

AGREEMENT

BETWEEN

**BOARD OF EDUCATION
PANHANDLE COMMUNITY UNIT SCHOOL DISTRICT #2**

AND

PANHANDLE TEACHERS' ASSOCIATION, IEA-NEA

2019 - 2023

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ARTICLE I
RECOGNITION

- 1.1 The Board of Education of Panhandle Community Unit School District #2, Raymond, Illinois, hereinafter referred to as the "Board," hereby recognizes the Panhandle Teachers Association IEA-NEA, hereinafter referred to as the "Association," as the exclusive and sole negotiation agent for all full and part-time certified teaching personnel (part-time being defined as teaching 50% or more) in bargaining unit assignments, including certificated counselors and librarians, and excluding: Mid-State Special Education Teachers, Superintendent, full-time and part-time Principals, and other administrative, managerial, supervisory personnel having the authority to hire, transfer, assign, promote, discharge, evaluate, or discipline other employees or having the responsibility to make other recommendations thereon.
- 1.2 Part-time teachers shall be included in the bargaining unit, but their benefits shall be pro-rated consistent with their fractional employment status.
- 1.3 The Board shall not bargain or negotiate with any individual employee represented by the Association.

ARTICLE II

NEGOTIATIONS PROCEDURE

- 2.1 The parties shall commence bargaining for a successor agreement on or before June 15, as per the Illinois Educational Labor Relations Act and its Rules and Regulations.
- 2.2 Either party may request mediation (the point when neither party will compromise their position in any way), at which time the Federal Mediation and Conciliation Service shall be contacted to assist in resolution of the negotiation. Should FMCS be unavailable within thirty (30) days, the parties shall immediately commence discussions as to a replacement. In the event that the parties cannot agree upon a replacement, the Illinois Educational Labor Relations Board shall be notified. The board will work cooperative with union in the filing of forms with the Illinois Educational Labor Relations Board within the prescribed timelines.

ARTICLE III
GRIEVANCE PROCEDURE

3.1 DEFINITIONS - a Grievance shall be:

- 3.1.1 Any claim by the Association or any employee that there has been a violation, misrepresentation, or misapplication of the terms of this Agreement.
- 3.1.2 All time limits consist of school days. Except when a grievance is submitted fewer than ten (10) days before or after the close of the current school term, then time limits shall consist of all week days.

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

- 3.2.1 Step I - The grievance must be presented in writing to the immediately involved supervisor, within ten (10) working days of the date of the event giving rise to the grievance, who will arrange for a meeting to take place within five (5) working days after the receipt of the grievance. The Association's representative (optional), the grievant, and the immediately involved supervisor shall be present for the meeting. Within five (5) working days of the meeting, the grievant and the Association shall be provided with the supervisor's written response, including the reason(s) for the decision.
- 3.2.2 Step II - If the grievance is not resolved at Step I, then the employee, or the Association, may refer the grievance to the Superintendent or the Superintendent's official designee within five (5) working days after receipt of the Step I answer. The Superintendent shall arrange with the Association representative for a meeting to take place within five (5) working days of the Superintendent's receipt of the appeal. Each party shall have the right to include in its representation such witnesses and counselors as it deems necessary. Within five (5) working days of the meeting, the Association shall be provided with the Superintendent's written response, including the reason(s) for the decision.
- 3.2.3 Step III - If the Association is not satisfied with the disposition of the grievance at Step II, the Association may submit the grievance to the Panhandle Community Unit District #2 Board of Education. The Board will have ten (10) calendar days to resolve the grievance.
- 3.2.4 Step IV - If the Association is not satisfied with disposition of the grievance at Step III, the Association may submit the grievance to final and binding arbitration under the Voluntary Labor Arbitration Rules of the American Arbitration Association. The parties may use AAA, FMCS, or a mutual selection to determine an arbitrator. If a

demand for arbitration is not filed within thirty (30) calendar days of the date for the Step III answer, then the grievance shall be deemed withdrawn.

- 3.2.4.1 Neither the Board of Education nor the Association shall be permitted to assert any grounds or evidence before the arbitrator which has not previously been disclosed to the other party.
- 3.3 **BYPASS TO SUPERINTENDENT** - If the Association and the Superintendent agree, any step of the grievance procedure may be bypassed and the grievance brought directly to the next step.
- 3.4 **BYPASS TO ARBITRATION** - If the Board and the Association agree, a grievance may be submitted directly to arbitration.
- 3.5 **TIME LIMITS** - Time limits may be extended with the consent of both parties.
- 3.6 **CLASS GRIEVANCE** - Class grievances involving one or more employees or one or more supervisors, and grievances involving an administrator above the building level may be initially filed by the Association as Step III.
- 3.7 **GRIEVANCE WITHDRAWAL** - A grievance may be withdrawn at any level without establishing precedent.
- 3.8 **NO WRITTEN RESPONSE** - The failure of a teacher or the Association to appeal any grievance within the prescribed time limits will act as a bar to any further appeal. An administrator's failure to give a decision within the time limits shall permit the grievant to proceed to the next step.
- 3.9 **AAA RULES** - Upon mutual agreement of the parties, the Expedited Arbitration Rules of the American Arbitration Association may be used instead of the Voluntary Labor Arbitration Rules.
- 3.10 The fees and the expenses of the arbitrator shall be shared equally by the parties. All other costs shall be paid by the party which incurs them.
- 3.11 **RELEASED TIME** - Should the arbitration hearing or step meeting require that the grievant and/or the Association representative be released from their regular assignment, the grievant and/or the Association representative shall be released without loss of pay or benefits.
- 3.12 **FILING OF MATERIALS** - All records related to a grievance shall be filed separately from the personnel files of the employees.
- 3.13 No reprisals shall be taken by the employer against any employee because of the employee's participation in a grievance.

