

Collective Bargaining Agreement

between

The Orion Board of Education

and

The Orion Education Association

**Orion, Illinois
2026-2029**

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PREAMBLE

This Agreement, between the Board of Education of Orion Community Unit School District No. 223, Henry County, Orion, Illinois (hereinafter referred to as "Board" or "District"), and the Orion Education Association, affiliated with the Illinois Education Association and National Education Association (hereinafter referred to as "Association"), incorporates a number of understandings which derive from the parties' mutual beliefs that:

- Each pupil is entitled to a quality education that focuses on academic excellence and achievement.
- Students should be provided with tools needed to become well-rounded, effective, lifelong learners, and productive members of society.
- Community values and the impact to current and future generations of students should be considered in making educational decisions.
- The attainment of these objectives is dependent upon the quality and morale of the employees.

The terms of this preamble shall serve as guiding principles of the parties in the administration of this Agreement, but shall not be subject to grievance.

ARTICLE I RECOGNITION

The Board recognizes the Association as the sole and exclusive negotiating agent as set forth in IELRB Case No. 98-RS-0003-C for all full-time and regular part-time licensed teachers, school nurse, secretaries, clerical personnel, Response to Intervention (RTI) coordinators, RTI data coordinator, speech pathologists, school psychologist, student success coordinator, media center coordinator, teacher's aides, including special ed. aides, reading aides, early childhood aides, pre-K aides, student monitors, including playground monitor, lunchroom monitor and study hall monitor, hereinafter referred to as "employees", except for the superintendent, principals, secretary to the superintendent, bookkeeper/accounting director, unit office secretary, and all other supervisors, managerial, confidential and short-term employees as defined in the Illinois Educational Labor Relations Act. Whenever used herein, the term "classified employees" shall refer to all non-certificated employees only.

[The parties agree to fill out the appropriate paperwork to file with the Illinois Educational Labor Relations Board (IELRB).]

ARTICLE II EMPLOYEE AND ASSOCIATION RIGHTS

2.1 Non Discrimination

In the application of the terms and conditions of this Agreement, the Board and the Association shall not discriminate against any member of the bargaining unit on the basis of race, creed, color, marital status, sex, gender, sexual orientation, age or national origin. The parties agree that the provisions of this Section 2.1 pertain to federal and state laws and the violation of these laws shall subject the Board and Association to suit or administrative remedy.

2.2 Chain of Command / Right of Representation

- A. Parents and community members with complaints shall be directed to the teacher or affected staff member prior to action by the administration or the Board. This provision shall not prohibit prior administrative or Board involvement if the administration or Board determines that the nature of the complaint requires it.
- B. All personnel shall refer matters requiring administrative action to the responsible administrator and may appeal decisions using the established chain of command. Whenever possible, each employee should be responsible to only one immediate supervisor. Where this is not possible, the division of responsibility must be clear.
- C. When an employee is required to appear before any supervisor or the Board concerning any matter which could adversely affect his/her employment, his/her position, or his/her salary, the employee shall be entitled to have a representative of the Association present. Further, when an employee is required to appear before the Board, he/she shall be advised in writing of the reasons for the requirement. Adverse employment action on the basis of a community complaint shall not be taken against an employee by the Board until the employee is made aware of the complaint and has had an opportunity to respond. All employees will be presumed innocent. The administration/Board will complete a full investigation before any action might be taken.

2.3 Personnel File

No disciplinary or adverse report shall be placed in an employee personnel file without notice to the employee. Employees shall acknowledge receipt of such notice with a signature, but such acknowledgement shall not constitute agreement with the report. Each employee shall have the right, upon request, to review the contents of his/her personnel file and to place therein written reactions to any of its contents. The employee shall have the right to have a witness

present if desired. Upon request, the employer will reproduce one (1) copy of any materials in his/her personnel file.

2.4 Academic Freedom

Academic freedom shall be guaranteed to all employees, and no arbitrary limitations shall be placed upon study, investigation, presentation, and interpretation of facts and ideas concerning human race, society, the physical and biological world, and other branches of learning, consistent with the subject matter under study, within the teacher's area of professional competence, and in accordance with the District's instructional plan.

2.5 Right to Organize

Employees shall have the right to organize, join, and assist the Association and to participate in professional negotiations with the Board. The Board shall not discriminate against any employee with respect to hours, wages, terms and conditions of employment for reasons of his/her membership, or non-membership, in the Association, participation in negotiations with the Board, or the institution of any grievance, complaint or proceeding under this Agreement.

2.6 Dues Deduction

The Board shall deduct from each member's pay, the current dues of the Association, provided that the Board has a member-executed authorization for continuing dues deduction, the amount of which shall annually be certified by the Association. The authorization form shall be furnished by the Association. The authorization shall remain in effect from year to year, except that the member may revoke it prior to August 1 of any year. Upon receipt of any revocation, the Association shall notify the Board in writing of the same. If an employee resigns prior to September 1, of any year, the Board shall deduct the unpaid portion of the annual dues from the member's final check. All dues deducted by the Board shall be remitted to the Association no later than fifteen (15) days after such deductions are made.

Upon written request to the Superintendent or his/her designee, an employee may have payroll deductions made for credit unions or individual retirement accounts, provided that additions or modifications may be made no later than the first thirty (30) calendar days of the school year.

2.7 Meetings, Notices and General Information

The Association shall not be denied the following:

- a. The use of school buildings for meetings, except when in use;
- b. The use of employee mailboxes, inter-school mail, school email and faculty bulletin boards for the purpose of internal communication;
- c. The use of school equipment, e.g., computers and photocopiers, in accordance with the District's Acceptable Use Policy, except when in use.

The Association will pay custodial and rent costs as dictated by Board policy for use of a building for special events.

2.8 Employee Materials and Equipment

Each employee shall have the right to request from the principal materials that relate to his/her area of employment. If the Administration makes cuts in the employee's requisition, the principal shall advise the employee and consult with him/her.

ARTICLE III EMPLOYMENT CONDITIONS

3.1 School Calendar

The Board, with input from a committee comprised of three persons appointed by the Board President and three persons appointed by the Association President, shall annually prepare a calendar for the school term, specifying the opening and closing dates and providing 180 days to ensure 176 days of actual pupil attendance. Any days allowed by law for teachers' institutes but not used as such shall increase the actual days of pupil attendance by the number of days not so used.

If spring break is scheduled the week prior to Easter Sunday, the following Monday shall be taken as a holiday.

3.2 Notification of Assignments

All employees shall be given written notice of their assignments for the forthcoming year by June 1. In the event changes in such assignments are proposed, the employee affected shall be notified promptly and consulted. Any employee who determines such assignment to be unacceptable shall have the right to resign immediately. If changes in the employee's assignments are made

later than August 1, the employee shall be notified of the reason the change was made, and the employee shall be allowed to resign if such change is not acceptable. Non-itinerant teachers who are assigned a different classroom, subject or grade level after August 1 shall be paid a stipend of one thousand five hundred dollars (\$1,500.00).

3.3 Student Discipline

The parties agree that the employee has the primary responsibility for the maintenance of discipline within the classroom. A teacher may refer a student to the principal or his/her designee if, in the opinion of the teacher, the grossness of an offense, the persistence of behavior, or the disruptive effect of any violation, makes the continued presence of the student in the classroom intolerable. In such situations, the principal or his/her designee shall take prompt action to try to address the issue, with the goal of resolving or responding to the matter within two (2) school days whenever reasonably possible. If the student is readmitted to the classroom, the student and the teacher shall be told the conditions for readmission, prior to readmission. Further, the administrator shall inform the teacher of the rationale for his or her decision upon request. Any specific actions taken by the principal, his/her designee, or the teacher to try to solve any discipline problems (or their refusal to take any specific action) shall not be subject to the grievance procedure. Employees shall be notified within one (1) school day of a decision being made and, in writing, of a student's suspension or expulsion and the date or dates it is being served.

3.4 Employee Facilities

The Board shall provide employees' facilities (or where they are now available they will continue to provide such facilities) as in the following areas:

- a. Employee reference libraries in each building;
- b. Employee lounges and lavatory facilities separate from the students' facilities;
- c. Employee eating areas in schools where cafeterias are provided;
- d. Photocopiers, computers, and printers available for employee use to the extent that the use of such facilities may not interfere with the normal operations of the school district, and further provided that the employee pay for any materials used for non-school purposes;
- e. Telephones shall be made available to employees for their use; however, no long distance phone calls shall be charged to these phones by employees for their personal use;

- f. Upon the request of the Association, vending machines shall be installed in the lounges at no cost to the school board. The proceeds from all such machines shall be utilized as the employees of that building may desire;
- g. Employee use of District-provided technology shall be in a responsible and professional manner.

3.5 Work Day

- A. The length of the teacher's work day shall not exceed seven and one-half (7.5) clock hours. All teacher work days shall begin and end at times designated by the Administration or the Board. Teachers may be required to attend meetings beyond the regular work days, provided that there shall be no more than three faculty meetings per month not to exceed one-and-one-quarter (1-1/4) hours beyond the final student contact time or one-half (1/2) hour prior to the initial student contact time. When possible, notification of meetings or cancellations shall be given twenty-four (24) hours in advance.

Conference days other than during the normal student day shall be held district-wide only and after prior notice to the OEA and a reasonable opportunity for input.

- B. Regular full-time classified employees are those regularly scheduled to work thirty (30) hours or more per week for a minimum of 176 days per school year. Nine and one-half (9 ½) and ten and one-half (10 ½) month full-time classified employees who are receiving insurance benefits may continue to receive insurance benefits during the summer months. All classified personnel working five (5) or more hours per day shall have a thirty (30) minute duty free lunch period. In the event of emergency early closings, classified employees shall be paid for the remainder of their workday. On scheduled early dismissal days, excluding school improvement days, offices will close one (1) hour early. In the event of a late start, all classified employees losing paid hours shall be given the option to make up lost wages subject to overtime limitations. Building principals and affected employees shall meet within two working days of the late start to determine when and how such hours shall be made up. No classified employee shall make up hours beyond the lost hours.
- C. Full-time secretaries shall have a normal workday of no more than eight (8) hours when students are in attendance for any length of time. When students are not in attendance, the length of the normal workday shall be seven (7) hours.

