

CONTRACT

**STAUNTON COMMUNITY UNIT SCHOOL
DISTRICT NO. 6**

AND

**STAUNTON FEDERATION OF TEACHERS
LOCAL #4818**

2017-2021

**RECOGNITION AGREEMENT
STAUNTON COMMUNITY UNIT BOARD OF EDUCATION
AND
STAUNTON FEDERATION OF TEACHERS**

The Board of Education of Staunton Community Unit School District #6 hereby adopts the following Agreement covering recognition of a teacher organization and the methods by which negotiations shall take place with said organization.

ARTICLE I. RECOGNITION

By virtue of satisfactory evidence submitted by the Staunton Federation of Teachers (hereinafter referred to as the "Federation" or "Union") to the Board of Education of Staunton Community Unit School District No. 6 (hereinafter referred to as the "Board") that the Federation does represent the majority of the teachers in the District, the Board hereby recognizes the Federation as the official negotiating agent for all regularly employed, full-time classroom teachers, librarians, and guidance personnel under regular contract employed by the District and all regularly employed, part-time teachers, librarians and guidance personnel teaching 50% or more of their time who are under regular contract by the District.

This recognition shall continue in effect so long as the Federation has a majority of all full-time classroom teachers, librarians and guidance personnel authorizing the Federation to negotiate for them.

ARTICLE II. PHILOSOPHY

The Board and the Federation firmly believe that the primary function of the Board and its professional staff is to assure each boy and girl attending the Staunton Schools an effective educational program within the resources of the district. The Board recognizes that teaching is a profession; the Board and Federation believe that the objectives of the educational program are realized to a high degree when mutual understanding, cooperation, and effective communications exist between the Board and its teaching staff.

ARTICLE III. PRINCIPLES

RIGHT TO JOIN OR NOT TO JOIN: It is further recognized that the teachers have the right to join, participate in, or not join the Federation, and the right to refrain from such; but membership shall not be a prerequisite for employment or continuation of employment of any employee.

ARTICLE IV. AREAS FOR DISCUSSION AND AGREEMENT

Except as validly limited by express provisions of this Agreement, the District reserves the right to unilaterally determine the standards of service to be offered by it; to set the standards of

selection for employment; to direct and assign its employees and to regulate work schedules; to take disciplinary action; to relieve its employees from duty in accordance to the Illinois School Code; to maintain the efficiency of governmental operations; to determine the methods, means and personnel by which its operations are to be conducted; to determine the content of job classifications; to allocate positions according to the Salary Schedule agreed to in this Agreement; to exercise complete control and discretion over its organization and the facilities, methods, means and technology of performing its work.

- A. **SCOPE:** The Federation and the Board agree that negotiations in good faith will encompass wages, hours and other terms and conditions of employment.
- B. **GOOD FAITH:** Good faith is defined as a mutual obligation of the educational employer and the representatives of the educational employees to meet at reasonable times, to confer and to execute a written contract providing such obligations do not compel either party to agree to a proposal or require the making of a concession.

ARTICLE V. GENERAL GUIDELINES

A. TEACHERS' FEDERATION:

1. During the term of this Agreement, employees shall not participate in a strike in whole or in part. Strike means an employee's refusal in concerted action with others to report for duty, or his or her willful absence from his or her position, or his or her stoppage of work, or his or her absence in whole or in part from the full, faithful or proper performance of his or her duties of employment, for the purpose of including, influencing or coercing a change in the conditions, compensation, rights, privileges or obligations or public employment.
2. Meetings of the Federation shall not be held during the school day. The Board agrees that the Federation and its representatives shall have the right to use school buildings for meetings and to transact official Federation business on school property outside the teacher workday, provided that this does not interfere with or interrupt normal school operations. When special custodial service is required, then the Board may make a reasonable charge for this service.
3. The Board agrees that the Federation may maintain a bulletin board in each school building at a location agreed upon by the Principal and Federation President for posting notices of activities and other matters relating to the Federation's business as negotiating agent of the teaching staff provided all material posted shall first be approved and initialed by the President of the Federation. Materials and information posted thereon shall not be obscene, vulgar, profane, religious or defamatory. The regular district mail service shall be made available to the Federation for a reasonable volume of appropriate communications to teachers. All material through this channel shall be approved by the Superintendent or his designee.

B. FAIR SHARE:

1. All employees covered by this Agreement who are not members of the Union, commencing on the effective date of this Agreement, or upon their initial employment, and continuing during the term of this Agreement, and so long as they remain nonmembers of the Union, shall pay to the Union each month their fair share of the costs of the services rendered by the Union that are chargeable to nonmembers under state and federal law.
2. The Union shall certify to the Board a fair share amount not to exceed the dues uniformly required of members in conformity with federal and state law and Labor Board rules.
3. Such fair share payment by nonmembers shall be deducted by the Board from the earnings of the nonmember employees and remitted to the Union within ten (10) work days of said deduction unless required to remit a fee to the Labor Board for escrow.
4. The Board shall cooperate with the Union to ascertain the names of all employee nonmembers of the Union from whose earnings the fair share payments shall be deducted and their work locations and shall provide the Union space to post a notice concerning fair share.
5. The Union and the Board shall comply with the rules of the Labor Board concerning notice, objections, and related matters contained in its fair share rules.
6. Upon adoption of any Union internal appeal procedure, the Union shall supply the Board with a copy. In addition, the Union shall advise the Board of subsequent changes therein.
7. The Union shall indemnify and hold harmless the Board, its members, officers, agents, and employees from and against any forms of liability that shall arise out of, or by reason of action taken by the Board for the purposes of complying with the above provisions of this Article, or in reliance on any list, notice, certification, affidavit, or assignment furnished by the Union under any such provisions. The Union shall not be responsible for the attorney's fees of any attorney for the employer other than the attorney employed and supervised or directed by the Union.
8. If, during the term of this Agreement, the Labor Board or a court of competent jurisdiction rules any part of this Article void or not enforceable, the Union and the Board agree to convene negotiations on this matter immediately for the sole purpose of bringing this Article into compliance with the standards or rulings of said Labor Board or court.

