

AGREEMENT BETWEEN

THE BOARD OF EDUCATION

OF

METAMORA COMMUNITY CONSOLIDATED SCHOOL DISTRICT NO. 1

AND

THE METAMORA ELEMENTARY TEACHERS ASSOCIATION - IEA-NEA

2018-2023

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I. RECOGNITION

The Board of Education of Metamora Community Consolidated School District No. 1 (hereinafter referred to as the "Board"), recognizes the Metamora Elementary Teachers Association - IEA-NEA (hereinafter referred to as the "Association") as the sole and exclusive bargaining agent for all regularly employed full-time and part-time certificated personnel who are employed at least fifty (50%) percent of the work day (hereinafter referred to as "Teacher(s)"), except for the Superintendent, Principals and any other "supervisor", as defined in the Illinois Educational Labor Relations Act.

The Board agrees not to negotiate with any other Teachers' organization or group of Teachers with regard to salaries, fringe benefits and other terms and conditions of employment contained in this Agreement for the duration of this Agreement.

II. NO STRIKE

The Association agrees that under no circumstances will it authorize, sanction, condone or acquiesce in, nor will any member of the Association take part in any strike, withholding of services, or work stoppage of any kind or nature for the duration of this Contract. The Board agrees that it will not lock out any member of the bargaining unit during the term of this Agreement.

III. ASSOCIATION RIGHTS

Dues Deduction

The Board shall deduct from each Teacher's pay the current dues of the Association, provided that the Board has an employee-executed authorization for continuing dues deduction the amount of which shall annually be certified by the Association. The authorization shall remain in effect from year to year, except that the Teacher may revoke it between September 1 and September 15 of any year. All dues deducted by the Board shall be remitted to the Association no later than ten (10) days

after such deductions are made. The Board agrees to notify the Association of any revocation upon the first remittance of dues following such revocation.

New Teachers

Names and addresses of newly hired Teachers shall be provided to the Association on a timely basis or on the first day of school.

School Facilities

The Association may use school equipment, e.g., computers, duplicating machines and the District's electronic mail system for communication with employees, subject to reasonable regulation, consistent with past practice, and the Board's right to reimbursement for any costs.

Communication

The Association shall have use of Teacher mailboxes and the bulletin board in the Teachers' lounge for the purpose of internal communication. A copy of any general distribution to Teachers shall be given to the Superintendent and Principals, except matters relating to collective bargaining.

Announcements

Subject to reasonable regulation, announcements of Association business shall be made in the same manner as announcements concerning Teachers are made.

Board Meeting/Minutes

The President(s) of the Association or his/her designee(s) shall be given a copy of the agenda and other appropriate material pertaining to the next scheduled Board meeting, including copies of any proposed policies to be considered by the Board, at the same time as the material is distributed to the Board of Education members, except those documents which would be exempt under the Freedom of Information Act or which deal

with subject matters that can be discussed in closed session under the Open Meetings Act, need not be made available.

Two copies of all Board minutes shall be given to the Association after they have been approved by the Board. Such information as is made available to the press will also be made available to the Association as soon as practical.

Attendance at Conferences

Association members attending state, national or local conferences or meetings shall be excused without loss of pay provided that the Association shall reimburse the District for the cost of substitute(s). However, no individual Teacher shall be excused more than three (3) days during the school year and the total number of Teacher absence days permitted under this Section shall not exceed six (6) for the school year.

Teacher Concerns

A Board committee consisting of the Superintendent and Principals shall meet monthly with representatives of the Association to discuss District-wide concerns. Board members and concerned Teachers may attend such meetings at their discretion. The parties will inform one another in advance of items they wish to have on the agenda.

IV. WORKING CONDITIONS

Work Year

The Teacher work year shall consist of one hundred eighty (180) Teacher attendance days.

Class Size

When a Teacher believes special circumstances warrant, the Teacher may request the Principal to review the need for a teacher assistant. The decision will be tendered within ten (10) working days of receipt of the request. When an unsatisfactory response is received, then the Teacher request may go to the Superintendent/Board, who shall

respond within a reasonable amount of time. The Board's right to determine class size is not in any way abridged by this provision.

Work Day

Teachers will be required to be in the school building between the hours of 8:00 a.m. and 3:30 p.m. Teachers shall be required to attend: Open House/Back to School Night, Annually Scheduled Parent/Teacher Conferences, and K-4 Music Programs. For the term of this Agreement, the day before the last student attendance day at the end of the school year shall be an institute day.

A teacher shall be paid for internal substitution for instructional duties that cause the teacher to miss the teacher's regularly scheduled preparation period and/or duty free lunch period or for substituting during the teacher's preparation period for a colleague who is absent. The rate of pay shall be Fifteen Dollars (\$15.00) for a 0 to 30 minute class period and Thirty Dollars (\$30.00) for a 30+ to 60 minute class period.

A teacher required to attend meetings (i.e. IEP, faculty, PLC, 504, RTI) commencing before the normal start of school or lasting more than 1/2 hour beyond the normal work day will be paid Fifteen Dollars (\$15.00) for 0 to 30 minutes and Thirty Dollars (\$30.00) for 30+ to 60 minutes.

