

AN AGREEMENT BETWEEN
THE RANKIN ASSOCIATION OF TEACHERS
AND
THE BOARD OF EDUCATION
SCHOOL DISTRICT NO. 98

2022 - 2023

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ARTICLE I

RECOGNITION

The Board of Education of School District No. 98, Tazewell County, 13716 Fifth Street, Pekin, Illinois, 61554, hereinafter referred to as the "Board" or "Employer," recognizes the Rankin Association of Teachers, Illinois Federation of Teachers, American Federation of Teachers, SFL-CIO, hereinafter referred to as the "Association" or "Union" as the sole and exclusive negotiation agent for all contracted certified personnel employed full time or half time or more than half time with the District, except for the superintendent, other administrators, aides, substitutes, and part-time teachers. For purposes of this Agreement, a part-time teacher excluded from the coverage of the Agreement shall be defined as a teacher employed less than 50% of a full-time teaching assignment.

The Board agrees not to alter through negotiation with any other employees' organization or individual employees the salaries, fringe benefits, working conditions, grievance procedures, and other terms of employment contained in this Agreement.

ARTICLE II

UNION-ADMINISTRATION CONSULTATION

Representatives of the Rankin Association of Teachers, representatives of the Administration and representatives of the School Board shall meet at agreed upon times to discuss pertinent matters. Such consultations may be held at the request of any party. It is agreed by the parties that grievances shall not be discussed at these meetings.

ARTICLE III

ASSOCIATION RIGHTS AND RESPONSIBILITIES

A. Neither the Board nor the Association shall discriminate against any employee because of membership in any employee organization, association, or union. No employee shall be required to join the Association as a condition of employment, and no employee shall be terminated because of the employee's decision not to join the Union.

B. The Union agrees that there shall be no strike or withholding of services during the term this Agreement is in full force and effect.

C. Association Meetings, Notices, and General Information.

The Association shall be allowed the following:

1. By mutual agreement and arrangement with the Superintendent, the use of the school buildings for meetings at the conclusion of the teacher workday if the use of the building does not interfere with other prescheduled meetings.

2. The use of employee mailboxes and a mutually agreed designated bulletin board in the staff lounge for the purposes of internal school communication. Public bulletin boards will be subject to the Superintendent's review and approval. The Association agrees that its members will not post Association materials in areas other than as provided herein.

3. The Association may use the copy machine and audiovisual equipment when such equipment is not in use for school purposes. The Association will be charged \$.05 per copy for use of the copy machine. The fax machine may be used when an office employee is in the building. The fax charge will be equivalent to the general public use charge that is in effect at the time of use. The Association will keep track of their usage and reimburse the District no later than June 1 of each school year.

D. Meetings of the School Board.

1. Notification and the agenda of all regular, special, adjourned, and committee meetings of the School Board will be made available to teachers by sending an electronic link to Board Book, via email, at least forty-eight (48) hours prior to the scheduled meeting.

2. Approved copies of minutes for all regular, special, adjourned, and committee meetings are posted on the Board Book website following a regular board meeting. Minutes can be accessed at the Board Book link on the District website.

ARTICLE IV

EMPLOYEE RIGHTS AND RESPONSIBILITIES

A. Contract Distribution.

Within thirty (30) days of ratification of this Agreement, the Board shall have sufficient copies of the signed Agreement prepared and delivered to the Association for its distribution to each teacher. Each teacher newly hired will be given a copy of the Agreement.

B. Personnel File.

Each employee shall have the right, upon request, to review the contents of the said employee's personnel file and to place therein written reactions to any of its contents. A complete personnel record shall be kept relating to each employee. It shall be initialed when the employee starts work for the District, and shall be continued during the time he/she remains in the District's employ.

When an employee terminates his employment with the District, his/her personnel folder shall be removed from the active file, but preserved in the inactive files of the District.

An employee, or one designated by him/her, may, upon request made to the Superintendent in writing, review his/her personnel file.

Nonconfidential material of a derogatory nature relating to the conduct, service, character or personality of any employee shall not be placed in an employee's personnel file unless the employee has had a chance to review it and to react to it. When shown such material, an employee shall acknowledge in writing the fact that he or she has had the opportunity to review it, and the employee may, if he or she desires, insert his/her comments or reaction to it, which acknowledgement and comments shall then be attached to the material and become a part of the employee's records. Failure of an employee to acknowledge the material in writing shall not prevent its inclusion in the personnel file.

Each employee's personnel file shall be considered confidential and shall not be available to anyone other than the Superintendent, the Board, the Board's attorney, any District employed administrator, any Educational Official or Agency having statutory authority to examine the file, the Bookkeeper, the School Secretary, the employee, and to any individual designated in writing by the employee as being authorized to examine his or her personnel file. Information contained in the personnel file will also be released as required by law.

C. Teachers shall have the right to the presence of a Union representative when required to appear at a meeting called for the purpose of determining discipline.

