

BBCHS

**BRADLEY-BOURBONNAIS COMMUNITY HIGH SCHOOL
DISTRICT 307**

2023–2026

Agreement

Between

**Bradley-Bourbonnais Community High School District 307
Board of Education**

**Bradley-Bourbonnais Community High School
Education Association,
IEA-NEA**



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ARTICLE I - ASSOCIATION RECOGNITION

A. RECOGNITION

1. Exclusive Bargaining Agent

The Board of Education hereby recognizes the Bradley-Bourbonnais Education Association, IEA/NEA, as the sole and exclusive bargaining representative for all full-time and part-time regularly employed certified teaching personnel, hereinafter referred to as "teachers" which should include counselors, social worker, psychologist, school nurse, assistant athletic director, teacher deans, division chairs, or any other teaching position that requires a certificate by state code except as noted in A.2 below.

2. Exceptions

Those excluded are the Superintendent, Chief School Business Official, Principal, Director of Curriculum and Instruction, Athletic Director, Assistant Principal, Director of Guidance, Director of Library/AV, Director of Special Services, Director of Student Support, and any other employee who would fall under the definition of supervisor or manager or confidential employee as defined in Public Act 83-1014, Section 2 - g, n, o. Also excluded from the bargaining unit are substitute teachers, certified and non-certified non-teaching personnel, teacher aides with or without teaching certificates, and any and all personnel who are employed by any cooperative agency whose duty is to serve the Board of Education.

ARTICLE II - ASSOCIATION RIGHTS

A. ASSOCIATION MEETINGS

Regular Association meetings shall normally be held at the end of the school day, but permission may be requested for the holding of special meetings at 3:10 p.m.

B. ASSOCIATION USE OF BUILDING AND EQUIPMENT

The Association shall have the use of district facilities for meetings outside of school attendance hours. Meetings must be scheduled with the administration prior to use and cannot interfere with any other previously scheduled activities. The Association shall have the right to use district equipment when scheduled with the administrative office. Association representatives shall not be required to leave a copy of Association's materials. The Association shall pay the customary in-school rate designated at time of use per copy. In time of emergency, the president or his/her designee shall have the right to have at most ten (10) copies made at the main office or library when approved through the administrative office.

C. BOARD PACKET AND AGENDA

The Board of Education shall provide a packet of information to the Association before each board meeting via Board Docs. The packet shall contain all materials provided for the board members with the exception of materials pertaining to personnel, negotiations, land acquisition, litigation, student discipline, and any other information the Board deems not suitable for public knowledge.

The Board shall place on the agenda of each regular board meeting, as the first item for consideration under "New Business", any items brought to their attention for consideration by the Association so long as these agenda items and the estimated time are made known in writing to the superintendent five (5) days prior to the regular meeting.

D. ASSOCIATION DUES DEDUCTION/FAIR SHARE

Professional Association dues shall be subject to payroll deduction as cited in Article VII: Section n.

1. Agreement

It is recognized that the negotiation and administration of this Agreement will entail expenses, which appropriately are shared by all employees who are beneficiaries of said Agreement. To this end, if any employee does not join the Association, such employee will:

- a) execute an authorization for the deduction of a sum equivalent to the proportionate share of the cost of the collective bargaining process and contract administration. The total amount shall not exceed that amount established as regular Association dues;
- b) pay directly to the Association a like sum. In the event the employee wishes contributions to be handled through payroll deductions, the money shall be remitted to the Association in the manner provided in Article VII: Section 14.

The Association shall submit to the Board an affidavit, which specifies the amount constituting, said fair share not exceeding the dues uniformly required of members of the Association, and which describes the rationale and method by which the fair share was determined, including a list of the expenditures which were included in determining fair share.

The obligation to pay a fair share fee to the Association will not apply to any employee who, on the basis of a bonafide religious tenet or teaching of a church or religious body of which said employee is a member, objects to a payment of a fair share fee to the Association. In the event that a religious objection is filed by a non-member of the Association and collection made of the fair share fee, the Association will make payment on behalf of the employee to a mutually agreeable non-religious charitable organization.

In the event such an authorization is not signed or such direct payment is not made within ninety (90) days following the commencement of employment, the Board shall deduct the fair share fee in equal payments from the regular salary check of the employee.

2. Hold Harmless Provision

The IEA/NEA agrees to indemnify and hold the Board harmless against any liability, which may arise by reasons of any action taken by the Board in complying with the provisions of D.1 above, including reimbursement for any legal fees or expenses incurred in connection therewith.

The Board agrees to promptly notify the Association in writing of any claim, demand, suit or other form of liability in regard to which it will seek to implement the provisions of D.1 above, and if the Association so requests in writing to surrender claims, demands, suits, or other forms of liability.

In the event that an objection is filed by a non-member during the term of this Agreement, the Board shall continue to deduct the fair share fee from the objecting employee's pay, but shall transmit the portion of said objected fee to the Illinois Educational Labor Relations Board which shall hold the fee in escrow. The IELRB shall investigate and consider the fair share fee

objections and determine the amounts to be apportioned to the non-member and to the Association.

ARTICLE III - MANAGEMENT RIGHTS

A. VESTED POWERS

The Board, on its own behalf and on behalf of the electors of the District, hereby retains and reserves unto itself, without limitation, all powers, rights, authority, duties, and responsibilities conferred upon and vested in it by the laws and the Constitution of the State and of the United States.

B. EXERCISE OF POWERS

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

C. MANAGERIAL POLICY

It is also agreed that the Association will not require the Board to bargain over matters of inherent managerial policy.

D. CONTRACT REOPENER

In the event legislation is enacted or administrative rules or interpretations adopted during the life of this collective bargaining agreement that adversely affects the Board's obligations or employee rights under any of the benefits set forth in this Contract, the parties agree to meet within thirty (30) days of the passage of the legislation to reopen and renegotiate the provision and the impact on any and all employees and the Board.

If state legislation is enacted prior to the start of the 2022-2023 school term that imposes a property tax "freeze" or a pension "cost shift", or if the amount of general state aid to the Board over the previous school year is decreased by 8% or more, either party shall be entitled to invoke mid-term bargaining related to Article XI (Salary) of this Agreement.

Property tax "freeze" legislation includes any statutory amendment or revision to the current Property Tax Extension Limitation law ("PTELL") which reduces or otherwise modifies the Board's tax levy/extension authority under the current tax "cap" (PTELL) limitations. Pension "cost shift" legislation includes any statutory amendment or revision to the Illinois Pension Code, which imposes additional annual TRS pension contributions or costs on the District or faculty. When mid-term bargaining is deemed necessary by either party based upon either of the legislative enactments identified above or a reduction in general state aide, the Board and the Association will initiate interest-based bargaining ("IBB") within sixty (60) days of either party's request for mid-term bargaining. The interest-based mid-term bargaining shall be limited to items addressed in Article XI (Salary) unless the parties mutually agree to extend the scope of mid-term bargaining to other contract issues. Any mid-term agreement(s) reached by the negotiation teams shall be subject to ratification and approval by the Association and Board. The parties each have one opportunity to invoke mid-term bargaining during the term of this Agreement.

ARTICLE IV - GRIEVANCE PROCEDURE

A. DEFINITIONS

1. Claims

Any claim by the Association or a teacher that there has been a violation, misinterpretation, or misapplication of the terms of this Agreement may be a grievance. Any item not included in this contract may not be grieved.

2. Time Limits

All reference to time limits consist of school days, except when a grievance is submitted less than ten (10) days before the close of the current school year, time limits shall consist of all weekdays in order that matters may be resolved before the close of the school year or as soon thereafter as possible. School days for the purpose of the grievance procedure shall mean teacher employment days.

3. Association Representatives

Upon selection of a grievance committee and its chairperson by the Association, the Board shall recognize such chairperson and Association Grievance Committee. At least one Association Grievance Committee representative shall be present at any meetings, hearings, appeals, or other proceedings relating to a grievance, which has been formally presented by the Association or a member of the Association. Nothing contained herein shall be construed as limiting the right of any teacher to discuss the matter informally with his/her supervisor and having the grievance adjusted without intervention by the Association, provided the adjustment is not inconsistent with this Agreement or coercive.

B. GENERAL PROVISIONS

1. Informal Resolution

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

2. Association Participation

The Board acknowledges the right of the Association's grievance representative to participate in the processing of a grievance filed by the Association or a member of the Association at any level and no teacher shall be required to discuss any grievance if the Association's representative is not present.