9. Any employee not a member of the Union on September 23, 1992 shall be exempted from this provision until such time as he/she joins the Union or severs employment with the Board.

C. IFT/COPE PAYMENTS

1. The Employer shall deduct monthly contributions to the IFT/COPE fund from the paychecks of any employee who authorizes in writing such a donation be made.
2. The Employer shall transmit via first class U.S. mail such contributions to IFT/COPE at 700 South College, Springfield, IL 62704 within ten (10) working days of the issuance of the paycheck.
3. Employees who desire to cancel such contributions shall notify the employer and the Union in writing. Under no circumstance shall the Union or the Employer deny the right of employees to revoke the authorization of payroll deduction of IFT/COPE contribution.
4. The Employer shall transmit with the contributions all information requested by the Union to assure compliance with the Federal Election Commission and any other federal and state mandated reports.
5. The Union shall indemnify and hold harmless the Employer, its members, officers, agents, and employees from and against any forms of liability that shall arise out of, or by reason of action taken by the Employer for the purposes of complying with the above provisions of this Article. The Union shall not be responsible for the attorney's fees of any attorney for the employer other than the attorney employed and supervised or directed by the Union.

ARTICLE VI. GRIEVANCE

- A. **GRIEVANCE POLICY:** The Staunton Board recognizes that in the interest of effective personnel management, a procedure is necessary whereby its employees can be assured of a prompt, impartial and fair hearing on their grievance. Such procedures shall be available to all employees and no reprisals of any kind shall be taken against any employee initiating or participating in the grievance procedure.
- B. **DEFINED:** A grievance shall be any claim by an employee or group of employees that there is an alleged violation, misinterpretation, or misapplication of the terms of this Agreement. The grievance procedure shall not be used to address matters involving external law or subjects unrelated to the terms of this Agreement. The grievance procedure also shall not be used to grieve the non-renewal or dismissal of a probationary teacher or the dismissal or discharge of a tenured teacher. If the Federation or any employee files any claim or complaint in any form or forum other than under the grievance procedure of this Agreement, then Management shall not be required to process the same claim or set of facts through the grievance procedure.

- C. **PARTY IN INTEREST:** The lodging of any grievance shall be the exclusive right of the individual employee and no employee organization shall have the right to lodge a grievance in its own behalf or to appeal any action taken on the grievance of an individual employee.

D. **GRIEVANCE PROCEDURE:**

STEP 1: Any employee having a grievance shall first discuss such grievance with his building Principal.

STEP 2: If the discussion does not resolve the grievance to the satisfaction of the employee, such employee shall have the right to lodge a written grievance with such employee=s building Principal. If such grievance is not lodged within ten (10) school days following the act or condition which is the basis of said grievance, it shall no longer exist. The written grievance shall be on a standard form supplied by the Board of Education and shall contain a concise statement of the facts upon which the grievance is based and a reference to the specific provision of the Agreement allegedly violated, misinterpreted or misapplied. A copy of such grievance shall be filed with the Superintendent. The employee shall have a right to request a hearing before the building Principal. Such hearing shall be conducted within five (5) working days after the receipt of such request. The aggrieved employee shall be advised in writing of the time, place and date of such hearing and shall have the right to be represented at such hearing by counsel or by a representative of his employee organization.

The building Principal shall take action on the written grievance within five (5) working days after the receipt of said grievance, or, if a hearing is requested, within five (5) working days after the conclusion of said hearing. The action taken and the reasons for the action shall be reduced to writing and copies sent to the employee and the Superintendent.

STEP 3: If the action taken by the building Principal does not resolve the grievance to the satisfaction of the employee, such employee may appeal in writing to the Superintendent. Failure to file such appeal within five (5) working days from receipt of the written memorandum of the Principal's action on said grievance shall be deemed a waiver of the right to appeal. Upon request, a hearing shall be conducted by the Superintendent within five (5) working days after the receipt of the request. The aggrieved employee shall have the right to be represented at such hearing by council or by a representative of his employee organization.

The Superintendent shall take action on the appeal of the grievance within five (5) working days after the receipt of the appeal or if a hearing is requested, within five (5) working days after the conclusion of said

hearing. The action taken and the reasons for the action shall be reduced to writing and copies sent to the employee and the building Principal.

STEP 4:

If the action by the Superintendent does not resolve the grievance to the satisfaction of the employee, such employee may appeal in writing to the Board. The notice of appeal shall be sent to the Superintendent and a copy filed with the Clerk of the Board. Failure to file such appeal within five (5) working days from receipt of the written memorandum of the Superintendent's action on said grievance shall be deemed a waiver of the right of appeal. The Superintendent shall place the matter on the agenda for the next regular meeting of the Board. The aggrieved employee shall have the right to be represented at such meeting by counsel or by a representative of his employee organization.

The Board shall act upon such appeal no later than its next regular meeting. Copies of the final action shall be sent to the employee, Superintendent and building Principal.

STEP 5:

If the action of the Board does not resolve the grievance to the satisfaction of the employee, the employee may submit the grievance to final and binding arbitration with the consent of the Federation under the Voluntary Labor Arbitration Rules of the American Arbitration Association, which shall act as the administrator of the proceedings. If a demand for arbitration is not filed within thirty (30) days of the date from the Board's Step #4, then the grievance shall be deemed withdrawn.

- a. Neither the Board nor the Federation shall be permitted to assert any grounds or evidence before the arbitrator which was not previously disclosed to the other party, unless it constitutes evidence on rebuttal.
- b. The arbitrator shall have no right to alter, amend, modify, nullify, ignore, enlarge, add to, delete, subtract from or change the provisions of this Agreement.
- c. Each party shall bear the full costs for its representation in the arbitration. The cost of the arbitrator and the American Arbitration Association shall be divided equally between the parties.
- d. If either party requests a transcript of the proceedings, that party shall bear the full costs for the transcript. If both parties order a transcript, the cost of the two (2) transcripts shall be divided equally between the parties.

