

**NEGOTIATED AGREEMENT**  
**BETWEEN**  
**PONTIAC WILLIAM HOLLIDAY SCHOOL DIST. #105**  
**AND**  
**LOCAL #1811 PONTIAC WILLIAM HOLLIDAY**  
**FEDERATION OF TEACHERS,**  
**AFT/IFT, AFL/CIO**  
  
**(Paraprofessionals and Secretaries)**  
**2025-2030**

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## ARTICLE I – RECOGNITION AND TERMS OF AGREEMENT

### 1. Recognition

The Board recognizes the Union as the sole and exclusive bargaining agent for all full-time and part-time paraprofessionals and non-confidential secretaries. All supervisory, managerial, confidential and other employees excluded by the ACT, and all other district employees are excluded from the bargaining unit.

### 2. Parties to the Agreement

This agreement is made and entered into this 17<sup>th</sup> day of June by and between the Board of Education of Pontiac William Holliday District #105, St. Clair County, Illinois, hereinafter referred to as the “Board” or “Employer” and, the Support Services Council of the Pontiac William Holliday Federation of Teachers, Local #1811, Illinois Federation of Teachers, American Federation of Teachers, AFL-CIO, hereinafter referred to as the “Union” or “Federation”.

Neither party shall take any action in violation of any provisions of this Agreement or current legislative actions.

## ARTICLE II – WORKING CONDITIONS

### 1. School Calendar

The Board agrees to post a copy of the school calendar on the District website at least two (2) weeks in advance of the start of the school year.

Work Year:

Paraprofessionals will be scheduled to work on all days students are in attendance plus two institute days during the school year (176 days).

Nine and one-half (9 ½ ) month secretaries will be scheduled to work on all days students are in attendance during the school year (174 days) and will be assigned an additional 16 workdays between July 1 and June 30 each contract year as scheduled by administration.

Ten and one-half month (10 ½) month secretaries will be scheduled to work on all days teachers are in attendance during the school year (180 days) and will be assigned an additional 35 workdays between July 1 and June 30 each contract year as scheduled by the administration. If warranted, a Pontiac Junior High School Secretary may work up to ten (10) additional paid days between school years upon prior approval of building principal.

Eleven (11) month secretaries will be scheduled to work on all days teachers are in attendance during the school year (180 days) and will be assigned to work an additional 45 workdays between July 1 and June 30 each contract year as scheduled by the administration.

When school is cancelled due to an emergency, crisis, weather, or acts of God, employees shall not lose pay or benefits provided that the school calendar is amended to restore those days.

If days are not restored, those days of no pay will be spread out over the remaining pay periods in that current pay cycle.

Employee scheduled workdays or hours may be reduced pursuant to the reduction in force procedures set forth in Article II, Section 4.

## 2. School Day

All bargaining unit employees shall receive reporting and ending times for their workday at least two weeks in advance of the start of the member's work year (except in the case of an emergency). When an individualized educational plan (IEP) for a special education student requires less than a full-time personal aide, then a part-time aide (less than 6 paid hours) may be hired or a current full-time paraprofessional may be reassigned to the part-time position. Each day for paraprofessionals shall be at least six hours and 45 minutes long (6.75) hours long including a thirty (30) minute paid lunch break and one fifteen (15) minute unpaid break.

One secretary in each building will be assigned to work a daily schedule of at least eight and one-half (8.5) hours long including a thirty (30) minute unpaid lunch break and two fifteen (15) minute paid breaks (one in AM and one in PM). One additional secretary shall be assigned to work a daily schedule of at least seven and one-half (7.5) hours long including a thirty (30) minute unpaid lunch break and two fifteen (15) minute paid breaks (one in the AM and one in the PM).

Hours beyond the normal work schedule may be required to complete assigned duties. Hours must be approved by the building principal before any overtime work is completed.

Hours in excess of forty (40) hours per work week shall be paid at one and one-half times the employee's normal rate of pay consistent with state and federal laws and regulations.

## 3. Employee Injuries

The Illinois Worker's Compensation statute and regulations shall govern all work related injuries.