ARTICLE IV

EMPLOYEE AND ASSOCIATION RIGHTS

- 4.1 PARENTAL COMPLAINTS - With regard to complaints, information and/or materials received by the District from a parent relating to employee misconduct, the following shall apply:
- 4.1.1 The parent of any District student who has a complaint concerning an employee shall address and seek a mutual resolution of such complaint with the employee. The parent may request that a building administrator be present during any such meetings with the employee. If the parent is uncomfortable about addressing the complaint with the employee, then a building administrator shall do so on the parent's behalf. For good cause as determined by the Building Principal and the employee, an employee may be excused from meeting with the parent, and a building administrator shall do so on the employee's behalf. Whenever a meeting is convened concerning a parent complaint, the employee may elect to have an Association representative present during the meeting. The Association representative's role is to document the proceedings as a neutral observer.
 - 4.1.2 If a meeting is held and the complaint is not resolved, then the complaint will be reduced to writing by the administration with copies provided to the employee and the employee's immediate supervisor. The employee may make a written response to such complaint which shall be attached to the District's copies of such complaint. In such cases, the administration shall take corrective and/or disciplinary measures, if warranted, in order to resolve the complaint.
 - 4.1.3 Complaints which are determined to be false or are not substantiated shall not be referenced in the employee's personnel file nor used in any current or subsequent evaluation or disciplinary action concerning such employee.
- 4.2 PHYSICAL ASSAULT ON A TEACHER - A teacher shall promptly report to his/her building Principal, or other person designated by the Superintendent, any alleged case of physical assault on such teacher while performing his/her assigned duties. If the States Attorney decides to prosecute said person, the teacher shall be released from his/her assigned duties while testifying without loss of salary.
- 4.3 DUES DEDUCTION - The district will withhold IEA - NEA and local Association dues from the individual employee's pay check and forward this money to the Association upon authorization from the employee.
- 4.4 USE OF SCHOOL MAIL - The Association members will be allowed to use their school mail boxes and e-mail for the distribution of information regarding Association business, meetings, and programs. Should this article be deemed illegal by a court of competent jurisdiction, it shall become null and void.

- 4.5 **USE OF SCHOOL EQUIPMENT AND FACILITIES** - The Association will be allowed to use equipment and school facilities for local meetings before or after school if it does not interfere with normal school operation. The Association will pay for consumable materials it uses.
- 4.6 The Board shall make available to the Association President the following documents and kinds of information as they are received, completed, or compiled, or as otherwise indicated:
- 1) Official minutes of the Board of Education meetings;
 - 2) Annual school auditor's report and Management Letter;
 - 3) Current fiscal year budget;
 - 4) Information, statistics, and records which may be relevant to negotiations or necessary for the proper enforcement of the terms of this Agreement, as requested by the Association, as are open to the public by law;
 - 5) Budget summaries when changes occur.
- 4.7 **BOARD AGENDA** - One (1) copy of the Board of Education's agenda will be delivered to each school's Building Representative and the Association President by e-mail and/or inter-school mail at least two (2) work days prior to each Board of Education meeting. It is the Association's responsibility to notify the Superintendent as to the name of the new president and each new building representative for the coming year. After the Association receives the agenda, the superintendent will be available to discuss any agenda item.
- 4.8 **BOARD MEETINGS** - The Association may address the Board at a regularly scheduled meeting on a topic of interest to the Association. Such topics shall be presented to the Superintendent five (5) calendar days prior to the Board meeting. If a topic is deemed urgent by the Association, this time limit can be waived. Communications to the Board shall be made known in writing to the superintendent; communications to the Association shall be made through the Association president.
- 4.9 **PERSONNEL FILE** - The contents of the personnel file, and teacher access to it, will be according to Board rules consistent with Public Act 83-1104, Personnel Records Act.
- 4.11 **BOARD RESPONSIBILITY AND ASSISTANCE** – The board recognizes its responsibilities to support and assist employees with respect to the maintenance of control and discipline in the classroom. Whenever in the judgement of the certified teacher with the approval of administration that a particular pupil requires the attention of special teachers, special counselors, social workers, law enforcement personnel, physicians, other professional persons, reasonable steps will be taken to assist the employee with respect to such pupil.
- 4.11.1 **TEACHERS RIGHTS TO EXCLUDE A STUDENT FROM CLASS** – A teacher may exclude a pupil from a class period when he/she violates board regulations for student discipline. When a pupil is excluded by a teacher, the student shall be sent from the classroom to building administrative office and the problems shall be referred for solution to the building Principal or his/her designee.

- 4.11.2 **EMPLOYEE RIGHTS AND BOARD ASSISTANCE** – The employee has the right and the responsibility to maintain a reasonable standard of orderly behavior in his/her classroom, and to use reasonable force to maintain safety for the other students, school personnel or persons or for the purpose of self-defense or for the defense of property. Employees have all board assistance in any assault cases while the employee is performing his/her assigned duties and in any assault cases that are school related. The board assistance shall consist of:
- 4.11.2.1 **Notification Incident**– Notifying the proper authorities (police or sheriff) once the incident has been reported to the building Principal and the Superintendent.
 - 4.11.2.2 **Legal Counsel** – Consultation by the board’s attorney with the teacher in outlining the teacher’s legal rights and alternative course of action.
 - 4.11.2.3 **Suspension of Student** – Any student(s) committing an assault and/or battery on an employee shall be dealt with in accordance with the district disciplinary policy.
- 4.11.3 **EMPLOYEE RIGHTS AND BOARD RESPONSIBILITIES** – After following the board approved district crisis response plan an employee shall not be subjected to discipline because of:
- a. Notifying the proper authorities (police or sheriff) an assault of an employee
 - b. Filing charges against a student
 - c. Notifying DCFS of suspected neglect and/or abuse.

ARTICLE V

FORMAL EMPLOYEE CLASSROOM EVALUATION PLAN

FORMAL EVALUATIONS SHALL BE CONDUCTED OPENLY AND WITH FULL KNOWLEDGE OF THE TEACHER

- 5.1 Each tenured teacher will be evaluated at least once every other year according to the current agreement between the Board of Education and the Panhandle Teachers' Association.
- 5.2 Each teacher will be evaluated through personal observation in the classroom and appropriate school settings by the building Principal.
- 5.3 Evaluators for Panhandle Community Unit School District #2 include the superintendent and the building Principals. These administrators must be qualified and trained in evaluation.
- 5.4 An evaluation conference with the teacher will be held within ten (10) working days after the formal evaluation.
- 5.5 The teacher will have an opportunity to attach a written response to the evaluation.
- 5.6 Upon completion of the evaluation, copies of each teacher's evaluation and the teacher's self-evaluation will be placed in that teacher's personnel file and the teacher will be provided a copy of the Principal's evaluation.
- 5.7 The evaluator must provide "specification" on the teacher's "strengths and weaknesses" and must give supporting reasons for the comments made.
- 5.8 All other provisions of this section will be pursuant to the Illinois School Code and ISBE Part 50.
- 5.9 Any conduct observed during informal evaluations of a teacher by the evaluator that is considered "unsatisfactory" or "needs improvement" and will be included in the formal evaluation, shall be reduced to writing, and given to the teacher within ten (10) school days of being observed along with suggestion(s) for improvement(s).

