

PROFESSIONAL NEGOTIATION AGREEMENT

2025-2026

2026-2027

2027-2028

BETWEEN

THE BOARD OF EDUCATION OF  
THE PROPHETSTOWN-LYNDON-TAMPICO UNIT SCHOOL  
DISTRICT #3  
PROPHETSTOWN, ILLINOIS

AND

THE PROPHETSTOWN-LYNDON-TAMPICO TEACHERS'  
ASSOCIATION  
an affiliate of IEA-NEA

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## ARTICLE 1 RECOGNITION

1.1 RECOGNITION - The Board hereby recognizes the Prophetstown-Lyndon-Tampico Teachers Association, an affiliate of I.E.A. - N.E.A., as the exclusive and sole negotiation agent for all regularly employed certified teaching personnel (inclusive of such speech language pathologists, certified librarians, and guidance counselors as may be employed by the District) except the supervisors, managerial employees, confidential employees and temporary employees, as such excluded employees are defined in Section 2 of the Illinois Educational Labor Relations Act.

1.2 TEACHER - The term "teacher," when used hereinafter in this agreement, shall refer to all employees represented by the Association in the negotiating unit as determined in paragraph 1.1 above.

## ARTICLE II BOARD RIGHTS

2.1 BOARD RIGHTS - It is understood and agreed that the Board possesses the sole right and authority to operate and direct employees of District #3, except as modified in this Agreement. These rights include, but are not limited to:

- a. To plan, direct and determine the operations or services to be conducted by the full-time certified teaching staff.
- b. To evaluate, promote, suspend, discipline or discharge for cause.
- c. To make, publish, and enforce rules and regulations of the Board.
- d. To introduce new or improved methods, equipment, or facilities and determine whether goods and services are to be provided or purchased.

## ARTICLE III NEGOTIATION PROCEDURES

3.1 BEGINNING DATE - The request for bargaining for a successor Agreement shall be made before May 1 of the year in which the Agreement is to terminate. Except as otherwise provided herein, the terms of this Agreement shall remain in force and effect during the entire period of negotiations for the new Agreement and shall automatically be extended until such times as a new or modified Agreement is approved by both parties, effective date of termination notwithstanding; however, upon the expiration of this Agreement, tier increases for education will be granted for approved courses.

## ARTICLE IV EFFECT OF AGREEMENT

4.1 TERMS & CONDITIONS - The terms and conditions set forth in this Agreement represent the full and complete understanding and commitment between the parties hereto. The terms and conditions of this Agreement may be modified by alteration, change addition to, or deletion only through the voluntary, mutual consent of the parties in a written amendment executed in accordance with the provisions of this Agreement.

4.2 SEPARABILITY - Should any article, section, or clause of this Agreement be declared illegal by a court of competent jurisdiction, said article, section, or clause, as the case may be, shall be automatically deleted from this Agreement to the extent that it violated the law. The remaining articles, sections, and clauses shall remain in full force and effect for the duration of the Agreement if not affected by the deleted article, section, or clause.

4.3 WORK STOPPAGE PROHIBITED - During the term of this Agreement, and any extension thereof, the Association, any teacher covered by this Agreement, or any person acting on behalf of the Association shall not or at any time engage in, authorize, or instigate any strike or work slowdown.

## ARTICLE V GRIEVANCE PROCEDURE

5.1 DEFINITIONS - A grievance shall be:

5.1a Any claim by the Association or any teacher that there has been a violation, misinterpretation, or misapplication of the terms of this Agreement.

5.1b All time limits consist of weekdays, Monday through Friday, excluding school, Federal, and State holidays.

5.2 PROCEDURES - The parties hereto acknowledge that it is usually most desirable for an employee and the teacher's immediately-involved supervisor to resolve problems through free and informal communications. When requested by the employee an Association representative may accompany the employee to assist in the informal resolution of the grievance. If, however, the informal process fails to satisfy the employee or the Association, a grievance may be processed as follows:

5.2a STEP I - The teacher or the Association shall present the grievance in writing to the immediately-involved supervisor, who will arrange for a meeting to take place within fifteen (15) days after receipt of the grievance. The written grievance shall state the nature of the grievance, the clause/clauses of the contract which allegedly has/have been violated, and a

specific remedy. The grievance shall be submitted within fifteen (15) days of the occurrence of the violation, or within fifteen (15) days of when the occurrence should have reasonably become known, whichever shall occur later. The Association's representative, the grievant, and the immediately-involved supervisor will attend the meeting. Within fifteen (15) days of the meeting, the supervisor will give the grievant and the Association written responses which include reasons for the decision.

5.2b STEP II - If the grievance is not resolved, the Association may refer the grievance in writing to the Superintendent, or the Superintendent's official designee within ten days after receipt of the decision reached in Step I. The Superintendent will arrange for a meeting to take place with the grievant and the Association representative within ten days after receipt of the appeal. Each party may include such witnesses and counselors as it deems necessary to develop facts. Within ten days of this meeting, the Superintendent will give the grievant and the Association written responses which include reasons for the decision.

