

**KINGS CONSOLIDATED SCHOOL DISTRICT #144
KINGS, ILLINOIS 61068**

**TEACHERS'
CONTRACT**

**4 YEAR AGREEMENT FOR
2014-2015
2015-2016
2016-2017
2017-2018**

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ARTICLE I: RECOGNITION

1.1 RECOGNITION: The Board of Education of District 144, Ogle County, Illinois (hereinafter referred to as the “Employer” or the “Board”) recognizes the Kings Education Association IEA-NEA (hereinafter referred to as the “Association” or the “Union”) as the sole and exclusive bargaining representative for all full and part-time regularly employed certified classroom personnel (hereinafter referred to as the “Employee/s” or “Bargaining Unit Members). Exclusions include the Superintendent, Supervisors, and all other managerial and confidential Employees as defined by the Illinois Educational Labor Relations Act (hereinafter referred to as the “Act”).

1.2a DEFINITIONS: Employee: The term “employee” or “bargaining unit member” shall mean all regularly employed full and part-time employed certified classroom personnel.

1.2b PART-TIME EMPLOYEE: “part-time” employee (less than 100%) is defined as regularly employed certified classroom personnel that are and shall be provided benefits, excluding insurance, on a pro-rata basis.

1.2c DAYS: The term “days” when used in this agreement shall mean working days unless specifically defined otherwise.

1.2d SUPERINTENDENT: The term “Superintendent” shall mean the Superintendent of Schools.

1.2e EMPLOYER OR BOARD: The term “Employer or “Board” shall mean the Board of Kings Community Consolidated School District Number 144.

1.2f ASSOCIATION/UNION: The terms “Association” or “Union” shall mean Kings Education Association, IEA/NEA.

ARTICLE II: ASSOCIATION RIGHTS

2.1 BOARD MEETINGS: The board shall provide the Association President with written notice of all meetings of the Board on or off school premises and shall provide a copy of the meeting agenda at least 48 hours in advance of said meeting. Prior notice may be reduced in the case of an emergency meeting. A copy of the Board Minutes shall be provided the Association President after approval of minutes by the Board.

2.2 USE OF FACILITIES: The Association shall have the right to hold formal membership meetings outside the normal teacher day or after 3:15 PM on school property; provided such meetings in no way interfere with any aspect of the total

educational/instructional program of the school district, and provided that if such meetings entail additional maintenance, custodial or other expense, the Association shall pay such costs. Notification for such use shall be submitted to the Superintendent at least forty-eight (48) hours in advance of the time of intended use. No meeting may be conducted which does not have at least 90% of those attending being teachers or of association with KEA, and only KEA, exclusive of an Association UniServ representative.

2.3 USE OF INFORMATION: Upon request, the Board shall provide the Association President with a copy of its annual budget, audited financial statement, other information commonly provided to the public, and such other financial information which is routinely prepared for public distribution.

2.4 STAFF VACANCY NOTIFICATION: During the School year, the Superintendent will notify all employees of any teaching and extra-curricular position vacancies ten (10) working days before the publication of said vacancy. After the close of the current school year and before the commencement of the coming school year, the superintendent will mail, phone, e-mail, or fax all staff teaching vacancy notifications to any and all employees who submit such contact information. Any teacher desiring to apply for the vacancy shall have ten (10) working days from the date of notification of the existence of any such vacancy to do so. Interviewing and subsequent filling of the vacancy will take place upon expiration of the 10 day period.

2.5 ASSOCIATION USE OF DISTRICT FACILITIES AND EQUIPMENT: Association members, with permission of the Superintendent, may use School District equipment such as typewriters, computers, computer printers, copiers and other duplication or printing equipment for Association business, during non-school hours on school premises provided such equipment is not being used for school purposes at the time. The Association shall pay the cost of all materials and supplies used and the costs of any repairs due to carelessness or willful intent during the use of equipment for Association matters.

2.6 BUSINESS TRANSACTION BY ASSOCIATION REPRESENTATIVES ON SCHOOL PROPERTY: Association representatives shall be permitted to transact Association business on school property during non-school hours or after 3:15 PM. The Association representative shall make his presence known to the Superintendent or his designee upon entering the building.

2.7a DUES DEDUCTION: The Board shall deduct from employee's salary in equal installments, current memberships dues of the Association, provided that, at the time of such deduction, there is in possession of the Board a written authorization for continuing dues deduction voluntarily executed by the teacher. The Association shall annually, on or before the regular September Board meeting, certify in writing to all teachers in the District and the Board the annual dues for the school year. (The authorization shall remain in effect from year to year except that any employee may revoke such

authorization by giving written notice of such revocation to the Association and the Board between September 1 and September 30 of any year.)