- D. All classified personnel will be allowed one paid break totaling fifteen (15) minutes for every four (4) hours worked. (Aides' break time might not be continuous).
- E. In the event that the employer deems it necessary for any classified employee to exceed the hours normally worked in a workweek, overtime pay shall be paid for all work that exceeds forty (40) hours per week. Overtime hours must have pre-approval from the immediate supervisor. Overtime pay shall be paid at one and one-half times (1 ½) the hourly rate of pay.
- F. Professional development activities for teachers shall not be scheduled during their allocated preparation period without agreement of the teacher.
- G. Holidays (Secretaries). Secretaries shall not work on the following paid holidays that occur during their work year:

New Year's Day plus one (1) day with pay	2
President's Day	1
Good Friday	1
Thanksgiving plus one (1) day with pay	2
Christmas plus two (2) days with pay	3
Labor Day	1
Memorial Day	1
Columbus Day observed	1
Veterans Day observed (M-F)	1
Martin Luther King, Jr. Day	1

- H. Holidays (Aides). Starting in their fifth year of employment with the District, aides shall not work on the following paid holidays that occur during their work year:

New Year's Day plus one (1) day with pay	2
Good Friday	1
Thanksgiving plus one (1) day with pay	2
Christmas plus two (2) days with pay	3
Labor Day	1

- I. Prep Time. Full-time teachers at the high school and middle school shall be entitled to a daily preparation time equal in length to a normal class period. Teachers in grades PreK-5 shall be entitled to a daily prep time, totaling at least 225 minutes per week during a normal five-day work week.

- J. E-Learning Days – Aides and Secretaries. If an E-learning day is used in the event of inclement weather, aides and secretaries will be paid for a normal work day.

3.6 Interviews

Employees shall not be required to interview applicants for open positions unless they consent. Non-tenured teachers shall not be involved with the interview process except with permission granted from the Association.

3.7 Reprimanding Employees

Except in emergency situations where it is necessary to maintain discipline or the decorum of the educational process, employees shall not be reprimanded in the presence of students, parents/guardians or other employees.

If the Board or Administration intends to discipline an employee or if at any time during such a meeting it becomes disciplinary in nature, then the employee may, if he or she so desires, have an Association representative present.

No employee shall be terminated or disciplined without just cause.

The provisions of this Section shall be subject to the grievance procedure up to and including Article VII, Step 3 to the Board. The parties agree that the decision of the Board shall be final and such grievance shall not be subject to arbitration.

3.8 Teaching Vacancies

All vacancies in district teaching positions shall be posted in a mutually agreed upon location in each building. This notice shall be accompanied by a statement of minimum qualifications. No vacancy shall be filled permanently until such notice shall have been posted for a minimum of seven (7) calendar days, except for vacancies that occur within thirty (30) days of the start of the school year, in which case a 24-hour posting shall be required. Vacancy notices shall be emailed to all employees.

- a. Voluntary transfers: Any tenured teacher or any teacher eligible for continued contractual status in the forthcoming school term may apply for a transfer to another position where a specific vacancy exists. Such application shall be made in writing to the Superintendent or his/her designee. The Superintendent or his/her designee shall advise the applicant of the decision on the requested transfer.
- b. Involuntary Transfers: Any teacher involuntarily transferred shall receive consideration to return to their prior position for a period of one year following the date of the transfer on the basis of seniority and needs of the

District for vacancies, for which the teacher applies. The Superintendent's decisions shall not be subject to grievance.

If requested, the Superintendent or his/her designee will meet with the teacher to discuss the reason(s) for the decision. The reason(s) as stated by the Superintendent or his/her designee shall not be subject to grievance.

3.9 Classified Vacancies

Whenever a classified employee vacancy occurs, the position shall be emailed to all employees and posted in each of the buildings and the district website for a minimum of fourteen (14) calendar days. In filling vacancies, consideration of transfer requests from other job categories shall be made in relation to all other applications. Seniority within the district shall be given serious consideration. If requested, the Superintendent or his/her designee will meet with the classified employee to discuss the reason(s) for the decision. The reason(s) as stated by the Superintendent or his/her designee shall not be subject to grievance.

If a classified employee who is dismissed through reduction-in-force is qualified for a position in another category and can demonstrate such qualifications for a category other than his/her present category, then the dismissed classified employee shall be offered reemployment to any such vacancy.

3.10 Seniority

- a. Seniority for employees is the continuous length of employment within the District as determined by the individual's first working day.

Seniority for part-time (less than 30 hours per week within a category) employees shall accrue pro-rata based upon the number of hours or periods worked, as applicable.

Seniority shall be determined for all job categories: teachers, secretaries, aides, and nurse.

- b. Seniority terminates upon the following:
 - (i) Resignation from the District
 - (ii) Dismissal for just cause
 - (iii) Dismissal or reduction in force not resulting in recall during the recall period
 - (iv) Retirement

- c. Seniority is retained but does not accrue during the following:
 - (i) Long-term leaves of absence, as provided for in Section 6.5
 - (ii) Layoff within the recall period
 - (iii) Employment in a position within the District but not in the bargaining unit
- d. Seniority continues to accrue during short-term leaves of absence, as provided for in Section 6.1, 6.2, 6.3, 6.4, 6.6, and 6.7.
- e. Ties in seniority between classified employees shall be broken by lot. Ties in seniority between teachers shall be broken in the following order:
 - (i) Highest academic preparation as evidenced by the employee's salary range placement
 - (ii) Total experience in teaching as reflected by TRS creditable years of service
 - (iii) Lot
- f. Employees shall be ranked on the seniority list from the most senior to the least senior.
- g. No later than the end of the first semester, the Board shall post a seniority list, prepared in accordance with this Article, on the bulletin board in the lounge in each school. The Board or its designee shall notify the Association of the posting via email the day the seniority list is posted. The seniority list shall show the length of continuing service of each teacher and the positions for which each teacher is qualified. The seniority list shall also show the length of consecutive years of service for each classified employee seniority group. A copy of the seniority list will be made available to any employee who requests one. Protests over seniority rankings must be made in writing to the Superintendent within fifteen (15) school days after the seniority list is posted. An employee who fails to protest his/her ranking and qualifications as shown on the seniority list waives the right to do so for that year.

3.11 Reduction in Force and Recall

- A. Classified Employee Reduction in Force (RIF). If classified employees are subject to lay-off, they shall be reduced in order of seniority, least senior first, in the job category being reduced, provided the remaining employees are qualified to perform the work remaining. There shall be no "bumping" into other job categories.

Classified employees who are subject to RIF shall be entitled to continued employment in another category if they are qualified to fill an available vacancy at the time of the RIF.

- B. **Classified Employee Recall.** If, within one year from the beginning of the following school term, a vacancy occurs within a classified bargaining unit position, the most senior employee on recall from that position/job category shall be offered the position, provided he/she is qualified to perform the work of the available position. Reinstatement shall be at the appropriate salary amount in recognition of years of experience and education.
- C. **Certified Employee Reduction in Force.** A Reduction in Force (RIF) List will be prepared and include certified positions and all names of Certified Employees qualified to hold those positions in an order determined by the Illinois School Code. A copy of the RIF List will be delivered to the Association by a date at least eighty-five (85) calendar days prior to the end of the school term. Changes to Group 1 of the RIF List may be made through a date forty-five (45) calendar days prior to the end of the school term. The teachers who are subject to reduction shall receive written notice at least forty-five (45) calendar days before the end of the school term, together with a statement of honorable dismissal and the reason therefore. Such notice shall be delivered by regular mail and also delivered by personal delivery or certified mail, return receipt requested. This provision does not apply to the dismissal of non-tenured teachers under Section 24-11 of the Illinois School Code.
- D. **Certified Employee Recall.** If the District has any vacancies within one year from the beginning of the following school term, the positions that become available shall be offered to teachers in Groups 3 and 4 (in accordance with the current evaluation model utilized) who have received RIF notices if they are legally qualified to hold such positions. Teachers in Group 2 shall also have limited recall rights as follows: (1) the teacher has not received an unsatisfactory evaluation or more than one "needs improvement" evaluation; and (2) the recall period for Group 2 teachers expires on February 1st following the RIF. The order of recall shall be governed by the Illinois School Code. Notice of recall shall be delivered by certified mail, return receipt requested and email to the last known addresses.

A teacher subject to recall shall be notified in writing of the vacant position. A teacher's failure to respond to recall affirmatively within twenty (20) calendar days after mailing/sending email or within ten (10) days after receipt of the Employer's correspondence (whichever shall first occur) shall result in termination of the teacher's right to recall. However, teachers shall not lose recall rights for refusing to accept a position which

includes fewer teaching hours and would result in a reduction of pay. Teachers on lay-off are obligated to advise the administration office of their current address, email address and telephone number so as to facilitate notice of recall.

3.12 Employee Safety

If an employee becomes aware of a potentially unsafe or hazardous condition, the employee shall report the situation to his or her supervisor. No employee shall be required or individually asked to search for explosive devices or participate in physical confrontations with intruders. The employer shall advise employees of any emergency evacuation procedures and shall take all reasonable steps to provide employees a means for communicating an emergency to the building office. The District shall ensure that every classroom and workspace is equipped with a reliable, two-way communication system (e.g. dedicated landline, functioning intercom, or dedicated radio) that allows for immediate contact with the building office and emergency services.

3.13 Labor Management Relations Committee

The Labor Management Relations Committee (LMRC) will meet in September, January, and May each school year. The Committee shall meet at such other times as the parties may agree. Both parties may have up to four members. At least one of the Management representatives shall be a Board member. The purpose of the LMRC shall be to maintain an open communication between the parties and to discuss medium and long term issues affecting labor relations. The parties recognize that the LMRC shall not be a substitute for addressing issues through the chain of command. The Association and administration shall prepare an agenda which shall be exchanged in advance of each meeting. Only items on the agenda shall be discussed unless both parties consent to the discussion of additional items.