5.2c STEP III - If the grievance is not resolved by the Superintendent, the teacher and/or the Association shall refer it to the Board of Education at their next regularly-scheduled meeting or within thirty days. The Association's representative, the grievant, and the immediately-involved administrator shall meet with the Board of Education to discuss the grievance. The Board shall give its written response to the grievant, stating the reasons for their decision, within ten days following the meeting.

5.2d STEP IV - If the Association is not satisfied with the disposition of the grievance at Step III, the Association may submit the grievance to final and binding arbitration through the American Arbitration Association, which shall act as the administrator of the proceedings. If a demand for arbitration is not filed within fifteen (15) days of the date for the Step III answer, then the grievance shall be deemed withdrawn.

### 5.3 GENERAL PROVISIONS:

5.3a The arbitrator shall consider and decide only the specific issues submitted to him/her in writing and the decision shall be based solely on his/her interpretation of the meaning or application of specific terms of this Agreement to the facts of the grievance presented.

5.3b If either party requests a transcript of the proceedings, that party shall bear the full cost of the transcript. If both parties order a transcript, the cost of the transcript shall be divided equally between the Board and the Association.

5.3c The grievant and the Board are allowed representation of their choosing at any step of the process. This shall not preclude an Association representative from attending all such meetings.

5.3d The time limit specified in this procedure may be extended in any specific instance by mutual agreement in writing.

5.3e A grievance may be withdrawn at any level without establishing precedent and if withdrawn shall be treated as though having never been filed.

5.3f The failure of the employee or Association to act within the time limit set forth shall preclude further appeal of the grievance. Upon failure of the Board to meet the time limits prescribed in this Article, the grievance shall be advanced to the next higher level. If the Association and Superintendent agree, Step I of the grievance procedure may be bypassed and the grievance brought directly to Step II.

5.3g Cost of arbitration shall be borne equally by Association and Board.

## ARTICLE VI PROFESSIONAL GROWTH

6.1 PROFESSIONAL GROWTH AND REIMBURSEMENTS - Approval of Courses taken by certified teachers to qualify for advancement on the salary schedule and for reimbursement by the District will be granted on the following terms:

6.1a All courses must be directly related to the teacher's teaching field or required as part of an approved MS or advanced program which is directly related to his/her teaching field.

6.1b All course work must be pre-approved by the Superintendent before the course is taken and not be part of any federal or state grant or other reimbursement program.

6.1c A certified transcript of successful completion of courses will be submitted to the Superintendent in order to obtain reimbursement.

6.1d Reimbursement will be made as soon as reasonably possible to staff members employed by the District at the time of reimbursement.

6.1e A teacher will be reimbursed \$2,400, subject to the provisions herein, upon presentation of certified transcripts documenting attainment of educational hours at each of the following education levels: BA + 16; MS; MS + 16; and MS + 32.

6.1f Internet courses meeting the criteria set out in this Article are eligible for reimbursement and/or salary schedule advancement.

6.2 EARMARKED FUNDS FOR PROFESSIONAL GROWTH - Within the annual budget \$20,000 will be earmarked for a Professional Growth Fund. At the end of each year, in the event there are excess funds, any excess funds up to \$10,000 will be extended to the next year with available funds, not to exceed \$30,000. Such Professional Growth funds may include such costs as approved fees, workshop fees, lodging, travel, meals, and includes the cost of substitutes necessitated by the teacher's absence. Such funds shall be available for approved course reimbursement only pursuant to the requirements of 6.1.

6.3 PROFESSIONAL DEVELOPMENT - All certified staff shall be granted (2) two professional development days per year to attend workshops, conferences, and/or seminars, providing any such workshops, conferences and/or seminars are determined to be beneficial to the teacher's professional growth and will be beneficial to the professional growth needs of the District. The professional day(s) must be pre-approved by the Superintendent. The Superintendent will have the discretion to limit the number of teachers absent on any given day(s). Teacher institute days shall not be used for non-emergency medical appointments which can be scheduled other days.

## ARTICLE VII LEAVES

7.1 SICK LEAVE - Any teacher absent on account of personal illness, quarantine at home, serious illness or death in the immediate family of household, or birth, adoption, or placement for adoption (as per school code 24-6, sick leave\*), shall be granted sick leave in an amount equal to the tier that the teacher falls in below. Sick leave days shall be cumulative to 450 days. Up to two bereavement days per year will be taken from accumulated sick leave days to attend a funeral not covered by school code.

\* Parent, spouse, brothers, sisters, children, grandparents, grandchildren, parents-in-law, brothers-in-law, sisters-in-law, and legal guardians

Tier 1: Beginning the 1st year to 15th year: 15 sick days per year

Tier 2: Beginning the 16th year to 25th year: 20 sick days per year

Tier 3: Beginning the 26th year and beyond: 25 sick days per year.

7.1a When a staff member is absent for three consecutive days, a medical excuse from the attending physician or healthcare provider may be required as a condition to return to work.