E. ADDITIONAL CONSIDERATIONS:

1. If the employee and the Superintendent agree, Step #1 and/or Step #2 of the grievance procedure may be bypassed and the grievance brought directly to the next step.
2. A grievance may be withdrawn or granted at any level without establishing precedent.
3. Working days as used above shall be days when school is in session and students are present.
4. If a grievance is submitted less than 10 days before the close of the current school term then the above time limits shall consist of weekdays -- Monday through Friday -- but not holidays.
5. Grievances not appealed by the employee within the designated time limits set out herein, shall preclude further appeal, provided there has been no written mutual agreement of extension.
6. If the employer's written decision has not been rendered within the time limits, then the grievance may be advanced to the next step.

ARTICLE VII. COMPLAINT

- A. COMPLAINT:** The Staunton Board recognizes that in the interest of effective personnel management a procedure is necessary whereby its employees can be assured of a prompt, impartial and fair hearing on their complaints. Such procedures shall be available to all employees.
- B. DEFINED:** A complaint is a disagreement involving interpretation or application of established Board policy and/or administrative rules and regulations.
- C. PARTY IN INTEREST:** The lodging of any complaint shall be the exclusive right of the individual employee and no employee organization shall have the right to lodge a complaint on its own behalf or to appeal any action taken on the complaint of an individual employee.
- D. COMPLAINT PROCEDURE:** The procedure for pursuing a complaint shall be the same as the first four (4) steps of pursuing a grievance in Article VI; however, any action by the Board of Education in Step 4 shall be final and not subject to further review by an arbitrator. Copies of final Board action shall be sent to the employee, building Principal and Superintendent.

ARTICLE VIII. LEAVES

A. PERSONAL LEAVE DAYS: Each teacher shall be granted two (2) personal leave days, beginning July 1, 1972, each year (not cumulative) with the following conditions:

1. The first and last day of the school term and the days preceding and following vacations and school holidays shall not be recognized as "personal leave" days. No more than ten (10) teachers district-wide per school year may use one of their two (2) personal leave days directly before or after a school holiday each year. Personal leave before or after a school holiday will be granted on a first come, first served basis to employees requesting leave, but the request must be made a minimum of one (1) week in advance of the date of the requested leave. Teachers must submit their leave requests in person and in writing to the Unit office no earlier than 7:30 a.m. of the first student attendance day of the school year. The Superintendent shall have discretion to grant additional days beyond the ten (10) days based upon exceptional circumstances. The Superintendent's denial of additional days shall not be subject to Article VI – Grievance Procedure.
2. A twenty-four (24) hour written notice stating the reason for the personal leave shall be given to the Principal or immediate supervisor except under extenuating circumstances.
3. This personal leave cannot be used for any form of withholding services by an employee or employees due to misunderstanding or an impasse.
4. Personal leave by a certified employee may be taken in half day increments with the issuance of proper twenty-four (24) hour notice. An employee may have the option of receiving the current rate of substitute pay for unused days (2 per year) or transfer unused personal leave days to sick leave days at the end of the school year (12 days to 14 days per year). All certified employees who are within four (4) years of retirement eligibility must transfer any unused personal leave days to sick leave days at the end of the school year in which they are earned.

B. SICK LEAVE: The school Board shall grant their full-time teachers sick leave provisions not less in amount than twelve (12) days at full pay in each school year. If any such teacher or employee does not use the full amount of annual leave thus allowed, the unused amount shall accumulate to a maximum available leave of 360 days as recorded on the school district's Employee Earnings record card. Sick leave shall be interpreted to mean personal illness, quarantine at home, or serious illness or death in the immediate family or household. The School Board may require a physician's certificate or, if the treatment is by prayer or spiritual means, that of a spiritual advisor or practitioner of such person's faith, as a basis for pay during leave after an absence for personal illness, or as it may seem necessary in other cases. A retiring employee will have the option of selling back to the district a maximum of 40 days @ \$50 per day. This payment shall be paid post-retirement, i.e., after the employee's last day of service and after the employee

receives his or her final paycheck for services. An employee may carry over a maximum of 360 earned days each year and will be given an additional 12 days for the next year.

- C. **ASSOCIATION BUSINESS LEAVE:** The Association shall have a maximum of five (5) days total for the school year to send representatives to attend to union business or to attend union conferences at the national or state level. The employee(s) so attending shall be designated by the union president, who shall send written notice of the union's intention to utilize such day(s) to the Superintendent five (5) school days in advance of such use, stating the employee's name and date(s) of absence. The union shall reimburse the District for the cost of the substitute teacher(s). However, when internal substitution is used, the union will pay for the substitute at the District's internal substitute rate.

ARTICLE IX. INSURANCE

- A. **HOSPITALIZATION INSURANCE:** The Staunton School District #6 shall pay ninety percent (90%) of a single premium on Hospital and Medical-Surgical Insurance for all full-time employees. A Joint Committee composed of three representatives of the S.F.T. and three representatives of the Administration and Board shall meet to consider ways to reduce premiums and contain insurance costs. If during the term of this contract, either party considers changing providers, coverage, benefits or deductibles, the parties agree that any such changes shall be negotiated mid-term.

Beginning January 1, 2013, the following annual out-of-pocket deductibles for prescriptions and medical services shall apply:

Employee:	\$600.00
Employee + Spouse:	\$600.00 per member
Employee + Child(ren):	\$600.00 per member to a maximum of \$1,500.00 total
Family:	\$1,500.00

B. **RULES AND REGULATIONS FOR INSURANCE:**

1. A full-time employee shall be one who works complete days in the position, and the position shall be for at least nine (9) months.
2. For those teachers who retire at the end of a school year, the last insurance premium contribution for the School District shall be in August of that year.
3. For teachers and other employees who resign or are not re-employed, the School District will not contribute any insurance premium after the employee's last day of service to the District.
4. **Except for Family and Medical Leave Act leave,** Teachers on leave of absence shall pay full insurance premiums while on leave.