ARTICLE VI

JOB SECURITY

- 6.1 The Board shall, in consultation with the Association, each year establish a continuous service list which shall include the names, date of employment, types of certificates held, positions qualified to teach, and teaching positions held within the district. At the time the list is developed an appeals procedure will be established in the event that errors are discovered in the initial list by employees.
- 6.2 All other provisions of this section will be pursuant to the Illinois School Code.

ARTICLE VII

LEAVES OF ABSENCE

- 7.1 SICK LEAVE - BEREAVEMENT LEAVE - The Board shall grant all certified teachers twelve (12) days of leave at full pay each school year for sickness and/or bereavement. If any teacher or employee does not use the full amount of annual leave allowed, the unused amount shall accumulate to an unlimited number.
- 7.1.1 Sick leave shall be interpreted to mean personal illness, quarantine at home, or serious illness in the household_of the immediate family. The immediate family shall be interpreted to mean parent, husband, wife, child, grandparent, mother-in-law, father-in-law, sister, brother, brother-in-law, sister-in-law, grandchildren, uncle, aunt, niece, nephew, and legal guardian.
- 7.1.2 Planned sick days-doctor, dentist, etc.-must be taken in 1/8, 1/4, 1/2, 3/4, or full day increments.
- 7.1.3 Bereavement Leave - shall be granted in case of the death of a spouse, parent, child, (half, step, foster), grandparent, in-law, sibling (half, step, foster), aunt, uncle, niece, or nephew. Staff may use sick leave to attend a non-family member funeral if personal/emergency leave has been exhausted.
- 7.1.1 Any teacher who has accumulated 120 sick days at the end of the preceding year will be granted fifteen (15) sick days per year instead of 12.
- 7.2 PERSONAL EMERGENCY LEAVE - An absence of three (3) days per year may be used for personal business. When a teacher wants to use a personal day, the request will be made to the administration three (3) days in advance if and when possible. Personal leave may not be taken the first day or last day of the school calendar unless approved by the Superintendent. Personal leave may not be taken on days when final exam work or state tests are scheduled, or when special teacher programs (institute, SIP, or parent teacher conferences) are scheduled. Personal leave must be taken in 1/8, 1/4, 1/2, 3/4, or full day increments. The Superintendent may waive these requirements. Unused personal leave days will be accumulated up to five (5) days. Any unused personal leave days in excess of five (5) shall convert to sick days. No more than three (3) days may be used consecutively.
- 7.3 LEAVE OF ABSENCE - The Board, upon written request, may grant a leave of absence to a tenured teacher, in compliance with provisions of the State Code of Illinois. Written requests for leaves of absences without pay shall be made at least two months before the leave is desired.
- 7.4 MATERNITY/PATERNITY/CHILD REARING LEAVE - All requests for such leave will be presented in writing to the Superintendent for presentation to the Board. Reasons for requesting the leave will be stated in the request.
- 7.5 JURY DUTY - Teachers called to serve as jurors or subpoenaed to appear in a court of law shall be excused from school duty without loss of pay or benefits provided the teacher

reimburses the Board for any jury pay received not to include meals, mileage, parking and hotels.

- 7.6 ASSOCIATION LEAVE - In the event that the Association desires to send representatives to a state or national conference, these representatives shall be excused. The Association shall be limited to a maximum of four (4) days per school year. Two (2) Association leave days shall be at no cost to the Association. The remaining two (2) days, the Association shall reimburse the District for the cost of the substitutes. No more than two (2) teachers shall be excused for said leave. Notification of such leave shall be submitted in writing at least ten (10) days in advance of the date of the leave.

- 7.7 PROFESSIONAL LEAVES - Requests for attendance at workshops, conventions, meetings, or athletic clinics, including registration fees, will be submitted through the building Principal and pre-approved by the Superintendent.

ARTICLE VIII

WORKING CONDITIONS

- 8.1 CALENDAR - The Calendar Committee, consisting of a representative from each building and the Superintendent, shall work together to propose a calendar for the coming school year. This calendar shall be submitted to the Board for approval. The school calendar shall not exceed one hundred eighty (180) employee work days for employees under regular contract. The Board may schedule emergency days but in no event shall an employee be required to work more than 180 days without extended contract pay.
- 8.2 IN HOUSE SUBSTITUTION - When required by the administration, In-House Substitutes will be reimbursed at \$25.00 per period or pro rata.
- 8.3 TEACHING ASSIGNMENTS -
 - 8.3.1 Teachers will be notified of their tentative teaching assignments within thirty (30) days after the last day of school.
 - 8.3.2 Teachers will be made aware of their tentative transfer or reassignment and will be given the opportunity to discuss it with the administration.
 - 8.3.3 An employee who is involuntarily transferred can request to be released from his/her contract upon written notice by employee.
 - 8.3.4 All teachers in grades 6-12 in the district are covered. A normal teaching load will be no more than six academic classes and no more than one supervisory assignment per day. Any assignment that requires a teacher to prepare for and teach is to be considered a class. If there is a need for a teacher to assume more than the above-named responsibilities, the teacher and the administration must agree to the assignment.

Possible Teaching Assignments:

Time	Periods	Classes	SV	Prep	Addt. Pay
8:05-3:00	8	6	1	1	-
8:05-3:00	8	7	0	1	1/8
7:10-3:00	9	7	1	1	1/7
7:10-2:15	8	6	1	1	-
7:10-2:15	8	7	0	1	1/8
7:10-3:00	9	7	0	2	1/8

- 8.4 VACANCIES WITHIN THE DISTRICT - Teachers within the school district will have the opportunity to apply for vacancies which occur within the district. Whenever an opening, vacancy, or promotional position occurs, the Superintendent shall, within three (3) working days:

- 8.4.1 Post a notice in all school buildings on bulletin boards in the teachers' lounge.
- 8.4.2 Provide notice to the Association President or designee via e-mail of vacancies.
- 8.5 FULL DAY TEACHER INSTITUTE - This will be a non-student attendance day at the beginning of the first semester and the end of second semester unless more than two district-wide institutes are scheduled.
- 8.6 TEACHER'S PAY - Each teacher (excluding teachers on extended contracts) shall be paid on the basis of twenty (20) or twenty-four (24) payments. Teachers shall declare the 20 or 24 payment option on or before September 1 of each year. The date of pay shall be on the 15th and the last day of each month, except when the 15th or last day of the month is not a work week day. If the 15th or the last day of the month falls on a weekend or holiday, then the pay day will be the last work week day prior to the scheduled pay date. The district will provide direct deposit of employee earned compensation to a bank of the employee's choice, provided the bank has the capability of receiving and accepting direct deposits made by the district.
- 8.7 PREPARATION PERIODS - High school and junior high teachers will receive one class period per day, and elementary teachers will receive a minimum of five (5) thirty-minute periods per week of non-student contact time. Elementary Music and Art are considered prep periods for the elementary staff.
- 8.8 CLASSROOM AIDES - A teacher may request help from a certified teacher's aide through the building Principal. The teacher will give particulars as to why the aide is needed and the duties the aide would perform. Employment of a certified aide upon the recommendation of the Superintendent will be considered by the Board at the next regularly scheduled Board meeting.
- 8.9 CLASS SIZE - The Board and Association agree that class size shall be closely monitored at each grade level/subject area. The numbers assigned to each classroom, including Mid-State students shall be based upon the following which include (1) age and grade level of the students, (2) ability level of the students, (3) course content, (4) equipment used, (5) availability of space and other appropriate factors.

The Principal shall meet with staff members in the spring of each year to discuss anticipated class size for the forthcoming year. In the event enrollments exceed expectation, the Principal will meet with the teacher(s) involved to study the problem.

- 8.10 NORMAL WORK DAY - Teachers are required to report for work at 7:45 a.m. Teachers shall be permitted to leave at 3:15 p.m. On Fridays and days preceding vacations or holidays, teachers shall be permitted to leave after students in the area of supervision have vacated. Teachers will not be required to serve bus or supervision duties outside the 7:45 am to 3:15 pm normal work day. Every effort be made to balance duty schedules within buildings.

Teachers assigned to teach early bird classes may leave fifteen (15) minutes after their last assigned period and a preparation period shall be considered as an assigned period.

- 8.11 STAFFINGS - The administration will make every effort to schedule staffing's during times other than the affected employee's scheduled preparation period. When these staffing's scheduled during the employee's scheduled preparation period, the employee will be paid pro rata the rate of in-house substitution. If said staffing's occurs during the regular instructional class time, a substitute shall be assigned to cover the class.
- 8.12 MENTORING - Panhandle CUSD #2 will provide a mentoring program for all newly hired teachers to the Panhandle School District. It will include a two (2) year orientation program for teachers who are new to the profession (i.e. 0-2 years teaching experience) as provided by law and as approved by the Illinois State Board of Education. The District will also provide a one year orientation program for teachers with more than two (2) years of teaching experience who are new to the district. The mentor and new teacher relationship will be confidential in nature and at no time will mentors be involved in any activities evaluative in nature.

A teacher new to the profession will be assigned a mentor during the first and second year of employment. The administration will attempt to select a tenured teacher from that building who has a similar teaching assignment as the mentoring teacher for the new hire. New hires or mentors may request a reassignment if the work relationship between the new hire and the mentor is not professionally productive.

First year teachers with no previous experience will attend a two-day district workshop to be held no earlier than the week before school begins in the fall. The format and the agenda for the workshop will be determined by the Superintendent and Board of Education but shall include workshop time on curriculum, technology, grading, district handbooks, classroom preparation and classroom discipline. Second year teachers may be required to attend a maximum of one day of the summer workshop as determined by the administration and communicated to the second year teacher in writing by the last school day of the first year teacher's employment. Continuing Education Units will be awarded for completion of the (1 or 2 day) workshops.

A teacher new to the district with more than two (2) years of teaching experience will be assigned a buddy/mentor tenured teacher during the first year of employment. The buddy/mentor teacher will be selected from the tenured teaching staff of the building to which the teacher who is new to the district is assigned, whenever possible. The teacher new to the district but with more than two years' experience will also be expected to attend the second day of the two-day workshop during the first year of employment. The new hires and their mentors are expected to spend a minimum of two hours meeting each month.

Mentors will be required to attend either day one or day two of the new teacher workshop as determined by administration as well as being available to meet weekly with the new hire.

A tenured teacher who seeks to volunteer as mentor or a buddy/mentor for the news school year should notify his or her building Principal in writing prior to the last day of the current school year. Priority will be given to tenured teachers who have not previously served as a mentor. Mentors will be paid a stipend as agreed on in the extra-curricular schedule.

- 8.13 **SECURITY CAMERAS** – The sole purpose of video security equipment is to secure the Panhandle School buildings. The purpose of video security equipment is not to evaluate the performance of employees or to monitor their behavior or conduct. Video security equipment will not be utilized to observe employee performance before, during, or after school hours or otherwise be accessed as documentation in the employee evaluation process.

The District personnel in connection with investigation of suspected criminal conduct or security violations or incidents may review data from the video security equipment. Access to data involving District personnel will be limited to appropriate administrative personnel and police liaison officers. Such review will take place in the office of one of the parties listed above.

If review of data inadvertently reveals alleged incidents of employee misconduct, the employee and the Association will be notified in writing if the district intends to investigate the alleged employee misconduct incident. In such investigations, the Association representative or the employee’s representative may review the data depicting the alleged employee misconduct.

The employee will have the right to be represented in all investigatory meetings regarding alleged misconduct unless the employee declines representation. Any discipline that may be imposed against the employee shall be in accordance with the applicable provisions of the agreement.

- 8.14 **DISTANCE LEARNING** – The receiving of distance learning courses (i.e. satellite, internet, or other media) will be limited to courses that cannot be offered by current district staff due to time, qualifications, course enrollment or associated costs.

For purposes of workload determination, a course taught by way of distance learning counts the same as any regular course taught in the district. Distance learning classes should not include more than thirty (30) students, inclusive of all local and remote sites, unless waived by the teacher.

If it is necessitated for a teacher to have an additional student contact period for the preparing, monitoring, and/or grading of work completed by student(s) involved in coursework via distance learning for the teacher to not receive their planning time, the teacher shall be paid “the above the normal teaching load” per the contract as listed under working conditions.

- 8.15 **RELOCATION STIPEND** – When classroom locations are changed as the result of a mandatory move within the district, the employee will have the option of packing the contents of his/her classroom for the new location. The district will provide packing materials. Employees will be paid a stipend of \$100 per day for up to five (5) days of seven hours per workday, with a maximum of thirty-five (35) hours with the approval of the Superintendent. The relocation stipend applies to staff who were employed during both years associated with the move.