A teacher who is called in to work outside of the teacher's normal One Hundred Eighty (180) day contract year shall be paid at the teacher's daily rate of pay for each additional day worked.

Preparation Period

Except when attendance at an IEP or Tier meeting is required or for some extraordinary circumstance, a minimum of one class period per day shall be granted for preparation for every Teacher during a regular scheduled full school day. The Administration shall attempt to accommodate a Teacher who is required to attend an IEP

or Tier meeting during the Teacher's preparation period by allowing the Teacher to leave school early providing such early release does not impose upon other Teachers or interfere with scheduled duties or responsibilities to students. The Superintendent and Association President shall for the duration of the collective bargaining agreement meet no less than twice each semester to review any Teacher concern about required attendance at too many meetings, including, but not limited to IEP and Tier meetings. Impacted Teachers and administrators shall be invited to participate as appropriate. Although particular attention shall be paid to the concerns of those Teachers who have a disproportionate number of Tier meetings, the needs of students shall be paramount.

A Committee comprised of META members shall meet with the Administration for the purpose of assisting in developing the master schedule each year.

Lunch Period

Teachers will be given a duty-free lunch period of at least thirty (30) minutes each school day.

Parent/Student Complaints

When in the opinion of the Administration communications and complaints from parents or students about Teachers are serious enough to warrant Teacher involvement, the Teacher shall be informed and the Teacher's input will be considered as to how the problem may best be solved before any disciplinary action is taken against the Teacher. If any complaint is filed in the Teacher's personnel file, the Teacher shall be notified within one (1) working day. Administrators shall ensure every effort possible to follow the "Chain of Command" as defined in the Parent/Student Handbook.

Teacher Reassignment/ Transfer of Teachers

A Teacher will be notified of any change in assignment within ten (10) days of official determination by the Board or at least thirty (30) days prior to the beginning of the

next academic school year, whichever occurs first. It is understood that all notifications of assignments are tentative, and if the Board finds it necessary for an additional change in assignment, a Teacher shall be notified in writing and consulted as soon as possible. A Teacher shall be given written notice of his/her tentative classes, subject assignments and room assignments for the forthcoming year at least two (2) weeks before the end of the school year. In the event changes in such assignments are proposed, the Teacher affected shall be promptly notified and consulted. In no event shall changes in the Teacher's assignments be made later than thirty (30) days preceding the commencement of the next school term unless any emergency situation requires immediate action.

Vacancy and Transfer Procedures

A vacancy shall mean an instructional or administrative position that has been newly created or one that becomes vacant because the individual holding the position has left the District or been transferred within the District or is on a Board-approved leave of absence. This section shall not apply in the case of reassignment or release of tenured staff due to a reduction in force. Instructional positions include, but are not limited to, classroom Teachers and special Teachers for purposes of this Agreement. The Administration shall post on the District website and the District's electronic mail system notice of any vacancy, as defined above, as they occur, and for the following school term. During the summer or in case of website failure, vacancy notice(s) will be posted in the main office with a copy mailed to the Association President or his/her designee.

Any Teacher who is interested in applying for a specific vacancy may do so within seven (7) working days of the posting of the vacancy. Additionally, any eligible Teacher may submit a general application stating that he/she wishes to be considered for any vacant position that may occur and for which he/she is qualified. Any such application shall be kept on file for one (1) year. All applications must be submitted in writing through

the building Principals to the Superintendent for consideration and evaluation. The Superintendent shall acknowledge receipt of the application for transfer within four (4) working days.

Applicants for vacant positions shall be considered based upon the factors outlined in Section 24-1.5 of the School Code, which include without limitation certification, qualification, merit, ability, and relevant experience. Qualified Metamora Community Consolidated School District #1 applicants will be given careful consideration before anyone outside the District may be hired to fill the vacancy. Additionally, Teachers returning from leave of absence and any who have been involuntarily transferred will be given careful consideration as candidates for vacancies, subject to the provisions of “Reduction in Force” below. A presently employed Teacher may not be “involuntarily” placed in any vacancy during the school year unless such placement is in the best interest of the School District as determined by the Board.

Within five (5) working days of the Superintendent’s selection of a Teacher to fill a vacancy, each eligible applicant and the Association President shall receive notice of the decision in writing.

No vacancy, except in case of an emergency, will be filled until seven (7) working days after the vacancy notice has been posted on the District website and on the District’s electronic mail system during the school year.

Mutual requests for transfer may be granted if determined to be in the best interests of the District.

Involuntary Transfer

An involuntary transfer is a change in teaching assignment in which a Teacher is moved from one classroom to another, or from one grade level to another or one subject area to another without the Teacher's consent.

A Teacher shall be required to give the Administration written notification within five (5) working days that he/she considers the transfer to be involuntary. Failure to do so will result in the transfer being considered voluntary. Whenever an involuntary transfer exists, the Teacher will be given careful consideration for vacancies that occur during the present or following school term.