2.7b The membership dues specified will be pro-rated and deducted from salary checks starting September 1. If an employee resigned between September 1 and September 30 of any year, the employee shall be liable for no dues in the ensuing year. (Any teacher employed after October 1 may authorize dues being deducted by presenting an authorization card to the Board writing thirty (30) days after date of employment.) The Superintendent will notify the President of the Association of any written resignation prior to the end of the school term within ten (10) days of acceptance of resignation by the Board.

2.7c Payroll deductions shall be equally deducted over the remaining pay periods and remitted to the Association within ten (10) working days following each pay period.

2.7d The Association agrees to hold harmless and defend the Board from any and all claims or suits, which may arise from the deduction of dues under this Section, provided only that the Board shall make such deductions and remittances as are provided herein.

2.8 PROCEDURES WHICH AFFECT MANDATORY SUBJECTS OF BARGAINING:
Before the board changes or adds any policies or procedures which affect mandatory subjects of bargaining they shall:

2.8a Notify the Association of any potential change. The Association may arrange for a meeting to take place within ten (10) days between representatives of the Board and the Association.

2.8b If the proposed changes are not acceptable to the Association, the Association may, within ten (10) days of the meeting between the parties, serve a written demand to bargain pursuant to the rules and regulations of the IELRB.

2.8c If during the life of this contract, the State of Illinois changes state code or law that impacts salary or benefits, negotiations to bargain such impact will be reopened.

2.9a **FAIRSHARE:** Each bargaining unit member as a condition of his/her employment, on or before thirty (30) days from the date of commencement of duties or the effective date of this Agreement, whichever is later, shall join the Association or pay a fair share to the Association equivalent to the amount of dues uniformly required of members of the Association, including local, state and national dues.

2.9b In the event that the bargaining unit member does not pay his/her fair share directly to the Association by a certain date as established by the Association, the Board shall deduct the fair share fee from the wages of the non-member.

2.9c Such fee shall be paid to the Association by the Board no later than ten (10) days following the deduction.

2.9d The obligation to pay a fair share fee will not apply to any employee who, on the basis of a legitimate religious tenet or teaching of a church or religious body of which an employee is a member, objects to the payment of a fair share fee of the entire fee, the Association will make payment in the behalf of the employee to a mutually agreeable non-religious charitable organization as per Association policy and the Rules and Regulations of the IELRB.

ARTICLE III: GRIEVANCE PROCEDURE

3.1 DEFINITIONS:

3.1a A grievance shall be a claim by an employee or group of employees that there has been a violation, misinterpretation or misapplication of the terms of this Agreement.

3.1b When a grievance is submitted less than ten (10) days before the close of the current school term, time limits shall consist of all calendar days.

3.2 PROCEDURES: The parties acknowledge that it is usually most desirable for a teacher and his/her immediate supervisor to resolve problems through free and informal communication. If this process fails, a grievance may be processed as follows:

3.2a STEP I: The grievant may present a grievance in writing to the Superintendent within ten (10) days of the event giving rise to the grievance. The written grievance shall state the nature of the grievance, shall note the specific clause or clauses of the Agreement allegedly violated, and shall state the remedy requested. The Superintendent shall arrange for a meeting to take place within ten (10) days after receipt of the grievance. The grievant, Association representative(s), and the Superintendent shall be present for the meeting. Within ten (10) days of the meeting, the grievant and the Association shall be provided with the superintendent's written decision regarding the grievance, including reasons for the decision reached.

3.2b STEP II: If the grievance is not satisfactorily resolved at Step I, the Association may refer the grievance to the Board within ten (10) days of receipt of the Step I answer. The Board shall arrange for a hearing to take place within ten (10) days of the receipt of the grievance. The grievant shall be represented by the Association at the Board hearing. Within ten (10) days of the hearing, the Association shall be provided with the Board's decision and reasons therefore.

3.2c STEP III: If the grievance is not satisfactorily resolved at Step II, the Association may submit the grievance to final and binding arbitration within ten (10) days of receipt of the Step II answer. The American Arbitration Association shall act as the administrator of the proceedings. The arbitrator shall consider and decide only the specific decision solely upon his/her interpretation of the meaning of the application of the specific terms of this Agreement to the facts of the grievance presented.

3.3 NO REPRISAL CLAUSE: No reprisals shall be taken by the Board, or the Superintendent against a teacher because of his/her participation in a grievance.

3.4 RELEASED TIME: Whenever possible, the investigation and processing of all grievances shall take place during non-school hours. Should the investigation or processing of any grievance require that any Employee or an Association representative shall be released from their assignment, the Employee and/or the Association representative shall be released. Employees will be paid the difference of normal daily salary and the cost of the substitute.

3.5 FILING OF MATERIALS: All records related to a grievance shall be filed separately from the personnel files of the Employee.

3.6 GRIEVANCE WITHDRAWAL: A grievance may be withdrawn at any level without establishing precedent.

3.7 NO WRITTEN RESPONSE: If no written response has been rendered within the time limits indicated by a step, the grievance shall proceed to the next level. Failure of the grievant or the Association to act upon any grievance within the prescribed time limits will act as a bar to any further appeal.