## 4. Seniority

- a. When employees are added to the staff, any potential ties in seniority (people hired on The same day) will be broken by a toss of the coin witnessed by the employees in question and the Union.
- b. Employees shall be deemed to be qualified in any and all classifications the employee has worked since his/her most recent date of hire. There shall be two classifications of employees—paraprofessionals and secretaries.

- c. The District shall maintain one (1) seniority list for all employees in this bargaining unit. Employees shall be placed on the seniority list as of each employee's most recent date of hire and in each classification the employee has worked since his/her most recent date of hire. The list shall be updated each year and a copy of the list shall be sent to the Union President by October 1 of each year.

## 5. Reduction in Force (RIF)

- a. Whenever it is deemed necessary by the Board to reduce the number of paraprofessionals or secretaries, such changes shall be made on the basis of classification and district-wide seniority.
- b. If an opening occurs within one (1) calendar year after layoff(s) (Reduction in Force), the Board shall first offer re-employment to employees based on their employment date in the reverse order the layoff specified in 4A.1 and 4A.2.
- c. An employee's failure to respond affirmatively within fifteen (15) calendar days after the Board's letter is sent by certified mail to the employee's address on file with Board recalling such employee or within five calendar days of employee's receipt of the Board's letter, whichever occurs first, shall result in termination of the employee's rights of recall hereunder.

## 6. Transfers

Any bargaining unit employee presently employed may apply for an Intra-bargaining Unit transfer to another like position, or, if qualified, to another classification where a vacancy exists, (such application shall be in writing to the Superintendent), or if there are no applicants from the current staff and a situation arises which requires a transfer, the effected employee's seniority, qualifications, and interests shall be considered. The administration may approve or deny such a request, in its sole discretion.

## 7. Extra Work

Extra work shall be awarded to unit employees on the basis of classification and within the classification. Seniority will prevail except in situations where the work to be done is area specific (i.e. Pre-k parent nights).

## 8. Extra Duty Positions

Those extra duty assignments listed in the contract between the district and the teachers in Local #1811 which become vacant upon the resignation/termination of the coach or sponsor currently filling that position, and are not filled by members of the teachers' bargaining unit in Local #1811 shall be posted and offered to all members within this bargaining unit prior to offering the position to anyone outside the membership of Local #1811. Notification shall consist of an email being sent to the union president. See Appendix A.

## 9. Union Orientation

On the Institute Day during the first week of each school year, the Association Leadership shall be allowed to address the Association for up to 30 minutes during the employee workday at a time that is agreeable to administration.

## 10. Association Communication/Access to the Workplace

The Association shall have the right to use school equipment including, but not limited to, computers, duplicating equipment, calculating machines, and audio-visual equipment at reasonable times when such equipment is not otherwise in use. The Association shall pay for the reasonable cost of all materials and supplies incident to such use. The Board agrees that the Association and its representatives shall have the right to use school buildings for meetings and to transact official Association business on school property at all reasonable times if it is not during school hours, provided that it does not interfere with or interrupt normal school operations. The Association shall submit a request to the superintendent to use school equipment or school buildings, to ensure it does not interfere with or interrupt normal school operations. When special custodial service is required, the Board may make a reasonable charge for this service.

## 11. Internal Communication System

The use of teacher mailboxes, inter-school mail, email usage consistent with the acceptable use of electronic networks use policy and a bulletin board in the teachers' lounge of each school building for the purpose of internal communication, provided all such publications shall be identified as Association materials and signed by an authorizing official of the Association. The Association shall annually notify the superintendent in writing no later than September 1st of the names of the authorizing official(s) in each school building and shall likewise notify the superintendent of any changes in such authorization as they occur. District facilities shall not be utilized for the distribution or display of any materials primarily devoted to the promotion of any candidate for public office.

## 12. Substitution

Paraprofessionals who substitute for a certified teacher shall be compensated per clock hour of substitution at the rate of \$40 or prorated if less than full clock hour.

# ARTICLE III – FAIR PRACTICES AND EMPLOYEE RIGHTS

## 1. Non-Discrimination

The Board and the Union agree to continue policies on nondiscrimination and non-harassment against any employee on the basis of race, creed, color, religion, age, national origin, sex, sexual orientation, marital status, ancestry, arrest record, military status, order of protection status, unfavorable military discharge, citizenship status provided the individual is authorized to work in the United States, use of lawful products while not at work, being a victim of domestic or sexual violence, genetic information, physical or mental handicap or disability, if otherwise able to perform the essential functions of the job with reasonable accommodation, pregnancy, childbirth or other related medical conditions; credit history, unless a satisfactory credit history

is an established bona fide occupational requirement of a particular position, or other legally protected categories; membership or non-membership, participation or non-participation in, or association with, the activities of the Union.