ARTICLE V

EMPLOYMENT CONDITIONS

A. Employment Goals, Assignments, and Duties.

The Board is committed to the employment of a staff of highly qualified employees, each of whom recognizes his/her individual responsibilities for the ultimate success of the educational enterprise. The Board recognizes the value of professional development and will support appropriate opportunities within the limits of available time and finances.

Yearly teaching assignments and duties of all personnel shall be determined by the Superintendent and approved by the Board. All employees shall be informed of their tentative teaching assignments for the forthcoming year prior to May 1st of the current school year. A written statement outlining the employee's salary, teaching assignment, and extracurricular(s) shall be delivered to all employees prior to the first paycheck of the school year. In the event that changes in these said assignments are necessary, the employee affected shall be promptly notified. Assignments will only be changed after a date two weeks prior to the day that teachers report to school if the Board determines that other options are impractical. In that event, a

stipend of \$250 will be paid to any teacher required to change teaching assignments after such time.

Teachers shall be notified of job vacancies through the posting of a Vacancy Notice on the District website, in the office and lounge. Any teacher currently on staff who wishes to make a level change shall be given consideration for posted vacancies.

B. Teacher Workday.

The teachers' regular workday shall be from 7:45 a.m. to 3:15 p.m. Half day will begin or end at 11:35 a.m. Each teacher will have a thirty (30) minute duty free lunch. Each full-time teacher will be allowed 40 minutes daily planning time on average during the course of a school week.

Regular after school faculty meetings may be held in months that do not include a scheduled School Improvement Day. Emergency faculty meetings may be held as necessary.

On the school day before Christmas Break and spring break, dismissal will be at 2:15 p.m. Dismissal will be at 2:15 p.m. on the Wednesday before Thanksgiving, if school is scheduled. On these days and each Friday, teachers may leave school after the buses have left the school grounds for their after school bus routes. On days of teacher meetings, teachers may leave following the conclusion of the meeting. School Improvement Day meetings will end no later than the specified contract time of 3:15 p.m.

On such days that school is dismissed early due to weather conditions, teachers may leave immediately after the buses have left the school grounds. On any school day that the school will be called off due to weather conditions, teachers must be notified as early as possible. The Superintendent or his designee will contact the teachers as early as possible.

C. Emergency School Closing.

When an emergency exists, notification of the closing of school will be made using currently available communication methods and through local media outlets.

D. Institute Days.

All designated institute days held at the school shall be from 7:45 a.m. to 3:15 p.m., except for the final institute day of the year which shall be from 8:00 a.m. until 1:00 p.m.

An institute day will be provided the day before report cards are distributed for the last grading period of the school year. Report cards are to be completed and submitted to the office prior to leaving school on the last day. Report cards will be provided to parents after the last day of school.

E. Teacher Assistant.

A certified aide will be assigned to any classroom with at least 30 students.

- a) In grades K-2, a teacher may request that a certified aide be assigned to any classroom with at least 20 students or when special circumstances make it advisable. The School Board and Administration will consider each request individually; the decision will be made by the Board, in its discretion, considering the District's students, teachers, District finances, and physical resources (*i.e.*, classroom space).
- b) In grades 3-8 a teacher may request that a certified aide be assigned to any classroom with at least 25 students or when special circumstances make it advisable. The School Board and Administration will consider each request individually; the decision will be made by the Board, in its discretion, considering the District's students, teachers, District finances, and physical resources (*i.e.*, classroom space).
- c. All requests for the assignment of a certified aide to a classroom shall be made in writing and submitted to the Superintendent for initial consideration. The Superintendent shall initially respond to the teacher's request in writing within five (5) school days. Should the Board or Administration require additional clarification, the Superintendent shall meet to discuss the request with the teacher and, if requested by the teacher, a representative of the Association.

F. Attending School Programs and Events.

Teachers are encouraged to attend as many school activities and functions of the school, including School Board meetings, as they choose. Should the Administration determine that additional supervision is required for any such activities, teachers may be assigned as necessary. Exceptions for assigned supervision duties may be made by the Administration for emergency situations.

ARTICLE VI

EMPLOYEE EVALUATION

A. Purpose.

It is a primary purpose of teacher evaluation to improve instruction. The District shall comply with the Illinois State Board of Education rules and regulations regarding certificated employees' evaluations. Evaluations of certificated employees shall be conducted in accordance with the District's PERA Committee Procedures developed in cooperation with the Association.

B. Frequency.

1. All non-tenured certified teachers shall be evaluated each school year until they are placed on tenured status.
2. All tenured certified teachers shall be evaluated at least once every two school years.

C. Summative Evaluation Conference.

1. Summative evaluation conferences will be conducted prior to March 1st of the current school year for all evaluated staff.
2. The teacher shall be provided with a written copy of the completed Summative Evaluation at the Summative Evaluation Conference. The evaluator will address any questions about the written document. The teacher's initials on the Summative Evaluation Form will indicate receipt of the document.
3. The teacher shall have the right, and is encouraged to respond to the evaluation in writing within ten (10) school days of the Summative Evaluation Conference. The teacher will present the response to the evaluator, and will be able to note on the Summative Evaluation Form if a response is attached. The teacher will receive a completed, signed copy of the evaluation and response documents as placed in the personnel file.
4. The Summative Evaluation Form and any written response shall be placed in the teacher's personnel file within ten (10) school days of being received by the Superintendent.
5. Signatures shall indicate that both parties have seen, but not necessarily agreed with, the contents of the evaluation.
6. An "evaluator" shall be defined as an administrator who has fulfilled all applicable pre-qualification and retraining requirements in accordance with the Illinois School Code and the applicable rules and regulations regarding the evaluation of certificated employees.