ARTICLE IX

SALARY AND FRINGE BENEFITS

9.1 SALARY SCHEDULE - (Appendix A)

9.2 INSURANCE - The Board shall pay a portion of the monthly premium for the individual employee for major medical insurance or the same dollar amount for a medical supplement plan provided by a group insurance plan recommended by a committee of district employees, subject to approval by the Board. The Board will pay up to the following amounts:

2019-2020	\$795
2020-2021	\$825
2021-2022	\$855
2022-2023	\$855

9.3 TRAVEL EXPENSE ALLOWANCE - Employees will be reimbursed according to the following schedule:

Travel - Travel in personal vehicle will be reimbursed at the current IRS rate

Lodging/Meals - Lodging and meals will be reimbursed according to Board policy

9.4 LEAVE WITHOUT PAY - Request for leaves of less than five (5) days without pay (one day equaling 1/180 of individual's salary) shall be submitted in writing to the Superintendent at least two (2) weeks before the leave is desired. These leaves will not require Board approval. Leave without pay will be taken in full day increments.

9.5 TAX SHELTERED ANNUITY DEDUCTIONS - Employees may purchase a tax sheltered annuity in conformity with plans and limitations outlined by the federal government. Bi-monthly payroll deductions will be made for such purpose upon presentation to the Employer all necessary authorizations required by Board approved company and signed by the employee requesting such deductions.

9.6 BOARD PICK-UP OF CONTRIBUTION TO ILLINOIS TEACHERS' RETIREMENT SYSTEM - According to the authority granted by the Pension Reform Act of 1974, Section 414(h) of the Internal Revenue Code, the Board of Education agrees to pay to the Teachers Retirement System on behalf of each teacher nine percent (9.0%) of his/her TRS. Should any of the above be declared improper by an IRS ruling or opinion, that clause or portion thereof shall be deleted from this Agreement to the extent it violates the ruling or opinion.

9.7 EXTRA DUTY ASSIGNMENTS PAY - All Extra Curricular Stipends are calculated on the Base teachers' salary. (See Appendix B)

9.8 TUTION PAYMENTS - Teachers shall be reimbursed one hundred twenty-five dollars (\$125.00) per semester hour for each undergraduate course and two hundred fifty dollars (\$250.00) per semester hour for each graduate course approved by the Superintendent with a limit of twelve (12) semester hours per employee per year. Such reimbursement shall be subject to the following conditions:

- A. The teacher shall present a request for course approval to the Superintendent prior to the start of the class/coursework in which reimbursement is being requested. If such approval is denied, the teacher shall have the right to request an appeal. This decision shall be final.
- B. Once advance approval for the course is given and the course is completed, the following conditions must be met prior to the teacher receiving tuition reimbursement:
 - 1. All hours earned must be from an accredited college or university.
 - 2. Satisfactory completion and a grade of "B" or higher must be earned.
 - 3. An official transcript from the college or university must be on file in the Unit Office before reimbursement can be made.
- C. Only graduate level courses will result in advancement on the salary schedule. Advancement on the salary schedule will take place only after completion of the above requirements and only at the beginning of the school year following the course completion.
- D. Tuition reimbursement will be made after course work has been completed.
- E. Appeals Procedure - The Panhandle Teachers' Association President shall appoint a committee consisting of one elementary teacher and one teacher from the junior/high school. A Principal shall constitute the third member of this committee.

An employee must remain an employee of the district for the following year to receive summer reimbursement.

F. If the employee shall sever employment with the district, they shall reimburse the district for the tuition paid on the following schedule:

If leave is after the first year of tuition reimbursement;

1st year	80%
2 nd year	60%
3 rd year.....	40%
4 th year.....	20%

The payback schedule does not apply to the following reasons: RIF, termination, death, disability or unplanned retirement (subject to board approval).

- 9.9 ENHANCED SICK LEAVE - A bargaining unit member who tenders an irrevocable letter of resignation and retirement to the Panhandle Board of Education, a Teacher Retirement System (TRS) Retirement program on a date certain shall be eligible for a one-time sick-leave enhancement incentive granted exactly five years prior to retirement.

In exchange for receipt of a qualifying letter of resignation and retirement, the employer shall tender a one-time enhancement of the employee's accumulated sick leave to exactly three hundred forty (340) days. For example:

Example 1

A teacher properly tendering a qualifying letter on July 1, 2016 for a retirement effective July 1, 2021 who has 300 days of sick leave on July 1, 2016 shall have his/her sick leave immediately enhanced to 340 days of sick leave. The teacher will receive the annual contracted sick days enumerated in 7.1.4 of the contract. Therefore, his/her sick leave will increase by forty days on July 1, 2016. Assuming he/she uses 0 sick days in those five years, on July 1, 2021 she will have 340 days + (5 years x ___ contract sick days of the annual contracted sick days) = ___ days.

No teacher shall be allowed to receive a sick leave enhancement at any date later than five years prior to that teacher's binding and irrevocable date of resignation and retirement. No additional sick or other leave over that which is granted in the contract shall be granted under any circumstances to any teacher whose sick leave is enhanced according to the provision after July 1, of the school term five (5) years prior to resignation and retirement.

- 9.9.1 RETIREMENT PAY - Any employee who has taught in the Panhandle District shall be eligible for a bonus upon his/her retirement from the profession.

OPTION A

The teacher may elect to be paid his/her retirement bonus over a period of one, two, three or four years. In this case notification to the board of their intent to retire must be made on or before March 1, of the final one, two, three or four years of retirement. The employee shall be removed from the salary schedule and his/her TRS gross income for each of the employees final 4, 3, 2, or 1 years of employment shall be increased to 106% of the previous years TRS gross income. If the employee provides the employer an irrevocable notice of retirement on the March 1, four years before his/her retirement, the employee shall be removed from the salary schedule and his/her TRS gross income for each of the employees final four years of employment shall be increased to 106% of the previous years TRS gross income. The increase would be based on the final salary earned during the year that the teacher submitted the irrevocable letter of retirement and applied for the retirement bonus. Removal from the salary schedule shall mean that the employee is no longer eligible for step movement, lane movement or any other increase in TRS gross income of whatsoever kind or type except for the 6% increase provided for herein.

If the employee provides the employer with an irrevocable notice of retirement on the March 1, two years before his/her retirement the employee shall be removed from the salary schedule and his/her TRS gross income for each of the employees final two years of

employment shall be increased to 106% of the previous years TRS gross income. Removal from the salary schedule shall mean that the employee is no longer eligible for step movement, lane movement, or any other increase in TRS gross income of whatsoever kind or type except for the 6% increase provided for herein.