The rights of an involuntarily transferred Teacher shall be as follows:

1. A Teacher who declares a transfer to be involuntary may make a written request to the Board to be released from his/her teaching contract as soon as a suitable replacement can be employed. In no event shall a Teacher who has requested to be released be held to his/her teaching contract for more than thirty (30) calendar days past his/her request.
2. An involuntarily transferred Teacher may notify the Superintendent in writing of a desire to be considered for future vacancies (by position).
3. A Teacher shall not suffer a reduction in salary as a result of an involuntary transfer.

Teacher Evaluation

An instrument has been developed for Teacher evaluation and shall be attached hereto as "Appendix A." The evaluation of Teachers shall meet the requirements of Section 24A-5 of the Illinois School Code. Further, the parties expressly acknowledge that the provisions contained within Sections 24A-1 through 24A-7.1 of the Illinois School

Code and rules of the State Board of Education promulgated thereunder shall whenever there is an inconsistency supersede the provisions of this section on Teacher Evaluation.

Discipline

No Teacher shall receive a written reprimand or a suspension without just cause. Such disciplinary measure shall be subject to the Grievance Procedure, except that a suspension that is issued pursuant to the School Code and preliminary to a possible dismissal shall not be subject to this provision. Nor shall a letter of remediation issued by the Board or any other professional evaluation be subject to this provision. This provision shall not apply to the Board decision not to renew employment of a nontenured Teacher.

Personnel File

Only a master file of all materials related to a Teacher shall exist at the Unit Office. Each Teacher shall have the right to review the contents of said Teacher's personnel file, with the exceptions identified in the Personnel Record Review Act. Such review shall take place during the regular business hours established by the District Office or at a time mutually agreeable with the Superintendent and the Teacher. Each Teacher shall have the right to review the contents of said Teacher's personnel file and to respond to any material that has been entered in his/her file and his/her response shall be attached to the file. Each Teacher shall have the right to have a representative of the Association accompany him/her in such review. Upon request, the District will reproduce all reviewable materials in the Teacher's personnel file.

Material which is derogatory to the Teacher shall not be placed into the Teacher's file unless the Teacher has been made aware of said material. The Teacher shall affix his/her signature and date on the actual copy filed. The signature does not indicate agreement with the contents of the material. The Teacher may not remove any material from said file and must review the contents of his/her file in the presence of the

Superintendent or his/her designee. Each Teacher shall be notified of any changes to his or her personnel file.

Right of Representation

When a Teacher is required to appear before the Board or the Administration concerning any matter which could adversely affect the Teacher's position, or the Teacher's salary, the Teacher shall be entitled to have a representative of the Association present. If disciplinary action is contemplated at a particular meeting, the Teacher shall be so advised in advance of the meeting.

Reduction in Force

When the Board decides it is necessary to reduce the number of Teachers in the District because of decreased enrollment, lack of funds, or other reasons, the Association will be notified in advance of any public announcement. The Association shall be given an opportunity to comment on the number of Teachers not to be reemployed and alternatives to such reduction in force.

1. Application and Grouping - Any reductions in employees shall comply with the procedures outlined in section 24-12 of the Illinois School Code. The Administration and the Association shall form a joint committee for the purposes of initiating and monitoring the reduction in force procedures and for addressing the grouping decisions outlined in section 24-12(c) of the Illinois School Code. The committee shall convene its annual meeting by December 1 of every year. If no agreement is reached by February 1, then the statutory definitions of groups 2, 3, and 4 shall govern.

2. Order of Lay Off - Each year, the Employer shall establish the Sequence of Honorable Dismissal list, categorized by positions and the groupings established pursuant to section 24-12 of the School Code, and distribute the list as directed by

statute at least 75 days before the end of the school term. If reductions in Employees or teaching positions occur, Employees shall be laid off in accordance with the Sequence of Honorable Dismissal list. Within Groups 3 and 4, any ties will be decided based on seniority, i.e., shortest in length of service first, provided the remaining Teachers have the necessary qualifications and certifications to properly fill the remaining positions. Seniority for the purpose of this provision shall be determined by the length of continuing service within the District.

3. Reemployment - If the Employer increases the number of Employees or if an Employee resigns after the layoffs, the Employer shall first offer employment to the dismissed Employees in the order outlined in section 24-12(b) of the Illinois School Code.

4. Right of Recall - The right to recall shall be in effect for the period outlined in Section 24-12(b) of the Illinois School Code, however, an Employee's failure to respond to recall affirmatively within thirty (30) calendar days after mailing or within fifteen (15) calendar days after receipt (which ever shall first occur) of the Employer's letter, sent by registered mail to the Employee's address on file with the Employer, shall result in termination of the Employee's rights of recall hereunder. The Employee shall have the right to accept or reject a lesser position and still retain recall rights to be made whole.

V. LEAVES

Sick Leave

Sick Leave may accumulate to 360 days. Subject to this maximum accumulation, each eligible Teacher shall receive sick leave according to the following:

Years Experience of TRS Creditable Service at Metamora Grade School	Number of Days Granted Per Year
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0 – 9 Years
10+ Years

15 days
20 days

The granting of sick leave shall be in accordance with Section 24-6 of the Illinois School Code.