## 2. Building Representative Committee

The Building Representative Committee and the Union President shall meet with the Superintendent or his/her designee(s) as needed to discuss and attempt to resolve educational and other pertinent issues.

## 3. Other Information

Prior to each board meeting, the superintendent, or his/her designee, will email the Union President or his/her designee with the public agenda and the financial report, if any, for that meeting. Board Policy changes and Board Meeting minutes will be posted on the district's website after they are legally approved by Board action.

## 4. Personnel File

An employee shall have the right to inspect his/her personnel file, upon written request, during regular business hours provided such inspection shall not interfere with the employee's regular assigned duties and ample time is provided after the school day. Such inspection shall take place in the presence of an administrator or administrative designee. The employee shall have the right to submit a response or a statement in writing, which shall be attached and filed with the report of statement in the employee's personnel file. Individual copies of any non-confidential material shall be given to the employee upon request.

## 5. Payday

Employees shall be paid the fifteenth day and the thirtieth day (twenty-eighth day in the case of February) of each month over 18 or 24 pay periods as the employee chooses. In the event a payday falls on a holiday or other such day in which school is not in session, employees will be paid before the holiday. In the event an employee chooses to be paid in nine months, and if the last working day is after the final scheduled payday, the district may hold the check and issue it on the last working day.

The District shall provide, at no cost to the employee, automatic payroll deposit to all employees using banks able to receive deposits.

## 6. Working Conditions

All employees shall have clean and safe working conditions.

## 7. Union Dues

The employer shall honor employees' individually authorized deduction forms, and shall make such deduction in the amounts certified by the Union for union dues, assessments, or fees. Authorized deductions shall be irrevocable except in accordance with the terms under which an employee voluntarily authorized said deductions. Dues revocations are processed by the union.

In the event that an employee revokes their dues, the Union will notify the employer after the close of the revocation period.

The Union shall indemnify and hold harmless the Board, its members, officers, agents, and employees from and against any and all claims, demands, actions, complaints, suits or other forms of liability that shall arise out of, or by reason of action taken by the Board for the purposes of complying with the above provisions of this Article, or in reliance on any list, notice, certification, affidavit or assignment furnished by the Union under any such provisions.

## 8. Job Descriptions

Job descriptions will be maintained by the District. The job descriptions shall be distributed to all current employees and to all new bargaining unit members when employed.

The Union will be notified of any changes to the job descriptions before they are put into effect and shall have the right to make suggestions/recommendations regarding the proposed changes.

The Union members and administration agree to review the job descriptions for possible revisions and shall seek input from the affected individual employee(s) to this effect.

## 9. Evaluation

Evaluations of bargaining unit members' work performance shall be based upon performance and stated job descriptions. Evaluation criteria and procedures shall be applied uniformly throughout the District within this bargaining unit.

# ARTICLE IV – GRIEVANCE PROCEDURE

## 1. Definitions

- a. A grievance shall mean a complaint by a member of the bargaining unit that there is a violation of any of the specific provisions of this agreement.
- b. A grievant shall mean either: 1) any employee; 2) two or more employees with similar grievances, or: 3) the Union.
- c. The term "days" when used in this Article shall mean working school days.
- d. Class grievances involving two or more employees may be initially filed by the Union at the second step.
- e. A grievance may be withdrawn at any level without establishing precedent.
- f. The first step of the grievance procedure may be bypassed and the grievance brought directly to the second stop if mutually agreed upon by the grievant and the Superintendent.
- g. No reprisals shall be taken by the Board of Administration against any employee because of his/her participation in a grievance.
- h. Failure of the grievant to act on any grievance within the prescribed time limits will bar any further appeal. An administrator's failure or that of the Board to respond to a grievance

within the time limits shall be grounds for the Union to advance the grievance to the next step. Time limits may be extended by mutual consent in writing.