D. Grievability.

The parties agree that the procedure for evaluation set forth in this Article shall be subject to the grievance procedure outlined in Article X of this Agreement. In the event of a grievance, the sole remedy shall be Union notification of the procedural violation to the Board of Education. The substance of the teacher evaluation shall not be subject to a grievance.

ARTICLE VII

REDUCTION IN FORCE

A. Reduction in Force.

In the event it is necessary to reduce the number of positions covered by this Agreement, and such is not accomplished by normal attrition, the provisions of the current School Code of Illinois, as amended, shall apply, unless they are superseded by language in this Article.

B. Seniority and Reductions in Force (RIF) Lists.

1. Seniority shall be determined by the length of a teacher's continuing services in the District. Said service shall be computed from the first day of full-time work in the District in a certified staff position. Time taken for unpaid leave of absence shall not be counted towards length of continuing service (Article IX, Section B, 1 of current Agreement). Continuing service within the District shall be broken by resignation, discharge, failure to return from approved leave of absence, failure to return after recall from reduction in force, failure to hold a certified position, or other reason specified in the Illinois School Code.

2. Criteria to Resolve Ties.

Should two or more teachers on contractual continued service have identical seniority under Subsection B, Paragraph 1 above, ties shall be broken by using the following criteria in order:

- a) Whether the teacher is designated as Highly Qualified by ISBE for the position available;
- b) Whether the teacher is certified by ISBE for the position available;
- c) Total years teaching;
- d) Total years teaching experience in the position available;
- e) Education level, including hours beyond bachelors and master's degree;
- f) Date of board action to employ;
- g) Date of employee signature on contract with District; and
- h) Date of earliest application.

3. Seniority and Reductions in Force (RIF) Lists.

The Seniority List shall show the names of all certified employees in order based on the criteria in Subsection B, Paragraph 1 above. The Seniority List will also include the information for criteria c, e, f, g and h from Subsection B, Paragraph 2 above. Items a, b, and c are position specific and will not be included on the Seniority List. The RIF List will include certified positions and all names of certified employees qualified to hold those positions in an order as determined by

the School Code. Copies of the Seniority List and the RIF List shall be provided to the Association when they are available.

4. Providing RIF List.

The Superintendent shall provide a RIF List to the Association President prior to a date 75 days before the end of each school terms. In accordance with the School Code, changes to group 1 of the RIF List may be made so long as a revised list is posted at least 45 days prior to the end of the school term.

5. Challenge to Seniority or RIF List Information.

The Association President will review the list and share with Association as deemed necessary. Any certified employee who believes that either their placement on the Seniority or RIF List, or the information included on either list, is incorrect must notify the Superintendent in writing by March 10 of the first year in which the alleged error was listed. The employee should include the alleged specific error in his/her written objection and provide documentation supporting his/her desire for a change in the listing. The Superintendent shall respond in writing by a date no later than 45 days prior to the end of the school term.

ARTICLE VIII

EMPLOYEE COMPENSATION AND FRINGE BENEFITS

The parties recognize that payment to Teachers in excess of 106% per year for those years used in the calculation of a member's final average salary for formula retirement benefits of a prior year's creditable earnings can result in employer penalties from the Teachers Retirement System of Illinois. As such, notwithstanding the salary schedule and other provisions regarding compensation set forth in this Agreement, teachers who have been employed by the District for one year or longer shall not receive creditable earnings in excess of 106% of the creditable earnings reported in the previous year, except to the extent that a portion of the increase falls within an exemption that the statute and TRS regulations recognize as not counting toward the 6% cap or as provided below. Once creditable earnings reach this limit, the teacher shall receive no additional compensation of any kind for the remainder of the fiscal year. In the event that scheduled amount, together with any additional pay which is contemplated at the start of school, exceeds 106% of the creditable earnings from the prior year, the teacher shall be removed from the salary schedule and paid creditable earnings for all duties which equals 106% of the creditable earnings of the prior year. Notwithstanding the foregoing, any teacher so removed from the salary schedule shall have their salary reduced by the amount of the stipend for any contemplated duties not in fact performed. Future increases of such teachers shall be equal to the amount of the increase of the base pay in whole dollars.

The foregoing paragraph shall not apply to teachers who cannot qualify for a non-discounted retirement annuity within four years of the subject year.

A. School-Year Salary Schedule.

Teacher salaries will be based on the attached salary schedules.