Bereavement Leave

The Superintendent may in her/his discretion allow a Teacher one bereavement day per incident without using personal or sick leave days. In extreme circumstances, the Superintendent may authorize additional bereavement leave providing the Teacher pays the cost of the substitute. This provision shall not detract from a Teacher's right to use sick leave for bereavement purposes qualifying under Section 24-6 of the Illinois School Code.

Personal Leave

A total of two (2) sick days per year may be used as personal leave days. Personal leave is defined as leave taken for unstated personal reasons. Teachers when possible will give notice of leave twenty-four (24) hours before taking such leave. Unused personal leave days may accumulate only as sick leave. Personal leave days may be taken the day immediately preceding or immediately following a vacation only with the approval of the Administration.

Sabbatical Leave

Teachers may, at the absolute discretion of the Board, be granted sabbatical leave in accordance with Section 24-6.1 of the Illinois School Code.

Unpaid Leave

An unpaid leave of absence of short duration may be granted by the Administration to Teachers. If the Association makes a timely request to be heard, Association viewpoints will be heard prior to final approval or disapproval.

Leave of Absence

A leave of absence of up to one year without pay may be granted to a Teacher who in the judgment of the Board has reasonable need for such a leave. If the Association makes a timely request to be heard, Association viewpoints will be heard prior to final approval or disapproval. The Teacher shall have the option of continuing the Teacher's insurance coverage, subject to approval by the carrier and payment to the Board of the total cost of said insurance.

Professional Leave

Teachers may be allowed to attend professional conferences or workshops. Attendance at these events shall be at the discretion of the Superintendent, and consistent with the educational needs of the District.

Military Leave

If a Teacher is drafted or recalled to military service, an interrupted year shall be counted as one full year's experience. Upon return, the Teacher shall receive the same pay the Teacher would have received had the Teacher not been drafted or recalled to military service.

Court Appearances

Teachers who are subpoenaed for court services shall be released to do so. They shall receive their regular salary. There shall be no loss of sick or personal leave. Teachers shall reimburse the District the amount of per diem received by the Teacher by reason of such court services.

Child Care Leave

Child care leave shall be granted in cases of adoption as well as natural born children to a Teacher for a period of time mutually agreeable to the parties subject to the following considerations:

1. The length of the leave not exceed one (1) year unless the parties expressly agree.
2. The Teacher shall have the right of continuing the Teacher's insurance coverage by payment of the cost to the Board.
3. The Teacher's return shall coincide with the beginning of a semester.

Status of Teacher Taking Leave

While on any leave a Teacher's tenure status and seniority will not be diminished or affected and the Teacher will be reinstated to a similar position from that which the Teacher vacated providing the Teacher's qualifications allow such reinstatement, the Board finds no educational reason to assign the Teacher to a different position, and the Board is in compliance with any applicable Reduction in Force requirements.

VI. GRIEVANCE PROCEDURE

A. Definitions.

1. Any claim by the Association or any Teacher that there has been a violation, misrepresentation, misapplication of the terms of this Agreement.
2. All time limits consist of school days, except that when a grievance is submitted fewer than ten (10) days before the close of the current school term, time limits shall consist of all weekdays.

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

1. Step 1 - A grievance must be presented within thirty (30) days after the parties become aware of the occurrence that gives rise to the grievance. The Teacher or the Association may present the grievance in writing to the immediately involved supervisor, who will arrange for a meeting to take place within five (5) days after receipt of the grievance. The Association's representative, the grievant and the immediately involved supervisor shall be present for the meeting. Within five (5) days of the meeting, the grievant and the Association shall be provided with the supervisor's written response, including the reasons for the decision.

2. Step 2 - If the grievance is not resolved at Step 1, then the Association may refer the grievance to the Superintendent or the Superintendent's official designee within fifteen (15) days after receipt of the Step 1 answer. The Superintendent shall arrange with the Association representative for a meeting to take place within five (5) 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) days of the meeting, the Association shall be provided with the Superintendent's written response, including the reasons for the decision.
3. Step 3 - If the grievance is not resolved at Step 2, then the Association may refer the grievance to the Board of Education. The Board shall consider this item at a regular or special meeting within fourteen (14) days after notification from the Association that the Step 2 answer is unacceptable and the reason therefore. This meeting shall be conducted in executive session and each party shall have the right to include in its representation such witnesses and counselors as it deems necessary. Within five (5) days of the meeting, the Association shall be provided with the Board's written response, including the reasons for the decision.
4. Step 4 - If the Association is not satisfied with the disposition of the grievance at Step 3, the Association may submit the grievance to final and binding arbitration through the Federal Mediation and Conciliation Service (FMCS), which shall act as the administrator of the proceedings.

If a demand for arbitration is not filed within thirty (30) days of the date for the Step 3 answer, then the grievance shall be deemed withdrawn.