7.1b PARENTAL LEAVE - Family and Medical leave (FML) may be available for parental leave, as provided in the District's Family and Medical Leave Act policy. Please see the reference section for more information. To be used concurrent with any FML, the District grants an employee, for use during a twelve (12) month period, a total of five (5) paid days of family leave for the birth of a child, or placement of a child for adoption or foster care. These days may be used prior to the use of any available sick leave days. However, these days may not be used to extend the days allowed by statute or extend any contractual provision. These days shall not accumulate and may not be carried over year to year.

To be eligible for use of these days the Teacher must give notice of intent to use at least thirty (30) days prior to the anticipated use date. These days shall be used immediately following the occurrence of the qualifying event (e.g. date of birth, date of placement, date of adoption). If both parents are employed by the District only one employee may use these additional five days at a time. In such circumstance the Superintendent may exercise her / his discretion to modify the dates of use of such leave.

7.2 SICK BANK - Teachers will build a sick bank, to be used for personal illness or serious illness or death in the immediate family of household (as per school code 24-6), under a health care provider's written orders, by contributing two days during the first year of employment in Unit District 3 and one day each year thereafter, except if the bank has a balance of 500 days or more on the first day of school, then no contributions will be necessary. If the bank balance is less than 300 days on the first day of school, then each teacher will contribute two days.

7.2a To qualify for use of the sick bank a teacher shall first exhaust all personally-accumulated sick leave, and not be eligible for State TRS disability as hereinafter provided.

7.2b Teachers who have, at any time during employment with the District, accumulated 50 days of accrued sick leave, are eligible to draw days from the sick bank. Teachers who have not yet accumulated 50 days of sick leave during their employment with the District, shall first be absent without pay for 5 working days because of illness or disability, before being permitted to draw from the sick bank. In the event of death before a teacher has exhausted their days in the sick bank, the District will reimburse the estate of the deceased or their lawful spouse, in an amount equal to 5 days' pay.

7.2c Days from the sick bank may only be used for a staff member's personal illness or serious illness or death in the immediate family of household (as per school code 24-6). A teacher may draw up to 75 days from the bank. Once a staff member has drawn 75 days from the sick bank, the individual shall be ineligible to withdraw days from the sick bank until they have

returned to work on a full-time basis, for one year (365 calendar days). Priority for use of the sick bank days will be on a first-come first-served basis, other than where concurrent submissions are made and the number of days available is insufficient to cover the same. In situations involving concurrent submissions, sick bank days shall be allocated based on seniority. The Board of Education reserves the right to require documentation supporting the need to utilize days from the sick bank from the attending physician or health care provider as a condition to remaining off work.

In the event a staff member becomes eligible under TRS rules for temporary or permanent disability, such staff member shall no longer qualify for sick bank days until they have returned to work full time for one year (365 calendar days). A staff member may return to work after he/she provides to the Administration sufficient documentation from the attending physician or health care provider specifying that the individual is capable of returning to work.

7.2d If any teacher has sick leave days above the maximum accumulation for the District those excess days shall be added to the sick bank. When a teacher leaves the District any sick leave days that are not reported for retirement purposes shall be willed to the sick bank if the total in the bank is less than 300 days at the beginning of the school year.

7.3 PERSONAL LEAVE - Each teacher will be granted three (3) personal leave days per year, cumulative to five (5). When a teacher accumulates five (5) days, any unused days over five will convert to sick leave. Personal leave shall not be taken during the first five or last five days of student attendance except for extenuating circumstances. Requests for personal leave days for scheduled teacher institute days must be in writing with requested excuse, which may be granted or denied by the Superintendent. Personal leave days are not to be considered as an extension to any holiday or school break, unless preapproved by the Superintendent for extenuating circumstances. A teacher who intends to use five (5) consecutive personal days must submit paperwork at least 30 days before wanting to use the days and receive approval from the Superintendent.

The Superintendent may grant additional non-paid leave and will have the discretion to limit the number of teachers absent on any given day(s). Any discretion exercised by the Superintendent shall be non-precedential.

## ARTICLE VIII ASSOCIATION RIGHTS

8.1 ASSOCIATION BUSINESS DAYS - The Board shall grant a total of five days to the Prophetstown-Lyndon-Tampico Teacher's Association for Association business.

8.2 BULLETIN BOARD - The Board agrees that a bulletin board shall be provided for the exclusive use of the Association in each school building for posting notices of activities and other matters of Association concern.

8.3 MAILBOXES AND COMPUTERS - The Association shall have the right to use faculty mailboxes and computers for a reasonable amount of appropriate announcements relating to the conduct of the negotiating agent's business on behalf of the members of the negotiating unit. Usage shall be consistent with District policies.

8.4 BUILDING 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 provided that this 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.

8.5 RIGHTS OF ASSOCIATION - The Board agrees that teachers shall have the right to organize, join, and assist the Association, to participate in negotiations with the Board through representatives of their own choosing.