3.14 Class Size

The Board and the Association recognize that class sizes are important to the quality of the education program. The administration shall strive to keep class sizes to reasonable levels with consideration of funding and space limitations. The OEA may raise concerns related to class size with the Superintendent or during a Labor Relations Management Committee meeting.

ARTICLE IV EMPLOYEE EVALUATION

- 4.1 Teacher Evaluation.** Probationary teachers shall be evaluated at least once per year. Tenured teachers shall be evaluated at least once every three years.

By the first day of student attendance, the building principal or immediate supervisor shall acquaint the teachers under his/her supervision with the evaluation procedures, standards and instruments, and he/she shall advise each teacher as to who will observe and evaluate his/her performance. If an employee is hired after the beginning of the school term, the building principal or immediate supervisor shall acquaint the teacher with the evaluation procedures, standards and instruments and will advise the teacher as to who will observe and evaluate the teacher's performance no later than 30 days after the contract is executed.

Prior to October 1 of each year, the building administrator shall meet with each teacher scheduled for an evaluation in order to: (1) review previous evaluations; (2) discuss the administrator's goals for the evaluation; (3) identify the teacher's goals for the evaluation; and (4) establish a tentative observation schedule. No evaluation may take place until such orientation has been completed, provided, however, that failure to conduct timely orientation shall not be a basis to refrain from the required evaluation.

4.2 Evaluation Timeline and Procedures

A. Administrators shall follow the steps outlined below in order to complete the evaluation cycle for teachers and other licensed employees who are scheduled for evaluation:

1. The administrator shall conduct informal and formal observations of the employee's performance as required by the School Code and in accordance with the employee's job-specific evaluation model.
2. The administrator shall conduct at least one formal and one informal observation for tenured teachers who did not receive a needs improvement or unsatisfactory evaluation in their last evaluation cycle, and at least two formal and one informal observation for all other teachers.
3. The formal observation shall be no less than thirty (30) consecutive minutes in length. Unless jointly agreed upon by both the administrator and the teacher, such observations shall not be conducted within two (2) days preceding or one (1) day following a holiday or the beginning or end of the semester.

4. The formal observation will occur after September 15 and before May 1 of the school year. At least one informal observation shall be no less than fifteen (15) minutes in length.

5. If information from either the required formal or informal observation is used in a summative evaluation, feedback for said observation shall be given to the teacher in writing within fourteen days of the observation.

6. A meeting, if requested by either the teacher or the evaluator will occur within four (4) days of the receipt of the observation feedback.

7. Teachers responsible for administering standardized tests (i.e., ISAT, achievement tests ...) will not be evaluated during the week prior to the administration of those tests.

8. The scheduling of the formal observations does not prevent the administrator from conducting informal observations at other times during the evaluation cycle.

B. Following completion of the required observations, but in no event later than May 15, the administrator shall present the teacher with a written evaluation using an evaluation instrument prepared in cooperation with the Association. The administrator shall provide the teacher with specific, candid feedback designed to acknowledge areas of strength and identify any noted deficiencies. The primary purpose of evaluation shall be to improve the quality of teaching. Probationary teachers shall receive written reasons for "unsatisfactory" or "needs improvement" evaluation ratings.

C. The administrator and teacher shall have a conference within four (4) school days following the teacher's receipt of the evaluation. The teacher shall have the right to include/attach any documentation that he/she feels is appropriate. The purpose of this conference will be to discuss the evaluation, attach any explanation(s) that the teacher feels is/are necessary, and sign the final evaluation.

D. During the subsequent evaluation cycle, the teacher shall make every effort to eliminate any deficiencies noted in the evaluation.

4.3 Evaluation Ratings. Substantive performance evaluation ratings and comments shall not be subject to the grievance procedure.

4.4 Job Descriptions. Official job descriptions for each position within the bargaining unit shall be maintained by the Superintendent and shall be available for inspection by the employee upon request. Copies of all job descriptions and

revisions thereto when made will be given to the affected employee and Association President.

- 4.5 Probationary Period.** The probationary period for each classified employee shall be the initial school year of employment, or at minimum ninety (90) calendar days of employment. At the end of this period, the employer, at its discretion, may extend the probationary period 180 days.
- 4.6 Evaluation Protocol.** The primary purpose of classified employee evaluation shall be the improvement of employment skills. The immediate supervisor shall explain to each classified employee under his/her supervision the evaluation procedures, standards, instruments and job descriptions to be used as well as who will observe and evaluate his/her performance. A written performance evaluation shall be completed for classified employees during the first year of employment and at least once every two years thereafter if the employee's most recent evaluation rating is "proficient" or higher. Classified employees with a performance rating lower than "proficient" shall be evaluated at least once per year. Any evaluations will be discussed with the classified employee and shall be placed in the classified employee's personnel file.

Following the evaluation conference, the classified employee shall sign and be given a copy of the evaluation report prepared by the evaluator. In no case shall the classified employee's signature be construed to mean that he/she necessarily agrees with the contents of the evaluation, only that they have been discussed. A classified employee may submit additional comments to the written evaluation if he/she so desires within six (6) school days from receipt of the written evaluation. The classified employee's comments are to be placed in the classified employee's personnel file.

ARTICLE V EMPLOYEE COMPENSATION AND FRINGE BENEFITS

5.1 Full Experience Credit

Experienced teachers, school psychologists, social workers, counselors and speech pathologists entering the system shall be granted full credit for years of TRS creditable experience.

Experience on the salary schedule of new personnel, as used herein, shall reflect only previous certificated teaching experience in an accredited public elementary or secondary educational institution. This applies only to teachers hired for the 2015-2016 school year and beyond.

Experience for placement on the secretarial salary schedule, support staff salary schedule, and educational paraprofessional salary schedule shall be based upon previous experience in those occupations or experience in the District.

5.2 School Year and Salary Schedule

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

5.3 Payroll Installments

Each teacher shall be paid on the basis of twenty-four (24) equal installments. Employees shall complete required paperwork to facilitate electronic deposit of payroll checks. Exceptions will be made on a case-by-case basis.

5.4 Paydays – Specified

Paydays shall be on the 15th and 30th (or last day of the month, whichever comes first) of each month beginning with the 15th of September, and henceforth continuing in the same manner. Should a payday be a non-banking day, then the payday shall be the last banking day preceding the normal payday. All full-time employees shall have the option of payment on a twelve (12) month basis.

5.5 Supplemental Jobs - Added to Salary Schedule

The supplemental pay schedules are set forth in Appendices B and C, which are attached to and incorporated into this Agreement. Supplemental jobs are defined as any assignments which are in addition to the normal work schedule and/or that exceed the normal work day. These assignments may be made only with the consent of the employee.

5.6 Extra Duty - Payroll Procedures

Extra duty pay provided for on Appendix B shall be added to the employee's salary and shall be paid in the paycheck each pay period. An extracurricular positions committee comprised of three members of the administration or Board and three Association members appointed by the Association may annually review the Extra Duty schedule and make recommendations to the Board and the Association for approval prior to implementation. A list of current positions with stipends will be maintained by the District and provided to the Association. All open and new extracurricular positions will be posted in the buildings in accordance with vacancy procedures, Article 3.8.

5.7 Hospitalization and Major Medical

- A.(1) Each full-time employee shall be eligible to participate in the District's health insurance plan. The Board shall pay the monthly premium up to a maximum as follows:

Effective January 1, 2027 = \$950.00

Effective January 1, 2028 = \$1,000.00

Effective January 1, 2029 = \$1,050.00

If the cost of health insurance premiums increases such that the District's maximum contribution no longer covers the full employer-paid portion contemplated by the parties, the District and the Association agree to meet promptly to discuss the impact of the increase and possible modifications to the health insurance contribution or plan design. Nothing in this provision shall require either party to agree to any proposal or waive its statutory bargaining rights.

In the event that the District utilizes a self-insured insurance plan, the foregoing amount will be applied toward the anticipated employee monthly costs based upon expected claims.

- A.(2) Monthly single premium amounts above the Board paid amounts as stated in 5.7A(1) shall be paid 50% by the Board and 50% by the employee. The Board will pay 50% of the dependent premium up to a maximum of \$100. The Board shall consult the Association concerning any changes in the specifications of these policies.
- A.(3) Employees with a monthly single premium less than the amount stated in 5.7A(1) may apply the difference between their single premium and the amount stated in 5.7A(1) to their family insurance premium.
- A.(4) Nine or ten month employees who work the entire school year and retire, or resign their position following the last day of their work year shall have the right to continue participation in the District Health Insurance Plan through August 31 following their last day of employment so long as the employee continues to receive his or her periodic pay throughout the summer (or prepaays their monthly portion of insurance premium upon separation). In such an event, the Board shall pay the same amount toward monthly health insurance premiums that it pays for coverage during the school year.
- B. When two employees are married to each other and both are eligible for District health insurance, the Board contribution toward the health insurance premium shall be added together and applied to a dependent coverage plan.

- C. The Board shall provide \$50,000 of term life insurance and Accidental Death and Dismemberment (A.D.&D.) coverage for each employee for the duration of this Agreement.

For the duration of this Agreement, major medical shall be \$3,000,000.

The insurance committee will meet on an as needed basis to seek coverage that has a variety of premium costs which shall include at least one option that would allow employees to continue single insurance coverage at no cost to the employees (i.e., the premium amount paid by the Board). Changes recommended by the insurance committee shall not be implemented until approved by the Board and the OEA. The insurance committee will comprise seven (7) members, three of which will be administrators or Board members appointed by the Board and four (4) of which will be Association members appointed by the Association.

- D. The Board at its expense shall provide for each qualifying employee a disability insurance plan selected by the OEA to cover the gap between the TRS benefit of 40% and the Federal maximum of 70%.
- E. The Board agrees to pay .5% T.H.I.S. retirement charge for each qualifying employee.

5.8 Internal Substitution

Teachers who give up a planning period or combine classes in order to perform internal substitution duties shall be compensated at the rate of twenty-five dollars (\$25.00) per class period or for any portion thereof.