3. Access to Information

The Board and the Administration shall cooperate with the Association to the end that a satisfactory resolution of any grievance shall be realized and shall provide information and material as they deem necessary to satisfactorily effect this result.

4. Reprisals

No reprisal of any kind shall be taken by the Board or the Administration against a teacher because of his/her participation in a grievance procedure.

5. Released Time

If, in the opinion of the administration, the investigation of processing of any grievance requires that a teacher or an Association representative be released from his/her regular assignments, he/she shall be released without loss of pay or benefits.

6. Files

All documents, communications, and records dealing with the processing of a grievance shall be filed separately from the personnel files of the participants.

7. Withdrawal of Grievance

A grievance may be withdrawn at any level without establishing a precedent.

8. Notification

In the event that a grievance is filed by a non-Association member, the Association shall be notified in writing. The notification shall contain the subject of the grievance, and as it progresses through the grievance procedure, a copy of any written response shall also go to the Association for purpose of general information.

C. PROCEDURE

1. Step One

Any teacher or the Association may present the grievance in writing to the supervisor immediately involved who shall arrange for a meeting to take place within four (4) days after the receipt of the grievance. If the grievance involves the Association or an Association member, the Association's Grievance Committee representative shall be present for the meeting with the aggrieved teacher and the immediately involved supervisor. The supervisor shall provide a written answer to the grievance to all parties concerned two (2) days after the meeting. This answer shall include a reason for the decision.

2. Step Two

If the grievance is not resolved at step one, then the Association or non-Association teacher shall refer the grievance to the superintendent or his/her official designee within six (6) days after receipt of the step one answer or within eight (8) days after the step one meeting, whichever is later. The superintendent shall arrange for a meeting with the representatives of the Association's Grievance Committee or the non-Association teacher to take place within five (5) days of his/her receipt of the appeal. Each party shall have the right to include in its presentation such witnesses and counselors as it deems necessary to develop facts pertinent to the grievance. Upon conclusion of the hearing, the superintendent shall have four (4) days in which to provide his/her written decision with reasons to all parties concerned.

3. Step Three

If the grievance is not resolved at step two, the Association or non-Association teacher may refer the grievance to the Board within six (6) days after the receipt of the step two answer or within eight (8) days after the step two meeting, whichever is later. If all parties concerned agree, steps one and two of the grievance procedure may be accelerated and the grievance brought directly to the Board.

- a) The president of the Board shall arrange for a meeting with the representatives of the Association's Grievance Committee or the non-Association teacher at the time of the next regularly scheduled board meeting.
- b) If the matter is of such urgency as he/she deems necessary, the president may call a special meeting at his/her convenience to consider the grievance.
- c) Each party shall have the right to include in its presentation such witnesses and counselors as it deems necessary to develop pertinent facts to the grievance.
- d) Upon conclusion of the hearing, the president of the Board shall have four (4) days in which to provide a written decision with reasons to all parties concerned.

4. Step Four

If the grievance is not resolved at step three, the Association makes the decision to submit or not to submit the grievance to final and binding arbitration. If a demand for arbitration is not filed within ten (10) days of the date for the step three decision, the grievance shall be deemed withdrawn.

- a) The parties shall jointly request the American Arbitration Association to submit to them a list of five (5) arbitrators with names and qualifications. Either party may reject one list in its entirety and request another list be submitted. From the final list, the parties shall alternately strike two names, with the party initiating arbitration striking first, until only one name remains. The individual shall serve as the arbitrator. The arbitrator so selected shall be jointly notified of his/her selection and requested to contact the parties with respect to scheduling the hearing. If the individual selected cannot serve, the parties shall request another list and repeat the striking process to determine another arbitrator to serve. Failure of a party to act with regards to striking in turn within thirty (30) days shall constitute a waiver of the right to select an arbitrator. In such a case, the other party shall select an arbitrator from the list and arbitration shall proceed.
- b) An arbitration is limited solely and simply to interpretation and implementation of the terms of this Agreement. The arbitrator shall not have the power to add to, subtract from, alter, or modify in any way, any of the terms or conditions of the Agreement.
- c) All expenses incurred shall be shared equally by the Board and the Association. It is understood that such expenses will be limited to the arbitrator's fee. Any legal expenses incurred should be paid for by the party engaging the legal counselor.

D. CLASS GRIEVANCES

Class grievances involving two or more teachers may be initially filed by the Association at step two. If either party refuses to allow consolidation of what are properly class grievances, the party refusing to allow consolidation shall bear the full costs of each grievance, which is heard as a separate matter.

ARTICLE V - PROFESSIONAL RELATIONS

A. INTERNAL COMMUNICATIONS COMMITTEE (I.C.C.)

1. Purpose

The purpose is to recognize concerns from both groups and be willing to solve them.

2. Membership

The committee shall be a standing committee of a minimum of (3) Association representatives, including the association president, plus the superintendent, principal and other administration members as needed. Said members shall serve a one year term. Other resource people may be brought in if mutually agreed upon.

3. Chairperson

The chairperson shall alternate monthly between the Association and Administration. Each group will determine whether it will have a permanent or rotating chairperson.

4. Meeting Schedule

Schedule (date and time) of regular monthly meetings shall be established each year before September 15. Other meetings may be convened by mutual agreement of the Association president and the superintendent. If the chairperson is from the Administration, the meeting will take place in the boardroom. If the chairperson is from the Association, the meeting will be in the professional library. Meetings can only be rescheduled if agreed upon by the superintendent and Association president.

5. Committee Participation

Committee members or their designees must be present at every scheduled meeting.

6. Procedure

- a) Disputes over contract interpretations shall not be considered by the committee.
- b) An agenda shall be presented at least twenty-four (24) hours before each meeting by the Association president and the superintendent or their designees.
- c) All agenda items, composed of concerns from both groups, shall be addressed.
- d) Unresolved items shall be placed on the following month's agenda under old business.
- e) An agenda item may be dropped by the mutual agreement of both groups.

7. Minutes

Minutes shall be taken at each meeting by the non-chairing group. The minutes shall include committee participants, the agenda items, solutions, and rationale. The minutes must be approved by the superintendent and Association president or respective designees prior to the final preparation and distribution. A copy shall be given to each teacher, administrator, and board member. A copy will also be posted in the faculty lounges.

8. Recommendations

Committee resolved items that affect administrative policy and/or procedure shall be placed in the faculty handbook subject to board approval. If the committee reaches a resolution affecting board policy, the committee may make a joint recommendation to the Board for consideration. If the committee fails to achieve mutual agreement on an agenda item, the BBEA may submit the item to the Board for consideration.

B. CERTIFIED PERSONNEL EVALUATION

1. Philosophy

The philosophy of the Board is that the evaluation should be directed primarily toward the improvement of instruction. Evaluation procedures in regard to assessment shall be directed toward that goal.

2. Procedures

a) The performance of regular full-time non-tenured teachers shall be formally evaluated in writing following the BBCHS Evaluation Plan developed by the PERA Committee in accordance with Illinois law.

b) Revisions

Any changes in the evaluation plan shall be negotiated. The PERA Committee, comprised of equal representation of Administration and the Association shall revise and update the evaluation process, in accordance with the law.

C. COMPLAINTS ABOUT A TEACHER

If, in the opinion of the administration or the Board of Education, a complaint against a teacher warrants investigation, the teacher shall be notified of the full particulars, including the name of the complainant(s), and permitted representation at all conferences concerning the complaint. It is acknowledged that some complainants may specifically request not to be identified. In such case, the supervisor will ask the complainant to explain why and the supervisor will encourage the complainant to reconsider. If the complainant still requests not to be identified, then the supervisor, in his/her discretion, shall determine whether to take any further action on the complaint.

No teacher will retaliate against any complainant.

D. CERTIFIED PERSONNEL DISCIPLINE

1. Meeting Request

Whenever a teacher is requested to have a meeting with the administration, the teacher shall be informed in advance as to the topic of the conference so the teacher may determine if representation is necessary.

2. Representation

A teacher shall be entitled to have present a representative of the Association during any meeting, which may lead to disciplinary action. When a request for such representation is made, no action shall be taken with respect to the teacher until such representative of the Association is present. Should disciplinary action likely occur at a given meeting, the teacher shall be advised immediately of said possibility and be advised of the right of representation under this provision of the Agreement. If the teacher declines representation, it must be done in writing.