ARTICLE X. GENERAL PROVISIONS

- A.** The President of the Staunton Federation of Teachers will have an opportunity to meet with the Superintendent of Staunton Community Unit School one week prior to regular meetings of the Board of Education to discuss potential items for the agenda for Board meetings.
- B.** In an attempt to keep Federation informed, an agenda of all regular and special meetings of the Board will be provided for the President of the Federation.
- C.** The Federation is invited to any meeting and, upon following Proper Procedure, may speak at any meeting.
- D.** The building Principals shall assign all extra duty assignments. An effort shall be made to give advance notice to the employee of their assignment. The employee shall be allowed to make adjustments or substitutes for their assignment, subject to the approval of the building Principal.
- E.** An attempt shall be made to employ a substitute when an employee is absent a half day or more from their teaching assignment.
- F.** The Board shall have sufficient copies of the Negotiation Agreement printed and delivered to the Federation and to the Superintendent for each of their groups. The cost of printing shall be equally shared by the Federation and the Board.
- G.** The administration shall develop a maintenance form and make available to the faculty.
- H.** An opportunity will be provided for two (2) meetings between the administration and three (3) Federation representatives -- one (1) each semester.
- I.** Two (2) unit faculty meetings may be used at the end of the first and third quarters for the purpose of teachers recording grades.
- J.** Teachers will be allowed to leave school when students are dismissed on eves of holidays that include weekends.
- K.** Preparation time shall be defined as the time received by teachers that shall be spent in their classroom area for the purposes of counseling and/or evaluating students, visiting with parents, preparing for class lessons and/or meeting other educational objectives established by the administrator.
- L.** Attendance at school activities, such as graduation exercises, is a part of a teacher's professional responsibilities. The Union will encourage its members to voluntarily attend as many school activities as possible in which they do not have any assigned

responsibilities. At the beginning of each school year the Union President and the Superintendent shall send a joint letter to all teachers advising them of this responsibility and encouraging their participation.

- M. The President of the Union may consult with the Superintendent of Schools relative to the development of the future school calendar.
- N. Parent-Teacher Conference shall be held two nights each year. In addition, beginning with the 2009-2010 school year, one open house will be held each year at night. The open house shall be held within the first ten (10) days of the school year and shall be scheduled from 5:30-7:30 p.m. On the day of each night conference and open house, school will have an early dismissal.
- O. The Board will notify the Union President of all certified job openings one (1) week prior to the closing of receipt of applications.
- P. The Board will reimburse employees for all Superintendent-approved mileage at the current IRS rate.
- Q. Seniority shall be defined as the length of continuous full-time licensed teaching service in the School District beginning with the teacher's first day of employment. Continuous service will be terminated upon discharge, resignation, retirement, failure to return from a leave of absence, failure to be recalled to work within the statutory timeframe and permanent disability. Seniority may be adjusted by disciplinary suspensions without pay and non-FMLA unpaid leaves of absences totaling more than sixty (60) work days in a school year. Teachers who are employed on a half-time (.50 FTE) or greater basis in a licensed teaching position for the entire school year will be awarded seniority in proportion to the amount of time worked.

If two or more teachers are tied in seniority, then the following tie breakers will be used to determine the order in which they will be affected:

1. Greatest amount of total full time public school teaching experience in Illinois.
2. Highest horizontal placement on the salary schedule.
3. Greatest amount of graduate credit.
4. Drawing of lots for those still tied.

ARTICLE XI. COMPENSATION

A. SALARIES:

1. The Salary Schedule shall be as set forth in Appendix Schedule A, which is attached hereto and incorporated into the Agreement. For the 2017-2018 school year, teachers shall be placed on Appendix Schedule A in accordance with the "Four Year Placement and Scattergram" dated December 4, 2017 and attached hereto as Appendix C. Teachers who are eligible for educational (horizontal) movement and longevity (vertical step)

movement for the 2018-2019, 2019-2020 and 2020-2021 school years shall be entitled to receive their educational and longevity movement, if any, in accordance with the "Four Year Placement and Scattergram" dated December 4, 2017 and attached hereto as Appendix C.

Teachers hired after December 4, 2017 shall be placed on Appendix Schedule A at a location that represents their previous years of teaching experience and educational degree attained in accordance with Section A.3 below. Teachers hired after December 4, 2017 and placed on Appendix Schedule A shall be entitled to receive their educational and longevity movement, if any, for the duration of this Agreement.

2. Salary Increases for Additional Training:

- a. Salary will be determined by training and experience as of September 1 of year taught. Transcript is to be in office of Superintendent by September 15.
- b. Only courses that are required in securing the master's degree and that are approved by the Superintendent and/or Board will be credited for salary purposes, except that (1), (2), (3) and (4) of salary schedule might be work in keeping with the position held or sought if approved by the Superintendent and/or Board.
- c. It shall be the policy of the Board of Education to NOT accept toward salary increase: (a) correspondence courses and online courses, unless pre-approved by the Superintendent, nor (b) more than four (4) semester hours earned during any one (1) semester while teaching school.

3. Placement on the Salary Schedule

The Board shall recognize up to eight (8) years of a newly hired teacher's previous TRS creditable service for purposes of placement on the salary schedule, and may, at its discretion, recognize additional previous TRS creditable service for purposes of placement on the salary schedule when circumstances warrant.

- 4. In no event will a teacher who is less than four (4) years from retirement eligibility receive an increase in total, reportable TRS creditable earnings in excess of six percent (6%) of the prior year's total, reportable TRS creditable earnings, unless any of the statutory exceptions enacted by P.A. 94-1057 to The Illinois Pension Code become applicable. In the event the Illinois General Assembly or the Teachers' Retirement System increases or decreases the six percent (6%) threshold by statute or regulation, then this Agreement shall automatically incorporate the new threshold.