5.9 Retirement Benefit

- A. Any teacher who chooses to retire from teaching and who is eligible for benefits under the Illinois Teacher Retirement System shall be paid at a rate equal to fifty percent of the then current substitute pay for each unused accumulated sick day not usable for purposes of the retirement formula credit (i.e. 170 accumulated sick days = 1 year) provided the teacher notifies the Superintendent or his/her designee in writing no later than August 1st of the teacher's last year of employment. Accumulated sick leave days shall be those sick leave days which the teacher has accumulated prior to his/her last year of teaching with the District. Payments shall be made in equal amounts with the teacher's regular salary during the last year of teaching unless the teacher and Administration agree to an alternate payment schedule. Portions of the payment which would result in an increase in creditable earnings of more

than six percent (6%) over the prior year will be paid as a non-creditable post-retirement benefit.

- B. Any classified employee who chooses to retire and who is eligible for benefits under the Illinois Municipal Retirement Fund shall be paid one-half of the current substitute teacher pay for each unused accumulated sick day not usable for purposes of the retirement formula. The classified employee must notify the Superintendent in writing no later than February 1 of the classified employee's last year of employment. Unused sick days accumulated at the time of retirement shall be compensated in a lump sum. Portions of the payment which would result in an increase in creditable earnings of more than six percent (6%) over the prior year will be paid as a non-creditable post-retirement benefit.

5.10 Retiree Health Insurance Option / Salary Retirement Incentive Option

- A. **Retiree Health Insurance Option.** Any teacher with ten (10) years of full-time service with the District prior to the retirement year who chooses to retire after the age of fifty-five (55) and who does not elect the Salary Retirement Incentive Option shall be eligible to receive Board-paid contribution for retiree health insurance premiums that accumulate to a maximum of \$5,000, but shall not exceed \$1,667 in any one year. To receive this benefit, a teacher must:
 - 1. Meet minimum pension system requirements;
 - 2. Elect to drop the District's health insurance plan and choose either TRS or another insurance carrier;
 - 3. Subject to COBRA, not participate in the District's health insurance program;
 - 4. Notify the Superintendent in writing no later than March 1 preceding the teacher's retirement year of his/her desire to receive this benefit.
- B. **Salary Retirement Incentive Option.** Any teacher with fifteen (15) or more years of District service that gives irrevocable notice of retirement to the Board by May 1 up to four (4) years prior to retirement indicating that he or she will retire at the end of a school year which begins with the school year that the teacher qualifies for a retirement annuity from TRS and ends with the first school year in which he or she is eligible to receive a (non-discounted) TRS retirement annuity shall be eligible to receive this Salary Retirement Incentive Option.

The Salary Retirement Incentive Option shall include an increase to salary in up to the final four years of service and a one-time post retirement bonus. The teacher shall receive an annual increase of six percent (6%) to their base salary and extra-curricular compensation (assuming continued service in those assignments) for up to the last four years of employment. The incentive shall be applied to each of the last four years of service which follow the retirement incentive notice provided that the notice is received by the prior May 1.

The irrevocable retirement notice shall be accompanied by a TRS member requested "Personal Statement of Benefits" and a "Benefit Estimate." Such salary shall be in lieu of any increases provided by the salary schedule or elsewhere in the bargaining agreement.

A teacher electing this option shall not be eligible for a Retiree Health Insurance Option under Section 5.10A.

1. The District will not, under any circumstances, be responsible for any employee penalties or costs associated with retirement benefits granted in this agreement.
 2. Teachers must consider and utilize all available and prospective sick leave days for creditable service purposes in determining their retirement date. In the event the teacher uses all or a portion of those days following his notice of retirement and such days were necessary to retire on the prescribed date, the teacher's resignation shall be automatically revoked and the teacher shall, subject to his or her health condition, continue employment until such time that he or she is eligible to retire at the end of a school year (or as otherwise agreed by the parties) without a discounted annuity.
 3. The parties agree that if legislation is passed during the life of this agreement that affects any of the benefits set forth in this Article, then the provisions relating to such benefits are null and void, and the parties agree to meet within thirty (30) days of the passage of the legislation to renegotiate the provision.
- C. Classified Employee Retirement Incentive. A full-time classified employee with fifteen (15) or more years of full-time service in the District shall be eligible to receive a retirement stipend of two thousand five hundred dollars (\$2,500.00) by providing a notice of retirement by May 1 either one or two years prior to retirement effective June 30, or the last day of the employee's schedule work year. Part-time employees meeting the service and notice requirements shall be entitled to a retirement incentive stipend of two thousand dollars (\$2,000.00). Payment of the stipend will be spread over the final months of employment in the greatest amount

allowable (according to IMRF) to maximize retirement benefits subject to any limitations which would result in additional employer costs from IMRF. The remainder of the stipend will be non-creditable and paid by August 15th following retirement.

5.11 Professional Growth

- a. Teachers shall be reimbursed per semester hour for accredited college level courses approved in advance by the Superintendent in accordance with the course reimbursement form to be provided by the District; at the following levels:
 1. \$250 per credit hour for coursework completed towards Dual Credit Endorsement or National Board Certification, not to exceed nine (9) hours per school year;
 2. \$200 per credit hour for courses completed as part of a pre-approved Masters Degree program or for coursework specifically requested by the District, not to exceed nine (9) hours per school year;
 3. Up to \$100 per credit hour for all other coursework, not to exceed nine (9) hours per school year. Courses taken for salary lane movement must be in the teaching field of the teacher or be directly related to the teacher's current responsibilities (e.g., RTI, inclusion, classroom management, data analysis, etc.) For Classified Employees with a Master's degree, courses must be taken which are relevant to the teacher's current instructional area from a college or university with an undergraduate or graduate teacher preparation program which leads to state teacher certification upon graduation.

The maximum cost to the District shall not exceed twenty-five thousand dollars (\$25,000) for the year. If the costs of the courses approved for reimbursement exceeds the annual allotment, then the amount reimbursed shall be prorated. To receive payment, the teacher must submit to the Superintendent written evidence of satisfactory completion of the course with a grade of a "B" or better or by November 1. Reimbursement will be issued the day after the regularly scheduled November Board of Education meeting.

If a teacher uses the tuition payments referenced above in the pursuit of obtaining their initial Masters/Advanced Degree, that teacher is expected to remain in District 223 for no less than three (3) years. If a teacher voluntarily leaves employment of the school district prior to the end of three (3) years, the teacher will reimburse the school district the percentage of payments made on their behalf using the following schedule: If the teacher leaves within the 1st school year= 100% If the teacher leaves within the 2nd school year= 66% If the teacher leaves within the 3rd school year= 33%. In the event of extenuating

circumstances, the board has the ability to waive this provision by majority vote. This provision goes into effect for any classes approved and taken after August 15, 2026.

- b. The Board agrees to pay up to two hundred (\$200) per semester hour not to exceed nine (9) hours per school year for tuition for approved courses at an accredited college or university for coursework towards a teaching degree for teachers aides, including special education aides, reading aides, early childhood aides, pre-K aides, student monitors, including early playground monitor, lunchroom monitor, and study hall monitor. The maximum cost to the District shall not exceed \$5,000 for the year. If the costs of the courses approved for reimbursement exceeds the annual allotment, then the amount reimbursed shall be prorated. To receive payment, the employee must submit to the Superintendent written evidence of satisfactory completion of the course with a grade of "B" or better or by November 1. Reimbursement will be issued the day after the regularly scheduled November Board of Education meeting.
- c. The Board agrees to advance the difference between state reimbursement and the cost of the application fee of National Board Certification. Upon successful completion of the program, the Board will award the teacher that same amount +\$500 as a one-time completion bonus. Failure to complete the program will result in the advance being deducted from that teacher's paycheck within one school year.
- d. Any teacher may attend conferences and workshops when the Administrator approves attendance and believes it could be of value to the staff member, the District, or the community. The hourly rate for attendance at said meetings during the school year but outside the school day and during the summer shall be \$25.00 for each year of the Agreement. Such training shall not be used for graduate credit if payment is received.

5.12 Paraprofessional License Renewal

The Board shall reimburse paraprofessionals for license renewal fees imposed by the State Board of Education.

ARTICLE VI LEAVES

6.1 Sick Leave

- A. Full-time and part-time employees who work five days per week shall be entitled to 15 sick days per school term without loss of pay, and full-time classified employees who work more than a school term shall receive one (1) additional sick day for each month or fraction thereof worked. Part-time employees who work less than five days per week or less than a full school year shall be entitled to one (1) sick day without loss of pay for each twelve (12) days scheduled to be worked, up to a maximum of 15 sick leave days. Sick leave accumulation shall be unlimited. Sick leave shall be interpreted to mean personal illness or serious illness or death in the immediate family or household. The immediate family for purposes of this Article shall include: parents, spouse, brothers, sisters, children, grandparents, grandchildren, parents-in-law, brothers-in-law, sisters-in-law, and legal guardians.
- B. MATERNITY/PATERNITY LEAVE. All employees who provide notice of their pregnancy or that of their female partner or surrogate to the Superintendent at least 30 days prior to the expected due date will be eligible to receive up to five work days (5 work days) of paid parental leave for each pregnancy resulting in the birth of a child without being required to utilize their sick days. At the time of notification, the teacher must provide a written statement indicating the expected date of delivery. For adoption, all employees who notify the Superintendent at least 30 days prior to their anticipated adoption and provide written notification of the anticipated date of placement of the child in the employee's home will be eligible to receive up to five work days (5 work days) of paid parental leave is not applicable in the event the the adoption is for a stepchild or relative with whom the teacher has previously established a residency. Parental leave must be taken within 12 months after the birth of the child(ren) or adoption placement. Only one paid five work days (5 work days) is allowed per birth or multiple birth.