8.6 RIGHTS - The Board agrees that it will continue not to discriminate against any teacher with respect to hours, wages, terms, or conditions of employment by reason of his membership in the Association, his participation in any activities of the Association or in negotiations with the Board or to discriminate against any teacher in his institution of any grievance, complaint, or proceeding under this Agreement.

8.7 INFORMATION - The Association shall be furnished, upon request, all regularly and routinely prepared information concerning the financial condition of the school including the annual financial statement and adopted budget. In addition, the Board and the administration will grant reasonable requests for any other readily available and pertinent information which may be relevant to negotiations. Nothing herein shall require the administrative staff to research and assemble information. The Association will furnish copies of any pertinent information as reasonably requested by the Superintendent or by the Board.

8.8 INSTITUTE DAY - The Board agrees that the teachers Association will be allotted a 30 minute time to meet during one of the institute days at the beginning of each school year.

## ARTICLE IX FRINGE BENEFITS

9.1 MILEAGE - Teachers shall use District vehicles for approved off-site school business. If no District vehicle is available for use for approved off-site school business, teachers shall be reimbursed for actual mileage incurred through use of the employee's private vehicle according to IRS regulations and reimbursement rates in effect on the date of travel.

9.2a HEALTH INSURANCE - The Board of Education will make a single employee premium contribution of 100% per month during each year of this contract for each full-time teacher for a group health insurance program. Underwriter and provisions of the group health policy are to be determined by the Board. The Board of Education will make a premium contribution for a Life Insurance Policy which will cover each full-time teacher in the amount of \$25,000.

The teacher shall indicate his/her choice of insurance options not later than the last school day in August.

9.2b INSURANCE COMMITTEE - The parties agree to participate in an insurance committee. The Committee shall consist of one board member, one administrator, two association members designated by the Association, and such other non-association employees as may be appointed by the Superintendent. The Committee will meet at least once annually with the purpose of obtaining and/or reviewing documents necessary to monitor the health plan such as renewal rate projections; deductibles; additional types of insurance coverage; and where appropriate make recommendations to the Board regarding health insurance plans and coverage. The Association acknowledges that the ultimate decision on selection of health insurance plans and coverages shall remain with the Board of Education.

9.2c TERMINATION OF INSURANCE - When an employee who has served less than one school term (two semesters) with the District resigns his/her employment with the District his/her insurance coverage provided by the District shall continue through the last day of the month of the employee's last day of service with the District.

9.3 ATHLETIC PASSES - Two athletic passes for local school events shall be extended to each teacher in the district.

9.4 FLEX-BENEFIT PLAN - The Board of Education will adopt and establish a cafeteria plan in compliance with Section 125 of the Internal Revenue Code. The plan shall include medical expenses not covered under the District's insurance plan, including insurance premiums, medical expenses and dependent care as specified by the IRS. The participants shall be responsible for all charges incurred in the administration of the plan.

## ARTICLE X TEACHER RIGHTS

10.1 ASSOCIATION DUES - Teachers may have their professional association dues deducted from their paychecks on a nine month basis if they so desire.

10.2 NOTIFICATION OF TEACHER PLACEMENT - By the 15th of May all teachers will be notified of their tentative teaching position for the coming year.

10.3 TEACHER EVALUATIONS - All evaluations will be performed in accordance with applicable law and utilize the PLT #3 Growth Guidebook and Toolkit approved by the PERA committee. It is the intent of the PERA Committee that the evaluation form will follow the guidelines of the Performance Evaluation Reform Act (PERA). To the extent necessary to conform to legal requirements (both existing and future) changes shall be made by the District PERA Committee. If such changes are made, notice shall be given by Superintendent to the Association President. Scheduling and the conducting of evaluations of individual teachers, using the approved form, shall be the responsibility of District administration. The agreed PERA evaluation document(s) will be utilized during the entire effective period of this Agreement, unless a different model or instrument is approved by majority vote of the PERA Committee.

## ARTICLE XI WORK HOURS

11.1 LUNCH DUTY SUPERVISION - No teacher shall have unpaid compulsory lunch duty supervision. Association members assigned to lunch duty supervision, not already assigned to teach six periods, will not be eligible to receive additional compensation beyond their regular salary. All teachers shall be allowed a duty-free lunch period equal to the regular school lunch period but not less than 30 minutes in each school day.

11.2 PREPARATION TIME - Each teacher in grade K-5 will normally be scheduled for five forty-minute planning periods per week. The minimum time shall be forty minutes excluding recess before, and after, school. Teachers teaching grades 6-12 may be assigned up to six classes and a non-teaching assignment, such as a study hall, core time, or computer room supervisory period, in an eight period teaching day. Such planning periods may be occasionally interrupted and lost by short days, special programs, field trips or similar interruptions.

11.2a SPECIAL EDUCATION CASELOAD - Special Education teachers and speech pathologists will receive two (2) full release days per semester to address additional responsibilities associated with their caseload. Only Special Education teachers with caseloads greater than 20 students and speech pathologists with caseloads greater than 40 students will be provided two (2) additional full release days per semester, for a total of four (4) full release days

per semester. The district's Professional Leave Form should be completed and submitted to the building level administrator and Superintendent for approval. These may not be used as an extension to any holiday or school break.