3. Grounds

No tenured bargaining unit member shall be called before the Board for disciplinary action, suspended or relieved of a stipend unless the specific grounds forming the basis for such action is given to the bargaining unit member in writing.

E. TEACHER PERSONNEL FILE

The teacher's personnel file shall minimally contain all formal and informal evaluations and any other materials relating to the continued employment of the teacher and shall be maintained under the following conditions:

1. Number
One personnel file shall be kept for each teacher.
2. Review
Each teacher shall have the right upon request, to review the contents of his/her personnel file. Such review shall be during normal office business hours, by appointment and in the presence of an employee designated by the superintendent. A representative of the Association may, at the teacher's request, accompany the teacher in this review.
3. Contents
Materials related to a teacher's employment status or discipline shall be placed in the teacher's personnel file with a copy to the teacher at the same time. A teacher's signature on such material shall mean acknowledgment of receipt of a copy of the material and not agreement or disagreement with the contents. The teacher shall be afforded an opportunity to respond in writing to any material placed in his/her file, and to have such response included in his/her file.
4. Duplication
No teacher shall remove any material from his/her file. However, a teacher shall have the right to copy any material available to the teacher under this section of the Agreement or have such copies made by the office personnel at the usual and customary cost.
5. Confidential Materials
Confidential materials, such as recommendations by colleges or universities, or evaluations of a teacher by a previous employer, shall be a supplement to a teacher's personnel file. There shall be no other personnel file. This clause shall not waive the rights of any teacher to review all materials in his/her personnel file allowable under law.
6. Record of Inspection
Notice shall be posted within twenty-four (24) hours to a teacher when any portion of his/her personnel file is made known to any other person or agency. Any person viewing any portion of a teacher personnel file shall be identified by name and title on a dated sheet to be kept in the personnel file.

F. REDUCTION IN CERTIFICATED STAFF

Reduction in certificated staff, which might be required because of any changing condition, shall be in accordance with specific provisions of the **School Code of Illinois** in effect at that point in time.

G. VACANCIES

Any teacher may apply for an appointment or transfer to any vacancy. Notification of such vacancies shall be made to the staff by the superintendent or his/her official designee. The interests, aspirations, and qualifications of the individual teacher shall be considered in all appointments and/or transfers, but the foremost consideration will be for the benefit of the students of Bradley-Bourbonnais Community High School. If a teacher is denied a transfer request, said teacher will be given a reason in writing.

1. Notifications
All District vacancies shall be e-mailed to all teachers' BBCHS e-mail addresses. All vacancies shall be posted for a minimum of 5 school days. In the event that a vacancy occurs within the month of August the 5 day posting period may be waived.

H. TRANSFERS

All decisions regarding transfers from a current assignment initiated by the administration shall be made, if administratively possible, prior to the close of the spring semester and after consultation with the teacher(s) involved. Reasons necessitating such transfers shall be stated clearly in writing with a copy presented to the teacher(s) involved. If the transfer is for more than one class period, teachers will be assigned according to the most seniority. In the event that a senior teacher would decline the assignment, the next senior teacher would be offered the assignment until the assignment is filled. In the event an opening in the original department occurs, the transferred teacher will be given priority.

I. SIXTH CLASS

1. A sixth class is defined as an instructional class in addition to the five (5) regular classes and support periods such as CASH and Boiler Block.
2. In the event a teacher is needed to teach an additional class, qualifications will be the basis for selection. In the event two or more employees are equally qualified to fill the position, the most senior employee shall be given priority.
3. When a full-time teacher is asked to teach a sixth class for the year, he/she shall be paid 1/5 of his/her annual base schedule compensation. For any period shorter than one year the compensation shall be prorated.
4. Teachers assigned an extra class assignment will be exempt from extra supervision (i.e. study hall, math/writing lab, or half-period resource)
5. It is the goal that overloads will not exist. However, when an overload occurs, every effort will be made to correct it.

J. SUMMER SCHOOL

Any teacher who teaches summer school will be paid the in-house substitution rate plus five (5) dollars for the number of hours taught, plus one (1) hour per day for preparation at the same rate of compensation.

K. DIVISION CHAIRPERSON

1. Extended Contract
 - a) Two weeks before the end of the school year, each division chairperson shall review with the principal work to be done beyond the regular school year.
 - b) Each division chairperson shall work beyond the regular school year as determined by a consulting committee consisting of the superintendent, principal, and chairperson.
 - c) The division chairperson shall be paid for this time on a per diem basis according to his/her placement on the current teachers' salary schedule.
2. Hiring of New Teachers

Division chairpersons shall be given the opportunity to interview prospective teachers and to make recommendations concerning their employment. Every effort shall be made for this purpose during the summer.

ARTICLE VI - LEAVES OF ABSENCE

A. SICK LEAVE

1. Accumulation

The Board of Education shall grant full-time certified staff members leave not less than twelve (12) days in the school year. If any such teacher does not use the full amount of annual sick leave allowed, the unused amount will accumulate with no limit. A maximum of three hundred forty days of leave at full pay can be used towards retirement, including the leave of the current year as permissible by TRS creditable service time for retirement. The Board of Education reserves the privilege of extending the sick leave upon the request of the teacher through the superintendent or his/her designee.

2. Record

The Board of Education shall maintain a complete accounting of each certified staff member's sick leave days. Accumulated sick leave will appear on the employee's pay stub.

3. Return

Any teacher returning from an approved sick leave shall, to the extent possible and in harmony with the physician's recommendations, be reassigned to the same position held at the time the leave commenced.

4. Partial Day

An absence from school for more than three and a half (3.5) clock hours shall constitute a full-day absence. An absence from school of three and a half (3.5) hours or less shall constitute a half-day absence. Teachers missing two hours or less will be offered, whenever possible, to perform a corresponding one or two hours of "In-House Substitution" without pay in lieu of being charged a half-day absence. Each teacher may access this benefit no more than one time per semester to be made up in the same semester. Time taken in December may be made up in January/February. The District will make every effort to give priority to teachers who need to make up time.

B. BEREAVEMENT LEAVE

In the event of a death of a faculty member's spouse, child, grandchild, or parent, the faculty member shall be granted up to five (5) days off with pay. In the event of a death of a faculty member's brothers, sisters, mother-in-law, father-in-law, or grandparents, the faculty member shall be granted up to three (3) days off with pay. In the event of death of the faculty member's grandparents-in-law, brother-in-law, sister-in-law, aunt, uncle, niece or nephew, the faculty member shall be granted up to two (2) days off with pay. The superintendent or his/her designee upon presentation of extenuating circumstances may authorize additional bereavement days. Teachers will identify relationships in their request.

Also allows bereavement leave due to (i) a miscarriage; (ii) an unsuccessful round of intrauterine insemination or of an assisted reproductive technology procedure; (iii) a failed adoption match or an adoption that is not finalized because it is contested by another party; (iv) a failed surrogacy agreement; (v) a diagnosis that negatively impacts pregnancy or fertility; or (vi) a stillbirth.

C. DISABILITY LEAVE

1. Notification

A teacher who is disabled may be entitled to an unpaid leave of absence upon written notification to the superintendent at least thirty (30) days prior to the requested date of the initiation of the leave. In emergency cases this time period may be waived if the teacher submits a written explanation together with proper verification and/or documentation. Such written notification shall include a statement from a licensed physician (M.D.) certifying the inability of the employee to perform his/her contractual duties and the estimated date of return to active employment. Active employment may be continued as long as the employee is

certified by a physician as able to work and to perform properly the required functions of the position he/she holds.

2. Length

Such leave shall not be granted for more than one hundred eighty (180) school days.

3. Benefits

A teacher on disability leave may continue in the district's insurance plans by paying the appropriate premium monthly to the business office. No benefits shall accrue to the employee taking this leave during the unpaid leave.

4. Return

Upon the teacher's return to active employment, the teacher shall, to the extent possible, be reassigned to the same position held at the time the leave commenced. During such a time a person is on unpaid leave, he/she is subject to the same reduction-in-force procedures as any other employee.

D. PARENTAL LEAVE

1. Conditions

A parental leave of absence without pay shall be granted to a full-time teacher for the purpose of child rearing (of any child of twelve (12) months of age or less) for a period up to but not to exceed one hundred eighty (180) school days. (Note "D.4" below)

2. Application

Application for parental leave must be in writing to the superintendent at least thirty (30) days prior to the requested initiation date of the leave. In emergency cases this time period may be waived by the superintendent if the teacher submits a written explanation requesting the waiver.