B. ADDITIONAL PAY:

1. The attached Additional Pay compensation schedule shall be as set forth in Appendix Schedule B, which is attached hereto and incorporated into this Agreement.
2. When additional pay is granted for out-of-class activities, it is expected that teachers will carry the usual teaching load.
 - a. Regular teaching includes in addition to the regular class activities:
 - (1.) Occasional assignments to duties at games and other class activities.
 - (2.) Serving as club sponsor.
 - (3.) Work on committees, surveys and reports.
 - (4.) School public relations work, etc.
 - b. Added **INCREMENTS** if teachers carry teaching loads equivalent to other teachers. Amount of each percent increment is figured as a percent of base salary.
3. Early Bird Classes: Teachers assigned to an early bird class shall be compensated at 1/8 of his/her base salary (the calculation excludes TRS). The District, in its sole discretion, retains the right to establish and eliminate early bird classes.
4. The Board may, in its sole discretion, extend the employment contract of a guidance counselor(s) for a maximum of an additional five (5) days prior to the beginning of any school year and/or an additional five (5) days after the end of any school year. The guidance counselor shall be paid his/her daily per diem base salary rate for each day said employment contract is extended.

C. MEALS ALLOWANCE AND APPROVED CLINICS AND CONFERENCES:

For approved conferences and clinics the Board shall pay a meal allowance of no more than \$35.00 per day upon presentation of receipts, subject to its implementation of the Illinois Travel Expense Control Act. The Board, upon presentation of receipts, shall reimburse teachers up to \$200 for approved conferences and clinics.

- D. The Board shall pay an hourly substitute teacher pay rate for internal substitution of one high school teacher for another high school teacher during the school day.
- E. Reimbursement for Approved Study: Certified staff may apply for annual tuition reimbursement at the rate of \$400 annually for approved college courses successfully completed as follows:
 1. Courses must be in the subject area taught by the teacher.

2. Courses must be deemed as being of apparent benefit to the District and have the written approval of the Superintendent prior to enrollment in the course.
3. Courses must be successfully completed and the employee must have received a grade of a "C" or better in the college course.
4. The employee must be an employee of the District at the time the course work is completed.
5. The employee will be reimbursed upon presentation of grades, course completion and proof of payment of the college course to the Superintendent.

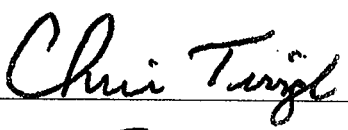
ARTICLE XII. DURATION OF AGREEMENT

- A. This revised Agreement shall be effective as of July 1, 2017, and shall continue in effect through June 30, 2021.
- B. This Agreement constitutes the full and complete agreement of the parties and may be altered, changed, added to, deleted from or modified only through the voluntary mutual consent of the parties in a written, signed amendment to this Agreement. The Federation agrees that all negotiable items have been discussed during the negotiations leading to this Agreement, and agrees that negotiations will not have to be reopened on any item, whether contained in this Agreement or not, nor will negotiations be reopened on the impact of any permissible management action, during the life of this Agreement. The operating of schools and the direction of staff are vested exclusively in the School Board.
- C. This Agreement is signed this 18th day of December, 2017.

In Witness Whereof:

For the Board of Education,
Staunton Community Unit
School District No. 6

For the Staunton Federation
of Teachers



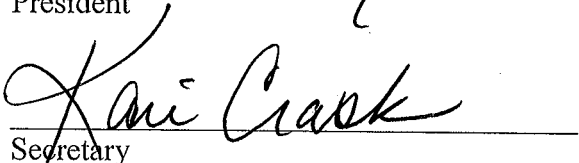
President



President



Secretary



Secretary

APPENDIX A
Staunton Community School District NO. 6
Salary Schedule 2017-2021

Step	B.S		M.A		M.S + 8		M.S. +16	
A	37955		39939		41612		42603	
B	38705	750	40839	900	42512	900	43503	900
C	39455	750	41739	900	43412	900	44403	900
D	40205	750	42639	900	44312	900	45303	900
E	40955	750	43539	900	45212	900	46203	900
F	41705	750	44439	900	46112	900	47103	900
G	42455	750	45339	900	47012	900	48003	900
H	43205	750	46239	900	47912	900	48903	900
I	43955	750	47139	900	48812	900	49803	900
J	44855	900	48139	1000	49812	1000	50803	1000
K	45755	900	49139	1000	50812	1000	51803	1000
L	46655	900	50139	1000	51812	1000	52803	1000
M	47555	900	51139	1000	52812	1000	53803	1000
N	48455	900	52139	1000	53812	1000	54803	1000
O	49355	900	53139	1000	54812	1000	55803	1000
P	50255	900	54139	1000	55812	1000	56803	1000
Q	51155	900	55139	1000	56812	1000	57803	1000
R	52055	900	56139	1000	57812	1000	58803	1000
S	52955	900	57139	1000	58812	1000	59803	1000
T	53905	950	58239	1100	59912	1100	60903	1100
U	54855	950	59339	1100	61012	1100	62003	1100
V	55805	950	60439	1100	62112	1100	63103	1100
W	56755	950	61539	1100	63212	1100	64203	1100
X	57705	950	62639	1100	64312	1100	65303	1100
Y	58655	950	63739	1100	65412	1100	66403	1100
Z	59605	950	64839	1100	66512	1100	67503	1100
AA	60555	950	65939	1100	67612	1100	68603	1100
BB	61505	950	67039	1100	68712	1100	69703	1100
CC	62455	950	68139	1100	69812	1100	70803	1100
DD	63455	1000	69339	1200	71012	1200	72003	1200
EE	64455	1000	70539	1200	72212	1200	73203	1200
FF	65455	1000	71739	1200	73412	1200	74403	1200
GG	66455	1000	72939	1200	74612	1200	75603	1200
HH	67455	1000	74139	1200	75812	1200	76803	1200
II	68455	1000	75339	1200	77012	1200	78003	1200
JJ	69455	1000	76539	1200	78212	1200	79203	1200
KK	70455	1000	77739	1200	79412	1200	80403	1200

LL	71455	1000	78939	1200	80612	1200	81603	1200
MM	72455	1000	80139	1200	81812	1200	82803	1200
NN	73455	1000	81339	1200	83012	1200	84003	1200
OO			82539	1200	84212	1200	85203	1200
PP							86403	1200
QQ							87603	1200
RR							88803	1200

Additional Footnote to Salary Schedule:

9.0% BOARD PAID TRS FOR ALL TENURED TEACHERS
(Does not include Teachers Health Insurance)

BOARD PAID TRS FOR NON-TENURED TEACHERS AS FOLLOWS:
(Does not include Teachers Health Insurance)

First Year of Probationary Teaching Service – Teacher pays 9.0%

Second Year of Probationary Teaching Service – Teacher pays 9.0%

Third Year of Probationary Teaching Service – Board pays 5% & Teacher pays 4.0%

Fourth Year of Probationary Teaching Service – Board pays 9.0%

Additional Footnote to Salary Schedule:

In the event any law or regulation is passed that causes the Board's own contribution (currently established at .58%) to increase, then the Board shall be entitled to reopen this agreement mid-term for the sole exclusive purpose of negotiating its "pick up" or payment of the teachers' TRS contribution.