If the employee provides the employer with an irrevocable notice of retirement on the March 1, one year before his/her retirement the employee shall be removed from the salary schedule and his/her TRS gross income for each of the employees final one year of employment shall be increased to 106% of the previous years TRS gross income. Removal from the salary schedule shall mean that the employee is no longer eligible for step movement, lane movement, or any other increase in TRS gross income of whatsoever kind or type except for the 6% increase provided for herein.

The bonus shall be based on 6% of the employee's previous year's creditable earnings for each of the remaining one, two, or three years. In order for the employee to receive the above retirement bonus, he/she must be eligible to receive an annuity from TRS and provide proof from TRS that he/she has applied and been accepted for an annuity under the TRS rules and regulations. Along with the employees acceptance with TRS for retirement the employee must provide the board a letter of resignation. The letter is irrevocable. Teachers who are forced to retire because of ill health may also qualify if they meet the requirements and have not given prior notice.

If an employee's employment is reduced due to a reduction in force or because the employee ceases to perform an extra duty after the employee has submitted an irrevocable notice of retirement, the incentive shall be reduced proportionately for the remainder of the incentive period; or

OPTION B

The employee, at the employee's option, may provide an irrevocable notice of retirement by not later than September 1, of the year of retirement, and thereby receive a one time retirement incentive in the amount of 20% of the employees last salary schedule and step and lane placement to be paid to the employee in a lump sum not sooner than 31 days after the employee's retirement and not later than 60 days after the employee's retirement. For example, a teacher submitting an irrevocable notice in September of 2019 shall receive a bonus in the amount of 20% of his/her 2019-2020 salary 31 days after retirement but sooner than 60 days after retirement.

The purpose of such post retirement payment shall be to make the payment non-creditable earnings and thereby to exempt it from 6% cap penalties.

Either party may request to reopen consideration of this provision following any legislative or rule (including TRS interpretation of rules) changes that affect this provision, for the purpose of negotiating appropriate revisions. Status quo for purposes of such bargaining shall be compliance with this provision (to the extent possible) but under no circumstances shall status quo be interpreted to require the District to incur any additional TRS assessment or

penalty. If and when bargaining begins pursuant to a demand to bargain and if and when no agreement can be reached on the issue, the employer shall not be required to distribute any sum in a fashion that would result in any increased cost to the District due to a TRS assessment or penalty resulting from the legislative or rules change.

This provision is tentatively agreed to and ratified with the understanding that it will be submitted to TRS for review to obtain reasonable assurance for TRS that the District will incur no 6% cap penalties or additional assessments resulting from it and that its terms are not otherwise problematic to TRS. The language shall be revised through the negotiation process as necessary based upon findings from TRS and resubmitted and revised until reasonable assurance is obtained before this provision becomes effective and enforceable.

9.9.2 **RESCINDING NOTICE OF INTENT TO RETIRE** – If a teacher, teacher’s spouse, or teacher’s dependent child suffers a catastrophic injury or illness after giving notice of intent to retire, the teacher may rescind the letter of resignation. The additional sums received by the teacher as a result of section 9.9 shall be repaid by the teacher. The teachers and the district shall reach a schedule for repayment by payroll deduction as a condition of the teacher’s right to rescind. The teacher may apply to the board to rescind a letter of resignation under this section for other reasons, which the district may grant at its discretion.

Rescinding notice of intent to retire can only be utilized once during the employee’s term of employment.

ARTICLE X

BOARD RIGHTS

There is reserved exclusively to the Board of Education and thereby to the District, all responsibilities, powers, rights and authority expressly or inherently vested in it by the laws and constitutions of the State of Illinois and the United States of America. Except where limited by the written provisions of this Agreement, the District retains the rights and responsibilities to direct the affairs of the District in all of its various aspects. Such rights and responsibilities shall include, but are not limited to, the determination of District policy, the management and administration of the District, the establishment, modification or elimination of courses of instruction, special programs, athletic, recreational and social events, as deemed necessary or advisable by the District, the direction, supervision and placement of the teaching staff, and the determination of the placement of personnel in contractual continued service.

Any teacher covered by this Agreement may file a grievance pursuant to the provisions of Article III alleging that the District's exercise of any of the rights or responsibilities listed above conflicts with the written terms of this Agreement.

ARTICLE XI


EFFECT OF AGREEMENT

- 11.1 COMPLETE UNDERSTANDING - The terms and conditions set forth in this agreement represent the full and complete understanding between the parties. The terms and conditions may be modified only through the written mutual consent of the parties. The employer retains its statutory right to manage the school district. Implementation of those rights shall be consistent with this agreement and the rules and regulations of the Illinois Education Labor Relations Board.
- 11.2 INDIVIDUAL CONTRACTS - The terms and conditions of this Agreement shall be reflected in individual contracts or employment agreements.
- 11.3 SAVINGS CLAUSE - Should any article, section, or clause of this Agreement be declared illegal by a court of competent jurisdiction, then that article, section, or clause shall be deleted from this Agreement to the extent that it violates the law. The remaining articles, sections, and clauses shall remain in full force and effect.
- 11.4 NO STRIKE - The Association agrees that it will not, during the period of this Agreement, directly or indirectly, engage in or assist in a strike.
- 11.5 Term of Agreement – This Agreement shall be effective the first day of the 2019-2020 school year and continue in effect until the first day of the 2022-2023 school year.

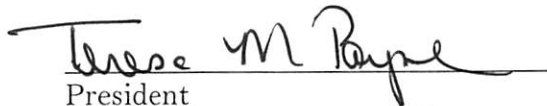
This Agreement was approved on the 6th day of August, 2019 by the Board of Education and the Panhandle Teachers' Association on the 24th day of July, 2019.
In witness thereof:

For the Panhandle Teachers'
Association, IEA, NEA

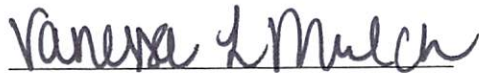
For the Board of Education
Panhandle Community Unit School District #2




