

Genoa-Kingston CUSD #424

Professional Agreement Between the Genoa-Kingston Education Association and the Genoa-Kingston CUSD #424 Board of Education

Effective July 1, 2022, until June 30, 2027

Genoa-Kingston Education Association, Ratification: August 2, 2022

Genoa-Kingston Board of Education, Ratification: August 9, 2022

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ARTICLE I RECOGNITION AND DEFINITIONS

1. This Agreement is entered into on the date hereinafter set forth by and between the Board of Education of Genoa-Kingston District 424, DeKalb County, Illinois, hereinafter referred to as the "Board" and the Genoa-Kingston Education Association, IEA-NEA, hereinafter referred to as the "Association," which is hereby recognized as the sole and exclusive bargaining agent for all full and part time regularly employed certified classroom personnel, hereinafter referred to as "certified employees", and all regularly employed full and part time [as determined by the definitions section of this Agreement] classified employees, hereby referred to as classified employees, with regard to wages, hours and terms and conditions of employment, but not with regard to matters of inherent managerial policies, except for the Superintendent, Assistant Superintendent(s), Building Principal(s), Assistant Principal(s), Directors, all District Office Assistants, Technology/Network Specialist, substitute teachers, as well as any other employee certified or classified who is supervisory, managerial and/or confidential as defined by Public Act 83-1014, its amendments, or its rules, as well as those teachers and other personnel who are employed and/or supervised by any co-operative agency whose duty is to serve the Board.

2. The School Board agrees to make available to the Association, or President designee, in response to reasonable requests from time to time, information concerning the financial resources of the District including, but not limited to, the annual financial statements, adopted budget, and other financial reports which may be compiled and issued from time to time. Such information provided is information that is available under the Freedom of Information Act and is subject to the District policy on that Act.

In addition, the Board and the Administration will grant reasonable requests for available statistics and other information which may be relevant to negotiations or necessary for proper enforcement of this Agreement. The Association will furnish copies of any pertinent information as reasonably requested by the Board or its representative.

3. Full-time employees are defined as working an average of thirty (30) or more hours per week. Part-time employees are those who work an average number of hours less than thirty (30) hours per week.

ARTICLE II NEGOTIATIONS PROCEDURES

1. The parties shall complete any necessary training and begin formal negotiations about a successor agreement before February 1 of the final year of the Agreement or earlier upon agreement of both parties.
2. When negotiations are conducted during regular work hours, release time shall be provided for the Association's negotiating committee members.
3. It is agreed that the parties can jointly request the Federal Mediation and Conciliation Service (FMCS) or a mutually agreeable replacement at any time.
4. Within thirty (30) days after the Agreement is signed, the Agreement shall be made available and presented to each bargaining unit member now employed or hereafter employed.

ARTICLE III GRIEVANCE PROCEDURE

1. Access

All full-time and part-time certified and non-probationary classified employees shall have access to the grievance procedure. No grievance shall be allowed to be filed by a probationary employee if it occurs during the probationary period

2. Definition

A. Any claim made by an employee, or group of employees, or the Association that there has been a violation, misinterpretation, or misapplication of the terms of this Agreement, shall constitute a grievance.

1. The grievant shall mean the person or persons making the claim.

2. The written information contained in the filed grievance shall include:

- 1) a description of the specific grounds of the grievance, including data necessary for an understanding of the grievance;
- 2) a listing of the provisions of this Agreement which are alleged to have been violated;
- 3) a listing of specific actions requested of the administration which will remedy the grievance.

3. Procedure

A. Before a grievance is filed, an attempt should be made to resolve any difference informally between the aggrieved and whomever the grievance is against.

B. All time limits consist of business school days, except that when a grievance is submitted less than ten (10) days before the close of the current school term, or a scheduled school calendar break of five (5) or more days then the time limits shall double and shall consist of all business days. Business days for the purpose of the grievance procedure shall mean days that the School District Central Office is open for business.

C. All matters which are or may be presented for settlement under the provisions of this Article shall be presented by the grievant basing a claim thereon or as soon as practical, but in no event later than fifteen(15) days after the occurrence complained of. Any matter not so presented shall be deemed to have been abandoned and shall not be entitled to consideration.

D. The time limits specified may, however, be extended by mutual agreement.

- E. No question of a change in the structure or compensatory arrangements of the enforcement of the salary schedule set forth in the Appendix of this Agreement shall be subject to the provisions herein defined.
- F. All claims for back wages shall be limited to the amount of wages that an employee would have otherwise earned, less any unemployment or other compensation that he/she may have received from any source during the period of back pay.
- G. Any grievance occurring during the period between the termination date of the present contract and the effective date of a new Agreement shall not be subject to the provisions herein defined.
- H. Any grievance of personnel covered by this Agreement which arose prior to the ratification of this Agreement shall not be processed.
- I. Any full-time and part-time non-probationary employee may at any time present grievances to the administration without the intervention of the Association, provided that the Association has been given the opportunity to be present at all meetings.
- J. The failure of a non-probationary employee or the Association to act within the time limits will act as a bar to the next step and an administrator's failure to render a decision or meet within the time limits set forth shall permit the non-probationary employee or Association to proceed to the next step.
- K. Hearings and conferences held under this procedure shall be conducted by mutual agreement.
- L. If the grievant and the Association and the Superintendent agree, Step 1 and/or Step 2 of the grievance may be brought directly to the next step.
- M. Class grievances involving one or more employees may be initially filed by the Association at Step 2 with the employee's consent.
- N. No employee shall be required to discuss any grievance if the Association's representative is not present, provided the grievant has requested his/her presence.
- O. The Board, the Association and the grievant shall cooperate in their investigation of any grievance, and further, they shall furnish each other with such information requested for the processing of any grievance.
- P. A grievance may be withdrawn at any level without establishing precedent.

4. Guidelines

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

Step 1

The employee or the Association may present the grievance in writing to the supervisor immediately involved, who will arrange for a meeting to take place within five (5) business days after receipt of the grievance. The Association's representative, if any, the aggrieved employee and the immediately involved supervisor shall be present for the meeting. The supervisor shall provide to the aggrieved employee and the Association a written answer to the grievance within five (5) business days after the meeting. The answer shall include the reasons for the decision.

Step 2

If the grievance is not resolved at Step 1, the grievant shall refer the grievance to the Superintendent or his/her official designee within five (5) business days after the receipt of the Step 1 answer or within seven (7) business days after the Step 1 meeting, whichever is later. The Superintendent shall arrange for a meeting with the grievant and the representative of the Association, if any, to take place within five (5) business days of his/her receipt of the appeal. Each party shall have the right to call such witnesses as it deems necessary to develop facts pertinent to the grievance. Upon conclusion of the meeting, the Superintendent shall have five (5) business days in which to provide his/her written decision with reasons to the grievant.

Step 3

If the grievance is not resolved at Step 2 within the time limits provided, the grievance may be heard by the Board at its option. The President of the Board shall arrange for a meeting to take place with the grievant and representative of the Association within seven (7) business days of his/her receipt of the appeal. Each party shall have the right to call such witnesses as it deems necessary to develop pertinent facts to the grievance. Upon conclusion of the meeting, the President of the Board shall have seven (7) business days in which to provide a written decision with reasons to the grievant.

Step 4

If the grievant is not satisfied with the disposition of the grievance at Steps 2 and 3, or the time limits expire without the issuance of the Superintendent's and the Board President's written reply, or if the Board elects not to hear the grievance, the grievant may submit the grievance to final and binding arbitration under the Voluntary Labor Arbitration Rules of the American Arbitration Association, which shall act as the administrator of the proceedings. If a demand for arbitration is not filed within thirty(30) business days of the date of the Step 2 reply, the grievance shall be deemed withdrawn.

5. Arbitrator's Powers

Insofar as such arbitration is limited solely and simply to interpretation and implementation of the terms of this Agreement, both parties agree to abide by the results of the findings of the arbitrator. The arbitrator shall not have the power to add to, subtract from, alter, or modify in any way, any of the terms or conditions of this Agreement. It shall be the function of the arbitrator, and he/she shall be empowered, except as his/her powers are limited below, after due investigation, to make a decision in cases of alleged violation of the specific Articles and Sections of this Agreement.

- A. He/She shall have no power to rule on any of the following:
 - (1) The termination of services or failure to re-employ any probationary employee.
 - (2) Placing of non-tenured certified employees on a fifth year of probation.
 - (3) The termination of services, or failure to re-employ any employee to a position on the Extra Curricular Compensation Schedule or Athletic Compensation Schedule.
 - (4) Any claim, or complaint, to which there is another remedial procedure, or forth-established law or regulation.
 - (5) Any matter involving the results of employee evaluation.
- B. He/She shall have no power to change any practice, policy, or rule of the Board nor to substitute his/her judgment for that of the Board as to the reasonableness of any such practice, policy, rule or any action taken by the Board. His/Her powers shall be limited to deciding whether the Board has violated the expressed Articles or Sections of the Agreement; it being understood that any matter not specifically set forth herein remains in the reserved rights of the Board.
- C. He/She shall have no power to decide on any questions which under this Agreement are within the responsibility of management to decide.
- D. In the event that a case is appealed to an arbitrator, on which he/she has no power to rule, it shall be referred back to parties without decision or recommendation on its merits.
- E. The arbitrator is empowered to include in any award such financial reimbursements or any remedies he/she judges to be proper, if provided for by the terms of this Agreement.
- F. Each party shall bear the full costs for its representation in the arbitration. The cost of the arbitrator and the AAA shall be divided equally between the parties.
- G. If either party requests a transcript of the proceedings, that party shall bear the full costs for that transcript. If both parties order a transcript, the cost of the two (2) transcripts shall be divided equally between the parties.

**ARTICLE IV SENIORITY
(CLASSIFIED EMPLOYEES)**

1. **"Seniority,"** as defined only, is determined by the length of an employee's full-time service in his/her classification with the Employer since his/her last day of hire. An employee not completing the entry probationary period shall not be considered to have seniority and shall not be considered a regular employee.
2. The Employer shall post a copy of the seniority list not later than November 1 of each school term.
3. An employee shall lose all seniority credit in the event of the following:
 - A. Termination. Termination of employment is defined as resigning or being fired, not retiring.
 - B. Transfer to a non-bargaining unit position.
 - C. An employee fails to give a written notice of an intent to return to work within 5 days after receipt of a notice for recall.
 - D. An employee is absent from work for 3 days without advising the Employer.
 - E. The employee retires.
 - F. The employee falsified records.
 - G. The employee engages in an illegal work stoppage or other illegal concerted job actions against the Employer.
4. No seniority shall accrue during a leave of absence or layoff.
5. An employee's seniority shall entitle such employee only to such rights as are specifically provided for in this Agreement.
6. Seniority of classified personnel shall be done in their classification and determined by their last date of hire.

ARTICLE V WITHHOLDING OF SALARY INCREMENTS

If an employee receives an Unsatisfactory or Needs Improvement Summative Rating, a remediation plan is required to be developed and executed in the subsequent school year. In addition to the remediation plan, the following actions will take place:

UNSATISFACTORY

- Employee will be required to follow the remediation plan as developed by qualified evaluating staff.
- Employee will be assigned a mentor teacher who has received an “Excellent” summative rating in no less than two of their previous three evaluation cycles.
- Employee will NOT receive any salary increase* for the following school year.

The employee shall be given written notice by the Superintendent or his/her designee of the intention to make the recommendation to withhold an automatic salary increment, together with the reasons therefore, in writing. Such notice shall also include recommendations and required actions that should lead to the corrections of the unsatisfactory performance rating. The employee may appear before the Board at a closed session meeting to discuss this recommendation.

Should said employee earn a “Needs Improvement” or higher rating on their **subsequent** Summative rating, they will be advanced two (2) steps on the salary schedule.

NEEDS IMPROVEMENT

- Employee will be required to follow the remediation plan as developed by qualified evaluating staff.
- Employee will be assigned a mentor teacher who has received an “Excellent” summative rating in no less than two of their previous three evaluation cycles.
- Employee will NOT receive any salary increase* **AFTER A SECOND CONSECUTIVE “NEEDS IMPROVEMENT” SUMMATIVE RATING.**

If said employee, after receiving two consecutive “Needs Improvement ” ratings, earns a proficient or higher on the subsequent evaluation, they will be advanced two (2) steps on the salary schedule.

*To withhold an increase shall be interpreted as freezing the employee at his/her previous year salary. Such withholding of an increase shall be taken only upon a specific determination by the Board that the employee’s performance during the current school year was less than satisfactory, as determined by the criteria developed in the district’s staff evaluation instruments. Such determination by the Board that the employee’s performance was less than satisfactory may be made only after the employee has been evaluated under the jointly agreed upon evaluation instrument, following all procedures and criteria therein established and has been found to have demonstrated a less than satisfactory performance.

ARTICLE VI LEAVES

1. Sick Leave

- A. The Board shall grant all regularly employed full-time certified staff sick leave in the amount of twelve (12) days at each certified staff member's respective contracted rate of pay during the school term in each school year.

The Board shall grant all full-time classified employees sick leave in the amount of twelve (12) days per year.

Part-time certified employees and part-time classified employees, except as limited by these Sections and by this Agreement, shall receive the same number of days of sick and personal leave as full-time employees. Sick days used will be paid to part-time employees based on the number of hours that employee works when present for work.

Sick leave days will be added at the beginning of the school year for certified and non probationary classified staff.

Each full-time certified and full-time classified employee who works a full school calendar year without using any sick time shall be granted an additional sick day at the end of that school calendar year.

Any full-time employee who has accumulated 120 sick days at the end of the preceding year will be granted fifteen (15) sick days per year instead of twelve (12). The days must have been accumulated with Genoa-Kingston School District # 424.

The Superintendent and/or his/her designee at any time may request a physician's statement from an employee who misses 3 consecutive days in a short time frame per 105 ILCS 5/24-6.

An employee found to be misusing sick leave may have those days of paid sick leave deducted from his/her pay at his/her daily rate plus the full cost of the substitute for the day/days missed. For subsequent instances of misusing sick leave, employees are subject to discipline up to and including termination.

Sick leave may accumulate up to 360 days for certified employees.