3. Child-Care Leave

Separate from parental leave, a teacher is permitted to take child-care leave as a result of the birth of child, adoption of a child under school age, or for the special care of a child (upon special request). All leave taken under this section shall be applied against the teacher's accumulated sick leave. A teacher may use their available sick leave under this section for up to Sixty (60) workdays, unless otherwise certified by a physician in which case it may be extended upon agreement between the teacher and the administration. The sixty (60) days for birth must be used on consecutive workdays contiguous to the birth and are only applied against actual school days. However, if a teacher has a child during summer break, the days of sick leave available to the teacher will be diminished by the amount of days between the birth date and the first day of school. Sick leave for adoption or placement for adoption is limited to sixty (60) workdays.

4. Benefits

No benefits shall accrue to the employee taking this leave during the unpaid leave. A teacher may continue in the district's insurance plans by paying the appropriate premium monthly to the business office.

5. Return

Teachers returning from leave will return at the beginning of a semester. Upon return to active employment, the teacher shall, to the extent possible, be reassigned to the same position held at the time the leave commenced. During such time a person is on unpaid leave, he/she is subject to the same reduction-in-force procedures as any other employee.

E. PERSONAL LEAVE

1. Paid

Approved personal leave shall not be deducted from either sick leave or bereavement leave. Faculty members shall be granted a minimum of four (4) personal leave days per year without giving a reason. Additional personal leave may be authorized by the superintendent or his/her designee. Three days notice shall be required unless the request is of an emergency nature. Personal leave will not be used during the last three (3) days of the semester, State exam days, nor during professional development time either full or partial days except in the case of an emergency or extenuating circumstance with the approval of the Superintendent or designee. Personal leave is available for use during the regular school term.

2. Unused Personal Leave

Unused personal leave days shall be added to the individual's accumulated unused sick leave at the end of each school year.

3. Unpaid

Personal leave of absence, other than sabbaticals, may be granted to any teacher upon application and should be geared to the academic year with emphasis on the nine-weeks grading period, the semester plan, or the entire year.

F. SABBATICAL LEAVE

Pursuant to Section 24-6.1, as amended, of the **Illinois School Code**, a member of the faculty who has completed at least six (6) years of contractual continued service to Bradley-Bourbonnais Community High School on a full-time basis may be granted a sabbatical leave of absence for a period of at least four (4) school months but not in excess of one (1) school year for resident study, research, travel, or other purposes designed to improve the school system.

1. Application and Approval Procedures

Request for sabbatical leave shall be filed with the superintendent between November 15 and January 15 of the year preceding that for which the leave is requested and shall contain a detailed plan for the sabbatical leave. The application shall be submitted to a screening committee composed of the superintendent, a school board member, and the division chairperson of the department in which the applicant teaches. The Board of Education must approve requests for sabbatical leave or reject them subsequent to the report of the screening committee.

2. Condition of Approval

The recipient of the sabbatical leave must sign a contract to return to Bradley-Bourbonnais Community High School for two (2) years following the sabbatical leave. Before the leave is granted, the applicant shall agree in writing that if he/she does not return and perform contractual continued service in the district for at least two (2) school years after the expiration of the leave, all sums of money received from the Board of Education during the applicant's sabbatical leave shall be refunded. Refund shall be waived if return and performance is prevented by illness or incapacity.

3. Salary and Benefits

During absence pursuant to such leave, the teacher shall receive a minimum of 65% of the basic salary which would have been earned during the year of leave had the applicant remained on active teaching duty. In addition, the Board of Education will pay the contribution of the teacher to the Teachers' Retirement System during the leave. Said contribution shall be based on the salary of the teacher for the year immediately prior to the leave.

4. Conditions of Return

- a) Upon return from leave, the employee shall be restored to a position equivalent to or better than that occupied before the sabbatical leave. The contractual continued service status of the person on sabbatical leave shall not be affected.
- b) The employee shall present a report in person and submit a paper or article pertaining to the sabbatical leave experience at the next appropriate Board of Education meeting following return from leave.
- c) Once granted, such leave shall bar a further sabbatical for that teacher until completion of an additional six (6) years of satisfactory service.

ARTICLE VII - WORKING CONDITIONS

A. SCHOOL DAY SCHEDULE

1. Length

The teacher's daily schedule is set by the Board of Education in harmony with the State of Illinois. Teachers shall report no later than 7:50 a.m. and may leave at 3:20 p.m. The student class day shall begin at 8:00 a.m. and end at 3:00 p.m. except on the day preceding Thanksgiving break, winter break, and spring break when it shall end at 2:00 p.m. On emergency days and days preceding a holiday, the teacher day shall end at the close of the student day, when the 1st load of buses have exited. When a student asks for extra help and makes prior arrangements with the teacher, the teacher shall stay beyond contractual time to help the student. The Late Start schedule, teacher's day will remain 7:50 a.m. to 3:20 p.m. Teacher meetings will start at 7:50 a.m.

2. Emergency

If an emergency arises which makes it necessary for a teacher to leave the building during a preparation period, the teacher is to sign out in the main office.

3. Office Hours

All office hours shall be in accordance with the BBCHS policy manual.

4. Zero Hour

Zero Hour is an integral part of the school day schedule and is necessary to meet the needs of our students.

1. Any zero hour position shall be announced and posted for at least one week to allow interested personnel to apply in writing to the principal.
 2. When a teacher is needed to teach a Zero Hour class, qualifications will be the basis for selection. Teachers who volunteer will be given primary consideration.
 3. The zero-hour teacher' work hours shall be 6:50 a.m. to 2:20 p.m.
 4. Zero hour teachers required to stay for the faculty meeting by the Principal will be paid one (1) hour at the In-House substitution rate.
 5. An administrator will be in the building and will be available to the teachers during the zero hour.
 6. Late Start schedule, Zero hour will take place 4 days per week and the zero hour teacher' work hours shall be 6:40 a.m. to 2:10 p.m.
5. The administration will make every effort, outside of the opening week of school to notify faculty at least one week in advance of any activity that they are required to attend during their prep (i.e. PSAT, SAT training, essential learning)

B. SCHOOL IMPROVEMENT DAYS

1. School Improvement Meetings

The Administration reserves sixty (60) minutes (maximum) on the Early Release/Late Start School Improvement Days for meetings with the full faculty. The individual departments may call additional meetings from 3:00 p.m. to 3:20 p.m. All teachers in a department must attend department meetings, except those meetings where only specific members are requested to attend by the division chairperson. The Administration reserves the right to four (4) school improvement meetings per year to be used exclusively for School Improvement.

2. Assigned Extra Duties or Committee Work

When teachers are assigned extra duties or committee work requiring time beyond the normal school day, the schedule shall be modified in an appropriate manner to provide time to perform the required duties. The monthly department meeting shall not be used for such extra duties.

3. PD/Essential Learning

If a staff member is required to attend a professional development meeting/Essential Learning during the school day ISBE approved CPDU hours will be provided to them. Faculty receiving compensation or BB Academy Credit are exempt.

4. New Teacher Orientation

The philosophy of this Program is to provide the necessary orientation information for a new teacher in District 307. New teachers who are required by the District to attend the Program shall be compensated in the amount of one hundred dollars (\$100) for each full day of attendance, and fifty dollars (\$50) for each half day of attendance.

C. SCHOOL CALENDAR

The Board of Education has the responsibility to see that the school calendar is prepared in harmony with the **Illinois School Code**. Every consideration shall be given by the administration to the teachers' requests in preparing the school calendar.

D. HEALTH AND SAFETY

A teacher shall not be required to work under unsafe or hazardous conditions or to perform tasks, which endanger his/her health or safety. Any such conditions should be pointed out in writing to the Administration to be reviewed by the Board as soon as such condition is noted. It is expected that immediate attention will be given to any such condition.

E. END OF SEMESTER SCHEDULE

If an end of semester schedule is used, the administration will make every effort to provide the Association an opportunity to review the schedule and procedures. The proposed schedule and procedures will be submitted to the Association in ample time to make suggestions for revision. It is understood that the Association's participation is advisory only.

F. DISCIPLINE

1. Discipline Committee

A joint committee shall be set up to review the disciplinary procedures. It shall meet at least once per year. The joint committee shall meet for the purpose of reviewing discipline procedures and recommending changes. The committee shall consist of three administrators, and three BBEA members.