President



President



Secretary



Secretary

Appendix A

2019-2020 Salary Schedule

STEP	BS	BS + 16	MS	MS + 16	MS + 32
0	39,055	39,773	42,235	43,058	44,331
	35,540	36,193	38,434	39,183	40,341
1	39,538	40,270	42,790	43,631	44,480
	35,980	36,646	38,939	39,704	40,477
2	42,227	42,992	45,843	46,725	47,607
	38,427	39,123	41,717	42,520	43,322
3	43,321	44,087	47,164	48,048	48,931
	39,422	40,119	42,919	43,724	44,527
4	44,410	45,173	48,488	49,370	50,253
	40,413	41,107	44,124	44,927	45,730
5	45,503	46,268	49,807	50,689	51,573
	41,408	42,104	45,324	46,127	46,931
6	46,592	47,356	51,135	52,014	52,895
	42,399	43,094	46,533	47,333	48,134
7	47,214	47,969	51,935	52,809	53,678
	42,965	43,652	47,261	48,056	48,847
8	48,774	49,540	53,776	54,659	55,543
	44,384	45,081	48,936	49,740	50,544
9	49,868	50,130	54,553	55,755	56,302
	45,380	45,618	49,643	50,737	51,235
10	49,853	51,724	56,419	57,300	58,187
	45,366	47,069	51,341	52,143	52,950
11	52,563	52,811	58,308	59,202	60,089
	47,832	48,058	53,060	53,874	54,681
12	53,665	54,438	59,644	60,535	61,426
	48,835	49,539	54,276	55,087	55,898
13	54,767	55,543	60,982	61,869	62,758
	49,838	50,544	55,494	56,301	57,110
14	55,870	56,641	62,315	63,207	64,096
	50,842	51,543	56,707	57,518	58,327
15	56,973	57,743	63,652	64,540	65,433
	51,845	52,546	57,923	58,731	59,544
16	58,073	58,845	64,988	65,876	66,765
	52,846	53,549	59,139	59,947	60,756
17	59,178	59,945	66,322	67,211	68,102
	53,852	54,550	60,353	61,162	61,973
18	60,279	61,051	67,656	68,546	69,438
	54,854	55,556	61,567	62,377	63,189
19	61,380	62,152	68,993	69,884	70,771
	55,856	56,558	62,784	63,594	64,402
20	61,608	62,380	70,330	71,218	72,108
	56,063	56,766	64,000	64,808	65,618
21					
22					
23	62,433	63,203	74,157	75,047	75,934
	56,814	57,515	67,483	68,293	69,100
24					
25					
26					
27/27+	63,620	64,391	76,529	77,421	78,307
	57,894	58,596	69,641	70,453	71,259

2020-2021 Salary Schedule

	39,251	39,971	42,446	43,274	44,553
0	35,718	36,374	38,626	39,379	40,543
	39,736	40,471	43,004	43,849	44,702
1	36,160	36,829	39,134	39,903	40,679
	42,438	43,208	46,073	46,959	47,845
2	38,619	39,319	41,926	42,733	43,539
	43,537	44,308	47,400	48,289	49,176
3	39,619	40,320	43,134	43,943	44,750
	44,632	45,399	48,731	49,618	50,504
4	40,615	41,313	44,345	45,152	45,959
	45,731	46,500	50,056	50,943	51,831
5	41,615	42,315	45,551	46,358	47,166
	46,825	47,592	51,391	52,275	53,159
6	42,611	43,309	46,766	47,570	48,375
	47,451	48,209	52,195	53,073	53,946
7	43,180	43,870	47,497	48,296	49,091
	49,018	49,787	54,045	54,933	55,821
8	44,606	45,306	49,181	49,989	50,797
	50,118	50,380	54,825	56,034	56,584
9	45,607	45,846	49,891	50,991	51,491
	50,102	51,982	56,701	57,587	58,478
10	45,593	47,304	51,598	52,404	53,215
	52,825	53,075	58,599	59,498	60,389
11	48,071	48,298	53,325	54,143	54,954
	53,933	54,711	59,942	60,837	61,733
12	49,079	49,787	54,547	55,362	56,177
	55,041	55,821	61,287	62,179	63,073
13	50,087	50,797	55,771	56,583	57,396
	56,149	56,924	62,627	63,523	64,416
14	51,096	51,801	56,991	57,806	58,619
	57,257	58,032	63,970	64,863	65,760
15	52,104	52,809	58,213	59,025	59,842
	58,363	59,140	65,313	66,205	67,099
16	53,110	53,817	59,435	60,247	61,060
	59,474	60,245	66,654	67,547	68,443
17	54,121	54,823	60,655	61,468	62,283
	60,580	61,356	67,995	68,889	69,786
18	55,128	55,834	61,875	62,689	63,505
	61,687	62,463	69,338	70,233	71,125
19	56,135	56,841	63,098	63,912	64,724
	61,915	62,692	70,681	71,574	72,468
20	56,343	57,050	64,320	65,132	65,946
21					
22					
23	62,745	63,520	74,527	75,422	76,314
	57,098	57,803	67,820	68,634	69,446
24					
25					
26					
27/27+	63,937	64,713	76,911	77,808	78,698
	58,183	58,889	69,989	70,805	71,615

2021-2022 Salary Schedule

STEP	BS	BS + 16	MS	MS + 16	MS + 32
	39,447	40,171	42,658	43,490	44,776
0	35,897	36,556	38,819	39,576	40,746
	39,935	40,674	43,220	44,069	44,925
1	36,341	37,013	39,330	40,103	40,882
	42,651	43,424	46,303	47,195	48,085
2	38,812	39,516	42,136	42,947	43,757
	43,755	44,530	47,637	48,531	49,422
3	39,817	40,522	43,350	44,163	44,974
	44,855	45,626	48,975	49,866	50,757
4	40,818	41,520	44,567	45,378	46,189
	45,959	46,733	50,307	51,198	52,090
5	41,823	42,527	45,779	46,590	47,402
	47,059	47,831	51,648	52,536	53,425
6	42,824	43,526	47,000	47,808	48,617
	47,688	48,449	52,455	53,337	54,215
7	43,396	44,089	47,734	48,537	49,336
	49,263	50,036	54,315	55,208	56,100
8	44,829	45,533	49,427	50,239	51,051
	50,368	50,632	55,099	56,314	56,866
9	45,835	46,075	50,140	51,246	51,748
	50,353	52,243	56,985	57,875	58,770
10	45,821	47,541	51,856	52,666	53,481
	53,089	53,340	58,892	59,796	60,691
11	48,311	48,539	53,592	54,414	55,229
	54,202	54,985	60,242	61,142	62,042
12	49,324	50,036	54,820	55,639	56,458
	55,315	56,100	61,593	62,490	63,388
13	50,337	51,051	56,050	56,866	57,683
	56,430	57,209	62,941	63,841	64,738
14	51,351	52,060	57,276	58,095	58,912
	57,544	58,322	64,290	65,187	66,089
15	52,365	53,073	58,504	59,320	60,141
	58,655	59,435	65,640	66,536	67,434
16	53,376	54,086	59,732	60,548	61,365
	59,771	60,546	66,987	67,885	68,785
17	54,392	55,097	60,958	61,775	62,594
	60,884	61,663	68,334	69,233	70,135
18	55,404	56,113	62,184	63,002	63,823
	61,996	62,775	69,685	70,585	71,481
19	56,416	57,125	63,413	64,232	65,048
	62,225	63,005	71,035	71,932	72,831
20	56,625	57,335	64,642	65,458	66,276
21					
22					
23	63,058	63,837	74,900	75,799	76,696
	57,383	58,092	68,159	68,977	69,793
24					
25					
26					
27/27+	64,257	65,036	77,296	78,197	79,091
	58,474	59,183	70,339	71,159	71,973