- B. Each employee shall receive a regular accounting of the number of sick leave days accumulated within the district. The total number of sick days accumulated to date shall be reported on the Statement of Salary Assignments Form used at the beginning of each contract year.
- C. The following shall apply to classified staff only:
1. No compensation for accrued sick leave shall be paid at the termination of employment. Termination of employment is defined as resigning or being fired, not retiring.
 2. Sick leave shall not accrue during leaves of absences without pay or layoffs.

3. When an employee is absent due to illness, he/she must notify the employer prior to the time expected to report to work, unless a serious, unexpected, and/or dangerous situation requiring immediate action occurs. Failure to do so may result in denial of sick leave pay. An employee may be required to provide the employer, at Board expense, with satisfactory proof of illness per 105 ILCS 5/24-6.
4. Absence for part of a day for reasons in accordance with the sick leave provisions shall be charged against accrued sick leave in an amount not less than one-half day. Holidays and other regular days off shall not be charged against sick leave.
5. Probationary employees shall not be eligible for paid sick leave. However, upon successful completion of probation, they shall be credited for sick leave from the date they began probation.

2. **Personal Leave**

Personal leave may be used for personal business, religious and immediate family obligations which cannot be met outside of the school day. Personal leave days will be allocated to part-time employees based on the number of hours that employee works when present for work.

Full-time employees will be granted three (3) personal leave days, at their full salary for that day, during a legal school year. Up to two (2) unused Personal Leave days may be carried forward to the following school year (i.e., may begin the year with a total of five [5] days). Otherwise, unused personal leave days will be credited to sick leave at the end of the school year.

Prior notice of two (2) days will be required. In the case of an emergency, the building principal may approve the use of personal leave with less than two (2) days' notice. The granting or withholding of permission for the use of four (4) or more consecutive personal days shall be evaluated on a case-by-case basis, and shall not be precedential. A personal leave day may be taken on a day directly preceding or directly following a holiday or scheduled vacation if a substitute is available. A maximum of two such employees per building on a first-come, first-serve basis may exercise this leave.

For purposes of this section, transportation employees shall be considered a building.

Employees will enter personal leave requests into the district's attendance program and will not be required to state the specific reason for the request of personal leave if at least two (2) days prior notice is provided and three (3) or fewer consecutive days are requested. If four (4) or more consecutive personal leave days are requested, prior notice must be granted by the Assistant Superintendent of Human Resources.

3. **Leave of Absence**

- A. Leave may be granted to certified employees at the discretion of the Board as a period of rest from teaching duties for the purpose of professional growth in situations such as:
 1. Exchange teaching programs in other states, territories, or countries.
 2. Foreign teaching programs.
 3. Cultural travel or work programs related to his/her professional responsibilities.
 4. Formal study.

- B. Any full time employee may request a leave of absence for medical or health reasons which is also subject to the discretion of the Board.
- C. Though not eligible, in extraordinary circumstances, certified employees within their first full year of employment and/or part-time employees may request a leave of absence, subject to the discretion of the Board.

For any leave of absence as outlined above, the employee is not eligible for pay. However, an employee granted a leave of absence who is eligible for hospitalization insurance coverage may make arrangements during his/her leave to continue hospitalization insurance coverage as provided by the Board. Such coverage shall be at his/her own expense. Credited years of service shall be restored at the level earned at the time the leave of absence began.

The employee shall notify the employer by March 1st of the year the leave is being taken of the employee's intent to return. If the employee fails to notify the employer by certified mail of his/her return then such lack of notification as prescribed herein shall be understood as a resignation from the District.

4. Sabbatical Leave

A full-time certified employee who has rendered at least six (6) consecutive years of satisfactory service to the District may be eligible for a sabbatical leave of one full year to further education in a specific area. Such leave shall be spent wholly in study or educational pursuits as approved by the Superintendent and the Board and may be granted to allow the applicant to accept scholarships for study or research. Before leave is granted, the applicant must sign a declaration of intent to return to service in the District for at least two (2) years. If after the expiration of such leave, the certified employee does not return, all sums of money received will be refunded to the Board unless return is prevented by illness or incapacity.

While on leave, the applicant will receive a salary of one-half of his/her current pay in equal monthly installments. The Board shall pay to the Teacher's Retirement System the contribution required of the person on leave. This shall be computed on the annual full-time salary rate under which the member last received earnings immediately prior to the leave.

A leave granted for a period of one year shall bar a further sabbatical leave until the completion of six (6) years additional satisfactory service. Credited years service shall be restored at the level earned at the time the sabbatical began.

5. Release Time

Release time may be granted to any employee, if advance written approval is given to the employee by the employee's immediate supervisor, for training to improve support services or professional services concerning the improvement or revision of the educational, extra- or co-curricular programs.

All requests by the employee under this Section shall be submitted in writing and all approvals or denials by the employer shall be given in writing. Refusal to grant release time shall not constitute grounds for grievance.

Similar professional services requested by the Curriculum Coordinator and Superintendent to be performed outside the regularly scheduled school day, namely evening, and days when school is not in session, may be compensated.

The District will pick up the cost of reasonable traveling expenses, meals, lodging and registration incurred while attending any approved conference, with prior approval.

6. Disability Leave

- A. Only full time non-probationary classified and all certified employees shall be eligible for this benefit, except as limited by these Sections. Should a staff member not wish to take advantage of leave as provided for below, that period of time between the day he/she leaves his/her duties at his/her doctor's advice and the day he/she is able to return to his/her duties at his/her doctor's advice, shall be considered sick days and shall be subject to the provisions of Sick Leave.
- B. A staff member who is employed by the District shall be eligible for leave without pay for a period of up to one and one-half (1 ½) years if the leave begins at the second semester, or two (2) years if the leave begins at the start of a school year, provided said staff member states his/her intent to the Board, in writing, in his/her formal request to return to the District for a minimum of one (1) school year upon completion of the leave. Employees may return at a time that is appropriate to the students' continued education.
- C. Upon return, a staff member may be restored to his/her former position or to a position of like nature, if possible. Tenure, insurance benefits, credited years service, accumulated sick days, shall be restored at the level earned at the time the leave began.
- D. After the employee exhausts his/her disability leave, then the staff member may be terminated from his/her duties because he/she is unable to perform his/her duties as determined by a certified practicing physician. The Board shall have the right to require that a staff member be examined by the Board's Physician with respect to his/her ability to continue his/her duties.
- E. Eligibility- No disability leave shall be granted during a staff member's first full year of employment.

7. Adoption and Child Care Leave

In the event a non-probationary employee wishes to adopt a child or for the purpose of a child care leave, the staff member shall have access to the provisions of the Disability Leave for that purpose subject to the provisions of the Disability Leave.

8. Association Leave

In the event that the Association desires to send representatives to local, state or national conferences or on other business pertinent to Association affairs, these representatives may be excused without loss of pay providing the Association reimburses the District for the cost of the substitutes. In no case will the total number of days used by the Association exceed fifteen (15) days nor may any individual member use more than five (5) days from July 1 to June 30. A

written notice for such leave will be submitted to the Superintendent for approval a minimum of five (5) business days prior to the leave.

9. Bereavement Leave

Per school code, if a death in the immediate family occurs, (Per school code 105 ILCS 5/24-6 effective January 1, 2018, immediate family "shall include parents, spouse, brothers, sisters, children, grandparents, grandchildren, parents-in-law, brothers-in-law, sisters-in-law, and legal guardians") all eligible employees can work with building administration to request days away from work. These days shall be recorded as ***"Sick Leave > Bereavement - Immediate Family per GKEA Agreement"*** and would be deducted from the eligible employee's accumulated sick days. Any changes to the definition of "immediate family" as a result of a school code update will supersede contract language.

Absences for funerals of persons other than those included in the provisions for sick leave may be approved, by the Superintendent, at his or her discretion for eligible employees for up to two (2) days. Such days shall be recorded as ***"Sick Leave > Bereavement - Superintendent Approval per GKEA Agreement"***, and shall be deducted from the eligible employee's accumulated sick leave.

In extraordinary circumstances, additional days away from work can be requested and approved by the Superintendent, at his or her discretion. Additional approved days will be deducted from the eligible employee's accumulated sick leave.

**ARTICLE VII
REDUCTION-IN-FORCE**

1. Certified Employees

The reduction in force process and procedures shall be subject to the relevant provisions of the School Reform Senate Bill 7 and House Bill 1197.

Any recalled tenured teacher shall retain his/her tenure status, all accumulated seniority and current position on the salary schedule; however, the period during which the tenured teacher did not teach shall not be counted towards seniority.

2. Classified Employees

- A. If a classified employee is removed or dismissed as a result of a decision of the school board to decrease the number of classified employees employed by the board or to discontinue some particular type of educational support service, written notice shall be given the employee by certified mail at least 60 days before the end of the school term, together with a statement of honorable dismissal and the reason therefore.

In the event of layoff, for any reason, temporary or permanent full-time employees shall be laid off in the inverse order of their seniority in their classification based on their hiring date as a full-time employee.

Hearing interpreters shall not accrue seniority. In the event that a student to whom a hearing interpreter is assigned leaves the District or no longer requires a hearing interpreter, the Board may dismiss the hearing interpreter with thirty (30) days written notice, together with a statement of honorable dismissal. In the event of a layoff of a full-time interpreter, such interpreter may be called back to a new position, or existing position which becomes vacant, within one (1) calendar year from the beginning of the school term following the effective date of the layoff. If such former full-time interpreter declines the offered re-employment, such interpreter shall be removed from the recall list and the Board shall have no other recall obligation.

- B. Full-time employees shall be called back from layoff in their classification according to seniority based on their hiring date as a full-time employee and qualifications and so far as they are qualified to hold such a position in the classification from which they were laid off.
- C. Full-time employees on layoff who have been offered re-employment and have declined shall be removed from the recall list and have no other recall obligation due from the employer.
- D. Call back from layoff status shall extend for the following school term or within one (1) calendar year from the beginning of the following school term.
- E. Benefits shall not accrue during layoff.
- F. Not later than November 1 of each school term, the Administration shall post a listing of the seniority rank of all classified employees in their classification in the school district. Each classified employee shall have ten (10) employment days thereafter to file written objections to his/her ranking which shall specify the alleged error in the ranking.

A classified employee's failure to make a timely objection shall be deemed an acceptance of the ranking, and the employee cannot thereafter challenge his/her seniority for the school term.

Seniority for classified staff shall be defined as follows:

1. The length of an employee's continuous full-time service (**Exception: See Article IV-#7**) in his/her classification with the employer since his/her last date of hire. An employee not completing the entry probationary period shall not be considered to have seniority and shall not be considered a regular employee.
2. If the years of total continuous service in a category with the school district are equal between two or more classified employees, then seniority shall be determined by total service with the school district whether or not continuous (such service shall be computed in the manner described in (1) above).
3. If total service with the school district whether or not continuous is equal between two or more classified employees, then seniority shall be determined by the average of the past two evaluations of each employee.
4. If the average of the past two evaluations are equal between two or more classified employees, then seniority shall be determined by drawing lots.

3. **Mid-School Term Reduction-In-Force**

Notwithstanding any other provisions of this Agreement or The School Code of Illinois, a classified employee may be dismissed, as a result of the death of a student or a student's withdrawal from the program, by a reduction-in-force at any time during the school term if the services of a classified employee are no longer necessary, as may be determined by the Board.

ARTICLE VIII WORKING CONDITIONS

1. **Duty-Free Lunch**

Teachers will have a duty-free lunch period equal to the regular student school lunch period in the building to which the teacher is assigned a minimum of thirty (30) minutes in each school day.

Classified employees are responsible for keeping an accurate record of hours worked. Each full-time employee is expected to take a thirty (30) minute lunch break, at a time convenient to his/her employer and/or supervisor, and such time shall not be considered as part of the employed time.

2. **Planning Time**

For this purpose, planning time shall be a scheduled period of time each day. For a typical week, all certified teachers will have a minimum of 230 minutes of plan time per week with no less than 30 consecutive minutes on any given day within the course of student attendance hours, not including passing periods. In the event of unavoidable interruptions at the request of an administrator, the missed plan time will be reallocated or the teacher will be compensated per the Internal Substitution Certified Staff rate. Teachers may leave the building during their planning time with the advance permission of the building or district administrator, and the absence is of a professional nature.

On days of early dismissal, shortened days, emergency days, or days with assemblies, field trips, or performance practices, this Section shall be inapplicable.

3. **Special Education Case Management Time**

Special education teachers shall receive a minimum of three (3) case management days within each regularly contracted school year. These three days can be any combination of 3 full days or 6 half days. Teacher must remain in the building during these days. Additional days can be requested by special education staff based on their caseload and authorized by the Director of Student Services.

4. **School Calendar Development**

The Board shall make provisions for the scheduling of Parent Conferences. Scheduling of Parent Conferences and dismissal times of teacher work days (students NIA) and institute days shall be determined in conjunction with the school calendar upon the mutual agreement of the Superintendent of Schools or his/her designee and the GKEA President or his/her designee.

The schedule for Parent Conferences will be as follows unless the Superintendent of Schools or his/her designee and the GKEA President or his/her designee agree to a change of schedule that meets state requirements.

In the fall, teachers will be required to hold Parent Conferences on consecutive evenings, with the first being after Early Release, and the second after ½ day of student attendance. The day following these consecutive evenings will be a school improvement day that may offer opportunities for professional development. Certified staff members are not required to attend this day, but may do so voluntarily. In the spring, one additional evening of Parent Conferences will take place on a student ½ day, with the following day being ½ day of attendance for students and staff.

5. **Classified Department Handbooks**

Classified departments include but are not limited to Transportation, Food Service, Technology, and Operations. Classified department handbooks can be provided by request via department directors or the District Office, and will be annually reviewed by a team of GKEA members and Administration before the May board meeting of the previous school year.

6. **District Wide and Building Level Committees**

Committee Pay

For the purposes of this section, a committee is defined as a group of four or more (including the administrator) established by a district or building administrator that meets four or more times over the course of any school year, for a specific function.

Committee selection process and purpose will be outlined in each building's staff handbook.