APPENDIX B
STAUNTON COMMUNITY UNIT SCHOOL DISTRICT NO. 6
2017 – 2021

All percentages reflected in Appendix B shall be percentage of the base salary (BA – Step A) for the school term, except that any coaches currently coaching during the 2017-2018 school term shall be “grandfathered” and their percentages shall be paid on their salary schedule placement for the duration of only that same sport or activity.

1. High School Coaching:

- a. Football-Boys:
 - Head Coach 10%
 - Assistant 6%
- b. Basketball-Boys:
 - Head Coach 10%
 - Assistant 6%
- c. Basketball-Girls:
 - Head Coach 10%
 - Assistant 6%
- d. Baseball-Boys:
 - Head Coach 6%
 - Assistant 4%
- e. Track-Boys & Girls:
 - Head Coach 6%
 - Assistant 4%
- f. Volleyball-Girls:
 - Head Coach 10%
 - Assistant 6%
- g. Softball-Girls:
 - Head Coach 6%
 - Assistant 4%
- h. Golf-Boys & Girls:
 - Head Coach 6%
 - Assistant 4%
- i. Soccer-Boys:
 - Head Coach 6%
 - Assistant 4%
- j. Soccer-Girls:
 - Head Coach 6%
 - Assistant 4%
- k. Cross Country-Boys & Girls:
 - Head Coach 6%
 - Assistant 4%

2. Elementary Coaching:
 - a. Basketball-Boys:

Eighth Grade	6%
Seventh Grade	6%
 - b. Basketball-Girls:

Eighth Grade	6%
Seventh Grade	6%
 - c. Baseball-Boys:

Head Coach	4%
Assistant	3%
 - d. Track-Boys:

Head Coach	4%
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 - e. Track-Girls:

Head Coach	4%
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 - f. Volleyball-Girls:

Eighth Grade	6%
Seventh Grade	6%
3. Longevity Pay for Coaching: Eliminated as percentages are paid on salary schedule placement and not base rate.
4. Dramatics (split into two positions): \$2,400 (1 position) or \$1,200 (2 positions)
5. Red Roses: \$1,400
6. Band Instructor: 10% (Evening & Weekend Stipend)
7. Vocal Music Instructor: \$1,100
8. FHA Sponsor: \$275
9. FFA Sponsor: \$1,200
10. Band Instructor: 10% (Summer Stipend)
11. Year Book: (1 teacher) \$2,600
12. Junior Sponsors: (2 teachers) \$500 each
13. Senior Sponsors: (2 teachers) \$500 each
14. Soph. Sponsors: (2 teachers) \$500 each
15. Fresh. Sponsors: (2 teachers) \$500 each
16. Student Council: (2 teachers) \$800 each
17. Sr. High Cheer: (2 teachers) \$1,850 each
 Sr. High Cheer: (1 teacher) \$3,100
18. Jr. High Cheer. Sponsor: \$1,300
19. Jr. High Pep Club Sponsor: \$600
20. High School Scholastic Bowl:

2 Seasons	\$2,200
1 Season	\$1,700
21. Art Club Sponsor: \$400

- 22. Jr. High Scholastic Bowl: \$1,400
- 23. Saturday Detention/Homebound Instruction/Pre-Approved District Summer In-Services/Summer Mentor Workshops: \$22.50 per hour
- 24. After School Driver Education/Summer Driver Education: \$22.50 per hour
- 25. Internal Classroom Substitutes: 1/7 of daily sub-pay
- 26. High School Athletic Director \$5,600
- 27. Jr. High Athletic Director: \$2,900
- 28. Quest Sponsor: (1 teacher) \$700
- 29. Mentoring: \$400
- 30. High School Dean of Students: \$1,300 per period

MEMORANDUM OF AGREEMENT:
MEDICAL REIMBURSEMENT ARRANGEMENT

EFFECTIVE BEGINNING July 1, 2015

- The Board shall purchase a Medical Plan from Coventry with a deductible of \$3,500 per calendar year. (Plan B3500-14) The Board will reimburse all covered eligible expenses applied to the deductible after the member or dependent has met the first \$600.00 of the deductible. The maximum reimbursement will be \$2,900.00 per calendar year for an individual and \$5,800.00 per family in the deductible category.
- The Coventry plan referenced above has co-insurance reimbursement of 90% leaving the employee/dependent responsible for up to \$2,000.00 per calendar year of responsibility. The Board will reimburse up to \$2,000.00 per calendar year of co-insurance.
- \$600 will be the maximum the member would incur in a calendar year for major deductible expenses and \$1,500 for a family.
- The Coventry plan referenced above has Dr. Office Copays of \$30.00 for primary care visits and \$60.00 for specialist visits. The Board will reimburse \$10.00 of any primary care visits and \$40.00 for any specialist care visits.
- The Coventry plan referenced above has Prescription Drug Copays of \$10 for Coventry Generic Drugs, \$35 for Coventry Formulary Drugs, \$60 for Coventry Non-Formulary Drugs, \$150 for Coventry Specialty Medications (Tier 4) and \$300 for Coventry Specialty Medications (Tier 5). The Board will reimburse \$10.00 for covered Coventry Formulary Drugs, \$10.00 for Coventry Non-Formulary Drugs, \$100 for Coventry Tier 4 Specialty Medications and \$250 for Coventry Tier 5 Specialty Medications. The above reimbursements will result in the member responsibility being \$10, \$25 and \$50. Pharmacy receipts showing expenses and the name of the prescription are required for the reimbursement and shall be processed by and pursuant to the guidelines and timetables established by the Districts Third-Party Claims administrator.
- Staunton Community School District #6 shall serve exclusively as the Administrator for the Medical Reimbursement Arrangement and shall have the sole right to unilaterally develop and implement rules and regulations governing the administration of the arrangement subject only to the provisions outlined herein.
- Employees and their dependents must be members of the Staunton Community School District #6 group health insurance plan to be eligible to receive the reimbursements provided through the medical reimbursement arrangement discussed herein.