2. Learning Adjustment Center

A learning adjustment center separate from study hall shall be provided for disciplinary problems and in-school suspensions.

G. TEACHER EXPECTATIONS

1. Study Hall:

Study Hall assignments shall be made to teachers on an equitable basis not to exceed ninety (90) hours per year. Division chairpersons, association president, counselors, student council advisor(s), social worker, psychologist, school nurse, AP teachers, and shall not normally serve in Study Hall/Hall Supervision. The above may be used as Study Hall supervisors in emergencies to fill hours of the day when no teachers are available or to equalize the Study Hall assignments. Preference for assignments shall be solicited and made on the basis of seniority. Teachers with seniority who have not received their preference may request special administrative review.

2. Boiler Block Expectations:

- a. Teachers will foster culture and community with students within Boiler Block.
- b. Monitor student's grades and advise students on academic work.
- c. Ensure all students are working on academics during Boiler Block.
- d. Recommend, place, and follow up with students in interventions as needed.
- e. Communicate and collaborate with families and school stakeholders regarding student achievement as needed.
- f. Provide intervention, instruction, re-teaching, and reassessment to students as needed.
- g. Selected teacher will implement the District Social Emotional Learning Curriculum (SEL).

3. Math & Writing Lab Expectations:

Math & Writing Lab Teachers will receive \$500 per year / \$250 per semester.

- a. The District reserves the right to select and retain Math & Writing Lab Teachers on an annual basis.
 - b. The District will determine department Math & Writing Lab needs on a semester basis.
 - c. Communicate and collaborate with school stakeholders regarding student achievement.
 - d. Provide intervention, instruction, and re-teaching to students.
4. Advanced Placement Expectations:
 AP Teachers will receive an annual stipend of \$500 per year.
- a. The District reserves the right to select and retain AP Teachers on an annual basis.
 - b. AP Teachers will actively participate in all AP Initiatives, student supports, and training provided by the District. Some events may include time outside the contract including after-school and summer.

H. CLASS SIZE

1. Goals

Within the financial resources of the district, attempts shall be made to maintain a class size conducive to the desired learning environment. The administration shall recognize its responsibility to give reasonable support and assistance in maintaining class size, which meets the educational needs of the students.

2. Foundation Classes

The Board of Education and the Association recognize the educational need to limit the student enrollment in foundation classes. To that end, the administration shall make every effort to regulate the enrollment of such classes with a goal of limiting these classes to 12-15 students, whenever possible.

I. CLERICAL ASSISTANCE

Duplication in the preparation of exams, official correspondence, and other functions may be available for teachers through the duplicating and supply office as supervised by the Director of Special Services. Any assistance needed in this area will require advanced planning to properly schedule the available clerical assistance.

J. TEACHER AIDES/PARAPROFESSIONALS

Division chairpersons shall have the privilege to request a teacher aide, para-professional or parental assistant when situations develop within the classroom, which endanger the success of the instructional program. Such requests shall be directed to the principal and forwarded to the superintendent, who may recommend to the Board of Education appropriate action to be taken.

K. OFFICE SPACE

1. Teachers

If available, space should be provided for teachers who do not have an assigned classroom.

2. Division Chairpersons

Office space shall be provided for division chairpersons as space becomes available.

L. MEDICAL COVERAGE INFORMATION

Information pertaining to medical coverage shall be distributed at the beginning of the school term. Any time the district is advised of modification in coverage or premium, it shall notify covered employees of such modification within seven (7) calendar days.

M. ATTENDANCE AT EVENING FUNCTIONS

Attendance at evening functions, other than the parent teacher conferences, and 8th grade preview night (if applicable), shall be on a voluntary basis. The date of the parent teacher conference and 8th grade preview night shall be announced sixty (60) days prior to the end of the previous school year.

N. SCHOOL SPONSORED ACTIVITIES

The following activities will be considered school sponsored and such have the same liability coverage as in-school functions: club activities, activities of groups listed on the extra-duty pay schedule, and academically related field trips or activities. School sponsored activities must be approved by the administration prior to receiving liability coverage.

O. PAYROLL WITHHOLDINGS

Payroll withholdings shall be submitted to the bookkeeper by September 15. Subsequent changes shall be submitted to the bookkeeper fourteen (14) days prior to the first board meeting of any given month.

P. PAY OPTIONS

1. Pay Day

Pay day shall be bimonthly with paper payments and direct deposit payments made on or before the 15th and the 30th during the school year and mailed during summer months on or before the 15th and the 30th of the month. Paper payments shall be placed in the mailboxes during the school year. If pay day falls on a weekend or a holiday break, payment shall be made on the last work day before the 15th or the 30th of the month. Nine-month employees have the option to be paid over 10 months instead of 12 months. The 10-month option must be requested in writing to the business manager prior to the first day of the school year. The employees selected pay option will remain in effect until the employee provides written notification to the business manager to change options prior to the start of the next school year.

2. Direct Deposit

Teachers shall have the option of having their pay directly deposited to the bank, etc., of their choice.

Q. CURRICULUM COORDINATING COUNCIL

The Curriculum Coordinating Council (CCC) is a representative group of district personnel and board members. The CCC makes all professional decisions pertaining to curriculum, instruction, assessment, and student learning and advises the Board of Education, through the superintendent, in these matters. This means the CCC also serves as a sounding board for licensed personnel in curriculum/instruction matters, makes recommendations regarding staff development, coordinates accreditation processes, directs work of all Subject Area Committees (SAC), and appoints and directs any other committees necessary for the development, implementation, and long-term evaluation of curriculum, instruction, and assessment. The CCC does not make managerial decisions related to buildings, personnel, budgets, or other agenda items reserved for the administrative team or building principal.

R. GRADE REPORTS

Grade reports shall be due as follows:

1. 3:20 p.m. on the third working day following the conclusion of the 6th, 12th, and 18th week of each semester.
2. No later than 3:20 p.m. at the conclusion of the last day of school.

ARTICLE VIII - NEGOTIATIONS

A. OPENING DATE

Negotiations shall begin no later than March 15, unless both parties agree to an alternate date. At the first meeting a tentative schedule for future meetings will be adopted.

B. NEGOTIATING COMMITTEE MEMBERSHIP

Each negotiating team shall not exceed ten (10) members. In the event of a member's inability to be present at negotiations, that member may be replaced by another member of his/her group. Observers shall not be authorized except by mutual consent.

C. IMPASSE

When a mediator is required, the Federal Mediation and Conciliation service will be used.

D. RATIFICATION

When the Association and the Board of Education reach tentative agreement on all matters being negotiated, the items shall be submitted to the membership of the Association for ratification and to the Board of Education for ratification.

E. SUCCESSOR AGREEMENTS

The Board of Education and the Association agree that in successor agreements they will meet at reasonable times and confer in good faith in respect to wages, hours, and other terms and conditions of employment. This does not compel either party to agree to a proposal or require the making of a concession.

ARTICLE IX - LEGAL CONFORMITY

A. LEGAL CONFORMITY

Should any clause of this master contract be declared illegal, said article or clause may be deleted from this contract to the extent that it violates the law, but remaining articles and clauses shall remain in effect.

B. DURATION

This master contract shall be effective August 1, 2020, and shall terminate on August 1, 2023.

C. NO STRIKE

It is agreed and understood by the Association that there will be no strike, work stoppage, or slowdown by its officers or members during the term of this Agreement, including compliance with the request of other labor organizations to engage in such activity. The Association recognizes the duty and obligation of its representatives to comply with the provisions of this agreement.

D. EFFECT OF AGREEMENT

1. Modification of Contract

The terms and conditions set forth in this Agreement represent full and complete understanding between the parties. The terms and conditions may be modified only through the written mutual consent of the parties.

2. Bargaining During Term of Contract

The parties acknowledge that during the negotiations, which resulted in this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not removed by law from the area of collective bargaining. It is understood that all of the

agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this Agreement. Therefore, the Board and the Association, for the duration of this Agreement, each voluntarily and unequivocally waives the right, and each agrees that the other shall not be obligated to bargain collectively with respect to any subject or matter referred to, or covered by this Agreement.