Each staff member must have 75% attendance or more of the scheduled meetings in any school year to be eligible for that committee's designated stipend. The administrator assigned to each committee will be responsible for providing a sign in sheet for each committee meeting. It is the sole responsibility of each staff member to sign in at each meeting. The sign in sheets are what will be used to verify attendance, and thus determine the eligibility of each committee member for the stipend.

Committees will be reviewed annually by the administrative team with committee input to determine if:

- the committee is still warranted
- the amount of time met is appropriate
- the number of committee members assigned is necessary to do the appropriate work of the committee.

The stipend each committee member is eligible to earn will be calculated as follows:

- During the previous year's committee evaluation by the administrative team with committee input, an estimated number of hours of applicable committee work will be determined. That will be the time used (in hours) for calculating the stipend.
- A value of \$28 per hour will be used in the stipend calculation.
- Every year, a new chart will be developed for all district and building committees, and the stipend available to each committee member.

6.5 PEAC Committee

In reference to the School Code 5/24-12, a Professional Evaluation Assessment Council (PEAC) committee will be formed at the beginning of each school year composed of equal representation between the administration and certified staff (ie: superintendent, special education administrator, one administrator from each building, and at least one certified staff member from each building).

The primary objective of this committee is to mutually agree on decisions, recommendations or changes concerning the evaluation instrument and/or process to improve the quality of the evaluation process.

This PEAC committee will meet at least once per quarter with the first meeting being no later than one month into the school year.

A PEAC representative from GKEA or administration will initiate and schedule meetings with all the respective members.

Building administrators will share minutes from PEAC committee meetings to all parties included in the evaluation process (ie: GKEA members, administration) within 5 working days after each meeting.

If a teacher feels the formal written evaluation of classroom teaching performance was incomplete or inaccurate, the teacher must put those objections in writing and have them attached to the evaluation report. The teacher will request a meeting with the administrator which must take place within ten (10) business days of the post-conference summative evaluation meeting. The teacher must submit a written explanation of why they feel their evaluation is either incomplete or inaccurate.

7. Instructional Capacity Team

The Instructional Capacity Team will consist of a maximum of 10 members. The GKEA will identify up to 5 members representing all necessary educational levels. The Superintendent will be a member of the team, and will identify up to 4 other administrative representatives. The team will convene no less than annually, in order to provide input to the Board of Education regarding suggested instructional capacity. Additional team meetings will be scheduled as needed or as requested by the Board of Education. The Board of Education will establish an annual method to obtain and review this information from The Team regarding suggested instructional capacity.

If an educator is presented with:

- A. A class size that has been determined to exceed reasonable instructional capacity by PEAC and/or the Board of Education; or
- B. A class composition that creates extraordinary educational needs; or
- C. A classroom physical environment and/or resources that create extraordinary educational needs.

The educator will work together with the Building Principal and a GKEA representative(s) to request relief. Examples of relief which could be offered may include but are not limited to:

- Assignment of additional staff to the room
- Change of class composition
- Clerical support
- Release time
- Relief from extra duties
- Stipend (as approved by the district office)

If the Principal, GKEA representative(s) and educator(s) cannot reach a mutually agreed upon plan for relief or the mutually agreed upon plan is denied by the District Administration, the educator(s) may submit a written request to the Instructional Capacity Team. The request must include:

- Statement of the problem/description of concern
- Type of relief requested
- Rationale for relief substantiated with data
- Educational benefit of the relief

The Team will convene within ten (10) school days of receiving the request to develop a proposal to present to the Board of Education at the next scheduled Board meeting. Decisions requiring the expenditure of funds will require approval by the Board of Education. Decisions granting or denying relief are not subject to the grievance procedure.

7.5 Professional Development

All professional development opportunities will be organized by a joint committee of administration and certified staff with representation from each building. This committee will help to drive quality and applicable professional development based on the needs of the staff. The superintendent has final say on professional development using input from this committee. Any professional development made available outside of contractual hours will be compensated at the negotiated hourly rate of \$28.00.

8. Additional Teaching Assignment Compensation

All additional teaching assignments will be made through the Superintendent and the Board on a yearly basis and will be determined by what is in the best interest of the District.

A middle or high school teacher who is assigned an additional teaching assignment indicated below shall be compensated therefore based upon the teacher's current base teaching salary, prorated based upon the duration of that teacher's additional assignment:

- A. A middle or high school teacher who is assigned an additional Early or Late Bird class teaching assignment which extends beyond the teacher's scheduled 7.5 hour day shall be compensated based upon the teacher's current base teaching salary, prorated based upon the duration of that teacher's additional assignment.
- B. A class within the teacher's 7.5 hour day which causes the teacher to have less than 230 minutes of plan time per week for more than ten (10) consecutive workdays, or in the case

of a Block 8 schedule, ten (10) consecutive A or B days. In such an event, the additional compensation shall be retroactive to the first day of the assignment.

9. Job Sharing

For the purposes of this agreement, Job Sharing will be defined as a condition where one full time position is shared across two or more employees. Under Job Sharing conditions, the building principal/department head is responsible for organizing and monitoring the job share.

10. Physical

All new employees, as a precondition to the commencement of duties and pay, must take and pass to the satisfaction of the employer a physical exam as well as any other employer pre-employment test. The physical examination required of all new employees shall be at the expense of the employee. The employer will pay for the physical examination of the bus drivers.

11. Work Year

A. Certified Employees

For each school year of this Agreement, certified employees are contracted to work 182 days, with a maximum of 187 days in extraordinary circumstances. Two of those work days (one before the start of the school year and one at the conclusion of the school year) will be scheduled for non-student contact and may include optional team planning time or training.

B. Classified Employees

Classified employees listed in this Section shall work a minimum of the days or months listed under the appropriate classification except in the case of an emergency or when the pupil(s) attendance day(s) are changed. All classified employees will be paid per PA 102-0697 which says all classified employees will be contracted and paid for all student contact days regardless of remote or in-person. The district may ask employees to work on-site during regular contractual hours. GKEA members who are able to work remotely during periods of remote instruction will be expected to do so.

ESPs	Regularly employed ESPs shall work all student attendance days.
Custodians	Regularly employed custodians shall work a twelve (12) month year.
Food Service	Regularly employed food service employees shall work a minimum of 174 days.
Bus Drivers	Regularly employed bus drivers shall work all student attendance days.
Secretaries	Regularly employed secretaries shall work the minimum number of months as defined by their job classification/job description.

12. Work Hours

Work hours for all classified personnel shall be determined by the Superintendent and provided to the employee prior to the beginning of the new work year.

13. Probationary Period for New Classified Employees

All classified employees shall have an evaluation within the probationary period of sixty (60) calendar days. The probationary period may be extended for an additional thirty (30) days.

14. Vacation for Full-Time 12-Month Classified Staff

Vacations will be scheduled with the Superintendent or designee. Vacations must be taken by August 15. Requests for vacations must be made in writing to the Superintendent or designee. Such vacation is to be taken at the convenience of the employer.

Vacation leave shall be provided as follows, providing that the employee has been in active pay status 15 work days in the month for the provision:

No vacation time will be available to any 12 month classified employee until after twelve (12) months of continuous full-time employment. Beginning with the second year of full-time continuous employment, and assuming the employee continues with full-time continuous employment, the following chart will dictate the amount of vacation provided to the employee:

Years of Service	Vacation Days Provided	Years of Service	Vacation Days Provided
2	10	9	14
3	10.5	10	15
4	11	11	16
5	11.5	12	17
6	12	13	18
7	12.5	14	19
8	13	15	20

Beginning with the 5th year of continuous employment with Genoa-Kingston CUSD #424, a maximum of five (5) days of vacation may be carried into the next school year and staff members may accumulate up to a maximum of twenty (25) days of vacation leave.

Provided vacation leave shall be credited as earned vacation for each full month of service in accordance with the above schedule, except that vacation provided during the first twelve (12) months of continuous service shall not be credited as earned vacation until and unless the employee completes the first twelve (12) months of continuous service.

An employee shall be compensated for provided vacation leave upon termination; employees who resign or are discharged during their probationary period shall not be entitled to compensation.

15. Holidays - (Classified Staff)

Employees will be granted the following holidays (Days off with pay) provided that they work both the day before and the day after the holiday OR are in "approved paid" status (Leave approved by supervisor), will be granted the following holidays (days off with pay).

- A. Employees that are within Grades D through I (excluding Hearing Interpreters) will receive the following holidays if they fall within their contracted work year:

New Year's Day
 Martin Luther King Jr. Day
 Lincoln's Birthday (or, in the alternative, Presidents' Day)
 Casimir Pulaski Day
 Friday before Easter
 Memorial Day
 Juneteenth National Freedom Day (June 19th)*

*When Juneteenth falls on a Saturday or Sunday, neither the preceding Friday nor the following Monday shall be held or considered as a paid holiday.

Independence Day
 Labor Day
 Columbus Day
 Veterans' Day
 Thanksgiving Day
 Day after Thanksgiving Day
 Christmas Day

- B. Employees that are in the Grades of A, B, C, J and Hearing Interpreters, will receive the following nine (9) holidays per year:

Labor Day	New Year's Day
Columbus Day	Dr. Martin Luther King Jr. Day
Thanksgiving Day	Lincoln's Birthday (Or President's Day)
Day after Thanksgiving	Friday before Easter
Christmas Day	

- C. If an employee is required to work on a holiday they will receive additional compensation for that day at their regular rate. Hourly employees will be compensated for holidays based upon a typical day for that employee.

16. Just Cause Dismissal

No non-probationary classified employee shall be discharged without just cause. At the time such action is taken, written notice of the grounds forming the basis for disciplinary action will be delivered to the employee and the Association.

17. Length of School Day (Certified Employees)

The school day for certified employees will be 7.5 continuous hours per day. "Continuous" shall not be deemed to include athletic or extra duty activities. The school day for a certified employee may be scheduled to begin as early as 7:00 a.m. and end as late as 4:00 p.m. If the

Board determines that a split schedule/shift becomes necessary, the 7:00 a.m. to 4:00 p.m. range for the school day shall be without force and effect.

18. Assignments

Employees shall be notified of their tentative assignments for the following year by two (2) weeks prior to the last day of the school term.

19. Vacancies (Certified and Classified Employees)

Other than an alleged failure to advertise a vacancy internally for five (5) days prior to taking external applications, this Section is not subject to the grievance process.

All vacancy notices shall be emailed to the Association President, and during the school term sent to building representatives to be posted in the buildings. The Superintendent or designee shall provide the following information, if applicable:

- A. Type of work
- B. Location of work
- C. Starting date
- D. Rate of pay
- E. Hours to be worked
- F. Classification
- G. Minimum requirements
- H. Application Closing Date

Any vacancy will be advertised internally for five (5) days prior to taking external applications. In the event of an emergency, or where delay is clearly inappropriate, a vacancy will be posted internally and externally concurrently.

20. Labor Management Committee

A committee of Superintendent, Asst. Superintendent, the Board President and/or his/her designee(s), GKEA President and/or his/her designee(s), will meet monthly to discuss matters of mutual concern.

21. Conduct Warranting Consideration for Discipline

Unsatisfactory employee performance or unpermitted conduct that may adversely influence an employee's ability to perform his or her job responsibilities or may reflect poorly on the Genoa-Kingston School District may warrant consideration for discipline, including dismissal, suspension, or reassignment of duties. The purpose of progressive discipline is to communicate to employees the presence of a performance-related problem and to attempt to assist employees to improve their job performance. The ultimate decisions regarding employee discipline lies with the Board of Education and those charged with school district management. The general process involved with employee discipline is to document the steps of the discipline process in order to effectively improve employee performance and/or modify unacceptable behavior. In general, those disciplinary action steps may include, subject to policies of the District, (See Board Policy 5:120, 5:125, 5:200, and 5:240, for example):

- **Verbal Warning.** Includes a discussion and perhaps a meeting in which the supervisor communicates the correctable behavior and expresses expectations which are not being met, and expectations moving forward.
- **Written Warning.** Documented behavior/conduct with expectations clearly communicated.
- **Suspension.** May occur with or without pay, depending on the circumstance. Suspensions will be discussed with union leadership.
- **Termination.** Certain employee behaviors and repeated refusals to follow directives may result in a termination recommendation to the Board of Education.

Examples of unsatisfactory employee performance or unpermitted conduct include, but are not limited to, the following types of behavior:

- **Unsatisfactory Performance.** An employee's performance may be considered unsatisfactory and may warrant consideration for discipline if the employee is insubordinate or if the employee, after being directed by a supervisor to cease and/or not repeat such conduct, demonstrates incompetency or inefficiency or neglects his or her duties.

- **Unpermitted Conduct**

Unauthorized Absence. Any unexcused failure to report to work shall be considered an unauthorized absence. Any unauthorized absence may warrant consideration for discipline.

Criminal, Immoral, or Other Wrongful Conduct. Any criminal, immoral, or other wrongful conduct that may adversely influence an employee's ability to perform his or her job responsibilities or may reflect poorly on the Genoa Kingston School District may warrant consideration for discipline.

Dishonesty. Any dishonesty may warrant consideration for discipline. Such dishonesty shall include, but not be limited to, (a) a material misrepresentation on an employment application, or (b) provision of false reason for obtaining an excuse for an absence.

Discipline Hearing. An employee covered by the Agreement shall have the right to be represented by the Association during any meeting with the administration which may result in disciplinary action beyond an oral or written reprimand.

22. Outsourcing

The Board will notify the Association no less than thirty (30) days before soliciting bids for bargaining unit work. A bid packet will be provided to the Association when made available to bidders.

23. Miscellaneous Working Condition Topics

- A. Classes of support certified staff (e.g.-special education, specials, etc.) shall not be canceled in order for that teacher to serve in the capacity of a substitute teacher, except in cases of extreme emergency when a reasonable effort has been made to secure a substitute teacher.
- B. The Board will have placed in each classified employee's job description the supervisor or supervisors to whom that individual will report. In addition, the Board shall provide to the employee a copy of their job description, which will include the number of days or months and

the anticipated number of hours worked by the first day of each school year or first day of employment, and whenever there is a change in the job description. Copies of all Board-approved job descriptions of employees covered by this Agreement shall be given to the Association President.

