHS/VHHS (per season) Spring										
Events Mngr Athl LHS/VHHS (per season) Winter										
Special Olympics Asst. - F										
Special Olympics Asst. - W										
Special Olympics Asst. - S										
O	7.00%	3325	3524	3724	3923	4123	4322	4522	4721	4921
Asst. Cheerleading (Fall)										
Asst. Cheerleading (Winter)										
Asst. Poms (Fall)										
Asst. Poms (Winter)										
Auditorium Manager LHS/VHHS										
P	7.50%	3562	3776	3990	4203	4417	4631	4845	5058	5272
Special Olympics Head - F										
Special Olympics Head - W										
Special Olympics Head - S										
Q	8.00%	3800	4028	4256	4484	4712	4940	5168	5396	5624

Academic/Scholastic Bowl Asst. LHS/VHHS										
Debate Asst. LHS/VHHS										
FA Musical - Tech										
Math Team Asst, (2) LHS/VHHS										
Mock Trial LHS										
Science Team (Olympiad) LHS/VHHS										
Speech Asst. (2) LHS/VHHS										
Qa	8.25%	3918	4154	4389	4624	4859	5094	5329	5564	5799
FA Jazz Asst.										
R	8.50%	4037	4279	4522	4764	5006	5248	5491	5733	5975
Asst. Bowling										
Asst. Cheerleading (Fall)										
Asst. Cheerleading (Winter)										
Asst. Golf										
Asst. Lacrosse										
Asst. Poms (Fall)										
Asst. Poms (Winter)										
Asst. Tennis										
Asst. Water Polo										
S	9.00%	4275	4531	4788	5044	5301	5557	5814	6070	6326
Asst. Soccer										
Asst. Volleyball										
T	9.50%	4512	4783	5054	5324	5595	5866	6136	6407	6678
U	10.00%	4750	5035	5320	5605	5890	6174	6459	6744	7029
Asst. Cross Country										
Asst. Gymnastics										
Asst. Track										
FA Fall Play Director										
FA Orchestis										
FA Spring Play Director										
V	10.50%	4987	5286	5586	5885	6184	6483	6782	7082	7381
Asst. Baseball										
Asst. Softball										
Asst. Swimming										
Asst. Wrestling										
Head Bowling										
Head Cheerleading (Fall)										
Head Cheerleading (Winter)										
Head Golf										
Head Poms (Fall)										
Head Poms (Winter)										
W	11.00%	5225	5538	5852	6165	6478	6792	7105	7419	7732
Academic/Scholastic Bowl LHS/VHHS										
Debate LHS/VHHS										
FA Jazz Band										

FA Musical Director Math Team LHS/VHHS Robotics LHS/VHHS Speech LHS/VHHS										
Wa	11.25%	5343	5664	5984	6305	6626	6946	7267	7587	7908
Asst. Basketball Asst. Football Head Cross Country Head Lacrosse Head Tennis Head Water Polo										
X	11.50%	5462	5790	6117	6445	6773	7101	7428	7756	8084
Head Soccer Head Volleyball										
Y	12.00%	5700	6041	6383	6725	7067	7409	7751	8093	8435
Head Gymnastics Head Track										
Z	12.50%	5937	6293	6649	7006	7362	7718	8074	8431	8787
Aquatics Director LHS/VHHS Student Activities Director LHS/VHHS										
AA	13.00%	6174	6545	6915	7286	7656	8027	8397	8768	9138
Head Baseball Head Softball Head Swimming Head Trainer (3 seasons) Head Wrestling										
AB	13.50%	6412	6797	7181	7566	7951	8336	8720	9105	9490
AC	14.00%	6649	7048	7447	7846	8245	8644	9043	9442	9841
Head Basketball Head Football Student Council										
AD	14.50%	6887	7300	7713	8127	8540	8953	9366	9779	10193
AE	15.00%	7124	7552	7979	8407	8834	9262	9689	10117	10544
Asst. Athletic Director LHS/VHHS										
AF	15.50%	7362	7804	8245	8687	9129	9570	10012	10454	10896
AG	16.00%	7599	8055	8511	8967	9423	9879	10335	10791	11247
AH	16.50%	7837	8307	8777	9247	9718	10188	10658	11128	11599
AI	17.00%	8074	8559	9043	9528	10012	10497	10981	11466	11950
Intramural Director LHS/VHHS Team Leader (Dean) LHS/VHHS										
AJ	17.50%	8312	8811	9309	9808	10307	10805	11304	11803	12301