6.2 Sick Leave Bank

District 223 employees may participate on an annual basis in the volunteer Sick Leave Bank upon signing a statement of agreement on or before September 30 to contribute two (2) of their yearly sick leave days to the Bank. Any employee employed after the beginning of the school year may be eligible for membership in the Bank upon submitting an application within thirty (30) days of employment. The Bank shall be administered by the Sick Leave Bank Committee. Employees who have exhausted their accumulated personal sick leave allowance may make reasonable withdrawals from the Bank as determined by the Sick Leave Bank

Committee provided there are sufficient days available in the Bank. The Sick Leave Bank Committee shall determine policies and procedures governing use of the Bank. The Sick Leave Bank Committee shall be made up of three (3) employees appointed by the Association and three (3) members appointed by the Board of Education. If at any time during the school year the Bank's reserve falls below thirty (30) days, additional contributions may be requested by the Association without the Board's approval, provided the Association shall advise the Superintendent of the additional contributions, the employee(s) so contributing and the total day contribution prior to the use of any such days by any employee. It is understood that the primary purpose of this Bank is to protect employees against loss of salary in situations of extended or critical illnesses. The use of such days are limited to personal illness and under no circumstances shall the sick leave benefits exceed 176 school days for any one teacher or up to 240 work days for any one classified employee, indicated by length of employee work year. See Appendix D for more information on the use of the Bank.

6.3 Personal Leave

Full-time and part-time employees who work five days per week shall be entitled to three (3) days personal leave per year. Up to two (2) unused personal days may be accumulated to a maximum of five personal leave days. Personal business leave shall not be used to receive remuneration. Advance notice of the necessity for such personal leave shall be given to one's immediate supervisor as early as possible. Prior to the beginning of the next school year, any unused personal leave shall be applied to the individual's sick leave. Part-time employees who work less than five days per week or less than a full school year shall be entitled to one (1) personal leave day without loss of pay for each 60 days scheduled to be worked, up to a maximum of three (3) days per school term.

On a day immediately preceding or immediately following a legal holiday or school recess, or the day of an early dismissal for school improvement purposes, approximately ten percent (10%) of District staff in each building shall be allowed a personal leave day on a first-come, first served basis upon approval of the principal or his or her designee provided that the administrator determines that sufficient substitutes can be secured.

6.4 Association Leave

In the event that the Association desires to send representatives to local, state, or national conferences or on other business pertinent to Association affairs, these representatives shall be excused without loss of salary providing the Association reimburses the District for the cost of the substitute(s).

Absences shall not exceed a total of 20 employee days, nor more than five days of any individual association member, during the course of a school year.

Notification of intent to be absent must be submitted, in writing, to the Superintendent or his/her designee at least five days in advance. No more than two employees from any one school may be on association leave at the same time.

6.5 Leave of Absence

Subject to approval by the Board of Education, employees with a reasonable need may request a leave of absence of up to two (2) years without pay. Any employee returning from leave shall be accorded the same benefits to which he/she was entitled at the granting of leave.

6.6 Bereavement Leave

Up to four (4) days of leave without loss of pay shall be granted upon the death of a member of the immediate family or close friend. This is granted per death. Bereavement leave need not be successive days. Such bereavement leave shall include leave for any business-related responsibilities related directly to the death. Further, such leave shall not reduce the total number of accumulated sick leave days or personal days. If additional time is needed for the death of a member of the immediate family, the employee must secure the Superintendent's approval. If such a request is granted, the employee may be given up to two (2) additional days.

6.7 Jury Service

Any employee called for jury duty during work hours shall be paid his/her full compensation for such time with no loss of any leaves, seniority, or any other benefits. The employee shall remit to the District any monies paid for jury duty except money paid for travel expenses.

6.8 Subpoena Release Time

Except for employee actions against the Board of Education, an employee who is subpoenaed for school related purposes during work hours shall be compensated without loss of pay, leaves, seniority, or any other benefits, provided such employee remits to the District any and all subpoena or witness fees. Such employee shall give notice of any such subpoena to the Superintendent or his/her designee.

6.9 Leave Benefit Increments

Personal days may be taken in half or full day increments. Sick leave may be used in 1/8 day, half day, or full day increments.

- 6.10** The Board will reimburse staff who are required by the administration to drive their own vehicle for school business, not including normal commuting to and from school. Staff will seek pre-approval from administration prior to undertaking any trip for school business. The Board reserves the right to require employees to utilize a district vehicle rather than reimburse mileage expense.

ARTICLE VII NEGOTIATIONS PROCEDURE

7.1 Selection of Representatives and Commencement

The parties agree that their duly designated representatives shall negotiate in good faith with respect to terms and conditions of employment. Each party shall select its own representatives. Negotiations for a successor contract shall begin no later than April 1 for the final year of the contract period, unless both parties mutually agree to an alternative date. The first meeting may be called for by either party in the final semester of the contract term by providing fifteen (15) calendar days written notice.

7.2 Impasse and Mediation

When an impasse has been declared by either party pursuant to Section XII of the IELRA or invoked by the IELRB, the Federal Mediation and Conciliation Service shall be requested by the parties to appoint a mediator from its staff. The mediator shall meet as soon as possible with the parties or their

representatives, or both, either jointly or separately, and shall take such steps as he/she may deem appropriate to persuade the parties to resolve their differences and effect a mutually acceptable agreement.

ARTICLE VIII GRIEVANCE PROCEDURE

8.1 Definitions

- a. Any claim by an employee that there has been a violation, misinterpretation, or misapplication of the terms of this Agreement, shall be a grievance.
- b. All time limits consist of school days, except that when a grievance is submitted less than ten (10) days before the close of the current school term, time limits shall consist of all days of the week, except Sunday, in order that the matters may be resolved before the close of the school term or as soon thereafter as possible. School days for purposes of the grievance procedure shall mean employment days.
- c. At least one (1) Association representative shall be present at any meeting, hearing, appeal or other proceedings relating to a grievance which has been formally presented. Nothing contained herein shall be construed as limiting the right of any employee having a grievance to discuss the matter informally with his supervisor and having the grievance adjusted without intervention of the Association, provided the Association has been notified and the adjustment is not inconsistent with the terms of this Agreement.

8.2 Grievance Steps

The parties hereto acknowledge that it is usually desirable for an employee and his or her immediately involved supervisor to resolve problems through free and informal communications. When requested by the employee, the Association representative may accompany the employee to assist in the informal resolution of the grievance. If, however, such informal processes fail to satisfy the employee, a grievance may be processed as follows:

- a. Step 1. The employee, or the Association at the request of the grievant, must present the grievance in writing to the supervisor immediately involved no later than fifteen (15) days following the event which gave rise to the grievance. The supervisor will then arrange for a meeting to take place within five (5) days after receipt of the grievance. The Association's representative, the aggrieved

employee, and the immediately involved supervisor shall be present at the meeting. The supervisor shall provide a written answer to the grievance to the aggrieved employee and the Association within five (5) days after the meeting. This answer shall include reasons for the decision.

- b. Step 2. If the grievance is not resolved at Step #1, then the grievant or the Association may appeal the grievance to the Superintendent or his/her official designee within five (5) days after receipt of the Step #1 answer. The Superintendent shall arrange for a meeting with the representatives of the Association Grievance Committee to take place within five (5) days of his receipt of the appeal. Each party shall have the right to include in its representation such witnesses and counselors as it deems necessary to develop facts pertinent to the grievance. Upon conclusion of the hearing, the superintendent shall have five (5) days in which to provide his/her written decision with reasons to the grievant and the Association.
- c. Step 3. If the grievance is not resolved, to the satisfaction of the grievant or Association, at Step #2, the grievance may be appealed within five (5) days after receipt of the Step #2 answers. The grievance will be heard by the Board at its next regularly scheduled meeting or, if the request is received with less than five (5) days prior to the next regularly scheduled meeting, at the following meeting. Each party shall have the right to include in its representation such witnesses and counselors as it deems necessary to develop pertinent facts to the grievance. Upon conclusion of the hearing, the president of the Board shall have five (5) days in which to provide a written decision with reasons to the grievant and the Association.

- d. Step 4. If the Association is not satisfied with the disposition of the grievance at Step #3, or the time limits expire without issuance of the Board's written reply, the grievance may be submitted to final and binding arbitration by the Association within thirty (30) days of the Step #3 decision by filing a demand for arbitration with the Superintendent under the Voluntary Labor Arbitration Rules of the American Arbitration Association which shall act as the administrator of the proceedings. If a demand for arbitration is not filed within thirty (30) days of the date for the Step #3 answer, the grievance shall be deemed withdrawn.
- (i) Neither the Board nor the Association shall be permitted to assert any grounds or evidence before the arbitrator which was not previously disclosed to the other party.
 - (ii) The arbitrator shall have no power to alter the terms of this Agreement.
 - (iii) The arbitrator is empowered to include in any recommendation for award such financial reimbursements or other remedies as he/she judges to be proper.
 - (iv) Each party shall bear the full cost for its representation in the arbitration. The cost of the arbitrator shall be divided equally between the Board and the Association.
 - (v) If either party requests a transcript of the proceedings, that party shall bear the full cost for that transcript. If both parties order a transcript, the cost of the two (2) transcripts shall be divided equally between the Board and the Association.

Should the employer fail to provide a timely response, the grievant or the Association, as the case may be, shall have the right to proceed to the next step of the grievance procedure. Should the grievant or Association fail to appeal any decision of the employer on a timely basis, the grievance shall be deemed resolved and no appeal shall be allowed.

8.3 Bypass of Steps by Agreement

If the grievant and the Superintendent agree, Step #1 of the grievance procedure may be bypassed and the grievance brought directly to Step #2.

8.4 Right to Representation

The Board acknowledges the right of the Association's grievance representative to participate in the processing of a grievance at any level, and no employee

shall be required to discuss, against his or her will, any grievance if the Association's representative is not present.

8.5 Cooperation in Investigation

The Board and the Administration shall cooperate with the Association in its investigation of any grievance.

8.6 No Reprisals

No reprisals of any kind shall be taken by the Board or the Administration against any employee because of his or her participation in this grievance procedure.

8.7 No Loss of Pay for Processing Grievances

Should the district investigation or processing of any grievance require that an employee or an Association representative be released from his or her regular assignment, he/she shall be released, with permission of the Superintendent, without loss of pay or benefits.

8.8 Grievance Documents

All documents, communications, and records dealing with the processing of a grievance shall be filed separately from the personnel files of the participants.

8.9 Expedited Arbitration

If the parties agree, the Expedited Arbitration Rules of AAA may be used instead of the Voluntary Labor Arbitration Rules.