- a. Neither the Board nor the Association shall be permitted to assert any grounds or evidence before the arbitrator which was not previously disclosed to the other party.
 - b. The arbitrator shall have no power to alter the terms of this Agreement.
- C. Class Grievance. Class grievance involving more than one Teacher may be initially filed by the Association at Step 2.
- D. Board - Administration Cooperation. The Board and the Administration shall cooperate with the Association in the investigation of any grievance.
- E. No Reprisals Clause. No reprisals shall be taken by the Board or the Administration against any Teacher because of the Teacher's participation in a grievance.
- F. FMCS Rules. By mutual agreement, the Expedited Arbitration Rules of the Federal Mediation and Conciliation Service may be used instead of the Voluntary Labor Arbitration Rules.
- G. The fees and the expenses of the arbitrator shall be shared equally by the parties.

VII. COMPENSATION

Salary

For each of the next five (5) years, every Teacher shall receive a salary increase of one percent (1.00%), plus an additional One Thousand Dollars (\$1,000.00) as reflected in the grid attached as Appendix A. Appendix A shall be updated and distributed to Teachers annually.

In no event shall a newly hired Teacher be paid more than an existing Teacher with the same recognized experience and educational qualification. In the event there is no existing Teacher who has the same recognized experience and educational qualification as a newly hired Teacher, the newly hired Teacher's salary shall be determined by interpolation, that is, the salary shall give proportionate recognition to the experience and educational qualification. Notwithstanding the forgoing, the District is not required to grant to new hires full credit for all prior teaching experience. The District shall meet with an META Committee appointed by the Union President to ensure Teacher salaries are established consistent with this Article VII.

The salary of Teachers who have no prior teaching experience and who are first employed by the District for the designated school years shall be as follows:

2018-2019	\$34,000
2019-2020	\$35,000
2020-2021	\$36,000
2021-2022	\$37,000
2022-2023	\$38,000

Salary Increases for Academic Advancement

The ten steps of academic advancement are as follows:

BS, BS+8, BS+16, BS+24, M, M+8, M+16, M+24, M+32, and M+40

A Teacher having received sufficient hours of graduate credit for courses approved in advance by the Superintendent to move to a new academic achievement step shall receive an additional \$500 salary increase, except that those teachers moving to the M academic achievement step shall receive an additional \$1,000. Regardless of whether or not the Teacher received any tuition reimbursement, only courses approved in advance by the Superintendent shall qualify for purposes of a salary increase for academic advancement.

Mileage

Travel by Teachers on official school business will be paid by the Board at the rate set by the Internal Revenue Service as of the first day of the particular school year.

Extra Duties

Teachers with extra duties will be compensated according to the following schedule:

Position	Categories	Yr. 1 & 2	Year 3	Year 4	Year 5
Track Head Coach Boys	A	2,600	2,626.00	\$2,652.26	\$2,678.78
Track Head Coach Girls	A	2,600	2,626.00	\$2,652.26	\$2,678.78
Track Assistant Coach Boys		1,560	1,575.60	\$1,591.36	\$1,607.27
Track Assistant Coach Girls		1,560	1,575.60	\$1,591.36	\$1,607.27
8th Grade Boys Basketball	A	2,600	2,626.00	\$2,652.26	\$2,678.78
7th Grade Boys Basketball	A	2,600	2,626.00	\$2,652.26	\$2,678.78
6th Grade Boys Basketball	D	1,400	1,414.00	\$1,428.14	\$1,442.42
8th Grade Girls Basketball	A	2,600	2,626.00	\$2,652.26	\$2,678.78
7th Grade Girls Basketball	A	2,600	2,626.00	\$2,652.26	\$2,678.78
8th Grade Volleyball	A	2,600	2,626.00	\$2,652.26	\$2,678.78
7th Grade Volleyball	A	2,600	2,626.00	\$2,652.26	\$2,678.78
6th Grade Volleyball	D	1,400	1,414.00	\$1,428.14	\$1,442.42
Cross Country	B	2,020	2,040.20	\$2,060.60	\$2,081.21
Assistant Cross Country		1,212	1,224.12	\$1,236.36	\$1,248.72
Baseball	B	2,020	2,040.20	\$2,060.60	\$2,081.21
Softball	B	2,020	2,040.20	\$2,060.60	\$2,081.21
Cheer	B	2,020	2,040.20	\$2,060.60	\$2,081.21
Golf	E	850	858.50	\$867.09	\$875.76
Dance	D	1,400	1,414.00	\$1,428.14	\$1,442.42
Student Council	C	1,700	1,717.00	\$1,734.17	\$1,751.51
Scholastic Bowl	C	1,700	1,717.00	\$1,734.17	\$1,751.51
Chess	E	850	858.50	\$867.09	\$875.76
Yearbook	E	850	858.50	\$867.09	\$875.76
Speech	D	1,400	1,414.00	\$1,428.14	\$1,442.42
Math Counts	E	850	858.50	\$867.09	\$875.76
Lego League	E	850	858.50	\$867.09	\$875.76
Newspaper	E	850	858.50	\$867.09	\$875.76