- i. Any investigation, handling, or processing of any grievance by either party shall be conducted so that instructional programs and related work activities of the grievant or the teaching staff are not interrupted.

## 2. Steps

### a. First Step

If the grievance cannot be mutually resolved informally, the grievant may file the grievance in writing with the Building Principal. The written grievance shall state the nature of the grievance, the specific, the specific clause(s) that have violated, and the remedy requested. The filing of the formal, written grievance must be within twenty (20) days from the date of the event giving rise to the grievance. The Building Principal shall make a decision in writing on the grievance and send copies to the grievant, the Union and the Superintendent within ten (10) days after receipt of the grievance. Failure of the principal to respond shall enable the Union/grievant to move the grievance to Step 2.

### b. Second Step

In the event a grievance has not been satisfactorily resolved at the first step, the grievant shall file, within ten (10) days of the principal's written decision, a copy of the grievance with the Superintendent. Within ten (10) days after such written grievance is filed, the Superintendent or his/her designee shall file an answer and communicate it in writing to the grievant.

### c. Third Step

If the grievance is not resolved satisfactorily at the Second step, the grievant may file within five (5) days of the Superintendent's or his/her designee's written decision at the Second Step, a copy of the grievance with the Board of Education. The Board shall, at the next Board meeting, but within thirty (30) days meet to hear the grievance. Within five (5) days following the meeting, the Board shall render its written decision. Failure of the board to respond shall enable the Union to move the grievance to arbitration.

### d. Fourth Step

After receiving the decision of the Board, the Union may, within thirty (30) days, submit the grievance to binding arbitration under the Voluntary Labor Arbitration Rules of the American Arbitration Association (AAA). The arbitrator shall follow the standard rules of the AAA and his/her decision shall be binding on all parties. Expenses for the arbitration services shall be borne equally by the Board and the Union.

## ARTICLE V – LEAVES, HOLIDAYS, VACATIONS

### 1. Sick Leave

- a. A total of twelve (12) days per year shall be granted each employee.

- b. Full time employees whose total used sick and personal leave days in one school year is 0 or 1 day will receive a \$250 bonus in June. Employees whose total days used sick and personal leave days for one school year is 2 to 4 days will receive a \$150 bonus in June. Reimbursement will not be considered payment for unused sick days, for retirement purposes.
- c. Hourly employees may take sick leave in hourly increments.

## 2. Personal Leave

Three (3) days personal leave may be granted each school year at full pay. Personal days may be taken in half or full day increments. One (1) additional day may be granted with the employee paying the cost of a substitute. Written requests, with reasons, must be submitted to and approved by the Superintendent at least forty-eight (48) hours prior to the day in question. On days immediately preceding or following a holiday, not more than one (1) secretary and not more than one (1) paraprofessional and/or interpreter may take a personal day. Requests for personal day usage shall be submitted to the Superintendent as soon as possible on or after the first day of the school year and will be granted on a first come, first serve basis. Emergency situations will be given special consideration. Personal leave days will not be deducted from accumulated sick leave days, but if unused they shall accumulate as sick leave. Up to one (1) unused personal leave day may carry over to the following year.

## 3. Leave of Absence

- a. A written request containing the date of departure and intended date of return shall be made at least three (3) months before the leave is desired, if possible, and with prior review of the Superintendent, subject to approval by the Board.
- b. Leaves may be granted for:
  - 1. Advanced study in related teaching areas
  - 2. Educationally related travel
  - 3. Maternity/child care after exhausting all paid leave and FMLA leave
  - 4. Medical purposes after exhausting all paid leave and FMLA leave
  - 5. Other reasons acceptable to the Board
- c. Leaves of absence less than ½ year will allow for advancement of one (1) year of seniority. Over ½ year is no advancement. One half year equals 90 days. Employees on leaves of absence must declare their intentions by March 1 of the following year. Intentions declared after March 1<sup>st</sup> will be reviewed on a case-by-case basis.

## 4. Holidays

Employees working nine months or more per year shall be granted the following paid holidays if they fall during their scheduled employment.