3.8 EXPEDITED ARBITRATION: Upon mutual agreement of the parties, the Expedited Arbitration Rules of the American Arbitration Association may be used.

3.9 COSTS: The fees and the expenses of the arbitrator shall be shared equally by the parties.

3.10 COURT REPORTER: If only one party requests the presence of a court reporter, that party shall bear the cost of the reporter. If the other party requests a copy of the transcript all costs shall be shared equally.

3.11 SETTLEMENT: By mutual agreement, a grievance may be settled at any step without establishing a precedent.

3.12 GRIEVANCE FORMS: The grievance form is attached hereto as Exhibit 1.

3.13 POSTPONEMENT: If only one party requests the postponement of an arbitration hearing, that party shall bear the cost of such postponement.

ARTICLE IV: WORKING CONDITIONS

4.1 LENGTH OF SCHOOL DAY: Bargaining members will be on duty from 8:00 AM to 3:30 PM with 45 minutes of lunch of which 30 minutes are uninterrupted; teacher and student lunch periods being equal. On Fridays, before vacations, or on days of special

functions, teachers may leave when students have departed the school premises. In cases of emergency, or in situations of which the employee has no choice or control of time, the employee should notify the Superintendent of the necessity for him/her to leave before 3:30 PM without having to tender a reason for said request. To ensure mutual protection of the parties the employee will make the notification as soon as he/she is aware of the need to leave. During inclement weather, when students are sent home early, Association members may also leave early. Association members may be asked to stay and or return after 3:30 PM for special functions such as open house and parent conferences. However, for after-school events involving a predetermined future date, the Association will be allowed input. The Employer agrees to provide notice of such functions as soon as the need for and the date and time of the function has been established.

4.1b There will be an early dismissal (2:30) on the first Wednesday of each month for collaborative and curriculum planning and activities within the building, said activities planned by certified staff.

4.2 **SUBSTITUTES:** Association members may be called upon to substitute for another Association member in an emergency situation. Substituting members will be reimbursed standard substitute pay in addition to their regular salary. If during the emergency situation, a regular substitute is called in and arrives before noon, the Association member will be paid .5 day sub pay. If a regular substitute arrives after noon then 1.0 day sub-pay will be given. Association members will not be required to call their own substitutes.

4.3 **PROFESSIONAL GROWTH:** Any opportunities for professional growth shall entail mutual collaboration between the Association and Board or its agent.

4.4 **CURRICULUM DEVELOPMENT:** The board views the professional staff as competent and able to assist in designing the curriculum in conformity with state statutes and the rules and regulations of the State Board of Education.

ARTICLE V: COMPENSATION

5.1a **SALARY SCHEDULE:** The salary schedule is set forth as Appendix A to this Agreement.

5.1b **SALARY PAYMENT:** The Association members shall be paid on the fifteenth (15th) and thirtieth (30th) days of each month during the contract year. In the case of a holiday or weekend falling on one of these dates the paycheck will be given out on the last workday before the payday in question.

5.1c The member will notify the Bookkeeper of his/her fulfillment of the qualifications for movement on the salary schedule by the first pay period. Upon verification of such fulfillment, the member will be credited with the appropriate salary. Should verification

be delayed, the member will be credited with the appropriate back-pay when said verification arrives.

5.1d New certified staff hired under this agreement will receive five (5) full years credit for five (5) years of experience and ½ year credit for each year of experience over 5 years.

5.2a SUPPLEMENTAL AND COMMITTEE WORK: The supplemental pay schedule is set forth as Appendix B in this Agreement.

5.2b Committee work outside of the school day's normal school hours of 8:00 AM to 3:30 PM will be compensated at a rate of \$20.00 per hour. Committees are requested to keep Superintendent and/or Board apprised of committee meetings.

5.3 SUPPLEMENTAL JOBS ADDED DURING THE SCHOOL YEAR: If, during the term of this agreement, the board shall create any additional supplemental jobs, said jobs shall be posted 30 days prior to assignments being made with the rate of pay determined by the Board. These supplemental jobs are voluntary and cannot be assigned.

5.4a MEDICAL AND HEALTH INSURANCE: The Board will provide 75% of single premium coverage for each teacher who is employed at .75 or more with hospitalization and medical insurance through a company chosen by the Board. Should an employee not desire board-paid insurance, the board will provide a flat fee of \$750 for that employee. Those employed at less than .75 will be paid a \$500 stipend in lieu of insurance. In the event the employee chooses the insurance option, the Board will pay the annual fee in 12 monthly installments. In the event of an employee's choice of the flat fee option, the \$750 fee will be paid in two equal installments during the first October and first January pay periods. The contractual time of insurance coverage for Board approved Health Insurance carrier of any given year is October 1st through September 30th. The open enrollment period for the medical insurance carrier is October 1, therefore the Bookkeeper must be notified at least seven (7) days prior to September 1 if he/she wishes insurance coverage and whether individual or family coverage. Premiums for such coverage are paid one month in advance. Therefore October premiums are paid in September. If for any reason, a bargaining unit member is no longer an employee of Kings School District, no insurance premiums from the employer and no insurance deductions from the employee (if applicable) will be made in the employee's last month of employment under the current contract. The same terms are applicable if the parties agree to change insurance carriers.