2022-2023 Salary Schedule

STEP	BS	BS + 16	MS	MS + 16	MS + 32
	39,644	40,373	42,871	43,708	45,000
0	36,076	36,739	39,013	39,774	40,950
	40,135	40,877	43,436	44,290	45,149
1	36,523	37,198	39,527	40,304	41,086
	42,864	43,642	46,535	47,431	48,325
2	39,006	39,714	42,347	43,162	43,976
	43,974	44,753	47,876	48,774	49,669
3	40,016	40,725	43,567	44,384	45,199
	45,079	45,855	49,220	50,115	51,011
4	41,022	41,728	44,790	45,605	46,420
	46,189	46,967	50,558	51,454	52,351
5	42,032	42,740	46,008	46,823	47,639
	47,295	48,070	51,907	52,799	53,692
6	43,038	43,744	47,235	48,047	48,860
	47,926	48,691	52,718	53,604	54,487
7	43,613	44,309	47,973	48,780	49,583
	49,509	50,287	54,587	55,484	56,380
8	45,053	45,761	49,674	50,490	51,306
	50,620	50,885	55,375	56,596	57,151
9	46,064	46,305	50,391	51,502	52,007
	50,604	52,504	57,269	58,164	59,064
10	46,050	47,779	52,115	52,929	53,748
	53,355	53,607	59,187	60,095	60,995
11	48,553	48,782	53,860	54,686	55,505
	54,474	55,259	60,543	61,447	62,352
12	49,571	50,286	55,094	55,917	56,740
	55,592	56,380	61,901	62,802	63,704
13	50,589	51,306	56,330	57,150	57,971
	56,712	57,495	63,255	64,159	65,063
14	51,608	52,320	57,562	58,385	59,207
	57,832	58,613	64,612	65,513	66,420
15	52,627	53,338	58,797	59,617	60,442
	58,948	59,732	65,968	66,869	67,771
16	53,643	54,356	60,031	60,851	61,672
	60,070	60,848	67,322	68,224	69,129
17	54,664	55,372	61,263	62,084	62,907
	61,188	61,971	68,676	69,579	70,486
18	55,681	56,394	62,495	63,317	64,142
	62,305	63,089	70,033	70,937	71,838
19	56,698	57,411	63,730	64,553	65,373
	62,536	63,321	71,390	72,291	73,195
20	56,908	57,622	64,965	65,785	66,607
21					
22					
	63,374	64,156	75,275	76,178	77,079
23	57,670	58,382	68,500	69,322	70,142
24					
25					
26					
	64,578	65,362	77,682	78,588	79,487
27/27+	58,766	59,479	70,691	71,515	72,333

2019 - 2023 Extra-Curricular Schedule

Position	1-3 years	4-6 years	7-9 years	10+ years
Athletic Director	12%	14.50%	16.50%	18.50%
Volleyball HS Head	12%	14.50%	16.50%	18.50%
Basketball HS Head	12%	14.50%	16.50%	18.50%
Soccer Head	10%	11%	12%	15%
Softball HS Head	10%	11%	12%	15%
Volleyball Jr. High	10%	11%	12%	15%
FFA	11%	12%	13%	14%
Volleyball HS Asst.	9%	10%	11%	12%
Basketball HS Asst.	9%	10%	11%	12%
Band (Summer)	10%	10.50%	11%	11.50%
Soccer Asst.	9%	10%	11%	12%
Golf	7%	8%	9%	10%
Cheerleading HS	7%	8%	9%	10%
Cheerleading HS Asst.	5%	6%	7%	8%
Baseball JH	7%	8%	9%	10%
Softball HS Asst.	7%	8%	9%	10%
Softball JH	7%	8%	9%	10%
Academic Bowl HS	7%	8%	9%	10%
Academic Bowl JH	7%	8%	9%	10%
Drama Club/Play	7%	8%	9%	10%
Yearbook/Newspaper	5.50%	6%	6.50%	7%
Vocal Music	1%	1.50%	2%	2.50%
Fresh Advisor	1.50%			
Soph Advisor	1.50%			
Junior Advisor	3%			
Senior Advisor	2%			
National Honor Society	2%			
Student Council	3%			
Mentoring	3%			
Young Author Asst.	2%			
LCSO	2%			
Spanish Club	2%			
Technology Club	2%			
Dual Credit position	2%			
Summer Guidance	10%			
Summer Tech	10%			
Ticket Taker	\$25 per event			
Scoreboard Operator	\$25 per event			
Scorebook Keeper	\$25 per event			
Extra Driving	\$25 per hour			
Bus Chaperone	\$25 per trip			
Basketball JH	10%	11%	12%	15%
Baseball HS	10%	11%	12%	15%
Baseball HS Asst.	7%	8%	9%	10%
FFA Summer	11%	12%	13%	14%
Cheerleading JH	7%	8%	9%	10%
SADD	2%			
Art Club	2%			

The Volleyball Jr High 7th, Baseball JH Asst., and Softball JH Asst., positions will be on an as needed basis as determined by the Head Coach, Athletic Director and Administration with final approval coming from the Board. These positions will be reviewed annually and if these positions are deemed necessary they will be paid the following schedule:

Position	1-3 years	4-6 years	7-9 years	10+ years
Volleyball Jr High Asst.	5%	6%	7%	8%
Golf Asst.	5%	6%	7%	8%
Baseball Jr High Asst.	5%	6%	7%	8%
Basketbal Jr High Asst.	5%	6%	7%	8%
Softball Jr High Asst.	5%	6%	7%	8%