B. Pay Periods.

Each employee shall be paid on a biweekly basis (*i.e.*, every other Friday) and shall receive his/her total pay in 26 payments (occasionally a year will include 27 pay periods versus 26 pay periods). All employees must participate in the direct deposit program. If a pay day falls on a bank holiday, direct deposits shall be issued on the first prior day on which the bank is open. Teachers Pay stubs are received via email notification of a direct deposit occurring. If specifically requested, a pay stub will be placed in the employee mailboxes by noon of the day of the direct deposit.

C. Supplemental Work Assignments.

Salary and wages received for supplemental work assignments (coaching, cheerleading, etc.) shall be added to the salary schedule. Supplemental pay shall be added to the employee's salary and shall be paid in the paycheck each pay period. All new supplemental work assignments will be listed on Vacancy Notices and posted for consideration by the District's staff.

A stipend in the amount of \$20.00 shall be paid to the certified employee for each assigned 45-minute detention period. No payment will be made if the assigned student does not attend.

Non-stipend supplemental assignments shall be reimbursed at the following rates:

\$20.00 per hour for non-instructional work performed outside of regular school hours;

\$25.00 per hour for instructional work performed outside of regular school hours;

These are to be assignments recommended by the Superintendent and approved in advance by the School Board.

Teachers who are assigned by the administration to cover a class for an absent teacher during their preparation period shall be reimbursed at a rate of \$20 per hour in fifteen minute increments. Payment shall be pro-rated for actual time worked. If the teacher is taken from another assignment to cover the class of an absent teacher, they shall not receive any additional compensation.

D. Teacher Retirement Contribution.

From the established salary schedule, according to the authority granted by the Pension Reform Act of 1974, section 414 (h) (2) of the Internal Revenue Code, the Board of Education agrees to

pay retirement contributions to the maximum of 9.0% (9.89011% compounded) on behalf of each teacher.

E. Medical and Dental Insurance.

Full-time teachers and part-time teachers working at least 30 hours per week shall have the option to participate in the District health insurance plan which shall include both medical and dental insurance. The Board shall pay a portion of the monthly premiums for participating teachers. The amount of the Board contribution shall be equal to 90% of the monthly premium for single (employee only) coverage. Teachers selecting dependent coverage may apply this same dollar amount toward their respective premiums. The District will self-fund \$150 of the deductible and/or co-pay on the insurance coverage for the employee or covered family member. Teachers who opt not to participate in the medical insurance plan will be granted \$100 per month to apply toward a hospital indemnity premium and/or annuity.

The District shall establish an Insurance Committee made up of two members appointed by the Association, and three members appointed by the Board one of which shall be a non-certified employee.

Retired employees are encouraged to pursue insurance coverage through TRIP or other state sponsored programs, or they may choose to utilize their COBRA benefits as defined by Federal law.

F. Teachers employed for half-time or more, but less than full-time for the entire school year will be granted one (1) year for each entire year of service with the District for purposes of placement upon the salary schedule.

G. Tuition Reimbursement.

The District will reimburse employees for up to 9 graduate semester hours per year for both traditional and online courses approved at the discretion of the Superintendent in advance of registration. The limit in the preceding sentence will increase to 15 graduate semester hours per year for courses taken as part of an approved Master's Program. All other terms and conditions remain unchanged. The rate of reimbursement will be equal to the tuition rate per graduate hour at Illinois State University or actual cost, whichever is less. Courses may be a part of a Master's Program or a course applicable to the teaching profession. Graduate Courses shall be offered by a college or university recognized and accredited to provide teacher training and/or certification courses in the State of Illinois.

Upon presentation to the District of an invoice or bill from the University for an approved graduate course, the District will reimburse the teacher at the next Accounts Payable, up to the limits specified in the preceding paragraph. Teachers must provide the district their official grade report within 60 days of the conclusion of the class/term. Teachers who receive a grade of D or F, withdraw or drop the class, or do not complete the class will fully reimburse the District, immediately. Additionally, for summer enrollments, the teacher must return to the District for the following school year or they must fully reimburse the District. The District will maintain

this prepayment benefit until such time as unreimbursed expenses meets or exceeds five hundred dollars (\$500.00).

H. Part-Time.

Part-time non-temporary members of the bargaining unit working at least fifty percent (50%) of the school year (as defined below) shall be entitled to a pro-rated portion of the following benefits set forth in this Agreement: salary, TRS (if applicable), Board paid insurance premium/annuity, sick leave and personal leave. The amount of the benefits for these members shall be calculated by multiplying the full time benefit by a fraction, the numerator of which is equal to the number of estimated scheduled hours/days to be worked by the employee during the school year and the denominator of which is equal to the scheduled hours/days of full time employees.

I. Retirement Incentive.

Teachers with twenty-five (25) or more years of service in the District of which the last twenty (20) have been consecutive, are eligible to receive additional benefits under the terms of this Early Retirement Incentive (ERI). A teacher may receive this ERI if he or she retires at the end of any school year (July 1 – June 30) during the following window period:

- A. Starting with the end of the school year in which the teacher becomes eligible to receive any retirement pension from TRS; and
- B. Ending at the first of the following to occur:
 - (1) The end of the school year (July 1 – June 30) in which he or she first accumulates at least thirty-five (35) years of creditable service in the Teachers Retirement System (TRS); or
 - 2. at the end of the school year in which the teacher reaches age 60.