MEMORANDUM OF AGREEMENT:
HIGH SCHOOL ATHLETIC DIRECTOR

The parties agree that to compensate the High School Athletic Director during the 2015-2016 school term for the reduction of his Athletic Director preparation period, the Board of Education shall provide the Athletic Director with an additional stipend of \$750.00 in addition to the stipend provided for in Appendix B. In lieu of a full class period, the High School Athletic Director is allotted 30 minutes during Guided Study to fulfill Athletic Director duties.

APPENDIX C: SALARY SCHEDULE PLACEMENT

Full Name	16-17 Salary	17-18 Placement	17-18 Salary	18-19 Placement	18-19 Salary	19-20 Placement	19-20 Salary	20-21 Placement	20-21 Salary
BAIMA, KATHERINE A.	61,982.00	CC:F	68,139.00	DD:F	69,339.00	EE:F	70,539.00	FF:F	71,739.00
BEST, SARAH J.	71,625.00	GG:F	72,939.00	HH:F	74,139.00	II:F	75,339.00	JJ:F	76,539.00
BOHLEN, BRIANNA R	44,059.00	R:B	52,055.00	S:B	52,955.00	T:B	53,905.00	U:B	54,855.00
BROOKE, JENNIFER G	54,382.00	V:B	55,805.00	W:B	56,755.00	X:B	57,705.00	Y:B	58,655.00
BROWN, LEANNE M.	71,495.00	NN:B	73,455.00	NN:B	73,455.00	NN:B	73,455.00	NN:B	73,455.00
CALDIERARO, KELLI A	43,232.00	J:B	44,855.00	R:B	52,055.00	S:B	52,955.00	T:B	53,905.00
CALDIERARO, LARRY D.	71,495.00	NN:B	73,455.00	NN:B	73,455.00	NN:B	73,455.00	NN:B	73,455.00
CARTER, VAL	45,986.00	I:F	47,139.00	R:F	56,139.00	S:F	57,139.00	T:F	58,239.00
CORBY, RHONDA G.	56,278.00	X:B	57,705.00	Y:B	58,655.00	Z:B	59,605.00	AA:B	60,555.00
COREY, AMANDA L	54,382.00	V:B	55,805.00	W:B	56,755.00	X:B	57,705.00	Y:B	58,655.00
COSTELLO, DEBRA A.	61,982.00	DD:B	63,455.00	EE:B	64,455.00	FF:B	65,455.00	GG:B	66,455.00
CRASK, KARI R.	72,801.00	HH:F	74,139.00	II:F	75,339.00	JJ:F	76,539.00	KK:F	77,739.00
CRESS, KAREN J.	63,381.00	Z:F	64,839.00	AA:F	65,939.00	BB:F	67,039.00	CC:F	68,139.00
CRUTHIS, GINA E.	64,836.00	GG:B	66,455.00	HH:B	67,455.00	II:B	68,455.00	JJ:B	69,455.00
DAVIS, JANELLE C.	61,030.00	X:F	62,639.00	Y:F	63,739.00	Z:F	64,839.00	AA:F	65,939.00
DECOURCEY, LAUREN C	44,059.00	R:B	52,055.00	S:B	52,955.00	T:B	53,905.00	U:B	54,855.00
DULANEY, DANIEL R	44,059.00	R:B	52,055.00	S:B	52,955.00	T:B	53,905.00	U:B	54,855.00
EISENBARTH, STEVEN J.	61,032.00	CC:B	62,455.00	DD:B	63,455.00	EE:B	64,455.00	FF:B	65,455.00
Elliot, Kendra		A:B	37,955.00	B:B	38,705.00	C:B	39,455.00	I:B	43,955.00
FERGUSON, ZACH	43,232.00	J:B	44,855.00	R:B	52,055.00	S:B	52,955.00	T:B	53,905.00
FULK, BRADLEY A.	70,447.00	FF:F	71,739.00	GG:F	72,939.00	HH:F	74,139.00	II:F	75,339.00
GERINGER, ERIN R.	65,738.00	BB:F	67,039.00	CC:F	68,139.00	DD:F	69,339.00	EE:F	70,539.00
GOEBEL, SUELEN L.	65,786.00	HH:B	67,455.00	II:B	68,455.00	JJ:B	69,455.00	KK:B	70,455.00
GRAMMER, TAMARA S.	67,691.00	JJ:B	69,455.00	KK:B	70,455.00	LL:B	71,455.00	MM:B	72,455.00
HARTLEY, ANDREA L	53,430.00	U:B	54,855.00	V:B	55,805.00	W:B	56,755.00	X:B	57,705.00
HEIM, ANGELA R.	76,333.00	KK:F	77,739.00	LL:F	78,939.00	MM:F	80,139.00	NN:F	81,339.00
HIRSCHL, EDWARD G.	59,849.00	W:F	61,539.00	X:F	62,639.00	Y:F	63,739.00	Z:F	64,839.00
HORN, BRENDA A.	61,982.00	DD:B	63,455.00	EE:B	64,455.00	FF:B	65,455.00	GG:B	66,455.00
JOHNSTON, TAMRA JO	76,333.00	KK:F	77,739.00	LL:F	78,939.00	MM:F	80,139.00	NN:F	81,339.00
KILPATRICK, SARAH		R:F	56,139.00	S:F	57,139.00	T:F	58,239.00	U:F	59,339.00
KLEIN, CHRISTY A.	55,327.00	WB	56,755.00	X:B	57,705.00	Y:B	58,655.00	Z:B	59,605
KOLESAR, JOHN J.	66,917.00	CC:F	68,139.00	DD:F	69,339.00	EE:F	70,539.00	FF:F	71,739.00
KORTE, MICHAEL J.	73,980.00	II:F	75,339.00	JJ:F	76,539.00	KK:F	77,739.00	LL:F	78,939.00
LARSEN, MATTHEW S.	59,849.00	W:F	61,539.00	X:F	62,639.00	Y:F	63,739.00	Z:F	64,839.00
LAWRENCE, CHRISTINA P.	71,625.00	GG:F	72,939.00	HH:F	74,139.00	II:F	75,339.00	JJ:F	76,539.00
LENZEN, PATRICIA J.	76,333.00	KK:F	77,739.00	LL:F	78,939.00	MM:F	80,139.00	NN:F	81,339.00