- C. The Administration shall provide a reasonable length of time for the Association President or his/her designee to present Association business at a General Institute if such an Institute is held.
- D. The employer will allow the Association to use District facilities for committee, and general or building employee meetings, outside of school attendance hours provided the Association receives pre-approval and that the meeting does not interfere with extra-curricular and other instructional meetings. The Association agrees to pay for any damage, other than reasonable wear and tear, and for any extraordinary expenses associated with such a meeting.

In addition, the Association shall have the right to use equipment that is not being used for instructional or other District purposes. The Association agrees to pay for any damage, other than reasonable wear and tear, and for any repair of such item damaged as well as a reasonable cost of all materials, supplies or operator (if necessary) incident to such use. No equipment shall be removed from the building and pre-approval shall be requested prior to usage.

ARTICLE IX

COMPENSATION AND BENEFITS

1. Employee Salary Statements

A statement of salary and extra-curricular, and extra-duty salary, if applicable, shall be signed by the employee prior to September 30 of the current school year.

2. Compensation for Extra-Curricular Positions

Employees compensated for extra-curricular duties which are associated with a season shall receive two (2) lump sum payments (if they so desire and indicate in writing to the Payroll Assistant) payable on the below-listed pay dates which follow the half-way point of each season and then the conclusion of the season and/or event, provided the Principal and/or Athletic Director verifies in writing that the season has ended and all necessary paperwork, fundraising forms and funds, and reasonable effort has been made to get all equipment turned in and approves payment to the payroll office.

September 25, November 10, January 10, March 10, April 25, June 10

For employees who are responsible for extra-curricular duties that span the entire school year, those employees may choose to receive the stipend at the end of the school year or in three payments spread throughout the school year on three of the payroll dates listed above. The final payment will be paid as described above (i.e. the payment will be made after the Principal and/or Athletic Director verifies in writing that all necessary paperwork, fundraising forms and funds, and reasonable effort has been made to get all equipment turned in and approves payment to the payroll office).

3. Additional Compensation

A. Compensation for Tutors (Certified Staff)

Rate of pay for tutoring home or hospital-bound, physically challenged, mentally impaired, or behavior disordered/emotionally disturbed children, by any regularly employed certified personnel shall be at the rate of \$30.00 per hour.

B. Compensation for Translators

Rate of pay for translation services by any regularly employed personnel for any work outside of the regularly scheduled work day and/or duties shall be at the rate of \$30.00 per hour.

4. Credit for Experience Outside the System

At the time of hire, credit for prior experience outside the district for both certified and classified staff may be evaluated and assigned at the discretion of the Superintendent.

5. Credit for Approved Educational Hours - {Certified Staff}

All hours to count on the Salary Schedules must be approved by the Superintendent. Such approval must be given prior to course enrollment.

6. Horizontal Movement on the Salary Schedule - {Certified Staff}

The Board will provide teachers with horizontal advancement on the Salary Schedule to the appropriate lane according to the appropriate degree, graduate hours, or certificate earned. Horizontal advancement beyond the BA degree will only be granted for course work hours pre-approved by the Superintendent or designee and earned following the completion of the BA degree.

The Board will provide teachers with horizontal advancement on the Salary Schedule beyond the BA+32/MA lane only for course work hours pre-approved by the Superintendent or designee and earned following the completion of the BA+32/MA degree, graduate hours, or certificate.

Teachers who attain a National Board Teacher Certification (NBCT) while in the BA lane will move to the lateral step in the BA+32/MA lane. Teachers who attain a National Board Teacher Certification while in any BA+32/MA lane will move to the lateral step in the 2MA/PHD/NBCT/BA+64 lane.

7. Horizontal Movement for Educational Support Personnel (ESP)- (Classified Staff)

- A. ESPs may qualify for horizontal lane advancement at the beginning of each school term by obtaining additional training and education in areas that relate to their position.
- B. All credit hours not provided by the District require approval by the Superintendent/ designee prior to beginning the course/training.
- C. Creditable coursework relates to approved credits beyond the minimum necessary for employment as an ESP. (i.e. - 30 hrs. or Paraprofessional Test).
- D. The following indicates minimum credit obtained to achieve horizontal movement on the Classified Salary Schedule:
 - Category A: (ESP I)

- Passing score on the State Paraprofessional Test or 30 college credit hours.
 - Category B: (ESP II)
 - Associate Degree, or 60 college credit hours or equivalent district credit.
 - Category C: (ESP III)
 - Bachelor's Degree, or 120 college credit hours or equivalent district credit.
- E. Equivalent district credit may be given for horizontal movement on the Classified Salary Schedule at the following rate:
- 7 hrs. of in-district training = 1 college credit hour
- F. District administrators will make an effort to provide training opportunities to ESP's throughout the year that would enhance their job performance and possibly advance their position on the salary schedule. These training opportunities will be provided at the employee's current rate of pay and may be held on early release days, institute days, school improvement days, or over the summer (within 5 days after the school year ends or 5 days before the school year begins). Optional training opportunities may be scheduled at other times.

8. Movement on the Salary Schedule-(Certified Staff)

- A. Any part-time certified employee actively employed the equivalent of less than eighty (80) full-time school days in a given school year shall not be entitled to move one step on the Salary Schedule until the year following such time the certified employee has worked eighty (80) or more full-time school days. For example, a certified employee employed 2/7 time for an entire school year shall be deemed to have worked only 53 school days in that particular school year and shall not be entitled to move one step on the Salary Schedule in the next succeeding school year. However, that certified employee shall be deemed at the end of the second school year to have worked 106 school days and shall at that time be entitled to move one step on the Salary Schedule in the next school year.
- B. Any certified employee initially employed on a part-time basis prior to their employment as a full-time certified employee shall be treated for salary step movement based upon cumulative full time equivalent (FTE).
- C. A certified employee who reaches the bottom step in his/her lane will remain at that step until he/she moves to the next lane. A certified employee who is frozen in his/her lane will not make up step movement lost once he/she moves to the next lane.
- D. Any certified employee initially employed on a part-time basis prior to their employment as a full-time certified employee shall make future step movement from the step the certified employee was on at the time of hire as a full-time certified employee.
- E. A certified employee who moves laterally on the salary schedule (BA+16, BA+32/MA, BA+48, 2MA/PHD/NBCT/BA+64) for the upcoming school year must notify Human Resources by August 25th. The certified staff will be afforded lane movement on the Salary Schedule, with step movement according to the current contract agreement. For clarification, this allows the certified staff to retain the lateral movement as well as the step movement.

- F. A certified employee who moves laterally on the salary schedule (BA+16, BA+32/MA, BA+48, 2MA/PHD/NBCT/BA+64) by January 15 will be afforded lane movement on the Salary Schedule at the start of the second semester of the school year, without step movement.

9. Movement on the Salary Schedules (Classified Staff)

- A. Any full-time classified employee actively employed for eighty (80) or more consecutive school days shall be entitled to move one step on the Salary Schedule in the following school year.
- B. Any part-time classified employee actively employed the equivalent of eighty (80) or more full-time school days shall be entitled to move one step on the Salary Schedule in the following school year. For example, a classified employee employed 4/7 time for an entire school year shall be deemed to have worked 105 days in that school year and shall be entitled to move one step on the Salary Schedule in the following school year.
- C. Any part-time classified employee actively employed the equivalent of less than eighty (80) full-time school days in a given school year shall not be entitled to move one step on the Salary Schedule until the year following such time the classified employee has worked eighty (80) or more full-time school days. For example, a classified employee employed 2/7 time for an entire school year shall be deemed to have worked only 53 school days in that particular school year and shall not be entitled to move one step on the Salary Schedule in the next succeeding school year. However, that classified employee shall be deemed at the end of the second school year to have worked 106 school days and shall at that time be entitled to move one step on the Salary Schedule in the next school year.

10. Salary Schedule (Classified Staff)

A. Categories of Position

1. Each classified position is placed within a category on the Classified Salary Schedule to determine the rate of pay for that specific position.
2. Specific benefits are also attached to positions.
3. All newly hired full time custodians will be hired in Grade C and will be moved to Grade D after the successful completion of the 60 day probationary period.

11. Compensation for Part-time Certified Employees

Part-time certified employees shall be compensated for the exact percentage of the work day to which they have been assigned.

12. Illinois Teachers' Retirement System

From each Teacher's salary reflected on the Salary Schedule the Board shall deduct and remit the required amount to the Illinois Teachers' Retirement System. To the extent permitted by law, it is the intention of the parties to qualify such deduction and payments to TRS as picked up and paid by the Board, on the Teacher's behalf, as employer payments pursuant to Section 414(h) of the Internal Revenue Code. The Board does not warrant that the deduction made from certified employees' salaries pursuant to this Section are excludable from Teacher's gross wages. The board agrees to pay to TRS on the employees' behalf the following:

2022-2023 0.25%

2023-2024	0.50%
2024-2025	0.75%
2025-2026	1.00%
2026-2027	1.25%

13. Reimbursement for School Expenses and Mileage

If it is necessary for any employee to use his/her own vehicle in pursuit of school business or duties, including changing schools at any time during the day, reimbursement shall be paid at the current I.R.S. rate. Travel from home to school or school to home shall not be included for reimbursement.

14. Board Contribution to Hospital-Medical Insurance

For each of the years of this Agreement, the Board shall pay eighty percent (80%) of the monthly cost of the Board-selected single premium rate option for hospital-medical insurance for each eligible employee, defined as: full-time certified employee, twelve month custodian and full-time employees that are within Grades E through I on the classified salary schedule (excluding Hearing Interpreter), until the employee's last work day; and said employees shall be responsible for the remaining cost of the premium. For each of the years of this Agreement, the Board shall pay seventy percent (70%) of the family premium rate for hospital-medical insurance for each eligible employee, defined the same as above, until the employee's last day of work; and said employees shall be responsible for the remaining cost of the premium.

The Board and the GKEA shall establish a joint committee to review the District's group health insurance plan and discuss ways to contain premium increases including but not limited to assessing premium cost of different health care providers. The committee will meet annually, with the first meeting occurring not later than November 15 of each school year. The committee's written recommendation, if any, shall be presented to the Board by April 1 of each school year.

The Board reserves the right to select insurance carriers, or elect self-insurance, and to determine the coverage and benefits for the District's insurance plan.

15. Salary Reduction Plan

An employee who elects to participate in hospital-medical insurance coverage as per the terms and conditions of the group insurance plan and this Agreement on or before the first day of each school year may at that time elect that the Board remit for him/her during said school year to the insurance carrier a sum equal to the employee's share of the premium for the coverage elected. Said election shall be made on an annual basis. This provision is intended to constitute a salary reduction plan under Section 125 of the Internal Revenue Code and the Treasury Regulations promulgated thereunder.

The amount of gross wages due such employee in the form of salary shall be the sum specified on the salary schedule less the payment by the Board, paid in installments as otherwise provided herein, provided the Board shall deduct from said gross wages all sums as required by law or as authorized by the employee pursuant to this Agreement. The employee shall have no right or claim to the funds so remitted. Once the election is made as provided above, it may not

be rescinded unless there is a change in family status or other circumstances as provided in Section 125 of the Internal Revenue Code and the Treasury Regulations promulgated thereunder.

The Board does not warrant that the deduction made in the amounts as listed on the compensation schedule by the Board for the employees as set forth above are deemed excludable from the employee's gross wages, and as such, the Association and each individual employee shall and do hereby indemnify and hold harmless the Board, its members, its agents, and its employees from any and all claims, demands, actions, complaints, suits, assessments or deficiencies or other liability by reason of the payments of insurance premiums pursuant to the provision of this section and the lack of tax withholding thereon.

16. Pay Periods

Pay periods shall occur for employees covered by this Agreement on the 10th and 25th of each month. Pay periods which fall on holidays or on vacation days shall be disbursed on the last day worked. All payroll checks will be paid via direct deposit.

17. Hard to Staff Classified Positions

The Board reserves the right to pay on the behalf of the employee any cost for licensure or certification required for the employee to legally perform their duties in what the Board has determined to be "Hard to Staff" positions. For the purposes of this contract, the positions determined by the board to be "Hard to Staff" are bus drivers, food service employees, custodians, and ESP's.

18. Overtime Pay for Full Time Classified Employees

Full time classified employees shall be paid at the rate of one and one half (1½) times their base hourly rate for their classification, for hours worked over forty (40) hours in a work week.

19. Payroll Deductions

A. Procedures for Membership Authorization

Proper authorization for membership payroll deductions shall be the signature of the employee on an authorization form prepared by the Association and submitted to the Superintendent or his/her designee. Such authorization shall remain effective for the term of employment or a written revocation is submitted to Human Resources.

B. Payment to the Association

Authorizations submitted to the Superintendent or his/her designee by the 15th of any month shall become effective by the first pay period of the following month.

Such payroll deductions shall be equally deducted over the remaining pay periods and remitted to the Association within thirty (30) working days following each pay period.

20. Hold Harmless

The Association agrees to indemnify and hold the Board, its members, officers, agents and employees harmless from and against any and all claims, demands, actions, suits, orders,

judgments or other forms of liability "monetary or otherwise" brought or issued against the Board and for all legal costs that may arise out of or by reason of any action taken or not taken by the Board for the purpose of complying with the above provisions of this Section or in reliance on any list, notice, certification, affidavit or assignment furnished under such provisions.