ARTICLE IX EFFECT OF AGREEMENT

9.1 Complete Understanding

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

9.2 Individual Contracts

The terms and conditions of the Agreement shall be reflected in individual contracts or employment agreements.

9.3 Savings Clause

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

9.4 Previous Agreements

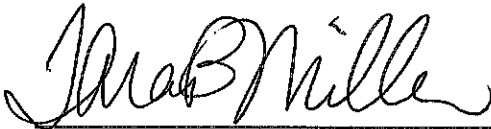
All previous Negotiation Agreements shall be null and void.

9.5 Duration

This Agreement shall become effective August 21, 2026 and shall continue in effect through August 20, 2029. The Agreement shall be made available to all staff covered in Article 1 after approval and staff shall have the right to print a personal copy at work.

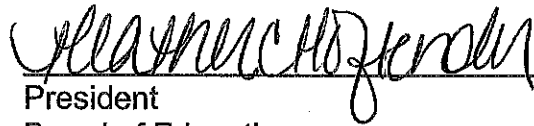
9.6 No Strike

The Association agrees not to engage in, encourage, or support any cessation of work, slowdown, or other concerted refusal to render uninterrupted services in the School District during the term of this Agreement.



President
Orion Education Association

Aug. 19, 2026



President
Board of Education

8/19, 2026

APPENDIX A1-A

*cell amounts include TRS

**all employees in step 35 will receive a longevity bonus equal to the experience rate

Year 1 - 2026-2027		Increase over prior year		\$3,375					
TRS	1.0989011	Base		\$42,175					
		Experience Raise		\$740					
		Educational Raise		\$1,480					
		Longevity		\$740					
					BS+32				PhD /
Step	BS	BS+8	BS+16	BS+24	MS	MS+8	MS+16	MS+24	MS+32
1	\$46,346	\$47,826	\$49,306	\$50,786	\$52,266	\$53,746	\$55,226	\$56,706	\$58,186
2	\$47,086	\$48,566	\$50,046	\$51,526	\$53,006	\$54,486	\$55,966	\$57,446	\$58,926
3	\$47,826	\$49,306	\$50,786	\$52,266	\$53,746	\$55,226	\$56,706	\$58,186	\$59,666
4	\$48,566	\$50,046	\$51,526	\$53,006	\$54,486	\$55,966	\$57,446	\$58,926	\$60,406
5	\$49,306	\$50,786	\$52,266	\$53,746	\$55,226	\$56,706	\$58,186	\$59,666	\$61,146
6	\$50,046	\$51,526	\$53,006	\$54,486	\$55,966	\$57,446	\$58,926	\$60,406	\$61,886
7	\$50,786	\$52,266	\$53,746	\$55,226	\$56,706	\$58,186	\$59,666	\$61,146	\$62,626
8	\$51,526	\$53,006	\$54,486	\$55,966	\$57,446	\$58,926	\$60,406	\$61,886	\$63,366
9	\$52,266	\$53,746	\$55,226	\$56,706	\$58,186	\$59,666	\$61,146	\$62,626	\$64,106
10	\$53,006	\$54,486	\$55,966	\$57,446	\$58,926	\$60,406	\$61,886	\$63,366	\$64,846
11	\$53,746	\$55,226	\$56,706	\$58,186	\$59,666	\$61,146	\$62,626	\$64,106	\$65,586
12	\$54,486	\$55,966	\$57,446	\$58,926	\$60,406	\$61,886	\$63,366	\$64,846	\$66,326
13	\$55,226	\$56,706	\$58,186	\$59,666	\$61,146	\$62,626	\$64,106	\$65,586	\$67,066
14	\$55,966	\$57,446	\$58,926	\$60,406	\$61,886	\$63,366	\$64,846	\$66,326	\$67,806
15	\$56,706	\$58,186	\$59,666	\$61,146	\$62,626	\$64,106	\$65,586	\$67,066	\$68,546
16	\$57,446	\$58,926	\$60,406	\$61,886	\$63,366	\$64,846	\$66,326	\$67,806	\$69,286
17	\$58,186	\$59,666	\$61,146	\$62,626	\$64,106	\$65,586	\$67,066	\$68,546	\$70,026
18	\$58,926	\$60,406	\$61,886	\$63,366	\$64,846	\$66,326	\$67,806	\$69,286	\$70,766
19	\$59,666	\$61,146	\$62,626	\$64,106	\$65,586	\$67,066	\$68,546	\$70,026	\$71,506
20	\$60,406	\$61,886	\$63,366	\$64,846	\$66,326	\$67,806	\$69,286	\$70,766	\$72,246
21	\$61,146	\$62,626	\$64,106	\$65,586	\$67,066	\$68,546	\$70,026	\$71,506	\$72,986
22	\$61,886	\$63,366	\$64,846	\$66,326	\$67,806	\$69,286	\$70,766	\$72,246	\$73,726
23	\$62,626	\$64,106	\$65,586	\$67,066	\$68,546	\$70,026	\$71,506	\$72,986	\$74,466
24	\$63,366	\$64,846	\$66,326	\$67,806	\$69,286	\$70,766	\$72,246	\$73,726	\$75,206
25	\$64,106	\$65,586	\$67,066	\$68,546	\$70,026	\$71,506	\$72,986	\$74,466	\$75,946
26	\$64,846	\$66,326	\$67,806	\$69,286	\$70,766	\$72,246	\$73,726	\$75,206	\$76,686
27	\$65,586	\$67,066	\$68,546	\$70,026	\$71,506	\$72,986	\$74,466	\$75,946	\$77,426
28	\$66,326	\$67,806	\$69,286	\$70,766	\$72,246	\$73,726	\$75,206	\$76,686	\$78,166
29		\$68,546	\$70,026	\$71,506	\$72,986	\$74,466	\$75,946	\$77,426	\$78,906
30			\$70,766	\$72,246	\$73,726	\$75,206	\$76,686	\$78,166	\$79,646
31				\$72,986	\$74,466	\$75,946	\$77,426	\$78,906	\$80,386
32					\$75,206	\$76,686	\$78,166	\$79,646	\$81,126
33						\$77,426	\$78,906	\$80,386	\$81,866
34							\$79,646	\$81,126	\$82,606
35								\$81,866	\$83,346

APPENDIX A1-B

* cell amounts include TRS

** all employees in step 35 will receive a longevity bonus equal to the experience rate

Year 2 - 2027-2028		Increase over prior year		\$2,875					
TRS	1.0989011	Base		\$44,791					
		Experience Raise		\$760					
		Educational Raise		\$1,520					
		Longevity		\$760					
					BS+32				PhD /
Step	BS	BS+8	BS+16	BS+24	MS	MS+8	MS+16	MS+24	MS+32
1	\$49,221	\$50,741	\$52,261	\$53,781	\$55,301	\$56,821	\$58,341	\$59,861	\$61,381
2	\$49,981	\$51,501	\$53,021	\$54,541	\$56,061	\$57,581	\$59,101	\$60,621	\$62,141
3	\$50,741	\$52,261	\$53,781	\$55,301	\$56,821	\$58,341	\$59,861	\$61,381	\$62,901
4	\$51,501	\$53,021	\$54,541	\$56,061	\$57,581	\$59,101	\$60,621	\$62,141	\$63,661
5	\$52,261	\$53,781	\$55,301	\$56,821	\$58,341	\$59,861	\$61,381	\$62,901	\$64,421
6	\$53,021	\$54,541	\$56,061	\$57,581	\$59,101	\$60,621	\$62,141	\$63,661	\$65,181
7	\$53,781	\$55,301	\$56,821	\$58,341	\$59,861	\$61,381	\$62,901	\$64,421	\$65,941
8	\$54,541	\$56,061	\$57,581	\$59,101	\$60,621	\$62,141	\$63,661	\$65,181	\$66,701
9	\$55,301	\$56,821	\$58,341	\$59,861	\$61,381	\$62,901	\$64,421	\$65,941	\$67,461
10	\$56,061	\$57,581	\$59,101	\$60,621	\$62,141	\$63,661	\$65,181	\$66,701	\$68,221
11	\$56,821	\$58,341	\$59,861	\$61,381	\$62,901	\$64,421	\$65,941	\$67,461	\$68,981
12	\$57,581	\$59,101	\$60,621	\$62,141	\$63,661	\$65,181	\$66,701	\$68,221	\$69,741
13	\$58,341	\$59,861	\$61,381	\$62,901	\$64,421	\$65,941	\$67,461	\$68,981	\$70,501
14	\$59,101	\$60,621	\$62,141	\$63,661	\$65,181	\$66,701	\$68,221	\$69,741	\$71,261
15	\$59,861	\$61,381	\$62,901	\$64,421	\$65,941	\$67,461	\$68,981	\$70,501	\$72,021
16	\$60,621	\$62,141	\$63,661	\$65,181	\$66,701	\$68,221	\$69,741	\$71,261	\$72,781
17	\$61,381	\$62,901	\$64,421	\$65,941	\$67,461	\$68,981	\$70,501	\$72,021	\$73,541
18	\$62,141	\$63,661	\$65,181	\$66,701	\$68,221	\$69,741	\$71,261	\$72,781	\$74,301
19	\$62,901	\$64,421	\$65,941	\$67,461	\$68,981	\$70,501	\$72,021	\$73,541	\$75,061
20	\$63,661	\$65,181	\$66,701	\$68,221	\$69,741	\$71,261	\$72,781	\$74,301	\$75,821
21	\$64,421	\$65,941	\$67,461	\$68,981	\$70,501	\$72,021	\$73,541	\$75,061	\$76,581
22	\$65,181	\$66,701	\$68,221	\$69,741	\$71,261	\$72,781	\$74,301	\$75,821	\$77,341
23	\$65,941	\$67,461	\$68,981	\$70,501	\$72,021	\$73,541	\$75,061	\$76,581	\$78,101
24	\$66,701	\$68,221	\$69,741	\$71,261	\$72,781	\$74,301	\$75,821	\$77,341	\$78,861
25	\$67,461	\$68,981	\$70,501	\$72,021	\$73,541	\$75,061	\$76,581	\$78,101	\$79,621
26	\$68,221	\$69,741	\$71,261	\$72,781	\$74,301	\$75,821	\$77,341	\$78,861	\$80,381
27	\$68,981	\$70,501	\$72,021	\$73,541	\$75,061	\$76,581	\$78,101	\$79,621	\$81,141
28	\$69,741	\$71,261	\$72,781	\$74,301	\$75,821	\$77,341	\$78,861	\$80,381	\$81,901
29		\$72,021	\$73,541	\$75,061	\$76,581	\$78,101	\$79,621	\$81,141	\$82,661
30			\$74,301	\$75,821	\$77,341	\$78,861	\$80,381	\$81,901	\$83,421
31				\$76,581	\$78,101	\$79,621	\$81,141	\$82,661	\$84,181
32					\$78,861	\$80,381	\$81,901	\$83,421	\$84,941
33						\$81,141	\$82,661	\$84,181	\$85,701
34							\$83,421	\$84,941	\$86,461
35								\$85,701	\$87,221