5.4b The Kings Education Association and Board of Education agree that the medical insurance premium coverage will include:

1. Co-pay for prescriptions
2. Laboratory, X-ray, and outpatient covered by major medical
3. Fifty percent (50%) of individual dental premium coverage
4. Mail order prescription service is available to staff members.

5.4c New full-time Association members will have Health Insurance coverage as of the first day of the school year. Partial payment for the month of August will be pro-rated and added into a subsequent salary deduction

5.4d Any employee presently covered by insurance will continue uninterrupted coverage for the duration of this contract, with the exception of employees who become separated from their employment, be it by their will or that of the Kings School District.

5.5 LIFE INSURANCE: The Board will pay the premium of a \$10,000. term life insurance policy for each full-time employee. New employees' policies will become effective on the day of the year in which employment begins.

5.6 BOARD-PAID RETIREMENT: In addition to the salary set forth on Appendix A, the Board shall remit for each teacher 100% for the life of this contract (which includes Retirement Health Insurance) of such teacher's compensation, determined as of September 1, 2012, due such teachers pursuant to the Compensation Schedule of this agreement to the Illinois Teachers' Retirement System to be applied to the retirement account of such teachers. Any increase in the amount required to be paid to the Illinois Teachers' retirement System will be computed on the contract's effective starting date of September 1st and will be shared on a 50/50 basis between the Board and each individual teacher. This will be effective for the life of this contract only. The teachers have no right or claim to moneys so remitted except as it may subsequently become available upon retirement or resignation from the Illinois Retirement System.

5.6a The balance of the amount due each teacher, pursuant to such Compensation Schedule, shall be payable to the teacher as salary in installments as otherwise provided herein, provided the board shall deduct from them all moneys as requested by law or as authorized by the teacher pursuant to this Agreement. Such withholding shall include any and all additional amounts requested to be paid to the Illinois Teachers' Retirement System for the account of such teacher.

5.6b In the event the Internal Revenue Service shall determine that such amounts paid to the Illinois Teachers' retirement are not properly excludable from income, the Board shall immediately commence to withhold Federal and State Income taxes there from.

5.6c The Association and each teacher will hold harmless the Board of Education, its members, its agents and its employees from any and all claims, demands, actions, complaints, suits or other liabilities by reason of faithful payment of contributions to the Illinois Teachers' Retirement System pursuant to the provision of this section. No such claim, demand, action, complaint or suit may be settled or compromised by the Association or any teacher without written consent of the Board if such claim, demand, action, complaint or suit adversely affects the Board of Education, its member's agents and /or its employees.

5.7 ANNUITY PLAN: The Board permits employees to participate in an annuity plan. Annuity payments will be deducted and paid from the Employee's salary each pay period.

5.8 TUTION REIMBURSEMENT: Tuition for graduate hours or undergraduate hours that go toward additional endorsements and are beneficial to the districts needs will be reimbursed at a rate of \$100.00 per graduate hour for classes in which a grade of C or above has been earned. Documentation of graduate hours will be presented for approval at the next Board meeting following submission by an Association member.

Reimbursement is to occur at the next pay period immediately after board approval. Notification of intent to enroll in classes must be given to the Board or to its designee prior to enrollment for tuition reimbursement to be considered.

5.9 RETIREMENT INCENTIVE

5.9a Any eligible teacher who submits a letter of intent to retire will be removed from the salary schedule and will receive a salary increase of 6%, based on teaching salary only, each year for the last 4 years of employment (hereinafter referred to as "retirement incentive").

5.9b To be eligible to receive the Retirement Incentive, the teacher must meet the following conditions:

1. Be at least sixty (60) years of age on or before December 31 of the year of retirement; or
2. Be at least fifty-five (55) years of age with at least thirty-five (35) years of creditable service as defined by the Illinois Teacher Retirement System by the last day of service in the school district; and
3. Have at least twenty (20) years of continuous teaching service in the public school system within the state of Illinois. Provide notice of intent to retire to the Board of Education in writing by June 30th of the year preceding the Retirement Incentive
4. Retire at the end of the school year following notice of intent to retire or writing four (4) school years from the date
5. Be eligible to receive and subsequently, in fact, apply for and take a non-discounted retirement annuity from the Teacher Retirement Service (TRS), without an early retirement penalty at the time of retirement, i.e. 55 years of age and 35 years of service at retirement.

5.9c The Retirement Incentive will be paid to any eligible teacher in equal installments with their regular paycheck.