21. Retirement Incentives

Retirement Incentive Program for Certified Staff

- A. To be eligible to participate in the Retirement Incentive Program, a certified employee must meet all of the following criteria:
1. Must apply and be eligible for a retirement annuity within six (6) months of the last day of teaching for which retirement contributions were required (per P.A. 94-0004, amendments thereto, or TRS rules);
 2. Must have completed at least seven (7) consecutive years of full-time employment as a certified employee in District 424, including final year;
 3. Must have completed the years of creditable service and satisfied all other requirements of the Illinois Teachers' Retirement System necessary to receive a retirement annuity from TRS;
 4. Must retire by June 30, 2031 (e.g., for notice given by May 1, 2027);
 5. Must submit in writing an irrevocable statement of intent to retire under the Illinois Teachers' Retirement System to the Superintendent by May 1, 2027;
 6. In reference to the current law regarding allowable increases in the last four years of employment without penalty: For the four (4) years prior to the retirement year, the employee must not have received an increase in total creditable earnings in any of the last four (4) years of District employment that exceeds six percent (6%). In the event that there are further amendments to Pension Code or TRS Rules following the parties' agreement to this Section, both parties agree that Illinois School Code and Illinois Law will prevail in regard to this section in the subsequent year beginning July 1 after the Law/Code is enacted.
 7. In addition to the above, as both teams recognize the volatility of the Illinois School Code and Illinois law in regard to this topic, at the time of and during negotiations, either team may request to bargain the Retirement Incentive Program and both teams will discuss and bargain the issue to create a workable solution to any problems or concerns either team feel are pertinent.
 8. Must retire no later than the first non-penalty retirement year as defined by TRS.
- B. Certified employees who are not currently (as of July 1, 2022) on a retirement track and who join as a participant in the Retirement Incentive Program, shall be entitled to the following benefits:
1. For the final four (4) years of the certified employee's involvement in the Retirement Incentive Program until the certified employee's retirement (maximum four (4) years), the

Board shall provide the certified employee with an increase in total TRS creditable earnings over the previous school year of five and one half percent (5.5)%.

- 2. For an eligible employee who is not on a retirement track as of June 30, 2022 AND who is closer than four (4) years to the first TRS non-penalty retirement year AND who submits to the Superintendent an irrevocable letter of intent to retire as described above by October 1, 2022, shall receive a one-time lump sum post-retirement payment equal to 5.5% of their 2021-22 salary for each year the employee falls short of the full four (4) years of the Retirement Track.
 - 3. A lump sum payment of \$50.00 per day, not to exceed a total of \$1,500, for unused accumulated sick leave days that are not used towards creditable service with TRS.
 - 4. In order for the annual increase to include an increase in creditable earnings not paid under the Salary Schedule (e.g. extra duty schedule), the Retirement Track certified employee must perform all duties for each of the years following the written notice of the election to participate. If the certified employee does not continue to perform duties not compensated on the Salary Schedule, the amount paid to any employee for such duties in the previous school year will be deducted from the total creditable earnings for that year before the percentage increase is applied for the next year.
- C. Notwithstanding any of the provisions of this Section, the Board shall not be required to (1) pay any benefit that would subject the Board to any additional payment to TRS under P.A. 94-0004, subsequent amendments to the Pension Code or TRS rules; or (2) pay any benefit if the employee has received an increase in TRS creditable earnings in excess of 6% for any school year used to calculate the certified employee's TRS pension. Six percent (6%) is the current law regarding increases in the last four years without penalty. See letter E below should the law regarding this percentage change.
- D. In the event that there are further amendments to Pension Code or TRS Rules following the parties' agreement to this Section, either the Union or the Board may request to bargain this section of the contract only, regarding the changes.

Changes to the contract will only be implemented if mutually agreed upon by both parties.

Service Recognition Bonus (Classified Staff)

- A. In order to recognize long term commitment to Genoa-Kingston CUSD #424, classified employees who are currently a full time employee as defined by Article I, Section 3 of this Agreement and having 10 or more years of service to the District, shall receive a Service Recognition Bonus in accordance with the schedule below:

Completion of 10 years	=	\$2,000
Completion of 15 years	=	\$4,000
Completion of 20 years	=	\$6,000
Completion of 25 + years	=	\$8,000

Payment of the bonus under the provisions above shall be paid the following January of the year the classified employee ended their employment with the District.

- B. Employees who will receive a retirement annuity from IMRF and retire from working for District 424 shall be entitled to \$30.00 per day for unused and uncompensated accumulated sick leave days, not to exceed a total amount of \$1,500.
- C. For classified employees who meet all of the above criteria except A (e.g. are defined as part time) and have served the Genoa-Kingston School District for at least 15 years, the Board shall provide a post lump sum service recognition bonus payment of \$2,000, to be paid in January the following year of ending their employment with the District.
- D. Transportation employees who meet the above criteria, with the exception of full time status will also be eligible for the Service Recognition Bonus according to the above schedule.

23. Internal Substitution

A. Certified Staff

Any certified employee who is requested or required to substitute in another class during his/her preparation period shall be compensated at the rate of \$30.00 per hour (\$0.50 per minute) prorated to the minute.

Any employee who is not a teacher but is certified and who substitutes for a teacher or an ESP will be paid the substitute rate for a teacher or ESP, prorated to an hourly basis.

B. Classified Staff

If a classified staff member is required to substitute, he/she will be paid the higher of the substitute rate or his/her regular rate.

24. Compensation, Extra Curricular and Athletic Schedules

- A. Compensation, Extra Curricular and Athletic Schedules are appended hereto. For the Extra Curricular and Athletic Schedules, the percentages listed will be multiplied by the "base" cell of the Certified Salary Schedule for each year of the contract, or \$50,000, whichever is more. The "base" cell is the one in the upper left hand corner of the salary schedule matrix (e.g. the BA Lane, Step 1).
- B. For the 2022-23 through 2026-27 school years, the attached salary schedules (includes both certified schedules and classified schedules) will apply.
- C. The **BASE** increases on the salary schedules are:

Certified Staff:	In 2022-23: 4%
	In 2023-24: 4%
	In 2024-25: 3.50%
	In 2025-26: 3.25%
	In 2026-27: 3.25%
 Classified Staff:	 In 2022-23: 4%
	In 2023-24: 4%
	In 2024-25: 3.75%

In 2025-26: 3.75%

In 2026-27: 3.50%

REMINDER: The above-mentioned increases are BASE increases-they apply to the BA Step 1 cell on the certified salary schedule and the Category A, Step 1 cell on the classified salary schedule. The total amount and percent of increase for each individual employee will vary depending on that employee's lane, step, or classification.

In 2022-23 and all consecutive years of this agreement, certified and classified employees eligible to move down one step will do so.

When a certified or classified employee reaches Step 25, that employee will receive the salary amount or hourly rate on Step 25 in the succeeding year and each year thereafter.

25. Certified Staff Mentor Program

The Board shall provide a mentor program for certified staff. The program shall be subject to the following:

- A. A full-time certified staff member who is new to District employment (mentee) will be assigned a mentor, if available, for the first two (2) years of employment. A mentee who is assigned a mentor shall be compensated as follows for a year completed with a mentor:
1. Payment of \$250.00 with the first paycheck after return to employment in the second year of service.
 2. Payment of \$250.00 with the first paycheck after return to employment in the third year of service.
 3. Payment of \$500.00 with the first paycheck after return to employment in the fourth year of service.

The mentee must collaborate with a mentor for the full year in order to be compensated therefore.

- B. Mentors are subject to selection by and the approval of the Administration. An assignment as a mentor shall be for no less than two (2) years. A mentor shall not serve more than three (3) first-year mentees in any year. A certified staff member who serves as a mentor shall be compensated as follows for a year completed as a mentor:
1. Payment of \$1,000.00 per mentee with the first paycheck after the mentor's return to employment the following school year.
 2. Payment of \$1,000.00 per mentee with the first paycheck after return to employment after the second year of service. However, if the mentor retires after completion of the second year of assignment, the mentor shall receive payment of \$1,000.00 when the first payroll cycle is run in the new calendar year.

The mentor must complete the full year of the assignment in order to be compensated therefore. If a mentee is required to be assigned a new mentor, then the new mentor will receive the compensation for the remainder of the cycle.

26. ESP Compensation**A. Extraordinary Work Duties**

An ESP whose regular assignment includes certain extraordinary work duties will be compensated by payment of an hourly rate differential of \$3.00 per hour of such assignment. An "extraordinary work duty" is defined as one that engages an ESP in the following activities with children whose regularly-displayed exceptional characteristics require: (1) lifting 40 pounds or more; (2) toileting; (3) diapering; (4) Administratively approved related services requiring training and supervision by the school nurse; or (5) behavioral modification in cases of physical resistance (e.g., kicking, biting, hitting). Any ESP assigned Extraordinary Work Duties will receive the hourly rate differential for only those hours that he/she is performing the extraordinary duty measured in minimum increments of quarter hour intervals.

B. Bi-Lingual and In-School Suspension ESPs

An ESP whose regular assignment includes duties as a bilingual ESP or an In-School Suspension ESP will be compensated at an hourly rate differential of \$1.00 per hour of such assignment. The ESP will receive the hourly rate differential for only those hours that he/she is performing the extraordinary duty.

27. Department/Division Heads

A stipend in the amount of \$1,000.00 will be paid to High School Department/Division Heads that may be established by the Board in the following subject areas: English; Math; Science; and Social Studies.

CERTIFIED SALARY MATRICES

2022-23 Base/TRS Reportable Matrix

	Base Increase	1.04	4%		
	BA	BA 16	BA +32/MA	BA +48	2MA/PHD/ NBC/64+
	1.30%	1.60%	2.10%	2.40%	2.90%
1	\$47,651	\$49,651	\$53,151	\$56,151	\$59,651
2	\$48,270	\$50,413	\$54,151	\$57,294	\$61,033
3	\$48,890	\$51,176	\$55,152	\$58,438	\$62,414
4	\$49,509	\$51,938	\$56,153	\$59,582	\$63,796
5	\$50,129	\$52,700	\$57,153	\$60,725	\$65,178
6	\$50,748	\$53,463	\$58,154	\$61,869	\$66,560
7	\$51,367	\$54,225	\$59,155	\$63,012	\$67,942
8	\$51,987	\$54,988	\$60,155	\$64,156	\$69,324
9	\$52,606	\$55,750	\$61,156	\$65,300	\$70,706
10	\$53,226	\$56,512	\$62,157	\$66,443	\$72,088
11	\$53,845	\$57,275	\$63,157	\$67,587	\$73,469
12	\$54,465	\$58,037	\$64,158	\$68,731	\$74,851
13	\$55,084	\$58,800	\$65,159	\$69,874	\$76,233
14	\$55,704	\$59,562	\$66,159	\$71,018	\$77,615
15	\$56,323	\$60,324	\$67,160	\$72,161	\$78,997
16		\$61,087	\$68,161	\$73,305	\$80,379
17		\$61,849	\$69,161	\$74,449	\$81,761
18		\$62,612	\$70,162	\$75,592	\$83,143
19		\$63,374	\$71,163	\$76,736	\$84,524
20		\$64,137	\$72,163	\$77,879	\$85,906
21			\$73,164	\$79,023	\$87,288
22			\$74,165	\$80,167	\$88,670
23			\$75,165	\$81,310	\$90,052
24			\$76,166	\$82,454	\$91,434
25			\$77,167	\$83,598	\$92,816
Top Line Lane Increase		\$2,000	\$3,500	\$3,000	\$3,500



2022-23 Base - 9% TRS + .25% Board Contribution to TRS

	Base Increase	1.04	4%		0.0025 0.09
	BA 1.30%	BA 16 1.60%	BA +32/MA 2.10%	BA +48 2.40%	2MA/PHD/ NBC/64+ 2.90%
1	\$43,481	\$45,306	\$48,500	\$51,238	\$54,431
2	\$44,047	\$46,002	\$49,413	\$52,281	\$55,692
3	\$44,612	\$46,698	\$50,326	\$53,325	\$56,953
4	\$45,177	\$47,393	\$51,239	\$54,368	\$58,214
5	\$45,742	\$48,089	\$52,152	\$55,412	\$59,475
6	\$46,308	\$48,785	\$53,066	\$56,455	\$60,736
7	\$46,873	\$49,480	\$53,979	\$57,499	\$61,997
8	\$47,438	\$50,176	\$54,892	\$58,542	\$63,258
9	\$48,003	\$50,872	\$55,805	\$59,586	\$64,519
10	\$48,569	\$51,568	\$56,718	\$60,629	\$65,780
11	\$49,134	\$52,263	\$57,631	\$61,673	\$67,041
12	\$49,699	\$52,959	\$58,544	\$62,717	\$68,302
13	\$50,264	\$53,655	\$59,457	\$63,760	\$69,563
14	\$50,830	\$54,350	\$60,370	\$64,804	\$70,824
15	\$51,395	\$55,046	\$61,284	\$65,847	\$72,085
16		\$55,742	\$62,197	\$66,891	\$73,346
17		\$56,437	\$63,110	\$67,934	\$74,607
18		\$57,133	\$64,023	\$68,978	\$75,868
19		\$57,829	\$64,936	\$70,021	\$77,129
20		\$58,525	\$65,849	\$71,065	\$78,389
21			\$66,762	\$72,109	\$79,650
22			\$67,675	\$73,152	\$80,911
23			\$68,588	\$74,196	\$82,172
24			\$69,501	\$75,239	\$83,433
25			\$70,415	\$76,283	\$84,694
Top Line Lane Increase		\$2,000	\$3,500	\$3,000	\$3,500

2023-24 Base/TRS Reportable Matrix

	Base Increase	1.04	4%		
	BA	BA 16	BA +32/MA	BA +48	2MA/PHD/ NBC/64+
	1.30%	1.60%	2.10%	2.40%	2.90%
1	\$49,557	\$51,557	\$55,057	\$58,057	\$61,557
2	\$50,201	\$52,350	\$56,097	\$59,246	\$62,994
3	\$50,845	\$53,143	\$57,138	\$60,435	\$64,431
4	\$51,489	\$53,935	\$58,179	\$61,625	\$65,868
5	\$52,134	\$54,728	\$59,220	\$62,814	\$67,305
6	\$52,778	\$55,521	\$60,260	\$64,004	\$68,742
7	\$53,422	\$56,314	\$61,301	\$65,193	\$70,180
8	\$54,066	\$57,107	\$62,342	\$66,382	\$71,617
9	\$54,711	\$57,900	\$63,382	\$67,572	\$73,054
10	\$55,355	\$58,693	\$64,423	\$68,761	\$74,491
11	\$55,999	\$59,486	\$65,464	\$69,950	\$75,928
12	\$56,643	\$60,279	\$66,504	\$71,140	\$77,365
13	\$57,288	\$61,072	\$67,545	\$72,329	\$78,802
14	\$57,932	\$61,865	\$68,586	\$73,518	\$80,240
15	\$58,576	\$62,657	\$69,626	\$74,708	\$81,677
16		\$63,450	\$70,667	\$75,897	\$83,114
17		\$64,243	\$71,708	\$77,087	\$84,551
18		\$65,036	\$72,749	\$78,276	\$85,988
19		\$65,829	\$73,789	\$79,465	\$87,425
20		\$66,622	\$74,830	\$80,655	\$88,863
21			\$75,871	\$81,844	\$90,300
22			\$76,911	\$83,033	\$91,737
23			\$77,952	\$84,223	\$93,174
24			\$78,993	\$85,412	\$94,611
25			\$80,033	\$86,601	\$96,048
Top Line Lane Increase		\$2,000	\$3,500	\$3,000	\$3,500