APPENDIX D3
All Extra Curricular Activities Stipends
FY11-12

Base Salary \$48,208 FY11-12	Community High School District #128 - Extra Curricular Pay Schedule									
	% of Base	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
		Step Inc/Dec	Add 6% of Step	Add 12% of Step	Add 18% of Step	Add 24% of Step	Add 30% of Step	Add 36% of Step	Add 42% of Step	Add 48% of Step
Category										
A	0.50%	241	256	270	284	299	313	328	342	357
B	1.00%	482	511	540	569	598	627	656	685	713
C	1.25%	603	639	675	711	747	783	820	856	892
ACE Asst. LHS/VHHS Art Club Asst. LHS/VHHS Fishing Club Asst. LHS/VHHS Interact Asst. LHS/VHHS LEAF/VH2O Asst. LHS/VHHS Outdoor Adventure Club Asst. VHHS Peer Mediation Asst. LHS Ping Pong Asst. LHS Sno Catz Asst. LHS VIP Asst. LHS/VHHS										
D	1.50%	723	767	810	853	897	940	983	1027	1070
E	2.00%	964	1022	1080	1138	1196	1253	1311	1369	1427
F	2.50%	1205	1278	1350	1422	1494	1567	1639	1711	1784
ACE LHS/VHHS Amnesty International LHS Anime/Library Club LHS/VHHS Art Club LHS/VHHS Backlight Theatre Company Bell Choir Best Buddies LHS/VHHS CAT-TV/Cougar TV LHS/VHHS Chemistry (Science) Club LHS Class Council - Freshman LHS/VHHS Class Council - Junior LHS/VHHS Class Council - Senior LHS/VHHS Class Council - Sophomore LHS/VHHS Cleftomaniacs Cougar Guard/Wildcat Guard LHS/VHHS Creative Cougars Dance Dance Revolution LHS DECA Asst. VHHS 1/2 East Asian Cultural Organization LHS FA Basketball Pep Band (Part of Marching Band) FA Choir (after school) NEW FBLA Asst. LHS/VHHS 1/2										

FCCLA LHS/VHHS										
Film Society LHS										
First Class Asst. (4) LHS/VHHS 1/2										
First Class LHS/VHHS										
Fishing Club LHS/VHHS										
French Club LHS										
Gay-Straight Alliance LHS/VHHS										
Guitar Club/Fret Boarders LHS/VHHS										
Interact LHS/VHHS										
International Club/Spanish LHS/VHHS										
Junior State of America LHS/VHHS										
LEAF/VH2O LHS/VHHS										
Master Singers										
Model UN Asst. LHS/VHHS 1/2										
National Honor Society Asst. LHS/VHHS										
Outdoor Adventure Club										
Peer Mediation LHS										
Ping Pong LHS										
Powder Puff LHS										
Science Fiction Club LHS										
Skills USA/VICA LHS/VHHS										
Sno Catz LHS										
SPARK LHS/VHHS 1/2										
Sports Medicine LHS										
Spotlight (2) VHHS										
Stage Players										
Strategy Club LHS/VHHS										
Student Ambassadors LHS										
TOP CATS (3) LHS										
Treblemakers										
VIP LHS/VHHS										
Young Investors										
G	3.00%	1446	1533	1620	1707	1793	1880	1967	2054	2140
H	3.50%	1687	1789	1890	1991	2092	2193	2295	2396	2497
I	4.00%	1928	2044	2160	2275	2391	2507	2623	2738	2854
FA One Acts										
Mock Trial Asst. LHS										
Science Team (Olympiad) Asst. LHS										
J	4.50%	2169	2300	2430	2560	2690	2820	2950	3080	3211
FA Strolling Strings										
FA Tickets										
K	5.00%	2410	2555	2700	2844	2989	3134	3278	3423	3567
Academic Decathlon LHS										
DECA VHHS										
A Marching Band Asst. (Football) NEW FY09										