5.9d If the teacher subsequently rescinds his/her intent to retire, any additional monies paid by the Board, over and above negotiated raises, must be repaid. Repayment schedule shall be equal to the time period during which the teacher was granted the retirement incentive or upon termination of teacher's employment whichever is the lesser.

ARTICLE VI: NEGOTIATION AND IMPASSE PROCEDURES

6.1 COMMENCEMENT OF NEGOTIATIONS: Negotiations shall begin no later than March 1, unless both parties agree to an alternate date. Meetings shall be held as necessary at times and places agreed upon by both parties.

6.2 TENTATIVE AGREEMENTS: All tentative agreements shall be reduced to writing and initialed by the spokesperson of the respective teams. A copy shall be given to each group.

6.3 FINAL APPROVAL: When the Association and the Board reach tentative agreement on all matters being negotiated, the items shall be reduced to writing and shall be submitted to the membership of the Association for ratification and then to the Board for official approval.

6.4 IMPASSE PROCEDURES: If, after all issues have been thoroughly discussed by the parties, an impasse exists and the parties are unable to reach an agreement, the parties will jointly request the Federal Mediation and Conciliation Service (FMCS) to appoint a mediator. If FMCS cannot appoint a mediator within thirty (30) days from the initiation of the request, the parties by mutual agreement shall select a mediator from a list established by the Illinois Educational Labor Relations Board or the American Arbitration Association. Nothing in this paragraph precludes the parties from mutual agreeing to an individual to act as mediator.

ARTICLE VII: LEAVES

7.1 ATTENDANCE AT MEETINGS, CONVENTIONS, WORKSHOPS, CONFERENCES, ETC.

7.1a If the Superintendent or the Board requires or approves a request that an employee attends any convention, meeting, workshop and/or conference within the current contract year(s), the employee shall be reimbursed for the actual expenses incurred. This includes registration fees, lodging costs, mileage at the stated IRS mileage reimbursement rate, and up to \$35.00 per day for meals (excluding alcoholic beverages). Reimbursement for mileage will be calculated from and back to Kings on school days or a location pre-approved by Board or its designee on non-school days. The Employee shall provide receipts as a basis for reimbursement of such expenses. Any of the above referenced events, but not limited to said specific events, at which attendance is required or requested by the Superintendent or Board, by voluntary service on required committees, or by State or Federally mandated programs may not be counted against an Employee's professional leave days.

7.1b Days used for professional growth opportunities (including, but not limited to conferences, meetings, workshops and/or conventions) may be used separately or in succession at the request of the certified staff member. Approval or denial of a professional day or succession of days must be determined and communicated to the staff member within three (3) working days from the date of the submission of the request.

7.1c Should an employee's attendance be required during the normal school day hours on a day he/she does not otherwise work, he/she shall be compensated, for hours worked, an hourly rate based on said employee's placement on the salary schedule.

7.2 SICK LEAVE:

7.2a The Board shall grant each employee ten (10) days sick-day leave per school year, all unused days accumulative to three hundred forty (340) days. Sick leave shall be interpreted to mean personal illness, quarantine at home, or death or serious illness in the immediate family or household." Members will notify Superintendent or his designee when the need for sick leave occurs.

7.2b Sick Leave Loan

Purpose: To help provide protection for eligible teachers for serious long-term catastrophic accident or illness.

An employee may borrow sick leave days at full pay and benefits from other bargaining unit employees with the written consent of the lending employee provided:

1. The borrowing employee has used all his/her personal accumulated sick leave days, including the current year's allotment;
2. The borrowing employee may borrow no more than twenty (20) sick leave days in any given school year. Days must be used in the school year they are borrowed;
3. An employee-lender may lend no more than a total of ten (10) sick leave days in any given school year;
4. The borrowing employee may repay the employee-lender(s). If repayment is desired by the lender, it shall occur within the next three (3) school years following the school year of the loan;
5. Should an employee fail to repay his/ her loan(s) or cease to be an employee of the District prior to the full and complete repayment of such loan(s) to an employee-lender(s), the Board is under no obligation or liability to repay the employee-lender for sick leave days not repaid. Sick leave days loaned but not repaid as provided in this article shall be lost by the employee-lender.
6. Employees shall not be required to borrow days prior to making application for disability benefits from the Illinois Teachers' Retirement System.

7.2c The board may require a physician's certificate by a Board designated physician, or if treatment is by prayer or spiritual means, that of a spiritual advisor or practitioner of such person's faith, as a basis for pay during leave after an absence of three (3) consecutive days for personal illness, or as deemed necessary in other cases.

7.3 UNPAID LEAVE

7.3a An unpaid leave of absence of one or two semesters may be granted by the Board to a certified staff member for educational, illness or child-rearing purposes, subject to such conditions as listed in the leaves section of Board Policy. The granting of leave in one instance shall not establish a precedent.

7.3b Whenever feasible, all leave applications shall be in writing and shall describe in sufficient detail the nature of the desired leave and its length and shall be submitted at least thirty (30) days in advance of the expected onset of the leave.