2023-24 Base - 9% TRS + .5% Board Contribution to TRS

	Base Increase	1.04	4%		0.005
	BA	BA 16	BA +32/MA	BA +48	2MA/PHD/ NBC/64+
	1.30%	1.60%	2.10%	2.40%	2.90%
1	\$45,344	\$47,174	\$50,377	\$53,122	\$56,324
2	\$45,934	\$47,900	\$51,329	\$54,210	\$57,639
3	\$46,523	\$48,625	\$52,281	\$55,298	\$58,954
4	\$47,113	\$49,351	\$53,234	\$56,387	\$60,269
5	\$47,702	\$50,076	\$54,186	\$57,475	\$61,584
6	\$48,292	\$50,802	\$55,138	\$58,563	\$62,899
7	\$48,881	\$51,527	\$56,090	\$59,652	\$64,214
8	\$49,471	\$52,253	\$57,043	\$60,740	\$65,529
9	\$50,060	\$52,979	\$57,995	\$61,828	\$66,844
10	\$50,650	\$53,704	\$58,947	\$62,916	\$68,159
11	\$51,239	\$54,430	\$59,899	\$64,005	\$69,474
12	\$51,829	\$55,155	\$60,851	\$65,093	\$70,789
13	\$52,418	\$55,881	\$61,804	\$66,181	\$72,104
14	\$53,008	\$56,606	\$62,756	\$67,269	\$73,419
15	\$53,597	\$57,332	\$63,708	\$68,358	\$74,734
16		\$58,057	\$64,660	\$69,446	\$76,049
17		\$58,783	\$65,613	\$70,534	\$77,364
18		\$59,508	\$66,565	\$71,622	\$78,679
19		\$60,234	\$67,517	\$72,711	\$79,994
20		\$60,959	\$68,469	\$73,799	\$81,309
21			\$69,422	\$74,887	\$82,624
22			\$70,374	\$75,976	\$83,939
23			\$71,326	\$77,064	\$85,254
24			\$72,278	\$78,152	\$86,569
25			\$73,231	\$79,240	\$87,884
Top Line Lane Increase		\$2,000	\$3,500	\$3,000	\$3,500

2024-25 Base/TRS Reportable Matrix

	Base Increase	1.035	3.50%		
	BA	BA 16	BA +32/MA	BA +48	2MA/PHD/ NBC/64+
	1.30%	1.60%	2.10%	2.40%	2.90%
1	\$51,291	\$53,291	\$56,791	\$59,791	\$63,291
2	\$51,958	\$54,112	\$57,868	\$61,022	\$64,779
3	\$52,625	\$54,933	\$58,945	\$62,253	\$66,266
4	\$53,292	\$55,753	\$60,023	\$63,484	\$67,754
5	\$53,958	\$56,574	\$61,100	\$64,715	\$69,241
6	\$54,625	\$57,395	\$62,177	\$65,946	\$70,728
7	\$55,292	\$58,215	\$63,254	\$67,177	\$72,216
8	\$55,959	\$59,036	\$64,331	\$68,408	\$73,703
9	\$56,626	\$59,857	\$65,408	\$69,639	\$75,191
10	\$57,292	\$60,677	\$66,485	\$70,870	\$76,678
11	\$57,959	\$61,498	\$67,562	\$72,101	\$78,166
12	\$58,626	\$62,318	\$68,640	\$73,332	\$79,653
13	\$59,293	\$63,139	\$69,717	\$74,563	\$81,141
14	\$59,959	\$63,960	\$70,794	\$75,794	\$82,628
15	\$60,626	\$64,780	\$71,871	\$77,025	\$84,115
16		\$65,601	\$72,948	\$78,256	\$85,603
17		\$66,422	\$74,025	\$79,487	\$87,090
18		\$67,242	\$75,102	\$80,718	\$88,578
19		\$68,063	\$76,179	\$81,949	\$90,065
20		\$68,884	\$77,256	\$83,180	\$91,553
21			\$78,334	\$84,411	\$93,040
22			\$79,411	\$85,642	\$94,528
23			\$80,488	\$86,873	\$96,015
24			\$81,565	\$88,104	\$97,502
25			\$82,642	\$89,335	\$98,990
Top Line Lane Increase		\$2,000	\$3,500	\$3,000	\$3,500

2024-25 Base - 9% TRS + .75% Board Contribution to TRS

	Base Increase	1.035	3.50%		0.0075
					0.09
	BA	BA 16	BA +32/MA	BA +48	2MA/PHD/ NBC/64+
	1.30%	1.60%	2.10%	2.40%	2.90%
1	\$47,060	\$48,895	\$52,106	\$54,858	\$58,070
2	\$47,671	\$49,648	\$53,094	\$55,988	\$59,434
3	\$48,283	\$50,401	\$54,082	\$57,117	\$60,799
4	\$48,895	\$51,154	\$55,071	\$58,247	\$62,164
5	\$49,507	\$51,907	\$56,059	\$59,376	\$63,529
6	\$50,119	\$52,659	\$57,047	\$60,506	\$64,893
7	\$50,730	\$53,412	\$58,035	\$61,635	\$66,258
8	\$51,342	\$54,165	\$59,024	\$62,764	\$67,623
9	\$51,954	\$54,918	\$60,012	\$63,894	\$68,988
10	\$52,566	\$55,671	\$61,000	\$65,023	\$70,352
11	\$53,177	\$56,424	\$61,988	\$66,153	\$71,717
12	\$53,789	\$57,177	\$62,977	\$67,282	\$73,082
13	\$54,401	\$57,930	\$63,965	\$68,412	\$74,446
14	\$55,013	\$58,683	\$64,953	\$69,541	\$75,811
15	\$55,625	\$59,436	\$65,942	\$70,671	\$77,176
16		\$60,189	\$66,930	\$71,800	\$78,541
17		\$60,942	\$67,918	\$72,929	\$79,905
18		\$61,695	\$68,906	\$74,059	\$81,270
19		\$62,448	\$69,895	\$75,188	\$82,635
20		\$63,201	\$70,883	\$76,318	\$84,000
21			\$71,871	\$77,447	\$85,364
22			\$72,859	\$78,577	\$86,729
23			\$73,848	\$79,706	\$88,094
24			\$74,836	\$80,835	\$89,459
25			\$75,824	\$81,965	\$90,823
Top Line Lane Increase		\$2,000	\$3,500	\$3,000	\$3,500

2025-26 Base/TRS Reportable Matrix

	Base Increase	1.0325	3.25%			
	BA	BA 16	BA +32/MA	BA +48	2MA/PHD/ NBC/64+	
	1.30%	1.60%	2.10%	2.40%	2.90%	
1	\$52,958	\$54,958	\$58,458	\$61,458	\$64,958	
2	\$53,647	\$55,806	\$59,570	\$62,729	\$66,494	
3	\$54,335	\$56,653	\$60,682	\$64,000	\$68,030	
4	\$55,024	\$57,500	\$61,795	\$65,271	\$69,566	
5	\$55,712	\$58,348	\$62,907	\$66,542	\$71,101	
6	\$56,400	\$59,195	\$64,019	\$67,813	\$72,637	
7	\$57,089	\$60,042	\$65,131	\$69,084	\$74,173	
8	\$57,777	\$60,890	\$66,243	\$70,355	\$75,709	
9	\$58,466	\$61,737	\$67,355	\$71,626	\$77,245	
10	\$59,154	\$62,584	\$68,467	\$72,897	\$78,780	
11	\$59,843	\$63,432	\$69,579	\$74,168	\$80,316	
12	\$60,531	\$64,279	\$70,692	\$75,439	\$81,852	
13	\$61,220	\$65,126	\$71,804	\$76,710	\$83,388	
14	\$61,908	\$65,974	\$72,916	\$77,981	\$84,923	
15	\$62,597	\$66,821	\$74,028	\$79,252	\$86,459	
16		\$67,668	\$75,140	\$80,523	\$87,995	
17		\$68,515	\$76,252	\$81,794	\$89,531	
18		\$69,363	\$77,364	\$83,065	\$91,067	
19		\$70,210	\$78,476	\$84,336	\$92,602	
20		\$71,057	\$79,589	\$85,607	\$94,138	
21			\$80,701	\$86,878	\$95,674	
22			\$81,813	\$88,149	\$97,210	
23			\$82,925	\$89,420	\$98,746	
24			\$84,037	\$90,691	\$100,281	
25			\$85,149	\$91,962	\$101,817	
Top Line Lane Increase		\$2,000	\$3,500	\$3,000	\$3,500	

2025-26 Base - 9% TRS + 1% Board Contribution to TRS

	Base Increase	1.0325	3.25%		0.01
					0.09
	BA	BA 16	BA +32/MA	BA +48	2MA/PHD/ NBC/64+
	1.30%	1.60%	2.10%	2.40%	2.90%
1	\$48,722	\$50,562	\$53,782	\$56,542	\$59,762
2	\$49,355	\$51,341	\$54,805	\$57,711	\$61,174
3	\$49,988	\$52,121	\$55,828	\$58,880	\$62,587
4	\$50,622	\$52,900	\$56,851	\$60,049	\$64,000
5	\$51,255	\$53,680	\$57,874	\$61,219	\$65,413
6	\$51,888	\$54,459	\$58,897	\$62,388	\$66,826
7	\$52,522	\$55,239	\$59,920	\$63,557	\$68,239
8	\$53,155	\$56,018	\$60,944	\$64,727	\$69,652
9	\$53,789	\$56,798	\$61,967	\$65,896	\$71,065
10	\$54,422	\$57,577	\$62,990	\$67,065	\$72,478
11	\$55,055	\$58,357	\$64,013	\$68,235	\$73,891
12	\$55,689	\$59,137	\$65,036	\$69,404	\$75,304
13	\$56,322	\$59,916	\$66,059	\$70,573	\$76,717
14	\$56,955	\$60,696	\$67,083	\$71,743	\$78,130
15	\$57,589	\$61,475	\$68,106	\$72,912	\$79,542
16		\$62,255	\$69,129	\$74,081	\$80,955
17		\$63,034	\$70,152	\$75,251	\$82,368
18		\$63,814	\$71,175	\$76,420	\$83,781
19		\$64,593	\$72,198	\$77,589	\$85,194
20		\$65,373	\$73,221	\$78,759	\$86,607
21			\$74,245	\$79,928	\$88,020
22			\$75,268	\$81,097	\$89,433
23			\$76,291	\$82,267	\$90,846
24			\$77,314	\$83,436	\$92,259
25			\$78,337	\$84,605	\$93,672

Top Line Lane Increase **\$2,000** **\$3,500** **\$3,000** **\$3,500**

2026-27 Base/TRS Reportable Matrix

	Base Increase	1.0325	3.25%		
	BA	BA 16	BA +32/MA	BA +48	2MA/PHD/ NBC/64+
	1.30%	1.60%	2.10%	2.40%	2.90%
1	\$54,679	\$56,679	\$60,179	\$63,179	\$66,679
2	\$55,390	\$57,554	\$61,328	\$64,492	\$68,265
3	\$56,101	\$58,429	\$62,476	\$65,804	\$69,851
4	\$56,812	\$59,304	\$63,624	\$67,116	\$71,436
5	\$57,523	\$60,179	\$64,772	\$68,429	\$73,022
6	\$58,233	\$61,054	\$65,921	\$69,741	\$74,608
7	\$58,944	\$61,929	\$67,069	\$71,053	\$76,194
8	\$59,655	\$62,803	\$68,217	\$72,365	\$77,779
9	\$60,366	\$63,678	\$69,365	\$73,678	\$79,365
10	\$61,077	\$64,553	\$70,514	\$74,990	\$80,951
11	\$61,788	\$65,428	\$71,662	\$76,302	\$82,536
12	\$62,498	\$66,303	\$72,810	\$77,615	\$84,122
13	\$63,209	\$67,178	\$73,959	\$78,927	\$85,708
14	\$63,920	\$68,053	\$75,107	\$80,239	\$87,293
15	\$64,631	\$68,928	\$76,255	\$81,552	\$88,879
16		\$69,802	\$77,403	\$82,864	\$90,465
17		\$70,677	\$78,552	\$84,176	\$92,051
18		\$71,552	\$79,700	\$85,489	\$93,636
19		\$72,427	\$80,848	\$86,801	\$95,222
20		\$73,302	\$81,996	\$88,113	\$96,808
21			\$83,145	\$89,425	\$98,393
22			\$84,293	\$90,738	\$99,979
23			\$85,441	\$92,050	\$101,565
24			\$86,589	\$93,362	\$103,150
25			\$87,738	\$94,675	\$104,736
Top Line Lane Increase		\$2,000	\$3,500	\$3,000	\$3,500