APPENDIX A1-C

* cell amounts include TRS

** all employees in step 35 will receive a longevity bonus equal to the experience rate.

Year 3 - 2028-2029		Increase over prior year		\$2,925					
TRS	1.0989011	Base		\$47,453					
		Experience Raise		\$780					
		Educational Raise		\$1,560					
		Longevity		\$780					
					BS+32				PhD /
Step	BS	BS+8	BS+16	BS+24	MS	MS+8	MS+16	MS+24	MS+32
1	\$52,146	\$53,706	\$55,266	\$56,826	\$58,386	\$59,946	\$61,506	\$63,066	\$64,626
2	\$52,926	\$54,486	\$56,046	\$57,606	\$59,166	\$60,726	\$62,286	\$63,846	\$65,406
3	\$53,706	\$55,266	\$56,826	\$58,386	\$59,946	\$61,506	\$63,066	\$64,626	\$66,186
4	\$54,486	\$56,046	\$57,606	\$59,166	\$60,726	\$62,286	\$63,846	\$65,406	\$66,966
5	\$55,266	\$56,826	\$58,386	\$59,946	\$61,506	\$63,066	\$64,626	\$66,186	\$67,746
6	\$56,046	\$57,606	\$59,166	\$60,726	\$62,286	\$63,846	\$65,406	\$66,966	\$68,526
7	\$56,826	\$58,386	\$59,946	\$61,506	\$63,066	\$64,626	\$66,186	\$67,746	\$69,306
8	\$57,606	\$59,166	\$60,726	\$62,286	\$63,846	\$65,406	\$66,966	\$68,526	\$70,086
9	\$58,386	\$59,946	\$61,506	\$63,066	\$64,626	\$66,186	\$67,746	\$69,306	\$70,866
10	\$59,166	\$60,726	\$62,286	\$63,846	\$65,406	\$66,966	\$68,526	\$70,086	\$71,646
11	\$59,946	\$61,506	\$63,066	\$64,626	\$66,186	\$67,746	\$69,306	\$70,866	\$72,426
12	\$60,726	\$62,286	\$63,846	\$65,406	\$66,966	\$68,526	\$70,086	\$71,646	\$73,206
13	\$61,506	\$63,066	\$64,626	\$66,186	\$67,746	\$69,306	\$70,866	\$72,426	\$73,986
14	\$62,286	\$63,846	\$65,406	\$66,966	\$68,526	\$70,086	\$71,646	\$73,206	\$74,766
15	\$63,066	\$64,626	\$66,186	\$67,746	\$69,306	\$70,866	\$72,426	\$73,986	\$75,546
16	\$63,846	\$65,406	\$66,966	\$68,526	\$70,086	\$71,646	\$73,206	\$74,766	\$76,326
17	\$64,626	\$66,186	\$67,746	\$69,306	\$70,866	\$72,426	\$73,986	\$75,546	\$77,106
18	\$65,406	\$66,966	\$68,526	\$70,086	\$71,646	\$73,206	\$74,766	\$76,326	\$77,886
19	\$66,186	\$67,746	\$69,306	\$70,866	\$72,426	\$73,986	\$75,546	\$77,106	\$78,666
20	\$66,966	\$68,526	\$70,086	\$71,646	\$73,206	\$74,766	\$76,326	\$77,886	\$79,446
21	\$67,746	\$69,306	\$70,866	\$72,426	\$73,986	\$75,546	\$77,106	\$78,666	\$80,226
22	\$68,526	\$70,086	\$71,646	\$73,206	\$74,766	\$76,326	\$77,886	\$79,446	\$81,006
23	\$69,306	\$70,866	\$72,426	\$73,986	\$75,546	\$77,106	\$78,666	\$80,226	\$81,786
24	\$70,086	\$71,646	\$73,206	\$74,766	\$76,326	\$77,886	\$79,446	\$81,006	\$82,566
25	\$70,866	\$72,426	\$73,986	\$75,546	\$77,106	\$78,666	\$80,226	\$81,786	\$83,346
26	\$71,646	\$73,206	\$74,766	\$76,326	\$77,886	\$79,446	\$81,006	\$82,566	\$84,126
27	\$72,426	\$73,986	\$75,546	\$77,106	\$78,666	\$80,226	\$81,786	\$83,346	\$84,906
28	\$73,206	\$74,766	\$76,326	\$77,886	\$79,446	\$81,006	\$82,566	\$84,126	\$85,686
29		\$75,546	\$77,106	\$78,666	\$80,226	\$81,786	\$83,346	\$84,906	\$86,466
30			\$77,886	\$79,446	\$81,006	\$82,566	\$84,126	\$85,686	\$87,246
31				\$80,226	\$81,786	\$83,346	\$84,906	\$86,466	\$88,026
32					\$82,566	\$84,126	\$85,686	\$87,246	\$88,806
33						\$84,906	\$86,466	\$88,026	\$89,586
34							\$87,246	\$88,806	\$90,366
35								\$89,586	\$91,146

APPENDIX A2
Secretarial Wage Schedule
2026-2029

Category ii – Secretarial-Clerical Employees. “Secretarial” staff includes the following:

C. R. Hanna, Middle School, High School, and Special Education Secretaries. Longevity stipends of \$300 for employees in year 14. For each year thereafter, employees in longevity will receive \$100 more than the prior year. The longevity stipend is paid to full time employees and part-time employees who work five days per week.

	2025-2026	2026-2027	2027-2028	2028-2029
Years of Service	Hourly Rate	Hourly Rate	Hourly Rate	Hourly Rate
1	\$15.10	\$16.35	\$17.15	\$17.95
2	\$15.55	\$16.80	\$17.60	\$18.40
3	\$16.00	\$17.25	\$18.05	\$18.85
4	\$16.45	\$17.70	\$18.50	\$19.30
5	\$16.90	\$18.15	\$18.95	\$19.75
6	\$17.35	\$18.60	\$19.40	\$20.20
7	\$17.80	\$19.05	\$19.85	\$20.65
8	\$18.25	\$19.50	\$20.30	\$21.10
9	\$18.70	\$19.95	\$20.75	\$21.55
10	\$19.15	\$20.40	\$21.20	\$22.00
11	\$19.60	\$20.85	\$21.65	\$22.45
12	\$20.05	\$21.30	\$22.10	\$22.90
13	\$20.50	\$21.75	\$22.55	\$23.35

APPENDIX A3
Paraprofessional and Teacher Aide Wage Schedule
2026-2029

Category iii – Aides, Coordinators and Monitors whose position requires an ISBE license (“approval”). “Paraprofessional” staff includes the following positions: Special Education, Reading, Early Childhood, Library, and Pre-K Aides, and Pre-K Parent Coordinator. Longevity stipends of \$300 for employees in year 14. For each year thereafter, employees in longevity will receive \$100 more than the prior year. The longevity stipend is paid to full time employees and part-time employees who work five days per week.

	2025-2026	2026-2027	2027-2028	2028-2029
Years of Service	Hourly Rate	Hourly Rate	Hourly Rate	Hourly Rate
1	\$15.25	\$16.50	\$17.30	\$18.10
2	\$15.52	\$16.95	\$17.75	\$18.55
3	\$15.79	\$17.40	\$18.20	\$19.00
4	\$16.06	\$17.85	\$18.65	\$19.45
5	\$16.33	\$18.30	\$19.10	\$19.90
6	\$16.60	\$18.75	\$19.55	\$20.35
7	\$16.87	\$19.20	\$20.00	\$20.80
8	\$17.14	\$19.65	\$20.45	\$21.25
9	\$17.41	\$20.10	\$20.90	\$21.70
10	\$17.68	\$20.55	\$21.35	\$22.15
11	\$17.95	\$21.00	\$21.80	\$22.60
12	\$18.22	\$21.45	\$22.25	\$23.05
13	\$18.49	\$21.90	\$22.70	\$23.50

APPENDIX A4
Nurse Wage Schedule
2026-2029

		2026-2027	2027-2028	2028-2029
School Nurse / BSN-RN		\$25.00	\$26.25	\$27.50
RN		\$24.00	\$25.25	\$26.50
LPN		\$19.00	\$20.25	\$21.50

Add \$1.25 for year 2 and year 3 of contract

APPENDIX A5
RTI Data Coordinator and Media Center Coordinator
2026-2029

2026-2027	2027-2028	2028-2029
\$25.50	26.75	28.00

Add \$1.25 for year 2 and year 3 of contract

APPENDIX B

SALARY SCHEDULE AND ILLINOIS TEACHERS' RETIREMENT SYSTEM (I.T.R.S.) CONTRIBUTION SCHEDULE

1. The Board agrees to contribute on behalf of each teacher to the I.T.R.S., as part of and out of the above specified amounts, 9% of the above scheduled salary contributions.
2. The Board and the O.E.A. recognize and agree that the above entitled salary schedules represent the total compensation for each teacher including monies paid by the Board to the I.T.R.S. on behalf of the teacher.
3. The Board and the O.E.A. have agreed to the above-described program for Board contributions to the I.T.R.S. on the basis of the following legal authority:
 - a. E.R.I.S.A., Section 414(h)(2) of the Internal Revenue Code;
 - b. The Opinion of the Illinois Attorney General, No. S-1250, issued June 9, 1977;
 - c. The May 31, 1977 opinion of A. D. Fields, Chief, Employee Plan Technical Branch, to Mr. William R. Wallin, Assistant Attorney General, State of Illinois; and
 - d. The September 10, 1981 opinion of John J. Swieca, Acting Chief, Employee Plans Technical Branch IRS, to the Bloomington Board of Education.
4. Notwithstanding said legal authority, the Board and the O.E.A. recognize that neither can, nor does, guarantee or assure any eligible teacher that contributions paid by the Board to the I.T.R.S., in whole or in part, are, or will be considered to be, excludable from the gross income of the individual teacher for federal income tax purposes.
5. The Board will not withhold taxes on amounts paid by it to the I.T.R.S. Any other amounts required by the I.T.R.S. will be withheld from the teacher's salary and transmitted by the Board to the I.T.R.S. in accordance with law. The Illinois Education Association (IEA) and the Orion Education Association (OEA) agree to indemnify and hold the Board harmless from any liability for failure to withhold Federal and State Income tax on amounts paid to the I.T.R.S. The Board, in turn, agrees to notify the IEA and OEA promptly of the initiation of any action to recover from the Board any back taxes or penalties attributable to insufficient deduction in regard to I.T.R.S. contribution, and to yield control of any such action to attorneys selected by the IEA.
6. The above provisions shall be mandatory to all teachers.