Science Club	G	450	454.50	\$459.05	\$463.64
Film Club	G	450	454.50	\$459.05	\$463.64
Athletic Director		5,000	5,050.00	\$5,100.50	\$5,151.51
Choral Performances	D	1,400	1,414.00	\$1,428.14	\$1,442.42
Band Performances	D	1,400	1,414.00	\$1,428.14	\$1,442.42
Color Guard	F	500	505.00	\$510.05	\$515.15
Jazz Band	F	500	505.00	\$510.05	\$515.15
Pep Band	F	500	505.00	\$510.05	\$515.15

Category A	\$2,600
Rates B	\$2,020
C	\$1,700
D	\$1,400
E	\$ 850
F	\$ 500
G	\$ 450
Assistant Factor	.6

Pay Periods

Teachers shall have the option of receiving their pay either over ten (10) months beginning in September and ending in June or over twelve (12) months beginning in September and ending in August. Further, Teachers shall have the option of receiving one paycheck per month (distributed on the 15th) or two paychecks per month (distributed on the 15th and 30th). Teachers shall be paid in twelve (12) monthly installments unless they notify the Administration in writing no later than the first day of September of their desire to be paid in a different manner. Once a Teacher selects a mode of payment, the Teacher shall thereafter be paid accordingly until such time as the Teacher gives notice prior to the first day of September of a desire to be paid in a different manner. Upon the request of a Teacher in writing, the District shall as soon as practical arrange for electronic deposit of the Teacher's paychecks.

Teachers' TRS Required Contribution

For the 2018-2019 school year the District shall pay 8.0% of the Teacher's required contribution to TRS. For the 2019-2020 school year the District shall pay 8.25% of the

Teacher's required contribution to TRS. For the 2020-2021 school year the District shall pay 8.5% of the Teacher's required contribution to TRS. For the 2021-2022 school year the District shall pay 8.75% of the Teacher's required contribution to TRS. For the 2022-2023 school year the District shall pay 9.0% of the Teacher's required contribution to TRS. For each year the balance of the Teacher's required contribution to TRS shall be tax sheltered and forwarded to the Teacher's Retirement System. Salary for the purpose of tax sheltering shall include all compensation, but not any reimbursement of Teacher expense.

Insurance

All Teachers who desire will be covered by a medical insurance policy. The Board will each month during the policy year, commencing with the first premium payment following August 1, pay toward the cost of medical, vision, and dental insurance for

Teachers and covered dependents the lesser of the actual premium cost or the designated amount for each of the following years:

2018-2019	\$475
2019-2020	\$505
2020-2021	\$540
2021-2022	\$580
2022-2023	\$625

Further, the Board shall annually pay from an insurance pool toward the cost of dependent medical coverage the designated additional total amount for each of the following years:

2018-2019	\$12,000
2019-2020	\$13,000
2020-2021	\$14,000
2021-2022	\$15,000
2022-2023	\$16,000

The medical insurance pool amount shall be distributed equally among those Teachers electing some form of dependent coverage. For instance, if four Teachers elect dependent coverage for the 2018-2019 year, the Board shall pay \$3,000 (\$250 per month) each to offset the cost of dependent coverage. Payments from the medical insurance pool shall be made monthly and adjusted if the number of Teachers electing dependent coverage changes. Said amounts shall be the total paid by the Board toward the District health insurance plan that the Teacher elects.

All Teachers who wish to be covered by a policy offered by the District will notify the District by September 1. Changes in coverage may be made with the concurrence of both the Board and the Association. The present carrier will not be changed except with the approval of the Association. The parties may mutually agree to solicit bids for group health insurance coverage with different benefit provisions.

Teachers on a Board approved leave of absence or those who retire from the District may keep their insurance coverage by sending in a monthly check to the School District on a designated date, providing the carrier agrees to such practice and providing further that the parties reserve the right to exclude retirees if other insurance is available to said retirees.

All Teachers will be covered by a \$20,000 life insurance policy paid for by the Board. There is an additional maximum of \$5,000 for accidental death and dismemberment or loss of sight.

Retirement Incentive

The District will for school years 2018-2019, 2019-2020, 2020-2021, 2021-2022, 2022-2023, 2023-2024, 2024-2025 and 2025-2026 pay a retiring Teacher a retirement incentive subject to the following terms:

1. The payment of the retirement incentive must not give rise to an early retirement option penalty payable by the Board of Education. In other words, the retiring Teacher must be at least 60 years of age (as recognized by TRS) or have at least 35 years of creditable service with TRS (including any accumulated sick leave recognized by TRS).

2. To qualify for the retirement incentive, a Teacher must retire at the earliest possible date the Teacher can retire without the District incurring an early retirement option penalty.

3. The Teacher must have at least 15 years of actual service to MGS.

4. If an Employee gives the Board a notice of retirement by May 1st three years prior to the year the Employee plans to retire, the Board shall pay him/her a six percent (6%) retirement compensation inclusive of any and all other increases in compensation for each of his/her remaining three years of service. If an Employee gives the Board

notice of retirement by May 1st two years prior to the year the Employee plans to retire, the Board shall pay him/her a six percent (6%) retirement compensation for his/her remaining two years of service. If an Employee gives the Board notice of retirement by May 1st one year prior to the year the Employee plans to retire, the Board shall pay him/her a six percent (6%) retirement compensation inclusive of any and all other increases in compensation for his/her remaining year of service.