11.3 LENGTH OF DAY - The hours at each Attendance Center shall be set by the Board, and the teacher's workday will be no longer than seven hours, ten minutes plus lunch and one meeting per month that does not exceed 30 minutes beyond the workday time schedule. Teachers will be given at least one week notice of any scheduled monthly meeting. Teachers with excused absences, or reasonable excuse, will not be penalized in any way for missing a monthly meeting or portions thereof, which exceed the contractual day. Determination of "reasonable excuse" shall be made by the Building Principal and/or the Superintendent. The workday time schedule is 7:50am to 3:30pm unless otherwise assigned by the Building Principal. When school is dismissed due to emergency conditions, teachers will also be released when all buses, including transfers and shuttle, are gone.

11.3a Licensed staff may be required by the Superintendent or designee to participate in one open house or Backpack Night. These activities may occur outside the hours of the work day. All certified staff will be designated a responsibility at open house or Backpack Night.

11.4 SCHOOL CALENDAR - The school calendar will consist of at least 185 days, of which 176 will be student attendance days. The teacher work year shall consist of no more than 180 teacher attendance days. Unused emergency days shall not become work days for teachers. Spring break will consist of Good Friday through Easter Monday. Any longer break will be determined by the Board.

11.4a FIRST DAY OF SCHOOL - The first day of school for students shall be a half-day student attendance day. Certified staff are to stay until their contractual end time.

11.5 ADDITIONAL WORK DAY - If requested, a teacher will assume emergency substitute duties in-lieu-of a planning period at a rate of \$40.00 per planning period plus Board TRS contribution.

11.6 EXTENDED CONTRACT - An extended contract is defined as a teacher's contract for services which extend beyond the last official day of required teacher attendance or 180 days. The recognized teaching positions, as per this collective bargaining agreement, will include the following:

- 6-12 Counselor(s) - 20 extra days
- District Library Media Specialist - 20 extra days

- Agriculture Teachers - 60 extra days (defined as 400 hours; 8 hours/day) only of extended time outside the teacher's regularly scheduled teaching duties. This extended contract will be contingent upon District's receipt of the Three Circles (FFA/SAE) Grant.

Any additional work, outside of the required teachers' contract responsibilities, will be reimbursed at the rate of \$33 per hour including: summer school, IEP Procedural coach, curriculum department work, meetings that exceed the contract day, or any other duties assigned by administration as requested and approved by building-level administration. Additional work that will be submitted for pay must have pre-approval by Building Principal or Superintendent.

\*Teachers who are in the retirement track and receive the 6% pay increase are not eligible for the additional work hourly rate.

11.7 CLASS SIZE - The District will attempt to maintain class sizes which afford a reasonable education environment consistent with the Class Size Guidance adopted by the Board. These guidelines are general parameters the administration and Board of Education follow to balance class sizes, staffing, instructional and budgetary needs. It is understood that in any given year a class size could fall outside of the ideal range. Monitoring of section size begins when a section falls within the ideal range. As the average daily class enrollment approaches the upper limit, a decision will be made to hire an aide or compensate the teacher at the rate of \$40 per day if the upper limit is exceeded. Decision will be made within two (2) weeks. If an aide position has been posted, but cannot be filled, the teacher will be compensated at the aforementioned rate.

The ideal range for sections are:

Kindergarten through 2nd Grade - 15 to 20 students

3rd through 5th Grade - 20 to 25 students

6th through 12th Grade - 25 to 30 students

Note: This additional compensation cannot be used in conjunction with any retirement benefit. Nor can it be combined with any retirement incentive that subjects the district to TRS penalties relating to the percentage increase limitations within the last 10 years or less until qualified retirement.

## ARTICLE XII TEACHING VACANCIES

12.1 TEACHING VACANCIES - All vacancies in teaching positions shall be publicized to Unit #3 teachers pursuant to the following procedure:

Notices of such vacancies shall be given by letter to the Association President and/or Co-Presidents, the Association Secretary, and the building representatives. The vacancy or vacancies may also be posted on the CUSD No. 3 website.

Teachers who desire to apply for such vacancies shall file their applications in writing with the Superintendent within the time specified in the notice.

### ARTICLE XIII RETIREMENT

13.1 CONTRIBUTIONS - The Board will pay up to 9.4% (factor .098901) of the amount due each teacher pursuant to the Compensation Schedule and any extra duty stipend to the State of Illinois Teachers' Retirement System to be applied for the retirement account of such teacher. It is the intent of the parties by the Agreement to qualify these payments as "picked up" contributions within the meaning of Section 414 (h) (2) of the Internal Revenue Code, so as to be excludable from the gross income of all teachers. The teacher shall have no right or claim to the funds so remitted, except as they may subsequently become available upon retirement or resignation from the State of Illinois Teachers' Retirement System. No teacher shall have the option of choosing to receive the payment of the teacher's contributed by the Board and the assumption and payment of the teacher's required contribution to the Illinois Teachers' Retirement System is a condition of employment made in order to secure the teacher's future services; knowledge and experience.