The incentive is not available unless the teacher can retire without obligating the teacher or the District to pay a penalty or any other payment to TRS. In determining these dates, teachers must consider and utilize all of their available sick leave for creditable service purposes in TRS as well as any available service credit obtained from other pension systems.

In order to receive the additional compensation available under this Early Retirement Incentive, eligible employees must deliver a non-revocable letter of resignation without contingency to the Superintendent no later than June 30th of the school year which is either 48, 36, 24 or 12 months prior to retirement. The letter of resignation must reference an intent to retire under this Early Retirement Incentive and be accompanied by the TRS member requested “Personal Statement of Benefits” and a “Benefit Estimate” indicating total years of service.

Teachers who elect to receive this Early Retirement Incentive by submitting a timely resignation as provided above shall be entitled to an increase in salary during the final year(s) of

employment. Such teacher will be removed from the salary schedule and extra-curricular salary schedule during their final years of employment and will be paid as follows: if the resignation is received on or before the prior June 30, the teacher's TRS Creditable Salary for up to the last four years of employment shall equal 103 percent of the TRS Creditable Salary for the immediately preceding prior year(s). The District shall endeavor to spread the increase throughout the school year. However, the District retains the right to make necessary adjustments to monthly pay at any time in the final three years of employment following delivery of the teacher's retirement letter to insure that the total received by the teacher is consistent with this Section. For purposes of this Section, a teacher's "TRS Creditable Salary" means the teacher's base salary together with all other amounts from all sources which are creditable earnings under TRS rules.

Teachers who discontinue an extra-duty assignment in any year that the retirement incentive is paid shall have their yearly increase for that year reduced by the amount of pay for the extra-duty assignment.

If a teacher incurs a life-altering event such as the death of a spouse, divorce, or other catastrophic event, the District will consider these circumstances in order for the teacher to rescind their request for retirement and remain eligible for the Early Retirement Incentive for one more year. If the District finds the teacher's circumstance warrants an extension of the ERI, the teacher will repay any and all ERI paid to date that would increase the benefit of this ERI benefit beyond the terms of this Section, if applicable.

In the event the Illinois Pension Code, regulations promulgated by TRS, or TRS interpretations are made, changed or modified during the effective period of this Agreement and such interpretations or modifications have the effect of requiring employer or member contributions under this ERI, the incentive shall be null and void and the parties shall engage in mid-term bargaining to amend this ERI in such a way that no employer or member costs shall be incurred.

J. Non-Resident Tuition for Teacher Children at No Cost.

In accordance with the current non-resident tuition waiver, approved by the Illinois General Assembly, full-time teachers who reside out-of-district and whose children are enrolled as students in the District, shall receive a 100% reduction in the tuition cost assessed by the District for each child so enrolled for so long as the waiver is in effect. It is understood that the teacher must follow all components of the currently established application process.

The Board stipulates that the District has a tuition waiver in effect for full-time teachers through the 2020-2021 school year.

ARTICLE IX

LEAVES

The Board recognizes the need for a policy that takes into consideration the difference between short-term temporary leave and leaves of absence without pay granted for an extended period of time.

A. Sick Leave.

Leave for illness: The Board shall grant full-time teachers and other full-time certified employee's sick leave provisions with full pay in the amount of fourteen (14) days per year. These sick days shall be credited to the employee on the first day of the school year.

Half-time teachers employed on a daily basis for the entire school year shall receive fourteen (14) half days or seven (7) full days of sick leave at full pay. Teachers employed greater than half time but less than full time (such as 4/5th time) shall receive sick leave days on a pro-rated basis computed on the number of hours worked per day. Sick leave not used in the year of service for which it was granted shall accumulate to three hundred and forty (340) days. Sick leave shall be interpreted to mean personal illness, quarantined at home, medical appointments, or serious illness or death in the household or in the immediate family as defined by the Illinois School Code (105 ILCS 5/24-6 – parents, spouse, brothers, sisters, children, grandparents, grandchildren, parents-in-law, brothers-in-law, sisters-in-law, and legal guardians) and including stepchildren living in the household at least half the school year. Teachers who are ill leaving school before 10:00 a.m. on a school day shall be docked one (1) full sick leave day. Teachers, who are ill leaving after 10:00 a.m., but prior to 2.00 p.m., will be docked one-half (1/2) sick leave day. Teachers who are ill leaving after 2.00 p.m. will not be required to use sick leave.

The contractual continued service status of an employee covered by the Agreement shall not be affected by absence due to temporary illness or temporary incapacity. Any employee appropriately utilizing sick leave shall be entitled to and receive all benefits as if he/she were regularly employed.

A teacher who suffers a catastrophic illness or injury which results in exhaustion of all available sick leave benefits shall have the option to apply to the Board of Education for a one-time special allocation of sick leave days if he or she requires further time away from work to recuperate and unpaid time off would result in a serious financial hardship. The Board has the discretion to approve or deny any such application and its decision shall be non-precedent setting and final.