5. In no event shall the District be obligated to pay any retirement compensation if such payment would subject the District to a penalty payable to TRS.

6. The Board, in its sole discretion, may allow the teacher to rescind his/her letter of retirement because of serious illness or life changing circumstances, provided the teacher returns to the Board any nonexempt TRS creditable earnings paid to the teacher in excess of the amount the teacher would otherwise have received under the salary appendix for such year(s) in which the creditable earnings were paid.

VIII. TUITION REIMBURSEMENT

The Board shall reimburse teachers tuition for graduate level courses subject to the criteria and limitations set forth here. For the designated years, the total amount that the Board will pay toward tuition reimbursement follows:

7/1/18 – 6/30/19	\$21,000
7/1/19 – 6/30/20	\$24,000
7/1/20 – 6/30/21	\$27,000
7/1/21 – 6/30/22	\$30,000
7/1/22 – 6/30/23	\$33,000

Courses must be approved in advance by the Superintendent. The Superintendent shall only approve courses which the Superintendent determines in the Superintendent's absolute discretion will benefit students by reason of enhanced

instruction. The Superintendent's determination is final and not subject to challenge. Tuition reimbursement shall be at the lesser of the ISU rate for graduate level courses or the actual cost. Until it is clear that every teacher has had an opportunity to apply for tuition reimbursement, a teacher can receive reimbursement for only six (6) credit hours. If the annual cap has not been reached, a teacher may seek reimbursement for additional courses. In no event will a teacher be reimbursed for taking more than four (4) credit hours of courses during a semester or more than twelve (12) credit hours during a twelve month period. A teacher receiving tuition reimbursement who does not teach at the District for the entirety of the following year, shall reimburse the District 100% of the tuition reimbursement unless the teacher is disabled or involuntarily dismissed. A teacher receiving tuition reimbursement who does not teach at the District the entirety of the following two years shall reimburse the District 50% of the tuition reimbursement unless the teacher is disabled or involuntarily dismissed. A committee of four, consisting of bargaining unit members selected by the Union President, the Superintendent and a Board member appointed by the Board President shall meet periodically at the request of either the Union or the District to review the disbursement and availability of the tuition reimbursement money.

IX. MISCELLANEOUS

Nature of Agreement

This Agreement is negotiated pursuant to the Illinois Educational Labor Relations Act, to establish the terms and conditions of employment for the members of the bargaining unit herein defined. Any previously adopted policy, rule or regulation of the parties which is in direct conflict with a provision of this Agreement shall be superseded and replaced by this Agreement.

Savings Clause

If any provision of this Agreement or any application of this Agreement to any bargaining unit member or members is held to be contrary to law, then such provision or application shall not be deemed valid and subsisting except to the extent permitted by law, but all other provisions or applications shall continue in full force and effect.

Statutory Rights

Whenever any rights or benefits accorded Teachers under the School Code of the State of Illinois or under other laws and regulations exceed the benefits accorded Teachers elsewhere in this Agreement, then such rights and benefits shall be incorporated into and become a part of this Agreement upon enactment of such laws and regulations. Notwithstanding the foregoing, however, if the law or regulation which establishes the benefit provides that such benefit may be waived or modified through the collective bargaining process, then and in that event the rights or benefits accorded Teachers hereunder shall govern and the Teachers shall not be entitled to the rights or

benefits set forth in such law or regulation. Furthermore, this Section is expressly exempted from the Grievance Procedure.

Copies of Agreement

Within thirty (30) calendar days after ratification by both parties, the Board shall provide a copy of the Agreement for each Teacher.

Duration of Agreement

This Agreement shall be effective upon execution and shall continue in effect until August 1, 2023. This Agreement is signed this _____ day of _____, 2018.

In witness thereof:

**FOR THE METAMORA ELEMENTARY
TEACHERS ASSOCIATION - IEA-NEA
CONSOLIDATED**

**FOR THE BOARD OF EDUCATION,
METAMORA COMMUNITY
SCHOOL DISTRICT NO. 1**

President

President

Chief Negotiator

Secretary

APPENDIX A

Emp #	Actual Ed Level	Sv Yrs	Calculation Salary	Year 1	Year 2	Year 3	Year 4	Year 5
		2019	2018	2019	2020	2021	2022	2023
1	BS	1	\$33,016	\$34,346	\$35,689	\$37,046	\$38,416	\$39,800
2	BS	1	\$33,016	\$34,346	\$35,689	\$37,046	\$38,416	\$39,800
3	BS	2	\$33,266	\$34,599	\$35,945	\$37,304	\$38,677	\$40,064
4	BS	2	\$33,266	\$34,599	\$35,945	\$37,304	\$38,677	\$40,064
5	BS	3	\$34,016	\$35,356	\$36,710	\$38,077	\$39,458	\$40,853
6	BS	3	\$34,016	\$35,356	\$36,710	\$38,077	\$39,458	\$40,853
7	BA	3	\$34,016	\$35,356	\$36,710	\$38,077	\$39,458	\$40,853
8	BS	4	\$34,546	\$35,891	\$37,250	\$38,623	\$40,009	\$41,409
9	BS	5	\$34,546	\$35,891	\$37,250	\$38,623	\$40,009	\$41,409
10	BS	5	\$34,546	\$35,891	\$37,250	\$38,623	\$40,009	\$41,409
11	BS	6	\$35,076	\$36,427	\$37,791	\$39,169	\$40,561	\$41,967
12	BS	7	\$36,136	\$37,497	\$38,872	\$40,261	\$41,664	\$43,081
13	BS+4	7	\$36,136	\$37,497	\$38,872	\$40,261	\$41,664	\$43,081
14	BS	8	\$36,666	\$38,033	\$39,413	\$40,807	\$42,215	\$43,637
15	BS	11	\$37,726	\$39,103	\$40,494	\$41,899	\$43,318	\$44,751
16	BS	13	\$38,786	\$40,174	\$41,576	\$42,992	\$44,422	\$45,866
17	BS	13	\$38,786	\$40,174	\$41,576	\$42,992	\$44,422	\$45,866
18	BS+12	10	\$37,802	\$39,180	\$40,572	\$41,978	\$43,398	\$44,832
19	BS+16	26	\$48,899	\$50,388	\$51,892	\$53,411	\$54,945	\$56,494
20	MA	11	\$45,013	\$46,463	\$47,928	\$49,407	\$50,901	\$52,410
21	MS	2	\$41,023	\$42,433	\$43,857	\$45,296	\$46,749	\$48,216
22	MS	3	\$41,023	\$42,433	\$43,857	\$45,296	\$46,749	\$48,216
23	MA	9	\$43,873	\$45,312	\$46,765	\$48,233	\$49,715	\$51,212
24	MA	11	\$45,013	\$46,463	\$47,928	\$49,407	\$50,901	\$52,410
25	MA	11	\$45,013	\$46,463	\$47,928	\$49,407	\$50,901	\$52,410
26	MA	11	\$45,013	\$46,463	\$47,928	\$49,407	\$50,901	\$52,410
27	MA+3	11	\$45,013	\$46,463	\$47,928	\$49,407	\$50,901	\$52,410
28	MA+3	11	\$45,013	\$46,463	\$47,928	\$49,407	\$50,901	\$52,410
29	MA	12	\$45,583	\$47,039	\$48,509	\$49,994	\$51,494	\$53,009
30	MA+1	12	\$45,583	\$47,039	\$48,509	\$49,994	\$51,494	\$53,009

31	MA	14	\$46,723	\$48,190	\$49,672	\$51,169	\$52,681	\$54,208
32	MA	14	\$46,723	\$48,190	\$49,672	\$51,169	\$52,681	\$54,208
33	MA	14	\$46,723	\$48,190	\$49,672	\$51,169	\$52,681	\$54,208
34	MA	16	\$47,863	\$49,342	\$50,835	\$52,343	\$53,866	\$55,405
35	MA+3	17	\$48,433	\$49,917	\$51,416	\$52,930	\$54,459	\$56,004
36	MA	19	\$49,573	\$51,069	\$52,580	\$54,106	\$55,647	\$57,203
37	MA	21	\$50,713	\$52,220	\$53,742	\$55,279	\$56,832	\$58,400
38	MA+2	21	\$50,713	\$52,220	\$53,742	\$55,279	\$56,832	\$58,400
39	MA+9	12	\$47,640	\$49,116	\$50,607	\$52,113	\$53,634	\$55,170
40	MA+9	13	\$48,220	\$49,702	\$51,199	\$52,711	\$54,238	\$55,780
41	MA+9	14	\$48,800	\$50,288	\$51,791	\$53,309	\$54,842	\$56,390
42	MA+15	16	\$49,960	\$51,460	\$52,975	\$54,505	\$56,050	\$57,611
43	MA+30	16	\$54,453	\$55,998	\$57,558	\$59,134	\$60,725	\$62,332
44	MA+25	23	\$58,653	\$60,240	\$61,842	\$63,460	\$65,095	\$66,746
45	MA+36	13	\$55,031	\$56,581	\$58,147	\$59,728	\$61,325	\$62,938
46	MA+32	14	\$55,641	\$57,197	\$58,769	\$60,357	\$61,961	\$63,581
47	MA+33	20	\$59,301	\$60,894	\$62,503	\$64,128	\$65,769	\$67,427
48	MA+34	29	\$64,791	\$66,439	\$68,103	\$69,784	\$71,482	\$73,197
49	MA+39	43	\$73,331	\$75,064	\$76,815	\$78,583	\$80,369	\$82,173
50	MA+52	24	\$62,241	\$63,863	\$65,502	\$67,157	\$68,829	\$70,517
51	MA+44	43	\$73,831	\$75,569	\$77,325	\$79,098	\$80,889	\$82,698

APPENDIX B

TENURED TEACHER SUPERVISION/EVALUATION PLAN