#### 13.2 EARLY RETIREMENT INCENTIVE

13.2a ELIGIBILITY - There shall be available for the duration of this Agreement a voluntary Early Retirement Program ("ERI") available to tenured teachers who meet all of the following eligibility criteria:

- a. Completed at least twelve (12) years of full-time service in the employment of Prophetstown-Lyndon-Tampico CUSD #3;
- b. Fulfill one of the following eligibility requirements:
  - i. Attain the age of 55 upon the effective date of retirement; or
  - ii. Are less than 55 years old, cease teaching, and then attain the age of 55 within six (6) months after the last day of service with the School District.
- c. Who retires at the end of the first year that he/she first gains eligibility under the terms of this Early Retirement Incentive to retire with a full TRS retirement annuity.
- d. Whose retirement will not require the District to pay any ERO or other retirement penalty

13.2b PROCEDURES AND BENEFITS - Any certified employee may elect to participate in this ERI by submission of an irrevocable letter of intent to retire at the end of the school year in which the teacher first becomes eligible to retire with full TRS retirement annuity (with the exception noted in 1.c above). Upon submission of such letter of intent to the Superintendent, the teacher shall be paid each of the final three years of employment (or as many

years of employment as are left prior to the date of retirement if the employee has given less than three years notice), a salary increase equal to the maximum end-of career salary increase, allowed under State of Illinois law, currently set at six percent (6%).

This increase shall be part of the employee's regular pay and shall be paid in equal installments as part of the employee's regular checks. However, the Board and the Association agree that the payment of this ERI together with any other increase in creditable earnings will not result in more than the State-allowed end-of-career, currently six percent (6%) increase of the employee's previous years in TRS creditable earnings. If an employee has an extra duty obligation at the commencement of or during the ERI program and ceases to perform any of those extracurricular services during the Retirement Incentive program period, the calculation of the teacher's percentage increase shall be reduced by the amount of the extra duty compensation. The employee must submit a written notification to the District Superintendent by the date(s) listed below.

Notification by end of  
School year 2025-2026

Retire at the end of the 2026-2027 school year  
Retire at the end of the 2027-2028 school year  
Retire at the end of the 2028-2029 school year  
Retire at the end of the 2029-2030 school year

Notification by end of  
School year 2026-2027

Retire at the end of the 2027-2028 school year  
Retire at the end of the 2028-2029 school year  
Retire at the end of the 2029-2030 school year  
Retire at the end of the 2030-2031 school year

Notification by end of  
School year 2027-2028

Retire at the end of the 2028-2029 school year  
Retire at the end of the 2029-2030 school year  
Retire at the end of the 2030-2031 school year  
Retire at the end of the 2031-2032 school year

Notification by end of  
School year 2028-2029

Retire at the end of the 2029-2030 school year  
Retire at the end of the 2030-2031 school year  
Retire at the end of the 2031-2032 school year  
Retire at the end of the 2032-2033 school year

If a contract has not been settled by the last date of student attendance of the 2024-2025 school year, teachers may submit a letter of intent to the Superintendent within ten days of a contract being settled and signed by both parties.

Individuals who have at least 15 years of service to the Prophetstown-Lyndon-Tampico School District as of August 1, 2022 are eligible for a four year ERI. This opportunity shall be available

only to those individuals eligible to receive the ERI during the life of this Agreement (i.e. meets the requirements outlined above—including 15 years and eligible to receive a full TRS annuity). Eligible individuals electing an ERI during the life of this agreement shall be entitled to a maximum of four (4) years of ERI versus the three year period outlined above.

13.2c IRREVOCABLE LETTER OF INTENT - The ERI is based on reliance of the teacher's expressed intent and declaration to retire. Such retirement notices shall be final and irrevocable unless both the teacher and the Board agree to withdraw and cancel the retirement notice. In the event the teacher has received the retirement incentive pay under this ERI program and returns to teaching service, he or she shall repay such retroactive incentive pay, less the amount he or she would have received through his/her regular pay increase, and any TRS paid on any said amount to the District within the following teaching year.

13.3 OTHER RETIREMENT INCENTIVE - The Board may offer individual retirement incentive programs to teachers. Such retirement incentives shall be negotiated on an individual basis with the retiring teacher, a representative from the Association, and the Board. Such retirement agreements will be individually created to the mutual benefit of the Board and the retiring teacher, shall not constitute precedent for other retirements, and such precedent shall not be grievable or subject to arbitration by the parties, the Association or other teachers.

#### ARTICLE XIV SALARIES

14.1 Teachers shall be paid in accordance with the extra-curricular salary guide and salary schedules which are attached hereto, except for new activities or critical need areas which may be paid above minimum salary guidelines. The exceptions for this "additional pay" would be in areas designated by the school district, after consultation with the Association, as "critical needs" areas, or subject/expertise areas with shortage of qualified teachers compared to staffing needs.