APPENDIX C: SALARY SCHEDULE PLACEMENT

Full Name	16-17 Salary	17-18 Placement	17-18 Salary	18-19 Placement	18-19 Salary	19-20 Placement	19-20 Salary	20-21 Placement	20-21 Salary
LOEH, DENA M.	66,917.00	CC:F	68,139.00	DD:F	69,339.00	EE:F	70,539.00	FF:F	71,739.00
LOTTER, BRIAN J	44,059.00	R:B	52,055.00	S:B	52,955.00	T:B	53,905.00	U:B	54,855.00
LUCYKOW, JEANEENE	54,382.00	V:B	55,805.00	W:B	56,755.00	X:B	57,705.00	Y:B	58,655.00
LUX, RACHEL	37,955.00	B:B	38,705.00	C:B	39,455.00	I:B	43,955.00	J:B	44,855.00
LARSON, JESSICA J	58,677.00	V:F	60,439.00	W:F	61,539.00	X:F	62,639.00	Y:F	63,739.00
MALONE, BRUCE A.	86,724.00	RR:N	88,803.00	RR:N	88,803.00	RR:N	88,803.00	RR:N	88,803.00
MASINELLI, JOHN C	45,986.00	I:F	47,139.00	R:F	56,139.00	S:F	57,139.00	T:F	58,239.00
MCBRAIN, KYLE W.	53,430.00	U:B	54,855.00	V:B	55,805.00	W:B	56,755.00	X:B	57,705.00
MILLER, SARAH A	52,474.00	T:B	53,905.00	U:B	54,855.00	V:B	55,805.00	W:B	56,755.00
MOORE, STEVEN F.	66,655.00	BB:J	68,712.00	CC:J	69,812.00	DD:J	71,012.00	EE:J	72,212.00
MUNSON, BRIAN	38,692.00	C:B	39,455.00	I:B	43,955.00	J:B	44,855.00	R:B	52,055.00
NUNGESSER, MICHELLE L	68,642.00	KK:B	70,455.00	LL:B	71,455.00	NN:M	72,455.00	NN:B	73,455.00
OAGATA, BRADFORD J.	66,917.00	CC:F	68,139.00	DD:F	69,339.00	EE:F	70,539.00	FF:F	71,739.00
POTTHAST, NICOLE H.	65,738.00	BB:F	67,039.00	CC:F	68,139.00	DD:F	69,339.00	EE:F	70,539.00
REDFERN, TROY K.	76,333.00	KK:F	77,739.00	LL:F	78,939.00	NN:M	80,139.00	NN:F	81,339.00
ROBERTSON, KAREN K.	65,738.00	BB:F	67,039.00	CC:F	68,139.00	DD:F	69,339.00	EE:F	70,539.00
SCHILLING, DOUG	37,955.00	B:B	38,705.00	C:B	39,455.00	I:B	43,955.00	J:B	44,855.00
SCHWARTZ, STEPHANIE A.	66,917.00	CC:F	68,139.00	DD:F	69,339.00	EE:F	70,539.00	FF:F	71,739.00
SCHULTE, KARA	43,232.00	J:B	44,855.00	R:B	52,055.00	S:B	52,955.00	T:B	53,905.00
SCHULTE, SARAH		B:B	38,705.00	C:B	39,455.00	I:B	43,955.00	J:B	44,855.00
SHARP, JAMES D.	66,917.00	CC:F	68,139.00	DD:F	69,339.00	EE:F	70,539.00	FF:F	71,739.00
SHELTON, STACY L	75,156.00	J:I:F	76,539.00	KK:F	77,739.00	LL:F	78,939.00	NN:M	80,139.00
SHOR, STEVEN B	43,232.00	J:B	44,855.00	R:B	52,055.00	S:B	52,955.00	T:B	53,905.00
SMIDDY, TIM R.	76,333.00	KK:F	77,739.00	LL:F	78,939.00	NN:M	80,139.00	NN:F	81,339.00
SPICKERMAN, JANA D.	53,430.00	U:B	54,855.00	V:B	55,805.00	W:B	56,755.00	X:B	57,705.00
STEPHENS, DANIEL J	57,232.00	Y:B	58,655.00	Z:B	59,605.00	AA:B	60,555.00	BB:B	61,505.00
TEVINI, BRETT A.	61,030.00	X:F	62,639.00	Y:F	63,739.00	Z:F	64,839.00	AA:F	65,939.00
THACKREY, ELIZABETH A.	59,849.00	W:F	61,539.00	X:F	62,639.00	Y:F	63,739.00	Z:F	64,839.00
THIEDIE, TOM D.	72,801.00	HH:F	74,139.00	II:F	75,339.00	J:I:F	76,539.00	KK:F	77,739.00
THOMASON, VICTORIA L.	59,849.00	W:F	61,539.00	X:F	62,639.00	Y:F	63,739.00	Z:F	64,839.00
TRETENERO, BONNIE S.	69,270.00	EE:F	70,539.00	FF:F	71,739.00	GG:F	72,939.00	HH:F	74,139.00
Totals	3,885,470.00		4,141,862.00		4,253,262.00		4,331,812.00		441,0012.00