ARTICLE X - FRINGE BENEFITS

A. ADVANCEMENT ON SALARY SCHEDULE

1. If a teacher changes from one Master's program to another Master's program, the teacher may apply the course work towards the Master's +15 or +30 semester hours. The hours will be added upon the completion of said Master's degree program upon Superintendent approval.
2. College Credit Tuition Reimbursement
 - a) The Board of Education shall pay the total expenses for additional training of a teacher when the Board of Education requests a teacher to attend school for the benefit of Bradley-Bourbonnais Community High School.
 - b) Teachers who attend school for advancement on the salary schedule, or for additional hours in their teaching field, and who provide an official transcript along with evidence of tuition and fee expenses, shall receive full reimbursement of tuition and class fees up to \$2,500.
 - c) Teachers taking courses as part of an approved masters program in the content area of the teacher's teaching assignment are eligible for up to \$3,000. At no time can the reimbursement exceed \$3,000.
 - d) Tuition reimbursement will not exceed a \$30,000 pool in a school year. Tuition reimbursement is paid out on a first come first serve basis. Unused money in the pool is not carried over to the subsequent years.

The reimbursable year shall begin September 1 and end August 31, and shall include courses completed during that time period. Payroll changes shall be submitted to the bookkeeper by September 30th. It is understood that a master's degree in the teacher's teaching field, classroom-related, is necessary to be advanced to the master's column. Reimbursement for college courses and class fees shall be received only if the credits are in the specific teaching field, required credits in a master's program in the teacher's field, or related courses and if prior approval of the superintendent or his/her designee has been granted. If identified by the District as necessary, Educational Administrative graduate courses will be considered for salary advancement but are not eligible for tuition reimbursement.

- e) If a teacher has moved horizontally on the salary schedule as a result of these credits (tuition reimbursement) in full or in part and the teacher leaves the employ of the district within one (1) year of receiving such reimbursement, the teacher shall repay the district an amount equal to the tuition reimbursement for the year prior to departure. The superintendent or his/her designee shall retain the privilege of waiving this requirement when extenuating circumstances exist.

3. BB Academy Credit:
 - a) District 307 sponsored BB Academy workshop hours or course credits approved and earned after June 2014 are applicable to advancement on the salary schedule. Fifteen (15) workshop clock hours earn two (2) credits.
 - b) Maximum Number of BB Academy Credits Attainable for Certified Staff:

Prior to a staff member completing the MA, up to fifteen (15) hours of District 307 BB Academy credit would be allowed for salary advancement. Since these hours are not part of an ISBE certificate or public/private school graduate program, they would only count toward pre-MA salary advancement. After the formal Master's Degree level is earned and a transcript is on file at the District Office, fifteen (15) hours of BB Academy credit would be allowed to count as post-MA salary credit.
 - c) District Staff Serving as BB Academy Instructors:

All District 307 staff serving as instructors will submit a request to perform training and will be selected based upon their proficiency in the content area. Any instructor compensation would be based upon the number of training hours (based upon 15 hour time blocks), the type of training (credit/non-credit offering), and time the training is delivered (during school hours/after school hours). During school hours training would not involve instructor compensation for teaching a course but could involve a stipend for preparing for the course instruction. Instructors who elect Academy Credit will receive three (3) credits.
 - d) Process for Development of BB Academy Growth Credits:

Annually, based upon the District Improvement Plan, District priorities will be established. A menu of BB Academy course offerings would be established. Distribution of the offerings would be supplied to all certified staff. Sign-up would be on-line through the District 307 website. Courses limited in numbers of participants will be filled based upon the time of the individual's registration. Any course may be canceled (up to and including the first meeting) based upon a lack of enrollment or enrollment not meeting the class minimum.
 - e) Process for Granting BB Academy Credits:

The focus of the BB Academy Credits is to assist certified staff members in modifying current classroom practice. To that end, all requests for salary credit must have an accompanying authentic documentation form. This requirement requires the certified participant to demonstrate change in their classroom. Authentic Documentation may include but is not limited to the following: a series of coaching observations, a video/audio tape of a series of lessons, completion of the course with an instructional change document. Formal documentation must be turned in no later than three (3) weeks after the last date of the course to be granted salary credit. Upon successful completion of the course, a letter of completion will be supplied to the certified staff member and a copy will be placed in their personnel file for any future reference.
4. Special Credit

Permission by the superintendent or his/her designee may be given to those teachers desiring to attend vocational institutes or special seminars related to his/her teaching area for advancement on the salary schedule. A maximum of four (4) hours toward movement at each column on the salary schedule may be received in this way.
5. Non-Reimbursed College Credit

Teachers who provide an official transcript of graduate-level courses in their teaching field or classroom-related courses shall also move horizontally on the salary schedule. Prior administrative approval for such movement is required in all cases.

B. FRINGE PROGRAM

1. The figure in each step on the salary schedules reflects the teacher's basic salary. The teacher is responsible for any and all pension contributions as set forth by law.
2. Family medical.
3. Family dental.
4. \$20,000 life insurance per employee. The employee shall have the option to purchase additional coverage in the group plan at his/her own expense.
5. \$1,000 life insurance per dependent.
6. The Board of Education shall pay premiums per year as follows:
2020-2023 INSURANCE OFFERINGS
 - a. **HMO OPTION-**
 - **Single:** 83% of the teacher's single HMO health insurance.
 - **Employee + 1:** 75% of teachers' HMO health insurance
 - **Family:** 75% of teachers' HMO health insurance
 - b. **PPO OPTION #1:**
 - **Single:** 75% of the teacher's single PPO #1 health insurance.
 - **Employee + 1:** 75% of teachers' PPO #1 health insurance
 - **Family:** 75% of teachers' PPO #1 health insurance
 - c. **PPO OPTION #2:** *(Lower Co-pay, Deductible & Rx costs)*
Employee pays additional premium costs beyond the 75% of PPO #1 Plan.
 - **Single:** 75% of the teacher's single PPO #1 health insurance.
 - **Employee + 1:** 75% of teachers' PPO #1 health insurance
 - **Family:** 75% of teachers' PPO #1 health insurance
 - d. **HDHP OPTION:** *(High Deductible Health Plan)*
District will make a 1-time contribution of \$300 to employee's HSA account when established.
 - **Single:** 75% of the teacher's single HDHP health insurance.
 - **Employee + 1:** 75% of teachers' HDHP health insurance
 - **Family:** 75% of teachers' HDHP health insurance
7. Insurance Committee
The Board of Education and the Association shall form an insurance committee for the purpose of investigating and recommending changes in the provision of health services. The committee shall be comprised of four (4) persons appointed by the BBEA and four (4) persons appointed by the Board of Education. Recommended changes may be implemented upon the approval of the Board and Association.

8. If the state legislature passes legislation, which provides new avenues of health insurance, the Board and the Association agree to bargain any changes.

D. PART-TIME TEACHERS

Part-time teachers are eligible for pro rata benefits where applicable under the employee insurance program.

ARTICLE XI - SALARY SCHEDULES

A. SALARY SCHEDULE / COMPENSATION:

The Salary Schedules reflect the following increases:

2023 - 2024 5.75%

2024 - 2025 5.75%

2025 - 2026 5.25%

B. COLUMN CHANGE BEYOND THE SALARY SCHEDULE

Teachers beyond the salary schedule of the MS column, who advance to the MS + 15 column, shall receive an increase of \$1250 over the salary they would have received in the MS column. Teachers beyond the top step of the MS + 15 column who advance to the MS + 15 column shall receive an increase of \$1500 over the salary they would have received in the MS + 15 column.

C. EXTRA STIPEND

The following positions will be paid a stipend in addition to the compensation they are paid in accordance with this agreement. The stipend will compensate the employee at fair market value, as determined by comparable salaries in the IKAN region, and based on the years of experience and qualifications of the employee. The stipend will be determined at the time of hire and will be a fixed value.