B. Extended Use of Sick Leave.

Each full time employee shall be entitled to use accumulated sick leave for temporary disability, including pregnancy, pregnancy related, or child birth-delivery related disability. Extended use of sick leave for recovery from child birth-delivery shall automatically extend for a period of up to six calendar weeks from the date of delivery. As a condition for paying sick leave after three days absence for personal illness or after six weeks for child birth-delivery, or as the Board deems necessary in other cases, the Board may require that the employee provide a certificate from a licensed physician or other source as listed in the School Code. The teacher's disability may be confirmed by a physician appointed and paid by the district. In the event the teacher has exhausted all sick leave, the teacher shall be granted a non-paid leave of absence for such remaining time as the teacher is temporarily disabled not to exceed the remainder of the school year. As per P.A. 96-51, a teacher will be allowed to use sick leave up to a maximum of six calendar weeks from the date of placement of a child (children) in the teacher's home for the purpose of adoption. The employee requesting leave for adoption shall provide the Board with evidence that the formal adoption process is underway.

C. Leaves for Personal Reasons.

Each full-time employee shall be given three (3) days per year with pay for business or personal reasons. These days may be taken in either one-half or full days. Up to one of these days may be used for attending an unapproved professional meeting and will be deducted from the total of three (3) days per year available to each teacher. Such leave shall not be cumulative. Personal days may be converted to sick days or paid at the rate of substitute pay if not used during the school year. Personal days may be used to extend a holiday weekend by a maximum of two (2) teachers per holiday. (One teacher using the day before the holiday and one using the day after the holiday will constitute the two (2) teachers allowed by the Agreement or two (2) teachers may take the same day). Personal days may be used on Teacher Institute Days (4) or School Improvement Days (6) for special circumstances at the discretion of the administration.

Pre-approved absences may be cancelled without penalty with a 24-hour notice.

D. Bereavement Leave.

In the event of a death of a member of an employee's immediate family (as identified in Section A above) such employee shall be entitled to a maximum of three (3) days of bereavement leave without loss of pay. These bereavement days are in addition to sick leave days. Unused bereavement leave shall not accumulate or be redeemed for compensation. An employee may also use up to

five (5) accumulated sick leave days for reasonable bereavement needs. In addition to the bereavement leave days, any teacher who has used all their personal days for the year, may use up to two (2) days of their sick leave days during the school year to attend the funeral of a close friend or relative not covered by the bereavement leave or sick leave.

E. Short-Term Leaves Without Pay.

1. Non-FMLA Related Leave. Temporary leave, without pay, may be granted to professional personnel on the approval of the Board of Education. Such requests must be submitted to the Board in writing through the Superintendent for consideration at a regularly scheduled board meeting. Personnel on leave may continue their hospitalization insurance, but without the benefit of Board contribution to the premium. Seniority will not accrue during the leave thus granted. If the teacher on such an approved leave is currently receiving compensation for an Extra-Curricular Stipend, their stipend will be reduced to reflect any time missed that was a part of the normal operating time for the extra-curricular activity. If the teacher on such an approved leave is sponsor for either Yearbook, National Junior Honor Society or Science Club, the amount of the stipend reduction will be determined by the administration in consultation with the teacher, and an Association representative at the teacher's request, on an individual basis considering the normal schedule of the activity. The level of reduction, if any, would be determined prior to the Leave Request being submitted to the Board and will be included as part of the Board action on the request.
2. FMLA Related Leave. While the parties understand that the teachers are not FMLA qualified employees under the Act due to the number of employees at the Rankin campus, the parties contractually agree that the teachers shall be entitled to leave as provided by the Family and Medical Leave Act and its implementing regulations notwithstanding the size of the District or worksite.

F. Long-Term Leaves of Absence—Without Pay—of at Least One School Year.

1. Long-term leaves of absence without pay may be granted by the Board at its discretion to full-time professional personnel. Such requests must be submitted to the Board in writing through the Superintendent for consideration at a regularly scheduled board meeting. Personnel on leave may continue their hospitalization insurance, but without the benefit of Board contribution to the premium. Personnel will not advance on the salary schedule during this period of absence; additionally, seniority will not accrue during the leave thus granted. Personnel on leave must notify the Superintendent of their intention to return, or not to return, no later than March 1.

2. Leaves of absence which are granted shall be set forth in writing setting forth length, requirement of acceptance of offered re-employment and other terms agreed in writing between teacher and Superintendent. If the teacher on such an approved leave is currently receiving compensation for an Extracurricular Stipend, their stipend will be reduced to reflect any time missed that was a part of the normal operating time for the extracurricular activity. If the teacher on such an approved leave is sponsor for either Yearbook, National Junior Honor Society or Science Club, the amount of the stipend reduction will be determined by the administration in consultation with the teacher, and an Association representative at the teacher's request, on an individual basis considering the normal schedule of the activity. The level of reduction, if any, would be determined prior to the Leave Request being submitted to the Board and will be included as part of the Board action on the request.