- 1. Labor Day
- 2. Columbus Day
- 3. Veterans Day
- 4. Day before Thanksgiving

5. Thanksgiving Day
6. The day following Thanksgiving
7. Christmas Eve or nearest day if Sat or Sun
8. Christmas Day or nearest day if Sat or Sun
9. New Year's Eve or nearest day if Sat or Sun
10. New Year's Day or nearest day if Sat or Sun
11. Martin Luther King Birthday
12. Lincoln's Birthday or President's Day
13. Good Friday
14. Easter Monday
15. Memorial Day or Monday designated as holiday

## 5. Vacation (ONLY for employees hired prior to July 1, 2017)

Nine-month employees shall be granted vacation in accordance with the following schedule:

After 3 years of employment	one (1) week paid vacation
After 7 years of employment	two (2) weeks paid vacation

Vacation during the school year must be taken over nonattendance days. If vacation is not taken employee may elect to receive vacation pay with last check. Vacation time must be used during the year it is earned.

Employees working ten and one-half months or more shall be granted vacation in accordance with the following schedules:

After 14<sup>th</sup> and each subsequent year      four (4) weeks paid vacation

However, the parties agree that the payment of any vacation payment, once retirement paperwork is submitted, under this provision shall be limited in an amount to ensure the District is not subject to any IMRF 6% penalty. Any vacation payment that would cause the employee to exceed the 6% limit shall be paid to the employee post-employment as non-IMRF creditable earnings. The post-employment payment, if any, will be paid to the employee on the 65<sup>th</sup> day after the employee's last day of work.

## 6. Union Officer Leave

Each year, the Board will grant one (1) day of paid leave to be used for attendance at IFT sponsored conferences or training on days when students are not in attendance. The leave will not count against any attendance bonus. Leave shall require at least 72 hours' notice.

## 7. Bereavement Leave

Days will be granted for bereavement leave with the maximum number of days per year being three (3). These three (3) days will not accrue and burial day is to be included in the three (3) allowed. Bereavement leave shall be granted for attendance at funerals.

Sick leave may be used in conjunction with bereavement leave with the maximum number of days allowed being five (5) and burial day to be included in the five allowed. Special circumstances that necessitate the use of additional leave beyond the combined five (5) days will require administrative approval and will be considered on a case by case basis.

## **ARTICLE VI – DUTIES**

In the case of a certified teacher or certified substitute teacher who is employed as a paraprofessional, he/she may be reassigned to act as a substitute teacher each time his/her supervising teacher is absent and will be paid at the internal sub rate found in the teacher's contract (with a 7 hour maximum per day).

The Board and Union agree that bus duty (supervision during bus arrival and boarding for departure as related to the bussed students in the classrooms to which a paraprofessional is assigned) is a duty of the paraprofessionals in this bargaining unit. The Board further agrees that riding the bus with students is not a required duty of any of the employees in this bargaining unit, except for individual care aides who may be assigned to ride the bus with their assigned student.

Room keys will be issued to all bargaining unit employees upon their first day of employment for the year. The employee shall turn in their key at the end of each school year. Paraprofessionals shall have a district mailbox/slot.

Newly hired employees shall serve a probationary period of 145 work days and may be disciplined or dismissed during his/her probationary period, and such discipline or dismissal shall not be subject to just cause or the grievance/arbitration provision in this contract.

No employee covered by this contract shall be disciplined or dismissed without just cause. The Superintendent shall set forth the reasons for discipline and/or dismissal in writing. Failure to do so shall be grounds for overturning the discipline/dismissal.

Employee Discipline:

The following is a non-exhaustive list of misconduct that the parties agree in advance shall constitute just cause for suspension without pay or discharge for a first offense of any of the following. This list shall include but not be limited to:

1. Unauthorized absence from work
2. Any absence from work which would constitute a dock day, unless the absence is authorized under state/federal law, i.e., FMLA, or approved by the Superintendent in advance
3. Violation of the District's policy prohibiting sexual harassment
4. Theft and/or misappropriation of funds
5. Unauthorized removal of District property from a District building
6. Insubordination (i.e., failure or refusal to comply with an order or directive from a person with supervisory authority)

7. Violation of the District’s Drug and Alcohol Free Workplace policy
8. Assault upon supervisors, other employees, or students
9. Falsification of records (including time sheets or tampering with time clocks)
10. In addition to the above list of offenses that provides just cause for suspension without pay or discharge for a first time offense, the following shall apply to work rule violations not identified above and performance deficiencies

Any employee who violates a work rule and/or whose performance is deficient in any area of assigned duties within twenty-four (24) months after the date the employee received his/her first written warning or reprimand, the District shall have just cause to suspend or dismiss the employee.