APPENDIX C **EXTRA CURRICULAR WAGE SCHEDULE**

Based on Percentage of Base Salary for non-certified.

Certified staff stipends will be based on BS1 and will have TRS taken from this amount.

Level 1: 1-3 years
 Level 2: 4-6 years
 Level 3: Over 7 years

Position	Percent of Base Salary		
	1st Level	2nd Level	3rd Level
<u>Athletic Extracurriculars</u>			
<u>High School</u>			
Activities Director (Boys)	12%		
Activities Director (Girls)	12%		
Baseball, Head	15%	16%	17%
Baseball, Assistant	9%	10%	11%
Basketball, Head Boys	15%	16%	17%
Basketball, Sophomore Boys	9%	10%	11%
Basketball, Freshmen Boys	9%	10%	11%
Basketball, Head Girls	15%	16%	17%
Basketball, Sophomore Girls	9%	10%	11%
Color Guard	3%	4%	5%
Cross Country	12%	13%	14%
Cross Country Assistant	3%	4%	5%
Football, Head	15%	16%	17%
Football, Assistant	9%	10%	11%
Football, Assistant	9%	10%	11%
Football, Assistant -Co	9%	10%	11%
Football, Assistant - Co			

Athletic Extracurricular Salaries Continued

Level 1: 1-3 years

Level 2: 4-6 years

Level 3: Over 7 years

Position	Percent of Base Salary		
	1st Level	2nd Level	3rd Level
Golf, Head (Boys)	10%	11%	12%
Golf, Head (Girls)	10%	11%	12%
Soccer, Head Boys	15%	16%	17%
Soccer, Head Girls	15%	16%	17%
Softball, Head	15%	16%	17%
Softball, Assistant	9%	10%	11%
Spirit Squad, Fall	4%	5%	6%
Spirit Squad, Fall	4%	5%	6%
Spirit Squad, Winter	4%	5%	6%
Spirit Squad, Winter	4%	5%	6%
Spirit Squad, Assistant Fall/Winter	8%	9%	10%
Track, Head Boys	15%	16%	17%
Track, Head Girls	15%	16%	17%
Track, Assistant - Boys	9%	10%	11%
Track, Assistant - Girls	9%	10%	11%
Volleyball, Head	15%	16%	17%
Volleyball, Assistant	9%	10%	11%
Volleyball, Assistant	9%	10%	11%
Wrestling, Head	15%	16%	17%
Wrestling, Assistant	9%	10%	11%

Athletic Extracurricular Salaries Continued

Level 1: 1-3 years

Level 2: 4-6 years

Level 3: Over 7 years

Position	1 st Level	Percent of Base Salary	
		2 nd Level	3 rd Level
<u>Middle School</u>			
Athletic Coordinator	23%	24%	25%
Basketball, Grade 8 Boys	10%	11%	12%
Basketball, Grade 7 Boys	10%	11%	12%
Basketball, Grade 8 Girls	10%	11%	12%
Basketball, Grade 7 Girls	10%	11%	12%
Cheerleading	7%	7.5%	8%
Football, Head	9%	10%	11%
Football, First Assistant	9%	10%	11%
Football, Second Assistant	6%	7%	8%
Track, Head - Boys	8%	9%	10%
Track, Head - Girls	8%	9%	10%
Track, Assistant	6%	7%	8%
Track, Assistant	6%	7%	8%
Volleyball, Grade 8	10%	11%	12%
Volleyball, Grade 7	10%	11%	12%
Wrestling, Grade 8	10%	11%	12%
Wrestling, Assistant	7%	8%	9%
Cross Country	5%	6%	7%
Cross Country Assistant	3%	4%	5%
Softball, Head	5%	6%	7%
Softball, Assistant	3%	4%	5%

Athletic Extracurricular Salaries Continued

Level 1: 1-3 years

Level 2: 4-6 years

Level 3: Over 7 years

Position	Percent of Base Salary		
	1st Level	2nd Level	3rd Level
<u>Non-Athletic Extracurriculars</u>			
<u>High School</u>			
Band, HS & MS	2%	2.5%	3%
Chamber Choir	5%	5.5%	6%
Chorus, HS & MS	2%	2.5%	3%
Co-op/Vocational Coordinator	7%	8%	9%
CTE Director - Co	4%	4.5%	5%
CTE Director - Co	4%	4.5%	5%
Detention Supervisor	\$25 per hour		
E-Sports	5%	6%	7%
Fall Play	5%	6%	7%
Culinary Club	4%	5%	6%
FFA	11%	12%	13%
Gray Matters	3%	4%	5%
Jazz & Marching Band	9%	9.5%	10%
Marching Band Assistant	3%	4%	5%
Winter Musical/Play	5%	6%	7%
Vocal/Pit Director	2%	3%	4%
National Honor Society	3%	4%	5%
Media Club	3%	4%	5%
Spring Musical/Play	5%	6%	7%
Scholastic Bowl, Varsity	6%	7%	8%
Scholastic Bowl, Fr/So	4%	5%	6%

Athletic Extracurricular Salaries Continued

Level 1: 1-3 years

Level 2: 4-6 years

Level 3: Over 7 years

Position	1st Level	2nd Level	Percent of Base Salary 3rd Level
Student Council	6%	7%	8%
Yearbook	6%	7%	8%
Robotics Head	5%	6%	7%
Robotics Assistant	4%	5%	6%

Class Sponsor:

Freshman (2 sponsors)	2% each or 4%	3% or 6%	4% or 8%
Sophomore (2 sponsors)	2% each or 4%	3% or 6%	4% or 8%
Junior (3 sponsors)	3% or 4.5% or 9%	4% or 6% or 12%	5% or 7.5% or 15%
Senior (3 sponsors)	3% or 4.5% or 9%	4% or 6% or 12%	5% or 7.5% or 15%

Per person pending the number of sponsors hired by June 30 of the previous school year

Middle School

Detention Supervisor	4%	5%	6%
Scholastic Bowl, Grade 8	4%	4.5%	5%
Scholastic Bowl, Grade 7	4%	4.5%	5%
Student Council	3%	3.5%	4%
Yearbook	2%	3%	4%
Lego Robotics (3)	5%	6%	7%
Chess Club	4%	5%	6%
Chess Club	4%	5%	6%

Elementary School

PBIS Coach (2)	3%	4%	5%
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District Positions

Mentor Teacher (2 year position)	2%	3%	4%
Mentoring Coordinator	2%	3%	4%
Instructional Team			
1 member per grade level	2%	3%	4%
1 RTI	2%	3%	4%
1 Specials	2%	3%	4%

District Positions:

Dual Credit: Per Section	3%	4%	5%
Extracurricular Bus Driver	\$25.00 under 100 miles; \$50.00 over 100 miles roundtrip		
Social Media Coordinator (Per Building)	3%	4%	5%
Extra Duty Pay	\$25.00		

APPENDIX D SICK LEAVE BANK

1. Application to the Sick Leave Bank can be made only after seven (7) consecutive days of extended or critical illness. Benefits, however, will be retroactive, if the application is approved.
2. Upon request of the Sick Leave Bank, an updated statement of the applicant's condition can be required from the physician, so days can be re-evaluated within the formula, as is necessary.
3. The formula for determining the number of days to be given to an approved applicant is:
 - a. Sick Leave Bank Days equivalent to the number of years the applicant has worked in the Orion School District (seniority years)

- plus -
 - b. One third ($\frac{1}{3}$) of the days of the applicant's accumulated sick days as of the beginning of the school year in which application is made

- plus -
 - c. One third ($\frac{1}{3}$) of the required days of continuous absence, according to the physician's statement.
 - d. Fractional days of .5 ($\frac{5}{10}$) and over will be rounded up to whole days.
 - e. The limit of days from the Sick Leave Bank is 88 days, or one half ($\frac{1}{2}$) the total 176 school days that can be granted to any one employee for the school year. (The 176 days is any combination of accumulated sick leave from the district and days granted by the Sick Leave Bank.)
 - f. If not fully vested and still participating in the sick leave bank, the number of days granted by the formula in a – e will be reduced by the number of days not yet donated to the bank.

Examples:

Employee A is a new employee, having 15 days sick leave at the beginning of the school year. He/she has an approved application of 12 weeks (60 days).

Years in district	=	0	
1/3 of 15 accumulated sick days	=	5	
1/3 of 60 required S.L.B. days	=	<u>20</u>	
	=	25	days total from the bank

Employee B has been in the district 15 years, has accumulated 90 days of sick leave, and has the same 60 days approved.

Years in district	=	15	
1/3 of 90 accumulated sick days	=	30	
1/3 of 60 required S.L.B. days	=	<u>20</u>	
	=	65	days total from the Bank--only 60 given as required

4. If an employee is not fully vested and the employee chooses to no longer participate, then they may not draw from the sick leave bank.