14.1a Teacher's salaries will be disbursed by the 8th and 22nd of each month.

14.2 TEACHING EXPERIENCE - Years of service outside the district may be allowed at the Board's discretion.

14.3 PART-TIME - For purposes of salary schedule placement only, part-time teachers employed 3.5 hours or more each day will be considered "half-time" and shall be placed on the salary schedule according to their experience as follows: one year's teaching experience credit shall be given for each two year's teaching experience in the District.

#### ARTICLE XV RECALL

Any tenured employee who has been honorably dismissed shall have recall rights as follows:

15.1 Recalled employees shall have the accumulated sick leave and salary schedule position they had when honorably dismissed.

15.2 The employer is responsible for sending notice by certified mail to the most senior, legally-qualified employee. A copy of this article will be enclosed with the notice. Notice will be sent to the last address on file with the employer. The employee must notify the Superintendent in writing whether he or she accepts the position. Such notice must be postmarked within seven days of receipt of the notice of vacancy. If the employee notifies the Superintendent that he/she does not wish to accept the position, or if the employee fails to notify the Superintendent within 10 calendar days from the date the notice was originally postmarked then the employer will send notice to the next most senior, legally qualified employee by certified mail within 7 calendar days after receipt of a response from the employee or said 10 calendar days, whichever is earlier.

15.3 Any employee who fails to notify the Superintendent in writing of acceptance of a position after receipt of a notice of vacancy shall waive any right to recall. However, an employee may elect to be passed over one time without loss of recall rights provided he/she notifies the Superintendent in writing of his/her choice within the time limitations established in Paragraph 2. This shall not extend the time of recall beyond that provided in the School Code of Illinois.

#### ARTICLE XVI DURATION AND ACCEPTANCE OF AGREEMENT

16.1 MATTERS SUBJECT TO NEGOTIATIONS - The Board and the Association agree to negotiate in good faith with respect to wages, hours, and terms and conditions of employment provided that nothing contained herein shall require the Board to bargain over matters of inherent managerial policy, including but not limited to such areas of discretionary policy as the functions of the employer, standards of service, the overall budget, the organizational structure and selection of new employees and direction of employees. It is expressly understood and agreed that all functions, rights, powers or authority of the Board which are not specifically limited by the express language of the Agreement are retained by the Board.

16.2 This agreement shall be effective upon the date of its execution and shall continue in effect until 12:00 A.M. on the first day of the school calendar in the 2028-2029 school term.

16.3 This agreement is signed this 28 day of May 2025.

In witness thereof:

For the Prophetstown-Lyndon-Tampico Teachers Association

Aun M Cooper  
Secretary

5/28/25  
Date

Dan Hoffstater  
President

[Signature]  
Co-President

For the Board of Education, Prophetstown-Lyndon-Tampico Community Unit School District #3

Ty M Boucher  
Secretary

5/28/25  
Date

[Signature]  
President



Grey Matters	\$700
PLC Leader/Peer Coach	\$700
Spelling Bee	\$400
Senior Class Sponsor (2)	\$600
Junior Class Sponsor (2)	\$1000
Sophomore Class Sponsor (2)	\$800
Freshman Class Sponsor (2)	\$700