Should the employee not receive a second written notice of work rule violation and/or any performance deficiency within twenty-four (24) months after receiving a first written warning or reprimand, the first written warning or reprimand shall be removed from the employee’s personnel file. The employee shall be responsible for requesting, in writing, that the District’s Personnel Office remove letters of warning/reprimand from the employee’s personnel file that are more than twenty four (24) months old.

## **ARTICLE VII – Salary and Insurance Information**

### **1. Salary and Insurance**

#### ***FOR EMPLOYEES HIRED PRIOR TO JULY 1, 2017:***

The District will allow the following contribution amounts per year towards single/family health and dental insurance coverage with the District insurance carriers for the full time paraprofessional that selected Plan A in prior contract:

Paraprofessionals (9.5 months or less)	
2025-2026 School Year	\$6000
2026-2027 School Year	\$6000
2027-2028 School Year	\$6000
2028-2029 School Year	\$6000
2029-2030 School Year	\$6000

#### **AND**

Salary schedule for the paraprofessional taking option A are:

2025-2026 School Year	
	Paraprofessionals
7+ Years	\$28.81
2026-2027 School Year	
7+ Years	\$30.24

2027-2028 School Year  
7+ Years \$31.67

The District will pay up to a maximum of 4.5% of the employee contribution required by IMRF on behalf of the employee as an benefit in addition to the salary listed in this contract.

**OPTION B:**

The District will allow \$1390 per year for each full time paraprofessional/secretary working 9.5 months or less and \$1510 per year for each full time secretary working 10.5 months per year towards single/family health and dental insurance coverage with the District insurance carriers.

**AND**

Salary schedules for secretaries and paraprofessionals who selected option B prior to August 23, 2017 are:

	Paraprofessionals	Secretaries
2025-2026 School Year		
7+ Years	\$30.60	\$35.59
2026-2027 School Year		
7+ Years	\$32.11	\$37.35
2027-2028 School Year		
7+ Years	\$33.64	\$39.12

The District will pay up to a maximum of 4.5% of the employee contribution required by IMRF on behalf of the employee as an benefit in addition to the salary listed in this contract.

***FOR EMPLOYEES HIRED AFTER JULY 1, 2017***

The District will allow the following contribution amounts per year towards single/family health and dental insurance coverage with the District insurance carriers for each full time paraprofessional and secretary:

Paraprofessionals/Secretaries (9.5 months or less)	
2025-2026 School Year	\$6000
2026-2027 School Year	\$6000
2027-2028 School Year	\$6000
2028-2029 School Year	\$6000
2029-2030 School Year	\$6000

Secretaries (10.5 months or more)	
2025-2026 School Year	\$7400
2026-2027 School Year	\$7400
2027-2028 School Year	\$7400

2028-2029 School Year	\$7400
2029-2030 School Year	\$7400

Salaries for Employees hired after May 30, 2022:

	Paraprofessionals	Secretaries
2025-2026	\$18.95	\$23.29
2026-2027	\$19.88	\$24.45
2027-2028	\$20.83	\$25.61

The District will pay up to a maximum of 4.5% of the employee contribution required by IMRF on behalf of the employee as an benefit in addition to the salary listed in this contract.

Bargaining unit members having worked in the district for a semester or longer will be granted a year of experience for salary schedule purposes only.

## 2. Severance Pay

Each employee shall receive severance pay benefit of \$15.00 per unused sick leave day upon retirement with a minimum of three (3) years service to the district. A maximum number of sick days shall be the employee's accumulated total number of days minus 240 days used for service credit with IMRF, with maximum number of days being paid out not to exceed 120 days . The severance payment will be paid to the employee sixty five (65) days after the employee's last workday and shall not be considered IMRF creditable earnings.