ARTICLE X

GRIEVANCE PROCEDURE

A grievance shall mean a complaint that there has been a violation, misinterpretation, or misapplication of any of the provisions of this Agreement. A grievance may be filed by an individual teacher or the Association.

Informal Step: An attempt shall first be made to resolve any grievance in an informal meeting, phone call, or email between the employee and the Superintendent.

Step 1. If a grievance cannot be resolved informally, the grievance shall be submitted in writing to the Superintendent within five (5) school days after the informal verbal meeting but in no case more the fifteen (15) school days from the time the event occurred that created the grievance. The Superintendent shall arrange a meeting within six (6) school days upon receipt of the written grievance. Each party shall have the right to have present, a representative and such witnesses as deemed necessary to develop facts pertinent to the grievance. The Superintendent shall have six days after the conclusion of the meeting to provide a written decision with reasons to the grievant.

Step 2. If the complainant is not satisfied with the decision of the Superintendent, then he or she shall make his or her appeal directly to the Board. Such appeals shall be made within ten (10) school days after receipt of the Superintendent's decision. The Board shall hold a hearing on the grievance at the next regularly scheduled board meeting following receipt of the appeal. However, should the next regularly scheduled board meeting occur within five school days of receipt of the appeal, the hearing on the grievance shall occur at the subsequent regularly scheduled meeting. Each party shall have the right to have present, a representative and such witnesses as deemed necessary to develop facts pertinent to the grievance. Within ten (10) school days after the conclusion of the hearing, the Board shall communicate its decision in writing, and state their reasons, if requested, to the Association and the grievant.

Within thirty (30) days after receiving the decision of the Board, the Association may submit the grievance to binding arbitration. The parties shall attempt to agree on the selection of an arbitrator within 30 days. If no agreement is reached, the parties shall submit a joint request for a panel from the Federal Mediation and Conciliation Service.

Expenses for the arbitration services shall be borne equally by the Board and the Association. The arbitrator shall have no power to alter the terms of this Agreement.

An employee who participates in the grievance procedure shall not be subject to disciplinary action because of such participation.

ARTICLE XI

EFFECT OF AGREEMENT

A. Full and 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.

B. Limitations.

Terms and conditions not expressly provided in this Agreement are to be reserved unto the Board and its officers, and the authority granted to them by statute shall not be diminished by the Agreement.

C. 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. Any article found to be in violation of the law will be renegotiated.

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D. This Agreement shall be in effect from July 1, 2022 – June 30, 2023. Either party may notify the other of its intent to negotiate the total agreement by March 15, 2023.

Dated as of the 24th day of January, 2022.

**The Board of Education of Rankin
School District No. 98, Tazewell County, Illinois**

By: Debbie Lowman
President of the Board of Education

ATTEST:

By: Lanya Simpson, Vice President
~~Secretary of the Board of Education~~

**The Rankin Association of Teachers, Illinois
Federation of Teachers, American Federation
of Teachers, AFL-CIO**

By: Risa Thompson
President

ATTEST:

By: Amy Lattitte
Secretary

CO-CURRICULAR STIPENDS

ACTIVITY	STIPEND
Assistant Athletic Director	7.63755%
Boys Basketball	9.67422%
Girls Basketball	9.67422%
Cheerleading (2 positions)	6.11003% (each)
Volleyball	9.67422%
Baseball	5.09169%
Softball	5.09169%
Track (1 or 2 positions)	5.09169% (each)
Assistant Track (0 to 2 positions)	3.05502%
Student Council	5.60086%
Literary (Speech Tournament)	3.05502%
Chess	2.03668%
Curriculum Coordinator	6.11003%
Science Club	2.03668%
Scholastic Bowl	4.07336%
Band	4.07336%
NJHS Advisor	1.01834%
Yearbook	2.03668%
Young Authors	1.01834%
Challenge Coordinator	2.03668%
Concession Supervisor	4.58253%
Spelling Bee Coordinator	0.50917%

The Board will approve additional clubs/activities and the Board in negotiations with the Association will establish the stipend.

Based on the base salary (BS+0) for that school year as listed in the contract.