2025-2026	APPENDIX 1B- E/P CO-OP EXTRA-CURRICULAR SALARY GUIDE							
Years Exp		D	E	F	G	H	I	J
0	Salary	\$2,112	\$2,956	\$3,379	\$3,801	\$4,223	\$4,434	\$5,912
	Salary + TRS	\$2,323	\$3,252	\$3,716	\$4,181	\$4,646	\$4,878	\$6,504
1	Salary	\$2,323	\$3,167	\$3,590	\$4,012	\$4,434	\$4,646	\$6,124
	Salary + TRS	\$2,555	\$3,484	\$3,949	\$4,413	\$4,878	\$5,110	\$6,736
2	Salary	\$2,534	\$3,379	\$3,801	\$4,223	\$4,646	\$4,857	\$6,335
	Salary + TRS	\$2,787	\$3,716	\$4,181	\$4,646	\$5,110	\$5,342	\$6,968
3	Salary	\$2,745	\$3,590	\$4,012	\$4,434	\$4,857	\$5,068	\$6,546
	Salary + TRS	\$3,020	\$3,949	\$4,413	\$4,878	\$5,342	\$5,575	\$7,201
4	Salary	\$2,956	\$3,801	\$4,223	\$4,646	\$5,068	\$5,279	\$6,757
	Salary + TRS	\$3,252	\$4,181	\$4,646	\$5,110	\$5,575	\$5,807	\$7,433
5	Salary	\$3,167	\$4,012	\$4,434	\$4,857	\$5,279	\$5,490	\$6,968
	Salary + TRS	\$3,484	\$4,413	\$4,878	\$5,342	\$5,807	\$6,039	\$7,665
6	Salary	\$3,379	\$4,223	\$4,646	\$5,068	\$5,490	\$5,701	\$7,179
	Salary + TRS	\$3,716	\$4,646	\$5,110	\$5,575	\$6,039	\$6,271	\$7,897
7	Salary	\$3,590	\$4,434	\$4,857	\$5,279	\$5,701	\$5,912	\$7,391
	Salary + TRS	\$3,949	\$4,878	\$5,342	\$5,807	\$6,271	\$6,504	\$8,130
8	Salary	\$3,801	\$4,646	\$5,068	\$5,490	\$5,912	\$6,124	\$7,602
	Salary + TRS	\$4,181	\$5,110	\$5,575	\$6,039	\$6,504	\$6,736	\$8,362
9	Salary	\$4,012	\$4,857	\$5,279	\$5,701	\$6,124	\$6,335	\$7,813
	Salary + TRS	\$4,413	\$5,342	\$5,807	\$6,271	\$6,736	\$6,968	\$8,594
		Bass Fishing	MS Football Asst (3)	MS Football Head (2)	HS Football Asst (4)	E/P Head Golf-Boys	HS X Country Head (2)	HS Football Head
		HS Basketball Dance	MS Wrestling Asst	MS Volleyball 7th	HS Volleyball Asst (2)	E/P Head Golf-Girls	HS Football F/S	HS Volleyball Head
		HS Football Dance	HS X-Country Asst	MS Volleyball 8th	HS Boys Basketball Asst (2)	HS Bowling (2)	HS Volleyball F/S	HS Basketball Head (2)
		HS Basketball Cheer Asst	HS Golf Asst	MS Boys / Girls Basketball 7th (2)	HS Girls Basketball Asst.		HS Basketball F/S (2)	HS Wrestling Head
		HS Football Cheer Asst	HS Comp Cheer	MS Boys / Girls Basketball 8th (2)	HS Wrestling Asst (2)		HS Wrestling F/S	HS Baseball Head
				MS Wrestling Head	HS Track Asst (4)		HS Baseball F/S	HS Softball Head
				HS Academic Bowl			HS Softball F/S	HS Track Head (2)
				HS Football Cheer Head				
				HS E-Sports				
				MS X-Country				
An individual coaching one of the co-op extra-curricular activities will receive an increase based on the schedule until he or she reaches step 9 in the given column. The ninth year will be established as the final year for movement on the salary schedule for any given co-op extra curricular activity.								

## APPENDIX 1C - GUIDELINES FOR EXTRA-CURRICULAR SALARY GUIDE

1. The percentage figures set out in the Extra-Curricular Salary Guide (APPENDIX 1A) refer to percentages calculated on the District's minimum base salary for each respective year. A teacher assigned to an extra-curricular position for the first time will be paid the percentage times the minimum salary for that year. If the teacher continues such extra-curricular position he or she shall be paid using the following formula:  
$$\{\text{Minimum salary} + (\$1200 \times \text{years of experience})\} \times \text{extra-curricular percentage}$$

\*years of experience maximum of nine years
2. The flat dollar amount set out in the Extra-Curricular Salary Guide shall remain constant for all 3 years of the current contract

APPENDIX 2 - FY25-FY28 Salary Schedule

Certified Staff Employed by the District Prior to 2025-2026

- 2025-2026 - Increase salary of existing teachers by \$3000
- 2026-2027 - Increase salary of existing teachers by \$2000
- 2027-2028 - Increase salary of existing teachers by \$2000

*The Association reserves the right to present a salary schedule in the next contract negotiations.*

*Certified Staff New to the District*

Minimum salary + (\$1200 x years of service) + (\$2000 x lanes above BS)

The Board will have discretion to deviate from the formula for new teachers salaries provided the Board abides by the following guidelines: 1) the Board shall not employ a new teacher for a specific position at a salary rate higher than another currently employed teacher in the same position, who has the same educational status and the same or greater teaching experience, and 2) the salary offered by the Board must meet or surpass the minimum salaries defined below.

Minimum salary in 2025-2026 – \$38,600

Minimum salary in 2026-2027 – \$39,600

Minimum salary in 2027-2028 – \$40,600

*Additional Education*

Teachers who receive additional education while employed by the district are entitled to additional pay. The amounts for these benefits are detailed in the table below and are paid in the academic year after a teacher reaches the education level specified.

<i>Education Level</i>	<i>Salary Increase</i>
BA+16	\$2500
MA	\$4000
MA+16	\$2500
MA+32	\$2500

*Retention Bonus\**

As a reward for service to the PLT District #3 and in an effort to retain quality staff long term, a longevity bonus will be earned by employees who have extended service within the district. At the start of the employee's 15th year of service to PLT #3, the employee will receive a one-time \$750 salary increase.

\*Note: This salary increase cannot be used in conjunction with any retirement benefit. Nor can it be combined with any retirement incentive that subjects the district to TRS penalties relating to the percentage increase limitations within the last 10 years or less until qualified retirement.