FA Marching Band Director										
FBLA LHS/VHHS										
Model UN LHS/VHHS										
National Honor Society LHS/VHHS										
SPARK LHS/VHHS										
Weight Rm Supr. LHS/VHHS (per season) Fall										
Weight Rm Supr. LHS/VHHS (per season) Spring										
Weight Rm Supr. LHS/VHHS (per season) Winter										
WYSE LHS/VHHS										
L	5.50%	2651	2811	2970	3129	3288	3447	3606	3765	3924
Lead Teacher (Driver's Ed) LHS/VHHS										
M	6.00%	2892	3066	3240	3413	3587	3760	3934	4107	4281
Concession Manager LHS/VHHS										
FA Orchestras Asst.										
Literary Magazine LHS/VHHS										
Student Council Asst. LHS/VHHS										
Ticket Manager Athletics LHS/VHHS										
N	6.50%	3134	3322	3510	3698	3886	4074	4262	4450	4638
Events Mngr Athl LHS/VHHS (per season) Fall										
Events Mngr Athl LHS/VHHS (per season) Spring										
Events Mngr Athl LHS/VHHS (per season) Winter										
Special Olympics Asst. - F										
Special Olympics Asst. - W										
Special Olympics Asst. - S										
O	7.00%	3375	3577	3780	3982	4184	4387	4589	4792	4994
Asst. Cheerleading (Fall)										
Asst. Cheerleading (Winter)										
Asst. Poms (Fall)										
Asst. Poms (Winter)										
Auditorium Manager LHS/VHHS										
FA Fall Play - Tech Asst.										
FA Fall Play Tech.										
FA Musical - Choral										
FA Musical - Choreographer										
FA Musical - Orchestra										
FA Musical - Tech Asst.										
FA Musical Costume/Props										
FA Spring Play - Tech Asst.										
FA Spring Play Tech										
P	7.50%	3616	3833	4049	4266	4483	4700	4917	5134	5351
Special Olympics Head - F										
Special Olympics Head - W										
Special Olympics Head - S										
Q	8.00%	3857	4088	4319	4551	4782	5014	5245	5476	5708
Academic/Scholastic Bowl Asst. LHS/VHHS										

Debate Asst. LHS/VHHS Math Team Asst, (2) LHS/VHHS Mock Trial LHS Science Team (Olympiad) LHS/VHHS Speech Asst. (2) LHS/VHHS										
Qa	8.25%	3977	4216	4454	4693	4932	5170	5409	5648	5886
FA Jazz Asst.										
R	8.50%	4098	4344	4589	4835	5081	5327	5573	5819	6065
Asst. Bowling Asst. Golf Asst. Lacrosse Asst. Tennis Asst. Water Polo										
S	9.00%	4339	4599	4859	5120	5380	5640	5901	6161	6421
Asst. Cheerleading (Fall) Asst. Cheerleading (Winter) Asst. Poms (Fall) Asst. Poms (Winter) FA Musical - Tech										
T	9.50%	4580	4855	5129	5404	5679	5954	6228	6503	6778
Asst. Volleyball Asst. Soccer										
U	10.00%	4821	5110	5399	5689	5978	6267	6556	6846	7135
Asst. Cross Country Asst. Gymnastics Asst. Track FA Orchestras										
V	10.50%	5062	5366	5669	5973	6277	6580	6884	7188	7492
FA Fall Play Director FA Spring Play Director Head Cheerleading (Fall) Head Cheerleading (Winter) Head Poms (Fall) Head Poms (Winter)										
W	11.00%	5303	5621	5939	6257	6576	6894	7212	7530	7848
Academic/Scholastic Bowl LHS/VHHS Debate LHS/VHHS FA Fall Play Director FA Jazz Band FA Orchestras FA Spring Play Director Math Team LHS/VHHS Robotics LHS/VHHS Speech LHS/VHHS										