7.3c Employees granted leaves extending through the end of the school year shall notify the Board of their intention to return the next school year on or before March 1. Failure to notify the Board will constitute a resignation from employment. Employees granted leaves terminating sooner than the end of the school year shall notify the Board at least thirty (30) days in advance of their intention to return or shall forfeit their right to reemployment.

7.3d Leave of one semester in duration allows vertical advancement on the salary schedule; leave of two semesters does not allow vertical advancement.

7.3e Tenure benefits shall continue unaffected by the leave, but seniority time will not accumulate during the time of the leave. Fringe benefits are available to the employee on leave, but payment for such benefits is the responsibility of the employee.

7.4 PERSONAL LEAVE: Up to three (3) days of personal leave will be granted each year for personal use. The employee must give the Superintendent written notice twenty-four (24) hours before such leave. Granting of a personal leave day with less than twenty-four (24) hours written notice will be at the discretion of the Superintendent. If at the end of the school year, an employee has not used his/her personal days, up to three (3) days will be added to the cumulative number of sick days accumulated by the teacher, not to exceed three hundred forty (340) total sick days.

7.5 JURY DUTY: Any employee from the district serving on jury duty or military duty on a school calendar day will be paid regular salary during such jury or military duty. Said employee will give any money received from serving on jury duty to the school except for money received for mileage.

7.6 EMERGENCY LEAVE: One leave day may be granted for emergency situations at the discretion of the Superintendent.

ARTICLE VIII: PERSONNEL FILE

8.1 CONDITIONS AND PROCEDURES FOR PLACEMENT OF MATERIALS IN FILE: Only one official file shall be maintained per teacher. A copy of any material placed in a teacher's personnel file shall be provided to the teacher at the time it is placed in the file.

8.2 RIGHT TO RESPOND TO MATERIALS IN FILE: An employee shall have the right to attach an explanation or statement in response to any material which has been placed in the teacher's personnel file within thirty (30) days of the insertion of such material in the personnel file.

8.3 RIGHT TO EXAMINE FILE: Each teacher shall have the right to examine his/her personnel file, except for matter originating prior to his/her original employment, credentials, etc. Such examination shall be by appointment during normal office business hours and shall take place in the presence of a designated employee of the Board. The teacher shall not permanently remove any material from the file.

8.4 RIGHT TO REPRODUCE MATERIALS IN FILE: The teacher shall have the right to hand copy any materials in his/her personnel file or to have copies made by the District at the usual and customary cost.

ARTICLE IX: DURATION AND EFFECT OF AGREEMENT

9.1 COMPLETE UNDERSTANDING: The terms and conditions set forth in this Agreement represent the full and complete understanding between the parties. The length of this agreement shall be three (3) years commencing at 12:01 AM August 21, 2008 and terminating at 12:01 AM of the first day of the 2011-2012 school year. This article supersedes the previous contract. The terms and conditions may be modified only through the written mutual consent of the parties. 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 null and void. The remaining articles, sections, and clauses shall remain in full force and effect.

9.2 ISSUANCE OF CONTRACTS: Individual teacher employment contracts shall not be inconsistent with the terms of this Agreement. Once tentative agreement of the entire contract has been reached by both sides, then every effort will be made to ratify the contract by both sides within thirty (30) days. The new contract will be issued to the Association President within fourteen (14) days upon signing by both sides. The Superintendent will provide all teachers a copy of the contract.

9.3 MANAGEMENT RIGHTS: It is expressly understood and agreed that all functions, rights, powers or authority of the administration of the School District and the Board of Education which are not specifically limited by the express language of this agreement

are retained by the Board provided, however, that no such right shall be exercised so as to violate any of the specific provisions of this Agreement.

9.4 NO STRIKE CLAUSE: During the term of this agreement, neither the Association, nor any person acting on behalf of the Association, nor any employee, for any reason, will authorize, aid or engage in any slowdown, work stoppage, strike, or any other interference with the educational process and other functions of the Board.

ARTICLE X: TEACHER EVALUATION

10.1 Both parties recognize that professional growth is an ongoing and continual process. Both parties agree that audio or videotaping will not be used during the evaluation process unless agreed to by both parties.

10.2 The parties agree to, at the minimum, review the formal teacher evaluation tool yearly for the purpose of refining and improving the instrument. The instrument will be reviewed by the Superintendent and a committee, at least one member of which will be chosen by the Association. Recommendations forthcoming from this committee will become final pending approval of the Association and Board of Education. Whenever there are changes in Administration, the parties agree to work together on any changes in the instrument.

10.3 The Association and Board agree that any unsatisfactory rating of tenured personnel will be treated in accordance with the appropriate Illinois state laws outlining this process.

10.4 The Association and Board agree that a schedule will be established such that tenured personnel will be evaluated at least once every two years and non-tenured personnel will be evaluated yearly.