1. Board Certified Behavior Analyst
2. Hearing Itinerant
3. School Psychologist
4. Social Worker
5. Speech Pathologist
6. Vision Itinerant

2023-2024 SALARY SCHEDULE

STEP	BS	BS +15	MS	MS +15	MS + 30
1	<u>52,148</u>	<u>52,705</u>	<u>53,371</u>	<u>54,111</u>	<u>54,806</u>
2	<u>53,998</u>	<u>54,579</u>	<u>54,878</u>	<u>55,641</u>	<u>56,355</u>
3	<u>55,147</u>	<u>55,736</u>	<u>56,440</u>	<u>57,222</u>	<u>57,957</u>
4	<u>56,318</u>	<u>56,919</u>	<u>58,045</u>	<u>58,849</u>	<u>59,608</u>
5	<u>57,515</u>	<u>58,127</u>	<u>59,698</u>	<u>60,521</u>	<u>61,305</u>
6	<u>58,737</u>	<u>59,363</u>	<u>61,396</u>	<u>62,242</u>	<u>63,050</u>
7	<u>59,984</u>	<u>60,621</u>	<u>62,692</u>	<u>63,553</u>	<u>64,382</u>
8	<u>61,257</u>	<u>61,906</u>	<u>64,018</u>	<u>64,891</u>	<u>65,742</u>
9	<u>62,560</u>	<u>63,219</u>	<u>65,369</u>	<u>66,261</u>	<u>67,130</u>
10	<u>63,913</u>	<u>64,585</u>	<u>66,774</u>	<u>67,682</u>	<u>68,574</u>
11	<u>65,306</u>	<u>65,992</u>	<u>68,220</u>	<u>69,135</u>	<u>70,061</u>
12	<u>66,740</u>	<u>67,438</u>	<u>69,714</u>	<u>70,652</u>	<u>71,592</u>
13	<u>68,208</u>	<u>68,920</u>	<u>71,237</u>	<u>72,197</u>	<u>73,155</u>
14	<u>69,706</u>	<u>70,439</u>	<u>72,792</u>	<u>73,775</u>	<u>74,758</u>
15	<u>70,910</u>	<u>71,651</u>	<u>74,039</u>	<u>75,036</u>	<u>76,036</u>
16	<u>72,619</u>	<u>73,388</u>	<u>75,844</u>	<u>76,876</u>	<u>77,910</u>
17	<u>73,388</u>	<u>74,159</u>	<u>76,876</u>	<u>77,846</u>	<u>78,943</u>
18	<u>74,333</u>	<u>75,033</u>	<u>77,921</u>	<u>78,769</u>	<u>80,181</u>
19	<u>75,169</u>	<u>75,944</u>	<u>79,145</u>	<u>80,275</u>	<u>81,815</u>
20	<u>76,012</u>	<u>76,852</u>	<u>80,373</u>	<u>81,787</u>	<u>83,454</u>
21	<u>76,852</u>	<u>77,777</u>	<u>81,604</u>	<u>83,297</u>	<u>85,090</u>
22	<u>78,385</u>	<u>79,313</u>	<u>82,832</u>	<u>84,807</u>	<u>86,726</u>
23	<u>80,016</u>	<u>80,848</u>	<u>84,065</u>	<u>86,317</u>	<u>88,366</u>
24	<u>81,451</u>	<u>82,387</u>	<u>86,247</u>	<u>87,833</u>	<u>90,011</u>
25	<u>83,019</u>	<u>83,956</u>	<u>88,409</u>	<u>90,447</u>	<u>92,553</u>
26	<u>85,181</u>	<u>86,120</u>	<u>90,587</u>	<u>93,058</u>	<u>95,142</u>
27	<u>87,339</u>	<u>88,275</u>	<u>93,073</u>	<u>95,667</u>	<u>98,031</u>
28	<u>89,035</u>	<u>89,989</u>	<u>95,061</u>	<u>97,763</u>	<u>100,228</u>
29	<u>90,766</u>	<u>91,738</u>	<u>97,091</u>	<u>99,906</u>	<u>102,473</u>

Any teacher at column maximum will receive a 5.75% increase on the previous years salary

2024-2025 SALARY SCHEDULE

STEP	BS	BS +15	MS	MS +15	MS +30
<u>1</u>	<u>53,998</u>	<u>54,579</u>	<u>54,878</u>	<u>55,641</u>	<u>56,355</u>
<u>2</u>	<u>55,147</u>	<u>55,736</u>	<u>56,440</u>	<u>57,222</u>	<u>57,957</u>
<u>3</u>	<u>57,103</u>	<u>57,717</u>	<u>58,033</u>	<u>58,841</u>	<u>59,596</u>
<u>4</u>	<u>58,317</u>	<u>58,940</u>	<u>59,685</u>	<u>60,513</u>	<u>61,290</u>
<u>5</u>	<u>59,557</u>	<u>60,192</u>	<u>61,383</u>	<u>62,233</u>	<u>63,036</u>
<u>6</u>	<u>60,822</u>	<u>61,469</u>	<u>63,131</u>	<u>64,001</u>	<u>64,830</u>
<u>7</u>	<u>62,114</u>	<u>62,776</u>	<u>64,927</u>	<u>65,821</u>	<u>66,676</u>
<u>8</u>	<u>63,433</u>	<u>64,107</u>	<u>66,297</u>	<u>67,207</u>	<u>68,084</u>
<u>9</u>	<u>64,779</u>	<u>65,466</u>	<u>67,699</u>	<u>68,623</u>	<u>69,522</u>
<u>10</u>	<u>66,157</u>	<u>66,855</u>	<u>69,128</u>	<u>70,071</u>	<u>70,990</u>
<u>11</u>	<u>67,588</u>	<u>68,298</u>	<u>70,613</u>	<u>71,574</u>	<u>72,517</u>
<u>12</u>	<u>69,061</u>	<u>69,787</u>	<u>72,143</u>	<u>73,110</u>	<u>74,090</u>
<u>13</u>	<u>70,577</u>	<u>71,316</u>	<u>73,722</u>	<u>74,714</u>	<u>75,708</u>
<u>14</u>	<u>72,130</u>	<u>72,883</u>	<u>75,334</u>	<u>76,348</u>	<u>77,361</u>
<u>15</u>	<u>73,714</u>	<u>74,489</u>	<u>76,977</u>	<u>78,018</u>	<u>79,056</u>
<u>16</u>	<u>74,987</u>	<u>75,771</u>	<u>78,296</u>	<u>79,351</u>	<u>80,408</u>
<u>17</u>	<u>76,794</u>	<u>77,608</u>	<u>80,205</u>	<u>81,296</u>	<u>82,390</u>
<u>18</u>	<u>77,608</u>	<u>78,423</u>	<u>81,296</u>	<u>82,322</u>	<u>83,483</u>
<u>19</u>	<u>78,607</u>	<u>79,347</u>	<u>82,401</u>	<u>83,298</u>	<u>84,791</u>
<u>20</u>	<u>79,491</u>	<u>80,311</u>	<u>83,696</u>	<u>84,891</u>	<u>86,519</u>
<u>21</u>	<u>80,383</u>	<u>81,271</u>	<u>84,995</u>	<u>86,490</u>	<u>88,252</u>
<u>22</u>	<u>81,271</u>	<u>82,249</u>	<u>86,296</u>	<u>88,087</u>	<u>89,982</u>
<u>23</u>	<u>82,892</u>	<u>83,873</u>	<u>87,595</u>	<u>89,684</u>	<u>91,712</u>
<u>24</u>	<u>84,617</u>	<u>85,497</u>	<u>88,899</u>	<u>91,281</u>	<u>93,447</u>
<u>25</u>	<u>86,134</u>	<u>87,124</u>	<u>91,206</u>	<u>92,883</u>	<u>95,187</u>
<u>26</u>	<u>87,793</u>	<u>88,783</u>	<u>93,493</u>	<u>95,648</u>	<u>97,875</u>
<u>27</u>	<u>90,078</u>	<u>91,072</u>	<u>95,795</u>	<u>98,409</u>	<u>100,613</u>
<u>28</u>	<u>92,361</u>	<u>93,351</u>	<u>98,424</u>	<u>101,168</u>	<u>103,668</u>
<u>29</u>	<u>94,155</u>	<u>95,163</u>	<u>100,527</u>	<u>103,384</u>	<u>105,991</u>

Any teacher at column maximum will receive a 5.75% increase on the previous years salary