Wa	11.25%	5423	5749	6074	6400	6725	7050	7376	7701	8027
Asst. Baseball										
Asst. Basketball										
Asst. Football										
Asst. Softball										
Asst. Swimming										
Asst. Wrestling										
Head Bowling										
Head Cheerleading (Fall)										
Head Cheerleading (Winter)										
Head Cross Country										
Head Golf										
Head Lacrosse										
Head Poms (Fall)										
Head Poms (Winter)										
Head Tennis										
Head Water Polo										
X	11.50%	5544	5877	6209	6542	6874	7207	7540	7872	8205
Y	12.00%	5785	6132	6479	6826	7173	7520	7868	8215	8562
FA Musical Director										
Head Gymnastics										
Head Soccer										
Head Track										
Head Volleyball										
Z	12.50%	6026	6388	6749	7111	7472	7834	8195	8557	8918
Aquatics Director LHS/VHHS										
Student Activities Director LHS/VHHS										
AA	13.00%	6267	6643	7019	7395	7771	8147	8523	8899	9275
AB	13.50%	6508	6899	7289	7680	8070	8461	8851	9241	9632
AC	14.00%	6749	7154	7559	7964	8369	8774	9179	9584	9989
Head Baseball										
Head Basketball										
Head Football										
Head Softball										
Head Swimming										
Head Trainer (3 seasons)										
Head Wrestling										
Student Council										
AD	14.50%	6990	7410	7829	8248	8668	9087	9507	9926	10345
AE	15.00%	7231	7665	8099	8533	8967	9401	9834	10268	10702
Asst. Athletic Director LHS/VHHS										
AF	15.50%	7472	7921	8369	8817	9266	9714	10162	10611	11059
AG	16.00%	7713	8176	8639	9102	9564	10027	10490	10953	11416
AH	16.50%	7954	8432	8909	9386	9863	10341	10818	11295	11772

AI	17.00%	8195	8687	9179	9671	10162	10654	11146	11637	12129
Intramural Director LHS/VHHS										
Team Leader (Dean) LHS/VHHS										
AJ	17.50%	8436	8943	9449	9955	10461	10967	11474	11980	12486

APPENDIX E

Extra Compensation for Faculty Help for Athletics

Activity	<u>09-10</u>	<u>10-11</u>	<u>11-12</u>
Football			
Varsity Only	\$47.86	\$48.34	\$49.06
Varsity & Lower Level	\$47.86	\$48.34	\$49.06
2nd Game	\$35.93	\$36.29	\$36.84
Lower Level Two Games	\$35.93	\$36.29	\$36.84
2nd Game	\$32.93	\$33.26	\$33.76
Soccer			
Varsity Only	\$47.86	\$48.34	\$49.06
Cross Country			
Dual Meet	\$40.42	\$40.82	\$41.43
Invitational	\$47.86	\$48.34	\$49.06
Swim			
Dual & Double Dual Meet	\$47.86	\$48.34	\$49.06
Invitational	\$55.33	\$55.88	\$56.72
Gymnastics			
Varsity, Lower Level	\$47.86	\$48.34	\$49.06
Invitational	\$55.33	\$55.88	\$56.72
Basketball			
Varsity Only	\$47.86	\$48.34	\$49.06
Varsity & Lower Level	\$47.86	\$48.34	\$49.06
2nd Game	\$35.93	\$36.29	\$36.84
Lower Level	\$35.93	\$36.29	\$36.84
Lower Level Two Games	\$35.93	\$36.29	\$36.84
2nd Game	\$32.95	\$33.28	\$33.78
Wrestling			
Dual Meet	\$47.86	\$48.34	\$49.06
Triangular	\$53.83	\$54.37	\$55.18
Volleyball			
Varsity Only	\$40.42	\$40.82	\$41.43
Varsity & Lower Level	\$40.42	\$40.82	\$41.43
Lower Level	\$32.95	\$33.28	\$33.78
Lower Level Both Games	\$32.95	\$33.28	\$33.78
2nd Game	\$32.95	\$33.28	\$33.78
Track			
Dual	\$40.42	\$40.82	\$41.43
Triangular/Double Dual	\$47.86	\$48.34	\$49.06
Invitational	\$55.33	\$55.88	\$56.72