IN WITNESS WHEREOF, the parties have caused this agreement to be executed in their respective names and in the case of the Board, by its President on the **28th day of May, 2014.**

Board President:

Association Representative:

Appendix A

Kings Salary Schedule - 2014-2015

Step	Base	8 Hrs.	16 Hrs.	24 Hrs.	32 or MA	MA + 8	MA + 16	Ma + 24	MA + 32
1	28076	28701	29326	29951	30576	31201	31826	32451	33076
2	28801	29426	30051	30676	31301	31926	32551	33176	33801
3	29526	30151	30776	31401	32026	32651	33276	33901	34526
4	30251	30876	31501	32126	32751	33376	34001	34626	35251
5	30976	31601	32226	32851	33476	34101	34726	35351	35976
6	31701	32326	32951	33576	34201	34826	35451	36076	36701
7	32426	33051	33676	34301	34926	35551	36176	36801	37426
8	33151	33776	34401	35026	35651	36276	36901	37526	38151
9	33876	34501	35126	35751	36376	37001	37626	38251	38876
10	34601	35226	35851	36476	37101	37726	38351	38976	39601
11	35326	35951	36576	37201	37826	38451	39076	39701	40326
12	36051	36676	37301	37926	38551	39176	39801	40426	41051
13	36776	37401	38026	38651	39276	39901	40526	41151	41776
14	37501	38126	38751	39376	40001	40626	41251	41876	42501
15	38226	38851	39476	40101	40726	41351	41976	42601	43226
16					41451	42076	42701	43326	43951
17					42176	42801	43426	44051	44676
18					42901	43526	44151	44776	45401
19					43626	44251	44876	45501	46126
20					44351	44976	45601	46226	46851
21						45701	46326	46951	47576
22						46426	47051	47676	48301
23						47151	47776	48401	49026
24						47876	48501	49126	49751
25						48601	49226	49851	50476
26							49626	50251	50876
27							50026	50651	51276
28							50426	51051	51676
29							50826	51451	52076
30							51226	51851	52476
31								52251	52876
32								52651	53276
33								53051	53676
34								53451	54076
35								53851	54476

Down 725 Hours Across = 625
Down after 25 400

Kings Salary Schedule - 2015-2016

Step	Base	8 Hrs.	16 Hrs.	24 Hrs.	32 or MA	MA + 8	MA + 16	Ma + 24	MA + 32
1	28376	29001	29626	30251	30876	31501	32126	32751	33376
2	29111	29736	30361	30986	31611	32236	32861	33486	34111
3	29846	30471	31096	31721	32346	32971	33596	34221	34846
4	30581	31206	31831	32456	33081	33706	34331	34956	35581
5	31316	31941	32566	33191	33816	34441	35066	35691	36316
6	32051	32676	33301	33926	34551	35176	35801	36426	37051
7	32786	33411	34036	34661	35286	35911	36536	37161	37786
8	33521	34146	34771	35396	36021	36646	37271	37896	38521
9	34256	34881	35506	36131	36756	37381	38006	38631	39256
10	34991	35616	36241	36866	37491	38116	38741	39366	39991
11	35726	36351	36976	37601	38226	38851	39476	40101	40726
12	36461	37086	37711	38336	38961	39586	40211	40836	41461
13	37196	37821	38446	39071	39696	40321	40946	41571	42196
14	37931	38556	39181	39806	40431	41056	41681	42306	42931
15	38666	39291	39916	40541	41166	41791	42416	43041	43666
16					41901	42526	43151	43776	44401
17					42636	43261	43886	44511	45136
18					43371	43996	44621	45246	45871
19					44106	44731	45356	45981	46606
20					44841	45466	46091	46716	47341
21						46201	46826	47451	48076
22						46936	47561	48186	48811
23						47671	48296	48921	49546
24						48406	49031	49656	50281
25						49141	49766	50391	51016
26							50191	50816	51441
27							50616	51241	51866
28							51041	51666	52291
29							51466	52091	52716
30							51891	52516	53141
31								52941	53566
32								53366	53991
33								53791	54416
34								54216	54841
35								54641	55266