2025-2026 SALARY SCHEDULE

STEP	<u>BS</u>	<u>BS +15</u>	<u>MS</u>	<u>MS +15</u>	<u>MS +30</u>
1	<u>55,147</u>	<u>55,736</u>	<u>56,440</u>	<u>57,222</u>	<u>57,957</u>
2	<u>56,833</u>	<u>57,444</u>	<u>57,759</u>	<u>58,563</u>	<u>59,314</u>
3	<u>58,042</u>	<u>58,662</u>	<u>59,403</u>	<u>60,227</u>	<u>61,000</u>
4	<u>60,101</u>	<u>60,747</u>	<u>61,080</u>	<u>61,930</u>	<u>62,724</u>
5	<u>61,379</u>	<u>62,035</u>	<u>62,819</u>	<u>63,690</u>	<u>64,508</u>
6	<u>62,683</u>	<u>63,352</u>	<u>64,605</u>	<u>65,500</u>	<u>66,345</u>
7	<u>64,016</u>	<u>64,696</u>	<u>66,445</u>	<u>67,361</u>	<u>68,234</u>
8	<u>65,375</u>	<u>66,072</u>	<u>68,335</u>	<u>69,277</u>	<u>70,176</u>
9	<u>66,763</u>	<u>67,473</u>	<u>69,777</u>	<u>70,735</u>	<u>71,658</u>
10	<u>68,180</u>	<u>68,903</u>	<u>71,253</u>	<u>72,225</u>	<u>73,172</u>
11	<u>69,630</u>	<u>70,364</u>	<u>72,757</u>	<u>73,750</u>	<u>74,717</u>
12	<u>71,137</u>	<u>71,884</u>	<u>74,320</u>	<u>75,331</u>	<u>76,324</u>
13	<u>72,687</u>	<u>73,451</u>	<u>75,931</u>	<u>76,949</u>	<u>77,980</u>
14	<u>74,283</u>	<u>75,060</u>	<u>77,593</u>	<u>78,637</u>	<u>79,683</u>
15	<u>75,916</u>	<u>76,710</u>	<u>79,289</u>	<u>80,356</u>	<u>81,423</u>
16	<u>77,584</u>	<u>78,400</u>	<u>81,019</u>	<u>82,113</u>	<u>83,207</u>
17	<u>78,924</u>	<u>79,749</u>	<u>82,407</u>	<u>83,516</u>	<u>84,630</u>
18	<u>80,826</u>	<u>81,683</u>	<u>84,416</u>	<u>85,564</u>	<u>86,716</u>
19	<u>81,683</u>	<u>82,541</u>	<u>85,564</u>	<u>86,644</u>	<u>87,866</u>
20	<u>82,734</u>	<u>83,513</u>	<u>86,727</u>	<u>87,671</u>	<u>89,243</u>
21	<u>83,665</u>	<u>84,527</u>	<u>88,090</u>	<u>89,347</u>	<u>91,061</u>
22	<u>84,603</u>	<u>85,537</u>	<u>89,457</u>	<u>91,031</u>	<u>92,885</u>
23	<u>85,537</u>	<u>86,567</u>	<u>90,827</u>	<u>92,711</u>	<u>94,706</u>
24	<u>87,244</u>	<u>88,276</u>	<u>92,193</u>	<u>94,392</u>	<u>96,527</u>
25	<u>89,059</u>	<u>89,985</u>	<u>93,566</u>	<u>96,073</u>	<u>98,353</u>
26	<u>90,656</u>	<u>91,698</u>	<u>95,994</u>	<u>97,760</u>	<u>100,184</u>
27	<u>92,402</u>	<u>93,445</u>	<u>98,401</u>	<u>100,669</u>	<u>103,014</u>
28	<u>94,808</u>	<u>95,853</u>	<u>100,824</u>	<u>103,575</u>	<u>105,895</u>
29	<u>97,210</u>	<u>98,252</u>	<u>103,592</u>	<u>106,479</u>	<u>109,111</u>

Any teacher at column maximum will receive a 5.25% increase on the previous years salary

ARTICLE XII - EXTRA DUTY

A. PAY PERIOD

Pay period for extra duty other than ticket taking and substituting shall be incorporated in regular pay or may be taken as a lump sum payment after the conclusion of the extra duty.

B. TERM OF EXTRA ASSIGNMENTS

All individuals assuming extra assignments (coach, division chairperson, lunchroom supervisor, etc.) shall be appointed on a yearly basis and shall serve at the discretion of the Board.

C. CO-CURRICULAR SALARY LEVELS AND CATEGORIES

2023-2024	Base Factor	BS: \$52,148	MS: \$53,371
2024-2025	Base Factor	BS: \$53,998	MS: \$54,878
2025-2026	Base Factor	BS: \$55,147	MS: \$56,440

Employees with 0-10 years of experience within a specific activity use Base Factor of BS.

Employees with 11+ years of experience within a specific activity use the Base Factor of MS.

*Activities with an asterisk always maintain a Base Factor of BS.

Category A	Index .03	Category B	Index: .07	Category C	Index: .095	Category D	Index: .12
*Academic Rewards *Art Club *Art Honor Society *Art Show Curators *Bass Fishing *Drama Club *Ecology Club *FBLA *French Club *Gay-Straight Alliance Sponsor *Helping Hands *Leos Club *Music Honor Society *Natural Helpers *NHS *Red Surge *SADD *Spanish National Honor Society *SWSC Science *Literary Magazine *WYSE *Youth & Gov. Asst.		*Best Buddies *Black Student Union Sponsors Cheer Assistant-Fall Chess Assistant *Class Sponsors-9, 10, 12 Dance Assistant-Fall Mathletes Assistant Scholastic Bowl Assistant Special Olympic Coach Speech Assistant *Youth & Gov. Head *Vocal: Musical *Instrumental: Musical		B/G Bowling Assistant B/G Golf Assistant B/G Tennis Assistant Badminton Assistant Band Assistant Chess Head Coach *Class Sponsor- 11 Cross Country Assistant Dance Assistant- Winter Jazz Band Director Jazz Choir Director Mathletes Head Coach Mass Communications Play Director Strength & Conditioning Assistant		B/G Soccer Assistant B/G Swim Assistant B/G Track Assistant B/G Water Polo Asst. Baseball Assistant Cheer Assistant- Winter Cheer Head Coach-Fall Dance Head Coach-Fall Musical Director Robotics Asst. Coach Scholastic Bowl Head Softball Asst. Coach Special Olympic Coordinator Speech Head Coach Volleyball Assistant *Yearbook Sponsor	
Category E	Index: .15	Category F	Index: .18	Category G	Index: .22		
Aquatics Director *Auditorium Director B/G Basketball Asst. B/G Bowling Head Coach B/G Golf Head Coach B/G Tennis Head Coach Badminton Head Coach Choral Director Cross Country Head Coach Dance Head Coach-Winter Drivers Ed. Coordinator Football Assistant Orchestra Director		B/G Soccer Head Coach B/G Swim Head Coach B/G Track Head Coach B/G Water Polo Head Band Director Baseball Head Coach Robotics Head Coach Cheer Head Coach- Winter *Science Lab Technician Softball Head Coach Volleyball Head Coach Wrestling Head Coach		*Assistant Athletic Director *Assistant Curriculum Director B/G Basketball Head Coach *Data Assessment Coordinator *Division Chairs Football Head Coach *MTSS Coordinator *Teacher Dean *Transition Coordinator			

Strength Coordinator *Student Council Advisor Wrestling Assistant			
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- a) Division chairperson –
 - 1. Division Chairs will teach one (1) classes per day includes: Mathematics, Science, English, Special Education, Fine Arts, and Social Studies. Division chairs will assist with the teacher evaluation program as defined by the BBCHS PERA Committee, as well as develop and monitor SMART Goals to increase the effectiveness of the departments and student achievement.
- b) In-house substitution \$36.00 per hour
- c) Consulting teacher – same as in-house substitution.
- d) Homebound instruction – same as in-house substitution.
- e) A mentor will be paid \$1100 for year one and will be paid \$800 for the second year. A mentor will receive 50% of the respective stipend for an additional teacher assigned to the mentor.
- f) Any staff member that provides professional development for the district will receive \$110. Professional development must be aligned to strategic goals and receive prior approval by the Principal. This includes but is not limited to book studies, Lunch and Learns and Essential Learnings. Faculty receiving additional compensation or BB Academy Credit are exempt.
- g) National certification under the National Board for Professional Teaching Standards (NBPTS) recognized by Illinois through the Master Teaching Certificate, or comparable national certification (as determined by administration) for other certified positions, while certificate is maintained – Stipend of \$1000 per year.

ARTICLE XIII - ACCEPTANCE

This Master Contract is signed and adopted this 12th day of June, 2023.

SIGNATURES:

Justin Caldwell
President BBCHS Board of Education

Ann Brezinski
Secretary BBCHS Board of Education

David Williams
President BBEA

Jana Malcom
Secretary BBEA Negotiating Team