2022-2023

Base \$36,981.64

Lane							
Step	BS	BS+8	BS+16	BS+24	MS or BS+39	MS+8	MS+16
0	\$ 36,981.64	\$ 37,795.57	\$ 38,609.50	\$ 39,423.43	\$ 40,237.36	\$ 41,051.29	\$ 41,865.22
1	\$ 37,659.92	\$ 38,473.85	\$ 39,287.78	\$ 40,101.71	\$ 40,915.64	\$ 41,729.57	\$ 42,543.50
2	\$ 38,338.19	\$ 39,152.12	\$ 39,966.05	\$ 40,779.98	\$ 41,593.91	\$ 42,407.84	\$ 43,221.77
3	\$ 39,016.47	\$ 39,830.40	\$ 40,644.33	\$ 41,458.26	\$ 42,272.19	\$ 43,086.12	\$ 43,900.05
4	\$ 39,694.74	\$ 40,508.67	\$ 41,322.60	\$ 42,136.53	\$ 42,950.46	\$ 43,764.39	\$ 44,578.32
5	\$ 40,373.02	\$ 41,186.95	\$ 42,000.88	\$ 42,814.81	\$ 43,628.74	\$ 44,442.67	\$ 45,256.60
6	\$ 41,051.29	\$ 41,865.22	\$ 42,679.15	\$ 43,493.08	\$ 44,307.01	\$ 45,120.94	\$ 45,934.87
7	\$ 41,729.57	\$ 42,543.50	\$ 43,357.43	\$ 44,171.36	\$ 44,985.29	\$ 45,799.22	\$ 46,613.15
8	\$ 42,407.84	\$ 43,221.77	\$ 44,035.70	\$ 44,849.63	\$ 45,663.56	\$ 46,477.49	\$ 47,291.42
9	\$ 43,086.12	\$ 43,900.05	\$ 44,713.98	\$ 45,527.91	\$ 46,341.84	\$ 47,155.77	\$ 47,969.70
10	\$ 43,764.39	\$ 44,578.32	\$ 45,392.25	\$ 46,206.18	\$ 47,020.11	\$ 47,834.04	\$ 48,647.97
11	\$ 44,442.67	\$ 45,256.60	\$ 46,070.53	\$ 46,884.46	\$ 47,698.39	\$ 48,512.32	\$ 49,326.25
12	\$ 45,173.12	\$ 45,987.05	\$ 46,800.98	\$ 47,614.91	\$ 48,428.84	\$ 49,242.77	\$ 50,056.70
13	\$ 45,903.57	\$ 46,717.50	\$ 47,531.43	\$ 48,345.36	\$ 49,159.29	\$ 49,973.22	\$ 50,787.15
14	\$ 45,903.57	\$ 47,447.95	\$ 48,261.88	\$ 49,075.81	\$ 49,889.74	\$ 50,703.67	\$ 51,517.60
15	\$ 45,903.57	\$ 48,178.40	\$ 48,992.33	\$ 49,806.26	\$ 50,620.19	\$ 51,434.12	\$ 52,248.05
16	\$ 45,903.57	\$ 48,908.85	\$ 49,722.78	\$ 50,536.71	\$ 51,350.64	\$ 52,164.57	\$ 52,978.50
17	\$ 45,903.57	\$ 49,639.30	\$ 50,453.23	\$ 51,267.16	\$ 52,081.09	\$ 52,895.02	\$ 53,708.95
18	\$ 45,903.57	\$ 50,369.75	\$ 51,183.68	\$ 51,997.61	\$ 52,811.54	\$ 53,625.47	\$ 54,439.40
19	\$ 45,903.57	\$ 50,369.75	\$ 51,914.13	\$ 52,728.06	\$ 53,541.99	\$ 54,355.92	\$ 55,169.85
20	\$ 45,903.57	\$ 50,369.75	\$ 52,644.58	\$ 53,458.51	\$ 54,272.44	\$ 55,086.37	\$ 55,900.30
21	\$ 45,903.57	\$ 50,369.75	\$ 53,375.03	\$ 54,188.96	\$ 55,002.89	\$ 55,816.82	\$ 56,630.75
22	\$ 45,903.57	\$ 50,369.75	\$ 54,157.65	\$ 54,971.58	\$ 55,785.51	\$ 56,599.44	\$ 57,413.37
23	\$ 45,903.57	\$ 50,369.75	\$ 54,940.28	\$ 55,754.21	\$ 56,568.14	\$ 57,382.07	\$ 58,196.00
24	\$ 45,903.57	\$ 50,369.75	\$ 54,940.28	\$ 56,536.83	\$ 57,350.76	\$ 58,164.69	\$ 58,978.62
25	\$ 45,903.57	\$ 50,369.75	\$ 54,940.28	\$ 57,319.46	\$ 58,133.39	\$ 58,947.32	\$ 59,761.25
26	\$ 45,903.57	\$ 50,369.75	\$ 54,940.28	\$ 58,102.08	\$ 58,916.01	\$ 59,729.94	\$ 60,543.87
27	\$ 45,903.57	\$ 50,369.75	\$ 54,940.28	\$ 58,884.71	\$ 59,698.64	\$ 60,512.57	\$ 61,326.50
28	\$ 45,903.57	\$ 50,369.75	\$ 54,940.28	\$ 59,667.33	\$ 60,481.26	\$ 61,295.19	\$ 62,109.12
29	\$ 45,903.57	\$ 50,369.75	\$ 54,940.28	\$ 59,667.33	\$ 61,263.89	\$ 62,077.82	\$ 62,891.75
30	\$ 45,903.57	\$ 50,369.75	\$ 54,940.28	\$ 59,667.33	\$ 62,046.51	\$ 62,860.44	\$ 63,674.37
31	\$ 45,903.57	\$ 50,369.75	\$ 54,940.28	\$ 59,667.33	\$ 62,829.14	\$ 63,643.07	\$ 64,457.00

The Board of Education reserves the right to determine the placement of a new employee on the salary schedule.