2026-27 Base - 9% TRS + 1.25% Board Contribution to TRS

	Base Increase	1.0325	3.25%		0.0125
					0.09
	BA	BA 16	BA +32/MA	BA +48	2MA/PHD/ NBC/64+
	1.30%	1.60%	2.10%	2.40%	2.90%
1	\$50,442	\$52,287	\$55,515	\$58,283	\$61,512
2	\$51,097	\$53,094	\$56,575	\$59,494	\$62,975
3	\$51,753	\$53,901	\$57,634	\$60,704	\$64,437
4	\$52,409	\$54,708	\$58,693	\$61,915	\$65,900
5	\$53,065	\$55,515	\$59,753	\$63,125	\$67,363
6	\$53,720	\$56,322	\$60,812	\$64,336	\$68,826
7	\$54,376	\$57,129	\$61,871	\$65,547	\$70,289
8	\$55,032	\$57,936	\$62,930	\$66,757	\$71,751
9	\$55,688	\$58,743	\$63,990	\$67,968	\$73,214
10	\$56,343	\$59,550	\$65,049	\$69,178	\$74,677
11	\$56,999	\$60,357	\$66,108	\$70,389	\$76,140
12	\$57,655	\$61,164	\$67,167	\$71,600	\$77,603
13	\$58,311	\$61,971	\$68,227	\$72,810	\$79,065
14	\$58,966	\$62,779	\$69,286	\$74,021	\$80,528
15	\$59,622	\$63,586	\$70,345	\$75,231	\$81,991
16		\$64,393	\$71,405	\$76,442	\$83,454
17		\$65,200	\$72,464	\$77,653	\$84,917
18		\$66,007	\$73,523	\$78,863	\$86,379
19		\$66,814	\$74,582	\$80,074	\$87,842
20		\$67,621	\$75,642	\$81,284	\$89,305
21			\$76,701	\$82,495	\$90,768
22			\$77,760	\$83,706	\$92,231
23			\$78,820	\$84,916	\$93,693
24			\$79,879	\$86,127	\$95,156
25			\$80,938	\$87,337	\$96,619
Top Line Lane Increase		\$2,000	\$3,500	\$3,000	\$3,500

CLASSIFIED SALARY CATEGORIES

<p><u>Grade A</u> ESPI Cook I</p> <p><u>Grade B</u> ESP II Lead Cook</p> <p><u>Grade C</u> ESP III Custodian I Secretary I</p> <ul style="list-style-type: none"> • Part-time Middle School - Attendance Secretary • Part-time Athletic Secretary <p><u>Grade D</u> Custodian II</p> <p><u>Grade E</u> Lead Custodian Secretary II</p> <ul style="list-style-type: none"> • Assistant Principal's Secretary • Guidance Secretary • Transportation Coordinator <p><u>Grade F</u> Secretary III</p> <ul style="list-style-type: none"> • Principal's Secretary • Admin. Asst. Student Services • Guidance/Athletic Secretary 	<p><u>Grade G</u> Hearing Interpreter Maintenance Assistant</p> <p><u>Grade H</u> Computer Tech I</p> <p><u>Grade I</u> Head Custodian Computer Tech II</p> <p><u>Grade J</u> Bus Driver</p> <p><u>Grade N</u> Nurses</p>
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CLASSIFIED EMPLOYEE SALARY MATRICES

Classified Employee Salary Matrix

2022-23

Base Increase

4.00%

1.0400

	A	B	C	D	E	F	G	H	I	J	N	Step Increase
1	14.09	14.74	15.44	16.19	16.94	17.89	19.04	19.99	20.99	22.79	30.04	
2	14.39	15.04	15.74	16.49	17.24	18.19	19.34	20.29	21.29	23.09	30.34	0.30
3	14.69	15.34	16.04	16.79	17.54	18.49	19.64	20.59	21.59	23.39	30.64	0.30
4	14.99	15.64	16.34	17.09	17.84	18.79	19.94	20.89	21.89	23.69	30.94	0.30
5	15.29	15.94	16.64	17.39	18.14	19.09	20.24	21.19	22.19	23.99	31.24	0.30
6	15.59	16.24	16.94	17.69	18.44	19.39	20.54	21.49	22.49	24.29	31.54	0.30
7	15.89	16.54	17.24	17.99	18.74	19.69	20.84	21.79	22.79	24.59	31.84	0.30
8	16.19	16.84	17.54	18.29	19.04	19.99	21.14	22.09	23.09	24.89	32.14	0.30
9	16.49	17.14	17.84	18.59	19.34	20.29	21.44	22.39	23.39	25.19	32.44	0.30
10	16.89	17.54	18.24	18.99	19.74	20.69	21.84	22.79	23.79	25.59	32.84	0.40
11	17.29	17.94	18.64	19.39	20.14	21.09	22.24	23.19	24.19	25.99	33.24	0.40
12	17.69	18.34	19.04	19.79	20.54	21.49	22.64	23.59	24.59	26.39	33.64	0.40
13	18.09	18.74	19.44	20.19	20.94	21.89	23.04	23.99	24.99	26.79	34.04	0.40
14	18.49	19.14	19.84	20.59	21.34	22.29	23.44	24.39	25.39	27.19	34.44	0.40
15	18.89	19.54	20.24	20.99	21.74	22.69	23.84	24.79	25.79	27.59	34.84	0.40
16	19.29	19.94	20.64	21.39	22.14	23.09	24.24	25.19	26.19	27.99	35.24	0.40
17	19.69	20.34	21.04	21.79	22.54	23.49	24.64	25.59	26.59	28.39	35.64	0.40
18	20.09	20.74	21.44	22.19	22.94	23.89	25.04	25.99	26.99	28.79	36.04	0.40
19	20.49	21.14	21.84	22.59	23.34	24.29	25.44	26.39	27.39	29.19	36.44	0.40
20	20.99	21.64	22.34	23.09	23.84	24.79	25.94	26.89	27.89	29.69	36.94	0.50
21	21.49	22.14	22.84	23.59	24.34	25.29	26.44	27.39	28.39	30.19	37.44	0.50
22	21.99	22.64	23.34	24.09	24.84	25.79	26.94	27.89	28.89	30.69	37.94	0.50
23	22.49	23.14	23.84	24.59	25.34	26.29	27.44	28.39	29.39	31.19	38.44	0.50
24	22.99	23.64	24.34	25.09	25.84	26.79	27.94	28.89	29.89	31.69	38.94	0.50
25	23.49	24.14	24.84	25.59	26.34	27.29	28.44	29.39	30.39	32.19	39.44	0.50
Lane Increase		\$0.65	\$0.70	\$0.75	\$0.75	\$0.95	\$1.15	\$0.95	\$1.00	\$1.80	\$7.25	

Classified Employee Salary Matrix

Base Increase 4.00% 1.0400

2023-24

	A	B	C	D	E	F	G	H	I	J	N	Step Increase
1	14.66	15.31	16.01	16.76	17.51	18.46	19.61	20.56	21.56	23.36	30.61	
2	14.96	15.61	16.31	17.06	17.81	18.76	19.91	20.86	21.86	23.66	30.91	0.30
3	15.26	15.91	16.61	17.36	18.11	19.06	20.21	21.16	22.16	23.96	31.21	0.30
4	15.56	16.21	16.91	17.66	18.41	19.36	20.51	21.46	22.46	24.26	31.51	0.30
5	15.86	16.51	17.21	17.96	18.71	19.66	20.81	21.76	22.76	24.56	31.81	0.30
6	16.16	16.81	17.51	18.26	19.01	19.96	21.11	22.06	23.06	24.86	32.11	0.30
7	16.46	17.11	17.81	18.56	19.31	20.26	21.41	22.36	23.36	25.16	32.41	0.30
8	16.76	17.41	18.11	18.86	19.61	20.56	21.71	22.66	23.66	25.46	32.71	0.30
9	17.06	17.71	18.41	19.16	19.91	20.86	22.01	22.96	23.96	25.76	33.01	0.30
10	17.46	18.11	18.81	19.56	20.31	21.26	22.41	23.36	24.36	26.16	33.41	0.40
11	17.86	18.51	19.21	19.96	20.71	21.66	22.81	23.76	24.76	26.56	33.81	0.40
12	18.26	18.91	19.61	20.36	21.11	22.06	23.21	24.16	25.16	26.96	34.21	0.40
13	18.66	19.31	20.01	20.76	21.51	22.46	23.61	24.56	25.56	27.36	34.61	0.40
14	19.06	19.71	20.41	21.16	21.91	22.86	24.01	24.96	25.96	27.76	35.01	0.40
15	19.46	20.11	20.81	21.56	22.31	23.26	24.41	25.36	26.36	28.16	35.41	0.40
16	19.86	20.51	21.21	21.96	22.71	23.66	24.81	25.76	26.76	28.56	35.81	0.40
17	20.26	20.91	21.61	22.36	23.11	24.06	25.21	26.16	27.16	28.96	36.21	0.40
18	20.66	21.31	22.01	22.76	23.51	24.46	25.61	26.56	27.56	29.36	36.61	0.40
19	21.06	21.71	22.41	23.16	23.91	24.86	26.01	26.96	27.96	29.76	37.01	0.40
20	21.56	22.21	22.91	23.66	24.41	25.36	26.51	27.46	28.46	30.26	37.51	0.50
21	22.06	22.71	23.41	24.16	24.91	25.86	27.01	27.96	28.96	30.76	38.01	0.50
22	22.56	23.21	23.91	24.66	25.41	26.36	27.51	28.46	29.46	31.26	38.51	0.50
23	23.06	23.71	24.41	25.16	25.91	26.86	28.01	28.96	29.96	31.76	39.01	0.50
24	23.56	24.21	24.91	25.66	26.41	27.36	28.51	29.46	30.46	32.26	39.51	0.50
25	24.06	24.71	25.41	26.16	26.91	27.86	29.01	29.96	30.96	32.76	40.01	0.50
Lane Increase		\$0.65	\$0.70	\$0.75	\$0.75	\$0.95	\$1.15	\$0.95	\$1.00	\$1.80	\$7.25	

Classified Employee Salary Matrix

Base Increase 3.75% 1.0375

2024-25

	A	B	C	D	E	F	G	H	I	J	N	Step Increase
1	15.21	15.86	16.56	17.31	18.06	19.01	20.16	21.11	22.11	23.91	31.16	
2	15.51	16.16	16.86	17.61	18.36	19.31	20.46	21.41	22.41	24.21	31.46	0.30
3	15.81	16.46	17.16	17.91	18.66	19.61	20.76	21.71	22.71	24.51	31.76	0.30
4	16.11	16.76	17.46	18.21	18.96	19.91	21.06	22.01	23.01	24.81	32.06	0.30
5	16.41	17.06	17.76	18.51	19.26	20.21	21.36	22.31	23.31	25.11	32.36	0.30
6	16.71	17.36	18.06	18.81	19.56	20.51	21.66	22.61	23.61	25.41	32.66	0.30
7	17.01	17.66	18.36	19.11	19.86	20.81	21.96	22.91	23.91	25.71	32.96	0.30
8	17.31	17.96	18.66	19.41	20.16	21.11	22.26	23.21	24.21	26.01	33.26	0.30
9	17.61	18.26	18.96	19.71	20.46	21.41	22.56	23.51	24.51	26.31	33.56	0.30
10	18.01	18.66	19.36	20.11	20.86	21.81	22.96	23.91	24.91	26.71	33.96	0.40
11	18.41	19.06	19.76	20.51	21.26	22.21	23.36	24.31	25.31	27.11	34.36	0.40
12	18.81	19.46	20.16	20.91	21.66	22.61	23.76	24.71	25.71	27.51	34.76	0.40
13	19.21	19.86	20.56	21.31	22.06	23.01	24.16	25.11	26.11	27.91	35.16	0.40
14	19.61	20.26	20.96	21.71	22.46	23.41	24.56	25.51	26.51	28.31	35.56	0.40
15	20.01	20.66	21.36	22.11	22.86	23.81	24.96	25.91	26.91	28.71	35.96	0.40
16	20.41	21.06	21.76	22.51	23.26	24.21	25.36	26.31	27.31	29.11	36.36	0.40
17	20.81	21.46	22.16	22.91	23.66	24.61	25.76	26.71	27.71	29.51	36.76	0.40
18	21.21	21.86	22.56	23.31	24.06	25.01	26.16	27.11	28.11	29.91	37.16	0.40
19	21.61	22.26	22.96	23.71	24.46	25.41	26.56	27.51	28.51	30.31	37.56	0.40
20	22.11	22.76	23.46	24.21	24.96	25.91	27.06	28.01	29.01	30.81	38.06	0.50
21	22.61	23.26	23.96	24.71	25.46	26.41	27.56	28.51	29.51	31.31	38.56	0.50
22	23.11	23.76	24.46	25.21	25.96	26.91	28.06	29.01	30.01	31.81	39.06	0.50
23	23.61	24.26	24.96	25.71	26.46	27.41	28.56	29.51	30.51	32.31	39.56	0.50
24	24.11	24.76	25.46	26.21	26.96	27.91	29.06	30.01	31.01	32.81	40.06	0.50
25	24.61	25.26	25.96	26.71	27.46	28.41	29.56	30.51	31.51	33.31	40.56	0.50
Lane Increase		\$0.65	\$0.70	\$0.75	\$0.75	\$0.95	\$1.15	\$0.95	\$1.00	\$1.80	\$7.25	