Upon an employee's death or upon the written notification of impending bona fide retirement or in the case of disability as defined by IMRF, a retirement incentive shall be paid to the employee based upon the number of full years of full or part time employment in District #105. This payment shall be according to the following schedule:

Full Years of Service Amount:

- After 5 years - \$100 per year
- 10 years - \$150 per year
- 15 years - \$200 per year
- 20 years - \$250 per year

Those individual employees eligible for bona fide retirement must notify the Superintendent of his/her impending retirement by the first day of school of that year. Any employee not following this time schedule waives any claim to any part of this retirement incentive.

The retirement incentive will be included in the employee's last paycheck prior to retirement. A calculation will be made comparing the employee's IMRF creditable earnings of the immediately previous year with his/her creditable earnings of the current year. If such creditable earnings are less than 106% of his/her creditable earnings of the previous year, that portion of the retirement program payment necessary to increase his/her creditable earnings to 106% shall be paid to the employee in his/her last regular paycheck prior to retirement.

However, if the legislature lowers the 6% allowable rate to a lower rate and this contract is not grandfathered and exempt from that change; the allowable rate for the retirement benefit under this provision shall be reduced from 6% to the allowable rate that is permissible which does not result in the District paying any additional pension costs to IMRF. In the event the entire program payment due the employee is not paid as creditable earnings in the final paycheck, the remaining balance will be paid to the employee as a severance payment. Such payment shall be made sixty five (65) days after the employee's last workday.

Once notice of retirement has been given and the final year of service has begun, this benefit shall be payable in total to the employee's estate in the case of the employee's death while employed in the final year of service with District #105.

### **3. Paraprofessional Stipend**

A paraprofessional who possesses an Illinois Teacher or Substitute Teacher License will receive an annual stipend of \$500.

## **ARTICLE VIII- EFFECT OF AGREEMENT**

### **1. Savings Clause**

It is recognized by the parties that during the course of this agreement, there shall be no change in wages, hours or terms and conditions of employment and that all provisions of this Agreement may be altered only by consent of both parties. If any provision of this Agreement is subsequently declared by proper legislative or judicial authority to be illegal or nonbinding, the parties will work out a proper agreement in lieu thereof. All other provisions of this Agreement shall remain in force and shall not be affected, so that this Agreement shall remain whole with the void provision deleted.

### **2. Duration of Contract**

This Agreement shall remain in force and effect from July 1, 2025 until June 30, 2030 for all items except salary which will be renegotiated for the 2028-2029 and 2029-2030 school years.

## **ARTICLE IX – NO STRIKE CLAUSE**

During the course of this agreement there shall be no strike or other withholding of services by members of the bargaining unit.

### **NOTICE TO ELIMINATE PAST PRACTICE:**

To the extent there is a past practice that allows employees to call off work and use a dock day, the practice shall be terminated upon this contract. Specifically, an employee shall be required to report to work unless the employee is in an authorized paid leave status or in an authorized unpaid leave status pursuant to State or Federal law ( i.e. FMLA).

IN WITNESS THEREOF:

FOR THE PONTIAC WILLIAM HOLLIDAY FEDERATION OF TEACHERS, LOCAL #1811  
(Paraprofessionals and Secretaries)

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Secretary

FOR THE BOARD OF EDUCATION PONTIAC WILLIAM HOLLIDAY SCHOOL DISTRICT  
#105

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Secretary

## Appendix A – Extra Duty Schedule

### Extra-Curricular

Instrumental Music  
Elementary Vocal Music  
Jr. High Vocal Music  
Drama/Musical  
Math Club  
Chess Club  
Scholastic Bowl  
Robotics  
Science Olympiad  
Strategy Team Facilitator  
(one (1) per building)  
Student Council  
Yearbook  
National Honors Society  
Young Authors

### Coaching

Athletic Director  
Jr. High Boys Basketball (A)  
Jr. High Boys Basketball (B)  
Jr. High Girls Basketball (A)  
Jr. High Girls Basketball (A)  
Jr. High Cheerleading  
Boys Volleyball  
Girls Volleyball  
Boys Baseball \*  
Girls Softball \*  
Boys Track  
Girls Track  
Soccer \*  
Bowling  
Cross Country \*

\* Only 3 of the 4 per year as stated in contract

\*\* Positions and salaries are established between Pontiac William Holliday School District # 105 and Local #1811 Pontiac William Holliday Federation of Teachers AFT/IFT, AFL/CIO (Teachers)