Down 735 Hours Across = 625
Down after 25 425

Kings Salary Schedule - 2016-2017

Step	Base	8 Hrs.	16 Hrs.	24 Hrs.	32 or MA	MA + 8	MA + 16	Ma + 24	MA + 32
1	28376	29001	29626	30251	30876	31501	32126	32751	33376
2	29111	29736	30361	30986	31611	32236	32861	33486	34111
3	29846	30471	31096	31721	32346	32971	33596	34221	34846
4	30581	31206	31831	32456	33081	33706	34331	34956	35581
5	31316	31941	32566	33191	33816	34441	35066	35691	36316
6	32051	32676	33301	33926	34551	35176	35801	36426	37051
7	32786	33411	34036	34661	35286	35911	36536	37161	37786
8	33521	34146	34771	35396	36021	36646	37271	37896	38521
9	34256	34881	35506	36131	36756	37381	38006	38631	39256
10	34991	35616	36241	36866	37491	38116	38741	39366	39991
11	35726	36351	36976	37601	38226	38851	39476	40101	40726
12	36461	37086	37711	38336	38961	39586	40211	40836	41461
13	37196	37821	38446	39071	39696	40321	40946	41571	42196
14	37931	38556	39181	39806	40431	41056	41681	42306	42931
15	38666	39291	39916	40541	41166	41791	42416	43041	43666
16					41901	42526	43151	43776	44401
17					42636	43261	43886	44511	45136
18					43371	43996	44621	45246	45871
19					44106	44731	45356	45981	46606
20					44841	45466	46091	46716	47341
21						46201	46826	47451	48076
22						46936	47561	48186	48811
23						47671	48296	48921	49546
24						48406	49031	49656	50281
25						49141	49766	50391	51016
26							50191	50816	51441
27							50616	51241	51866
28							51041	51666	52291
29							51466	52091	52716
30							51891	52516	53141
31								52941	53566
32								53366	53991
33								53791	54416
34								54216	54841
35								54641	55266

Down 735 Hours Across = 625
Down after 25 425

Kings Salary Schedule - 2017-2018

Step	Base	8 Hrs.	16 Hrs.	24 Hrs.	32 or MA	MA + 8	MA + 16	Ma + 24	MA + 32
1	28776	29476	30176	30876	31576	32276	32976	33676	34376
2	29526	30226	30926	31626	32326	33026	33726	34426	35126
3	30276	30976	31676	32376	33076	33776	34476	35176	35876
4	31026	31726	32426	33126	33826	34526	35226	35926	36626
5	31776	32476	33176	33876	34576	35276	35976	36676	37376
6	32526	33226	33926	34626	35326	36026	36726	37426	38126
7	33276	33976	34676	35376	36076	36776	37476	38176	38876
8	34026	34726	35426	36126	36826	37526	38226	38926	39626
9	34776	35476	36176	36876	37576	38276	38976	39676	40376
10	35526	36226	36926	37626	38326	39026	39726	40426	41126
11	36276	36976	37676	38376	39076	39776	40476	41176	41876
12	37026	37726	38426	39126	39826	40526	41226	41926	42626
13	37776	38476	39176	39876	40576	41276	41976	42676	43376
14	38526	39226	39926	40626	41326	42026	42726	43426	44126
15	39276	39976	40676	41376	42076	42776	43476	44176	44876
16					42826	43526	44226	44926	45626
17					43576	44276	44976	45676	46376
18					44326	45026	45726	46426	47126
19					45076	45776	46476	47176	47876
20					45826	46526	47226	47926	48626
21						47276	47976	48676	49376
22						48026	48726	49426	50126
23						48776	49476	50176	50876
24						49526	50226	50926	51626
25						50276	50976	51676	52376
26							51401	52101	52801
27							51826	52526	53226
28							52251	52951	53651
29							52676	53376	54076
30							53101	53801	54501
31								54226	54926
32								54651	55351
33								55076	55776
34								55501	56201
35								55926	56626

Down 750 Hours Across = 700
Down after 25 425

APPENDIX B

A Additional Duties												
Assignments will be made at the commencement of the school year.												
Teachers' Retirement is paid on these salaries.												
	Basket- ball Coach	Basketball Assistant Coach	Cheer- leading Coach	Speech Coach	Volley- ball Coach	Year-book Advisor	Track Coach	Music Competi- tions/ Events	Student Council	Chess Club	Detention	Fundraiser / Concessio ns
Boys	\$1,000	\$500										
Girls	\$1,000	\$500										
Both boys and girls			\$800	\$400	\$600	\$300	\$400	\$50/half day\$100/full day	300	\$300	\$250/quar ter	\$300
								\$400 maximum				

EXHIBIT 1

PERSONAL/PROFESSIONAL LEAVE DAY REQUEST FORM

EMPLOYEE _____

TODAY'S DATE _____

I hereby request a personal/professional day for

Day of Week _____

Date & Month _____

Name of Meeting _____

Relationship to
Teaching Assignment _____

_____ professional day

_____ sick day

_____ personal day

I have ____ personal days remaining following this request.
This is in accordance with the negotiated teacher contract.

Signature _____

Approved by: _____

Date _____

EXHIBIT 2

Grievance Report Form

Grievance # _____

_____ School District

Distribution of Form:

- 1. Superintendent
- 2. Principal/Supervisor
- 3. Association
- 4. Grievant

Submit to Principal/Supervisor in Duplicate

Date Filed	Building	Assignment	Name of Grievant

Step 1

A. Date Cause of Grievance Occurred: _____

B. 1. Statement of Grievance:

2. Applicable provision of the Contract:

3. Relief Sought:

Signature

Date

C. Disposition of Principal/Supervisor:

Signature of Principal/Supervisor

Date