Classified Employee Salary Matrix

Base Increase 3.75% 1.0375

2025-26

	A	B	C	D	E	F	G	H	I	J	N	Step Increase
1	15.78	16.43	17.13	17.88	18.63	19.58	20.73	21.68	22.68	24.48	31.73	
2	16.08	16.73	17.43	18.18	18.93	19.88	21.03	21.98	22.98	24.78	32.03	0.30
3	16.38	17.03	17.73	18.48	19.23	20.18	21.33	22.28	23.28	25.08	32.33	0.30
4	16.68	17.33	18.03	18.78	19.53	20.48	21.63	22.58	23.58	25.38	32.63	0.30
5	16.98	17.63	18.33	19.08	19.83	20.78	21.93	22.88	23.88	25.68	32.93	0.30
6	17.28	17.93	18.63	19.38	20.13	21.08	22.23	23.18	24.18	25.98	33.23	0.30
7	17.58	18.23	18.93	19.68	20.43	21.38	22.53	23.48	24.48	26.28	33.53	0.30
8	17.88	18.53	19.23	19.98	20.73	21.68	22.83	23.78	24.78	26.58	33.83	0.30
9	18.18	18.83	19.53	20.28	21.03	21.98	23.13	24.08	25.08	26.88	34.13	0.30
10	18.58	19.23	19.93	20.68	21.43	22.38	23.53	24.48	25.48	27.28	34.53	0.40
11	18.98	19.63	20.33	21.08	21.83	22.78	23.93	24.88	25.88	27.68	34.93	0.40
12	19.38	20.03	20.73	21.48	22.23	23.18	24.33	25.28	26.28	28.08	35.33	0.40
13	19.78	20.43	21.13	21.88	22.63	23.58	24.73	25.68	26.68	28.48	35.73	0.40
14	20.18	20.83	21.53	22.28	23.03	23.98	25.13	26.08	27.08	28.88	36.13	0.40
15	20.58	21.23	21.93	22.68	23.43	24.38	25.53	26.48	27.48	29.28	36.53	0.40
16	20.98	21.63	22.33	23.08	23.83	24.78	25.93	26.88	27.88	29.68	36.93	0.40
17	21.38	22.03	22.73	23.48	24.23	25.18	26.33	27.28	28.28	30.08	37.33	0.40
18	21.78	22.43	23.13	23.88	24.63	25.58	26.73	27.68	28.68	30.48	37.73	0.40
19	22.18	22.83	23.53	24.28	25.03	25.98	27.13	28.08	29.08	30.88	38.13	0.40
20	22.68	23.33	24.03	24.78	25.53	26.48	27.63	28.58	29.58	31.38	38.63	0.50
21	23.18	23.83	24.53	25.28	26.03	26.98	28.13	29.08	30.08	31.88	39.13	0.50
22	23.68	24.33	25.03	25.78	26.53	27.48	28.63	29.58	30.58	32.38	39.63	0.50
23	24.18	24.83	25.53	26.28	27.03	27.98	29.13	30.08	31.08	32.88	40.13	0.50
24	24.68	25.33	26.03	26.78	27.53	28.48	29.63	30.58	31.58	33.38	40.63	0.50
25	25.18	25.83	26.53	27.28	28.03	28.98	30.13	31.08	32.08	33.88	41.13	0.50
Lane Increase		\$0.65	\$0.70	\$0.75	\$0.75	\$0.95	\$1.15	\$0.95	\$1.00	\$1.80	\$7.25	

Classified Employee Salary Matrix

Base Increase 3.50% 1.0350

2026-27

	A	B	C	D	E	F	G	H	I	J	N	Step Increase
1	16.33	16.98	17.68	18.43	19.18	20.13	21.28	22.23	23.23	25.03	32.28	
2	16.63	17.28	17.98	18.73	19.48	20.43	21.58	22.53	23.53	25.33	32.58	0.30
3	16.93	17.58	18.28	19.03	19.78	20.73	21.88	22.83	23.83	25.63	32.88	0.30
4	17.23	17.88	18.58	19.33	20.08	21.03	22.18	23.13	24.13	25.93	33.18	0.30
5	17.53	18.18	18.88	19.63	20.38	21.33	22.48	23.43	24.43	26.23	33.48	0.30
6	17.83	18.48	19.18	19.93	20.68	21.63	22.78	23.73	24.73	26.53	33.78	0.30
7	18.13	18.78	19.48	20.23	20.98	21.93	23.08	24.03	25.03	26.83	34.08	0.30
8	18.43	19.08	19.78	20.53	21.28	22.23	23.38	24.33	25.33	27.13	34.38	0.30
9	18.73	19.38	20.08	20.83	21.58	22.53	23.68	24.63	25.63	27.43	34.68	0.30
10	19.13	19.78	20.48	21.23	21.98	22.93	24.08	25.03	26.03	27.83	35.08	0.40
11	19.53	20.18	20.88	21.63	22.38	23.33	24.48	25.43	26.43	28.23	35.48	0.40
12	19.93	20.58	21.28	22.03	22.78	23.73	24.88	25.83	26.83	28.63	35.88	0.40
13	20.33	20.98	21.68	22.43	23.18	24.13	25.28	26.23	27.23	29.03	36.28	0.40
14	20.73	21.38	22.08	22.83	23.58	24.53	25.68	26.63	27.63	29.43	36.68	0.40
15	21.13	21.78	22.48	23.23	23.98	24.93	26.08	27.03	28.03	29.83	37.08	0.40
16	21.53	22.18	22.88	23.63	24.38	25.33	26.48	27.43	28.43	30.23	37.48	0.40
17	21.93	22.58	23.28	24.03	24.78	25.73	26.88	27.83	28.83	30.63	37.88	0.40
18	22.33	22.98	23.68	24.43	25.18	26.13	27.28	28.23	29.23	31.03	38.28	0.40
19	22.73	23.38	24.08	24.83	25.58	26.53	27.68	28.63	29.63	31.43	38.68	0.40
20	23.23	23.88	24.58	25.33	26.08	27.03	28.18	29.13	30.13	31.93	39.18	0.50
21	23.73	24.38	25.08	25.83	26.58	27.53	28.68	29.63	30.63	32.43	39.68	0.50
22	24.23	24.88	25.58	26.33	27.08	28.03	29.18	30.13	31.13	32.93	40.18	0.50
23	24.73	25.38	26.08	26.83	27.58	28.53	29.68	30.63	31.63	33.43	40.68	0.50
24	25.23	25.88	26.58	27.33	28.08	29.03	30.18	31.13	32.13	33.93	41.18	0.50
25	25.73	26.38	27.08	27.83	28.58	29.53	30.68	31.63	32.63	34.43	41.68	0.50
Lane Increase		\$0.65	\$0.70	\$0.75	\$0.75	\$0.95	\$1.15	\$0.95	\$1.00	\$1.80	\$7.25	

TRANSPORTATION-SPECIFIC PAY RATES

The rate for "types" of driving (e.g. vocational education, special education, and shuttle driving) which are currently classified as being paid on a route basis will continue to be paid by the route.

Types of Driving Paid by the Route	Compensation Amount July 1, 2022 to June 30, 2027
Vocational Education	\$59.52 per route
Shuttle Driving	\$ 16.82 or the driver's hourly rate (Whichever is higher) to drive both the AM and PM shuttle
Special Education	Paid by Route as follows: <ul style="list-style-type: none"> • Elgin \$88.75 • Rockford \$88.75 • Dundee \$88.75 • DeKalb/Belvidere \$65.99 • Bartlett/Streamwood \$111.50 • Naperville/Aurora \$125.14

Transportation Trip Pay

2022/23- \$20.00/hr

2023/34- \$20.50/hr

2024/25- \$21.00/hr

2025/26- \$21.50/hr

2026/27- \$22.25/hr

GENOA-KINGSTON CUSD #424
ATHLETIC COMPENSATION SCHEDULE (2022-2027)
Calculated at base of \$50,000 (Or base whichever is more)

<u>SPORT</u>	<u>LEVEL</u>	<u>CATEGORY</u>	<u>%OF BASE</u> <u>0-3 Yrs. Exp.</u>	<u>%OF BASE</u> <u>4-7 Yrs.Exp.</u>	<u>%OF BASE</u> <u>8+Yrs. Exp.</u>
Cheerleading-Fall	MS	A	4%	4%	5%
Cheerleading-Winter	MS	A	4%	4%	5%
Track Ass't Boys/Girls	MS	B	5%	6%	7%
Volleyball Ass't	MS	B	5%	6%	7%
Wrestling Ass't	MS	B	5%	6%	7%
Football Ass't	MS	B	5%	6%	7%
Cheerleading-Fall	HS	C	5%	6%	7%
Cheerleading-Winter	HS	C	5%	6%	7%
Cheerleading-Competitive	HS	C	5%	6%	7%
Dance- Fall	HS	C	5%	6%	7%
Dance - Winter	HS	C	5%	6%	7%
Dance - Competitive	HS	C	5%	6%	7%
Cross Country Head Boys/Girls	MS	C	7%	7%	8%
Track Head Boys/Girls	MS	C	7%	7%	8%
Volleyball Head	MS	C	7%	7%	8%
Wrestling Head	MS	C	7%	7%	8%
Basketball Boys/Girls (7th/8th)	MS	D	7%	8%	9%
Football Head	MS	D	7%	8%	9%
Baseball Ass't	HS	E	8%	8%	9%
Softball Ass't	HS	E	8%	8%	9%
Track Ass't Boys/Girls	HS	E	8%	8%	9%
Volleyball Ass't	HS	E	8%	8%	9%
Soccer Ass't Boys/Girls	HS	E	8%	8%	9%
Wrestling Ass't	HS	E	8%	8%	9%
Basketball Ass't Boys/Girls	HS	F	10%	10%	12%
Football Ass't	HS	F	10%	10%	12%
Baseball Head	HS	G	10%	11%	13%
Cross Country Head	HS	G	10%	11%	13%
Golf Head (Boys/Girls)	HS	G	10%	11%	13%
Softball Head	HS	G	10%	11%	13%
Track Head Boys/Girls	HS	G	10%	11%	13%
Volleyball Head	HS	G	10%	11%	13%
Soccer Head Boys/Girls	HS	G	10%	11%	13%
Wrestling Head	HS	G	10%	11%	13%
Basketball Head Boys/Girls	HS	H	13%	14%	16%
Football Head	HS	H	13%	14%	16%

GENOA-KINGSTON CUSD #424
EXTRA-CURRICULAR COMPENSATION SCHEDULE (2022-2027)
Calculated at base of \$50,000 (Or base whichever is more)

<u>ACTIVITY</u>		<u>CATEGORY</u>	<u>%OF BASE</u>
Chess Club		A	2.5%
Tech Club		A	2.5%
Science Club		A	2.5%
Spelling Bee Coordinator		A	2.5%
Archery		B	3%
Forensics		B	3%
Thespians		B	3%
Computer Club		B	3%
Marching Band Ass't	(HS)	B	3%
ACES		B	3%
Math Club		B	3%
Art Club		C	4%
Outdoor Club		C	4%
National Honor Society	(HS)	C	4%
Senior Class Sponsor (2)		C	4%
Sophomore Class Sponsor (2)		C	4%
Freshman Class Sponsor (2)		C	4%
Foreign Language Club		C	4%
Website Advisor		C	4%
Academic Bowl Assistant		C	4%
FCCLA	(HS)	C	4%
Community Impact Club	(HS)	C	4%
Future Problem Solvers		C	4%
ESports		C	4%
Community Impact Club	(MS)	D	5%
Debate/Drama Director	(MS)	D	5%
Student Council	(MS)	D	5%
Choir Director		D	5%
Building Club	(HS)	D	5%
DCP/SAFE		D	5%
Drafting Club		D	5%
FFA		D	5%
Yearbook - Newspaper		D	5%
Pit Orchestra Director (HS)		E	5.5%
SAGE		E	5.5%
Academic Bowl Head Coach		F	6%
Junior Class Sponsor (2)		F	6%
Musical Director		G	7%
Play Director		G	7%
Student Council	(HS)	H	7.5%
Multiple Band, Choir, and Music Performances	(MS)	I	11%
Multiple Band, Marching, and Music Performances	(HS)	J	19%

ARTICLE X

TERMS OF AGREEMENT

1. No Strike

During the term of this Agreement, the employees and the Association shall not participate in a strike in whole or in part. Strike means an employee's refusal in concerted action with others to report for duty, or his/her willful absence from his/her position, or his/her stoppage of work.

2. 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 for the duration of this Agreement.

3. 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. This Agreement supersedes and cancels all previous agreements, verbal or written, between the School District and the Association and constitutes the entire Agreement between the parties.

4. Management Rights

The Board shall not be required to bargain over inherent managerial policy, which shall include but is not limited to the following areas of discretion or policy, and, in addition, the Board, on its own behalf and on behalf of the electors of the District, hereby retains and reserves unto itself, without limitation, all powers, rights, authority, duties and responsibilities conferred upon and vested in it by the laws and the Constitution of the State and of the United States, including, but without limiting the generality of the foregoing, the right to:

- A. The legal, operational, geographical, and organizational structure of the District, including the chain of command, division of authority, organizational divisions and subdivisions, external and internal boundaries of all kinds, and advisory commissions and committees;
- B. The maintenance of efficiency in governmental operations;
- C. All services to be rendered to the public and to the District personnel in support of services rendered to the public; the nature, methods, quality, quantity, and standards of service and the personnel, facilities, vendors, supplies, materials, vehicles, equipment, and tools to be used in connection with such services;
- D. The financial structure of the District, including methods for raising revenue and the establishment and maintenance of the District's overall budget and budgetary allocations;
- E. The acquisition, disposition, number, location, types, and utilization of all District properties, whether owned, leased, or otherwise controlled;
- F. The lawful utilization of personnel not covered by this Agreement;

- G. The job classifications and the content and qualification thereof;
- H. The dates, times and hours of operation of District facilities, functions, activities, and operations, limited only by the terms of this Agreement;
- I. Safety and security measures for students, the public, properties, facilities, vehicles, materials, supplies, and equipment, including the various rules and duties for all personnel with respect to such matters;
- J. The determination of the curriculum, as well as educational policies, procedures, objectives, goals, and programs;
- K. The executive management of the organization and administrative control of the District and its properties and facilities, and the activities of its employees during work hours;
- L. Direct the work of its employees, determine the time and hours of operation and determine the kinds and levels of services to be provided and the methods and means of providing those services including entering into contracts with private vendors of services; and
- M. Hire all employees, and, subject to the provisions of law, to determine their qualifications and the conditions for their continued employment, discipline, dismissal or demotion; and to promote, assign, and transfer all such employees.

The exercise of the foregoing powers, rights, authority, duties and responsibilities by the Board, in adoption of policies, rules, regulations and practices in furtherance thereof, and the use of judgment and discretion in connection therewith shall be limited only by the specific and express terms of this Agreement and then only to the extent such specific and express terms hereof are in conformance with the Constitution and laws of the State of Illinois and the Constitution and the laws of the United States.

The District retains its right to amend, modify or rescind policies and practices referred to in this Agreement in case of an emergency.

5. Duration

This Agreement shall be effective July 1, 2022, and shall remain in effect until June 30, 2027.

GKEA Team

Board of Education Team

Signature: 

Signature: 

Name: Keith Foster

Name: Matt Krueger President BoE #424

Date: 8-8-22

Date: 8-9-22

In Witness Thereof:

For the Genoa-Kingston Education Association:

For the Board of Education of Genoa-Kingston CUSD #424:

Date: