

CONTRACT AGREEMENT

between the

Board of Education

STAUNTON COMMUNITY UNIT SCHOOL DISTRICT NO. 6

Staunton, IL

and the

STAUNTON FEDERATION OF TEACHERS LOCAL #4818

2021-2024

Table of Contents

ARTICLE I. RECOGNITION	3
ARTICLE II. PHILOSOPHY	3
ARTICLE III. PRINCIPLES	3
ARTICLE IV. AREAS FOR DISCUSSION AND AGREEMENT	3
ARTICLE V. GENERAL GUIDELINES	4
5.1 TEACHERS' FEDERATION	4
5.2 IFT/COPE PAYMENTS	5
ARTICLE VI. GRIEVANCE	6
6.1 GRIEVANCE POLICY	6
6.2 GRIEVANCE PROCEDURE	6
6.3 ADDITIONAL CONSIDERATIONS	8
ARTICLE VII. COMPLAINT	8
7.1 COMPLAINT	8
ARTICLE VIII. LEAVES	9
8.1 PERSONAL LEAVE DAYS	9
8.2 SICK LEAVE	9
8.3 BEREAVEMENT LEAVE	10
8.4 FEDERATION BUSINESS LEAVE	10
ARTICLE IX. INSURANCE	10
9.1 HOSPITALIZATION INSURANCE	10
9.2 RULES AND REGULATIONS FOR INSURANCE	11
ARTICLE X. TEACHER WORKLOAD AND WORKING CONDITIONS	11
10.1 WORKDAY HOURS AND EXPECTATIONS	11
10.2 PARENT/TEACHER CONFERENCES	12

10.3 KINDERGARTEN AND FRESHMAN ORIENTATION AND SUPPLY DROP OFF	12
10.4 ATTENDANCE AT SCHOOL ACTIVITIES	12
10.5 EVALUATIONS	12
10.6 SENIORITY	12
 ARTICLE XI. COMPENSATION	 13
11.1 SALARIES	13
11.2 PLACEMENT ON THE SALARY SCHEDULE	14
11.3 ADDITIONAL PAY	14
11.4 MEALS ALLOWANCE AND APPROVED CLINICS AND CONFERENCES	15
11.5 REIMBURSEMENT FOR APPROVED STUDY	15
 ARTICLE XII. DURATION OF AGREEMENT	 15
 APPENDIX A	 16-21
2021-2022 SALARY SCHEDULE	16-17
2022-2023 SALARY SCHEDULE	18-19
2023-2024 SALARY SCHEDULE	20-21
 APPENDIX B	 22-24
EXTRA CURRICULAR SALARIES	22-23
COACHING SCHEDULE	24-25
 MEMORANDUM OF AGREEMENT: MEDICAL REIMBURSEMENT ARRANGEMENT	 26

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 student 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 licensed employees.

ARTICLE III. PRINCIPLES

RIGHT TO JOIN OR NOT TO JOIN: It is further recognized that licensed employees 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.

SCOPE: The Federation and the Board agree that negotiations in good faith will encompass wages, hours and other terms and conditions of employment.

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

5.1 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 email service or mailbox 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.
4. When practicable, a licensed employee shall be given 24-hour notice of any meeting with an administrator that may result in discipline of the employee. When a certified employee is required to meet with an administrator concerning a matter which may result in discipline, the

licensed employee shall be entitled to have a representative of the Union present to advise him and represent him during such a meeting if the licensed employee so desires. When any licensed employee is required to appear before the Board for a formal discussion concerning potential termination, the certified employee shall be given five (5) working days written notice when practicable of the reasons for such meeting and shall be entitled to have a representative of the Union present to advise him and represent him during such meeting if the teacher so desires. This clause shall not apply to conferences held between administrators and employees pursuant to the normal, routine evaluation procedures of the District and the normal, routine performance of the licensed employee's duties.

5. Each licensed employee shall have the right, upon request, to review the contents of his or her personnel file in the presence of the superintendent or the superintendent's designee and to place therein written reactions to any of its contents. All licensed employees shall be allowed to respond in writing to any disciplinary letters in their personnel file.
6. The President of the Federation will have an opportunity to meet with the Superintendent one week prior to regular meetings of the Board of Education to discuss potential items for the agenda for Board meetings.
7. In an attempt to keep the Federation informed, an agenda of all regular and special meetings of the Board will be provided for the President of the Federation.
8. The Federation is invited to any meeting and, upon following Proper Procedure, may speak at any meeting.
9. The Board shall cause the Negotiation Agreement to be posted on its website.
10. An opportunity will be provided for two (2) meetings between the administration and three (3) Federation representatives -- one (1) each semester.
11. The Board will notify the Union President and all licensed employees of all licensed job openings one (1) week prior to the closing of receipt of applications by email and by posting notice on the school district website.
12. The Calendar Committee, consisting of an equal number of Union appointed licensed employees and administrators, shall develop and present a proposed school calendar to the Board of Education for final review and approval. The committee shall also include parent teacher conferences in the proposed calendar presented to the Board in accordance with this contract.

5.2 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

6.1 GRIEVANCE POLICY

1. 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.
2. 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.
3. 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.

6.2 GRIEVANCE PROCEDURE

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

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.

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 a 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.

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 Rules of the Federal Mediation and Conciliation, which shall act as the administrator of the proceedings. If either party deems the first list of arbitrators is unsatisfactory, then either party has a right to demand a second list from FMCS. 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.

6.3 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

7.1 COMPLAINT

1. 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.

2. A complaint is a disagreement involving interpretation or application of established Board policy and/or administrative rules and regulations.
3. 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.
4. 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

8.1 PERSONAL LEAVE DAYS

1. Each licensed employee shall be granted three (3) personal leave days each year (not cumulative) with the following conditions:
 - a. 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 three (3) 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. Licensed employees 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.
 - b. A twenty-four (24) hour written notice using the District's online platform shall be given to the Principal or immediate supervisor except under extenuating circumstances.
 - c. This personal leave cannot be used for any form of withholding services by an employee or employees due to misunderstanding or an impasse.
 - d. 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 pay for a certified substitute for unused days (3 per year) or transfer unused personal leave days to sick leave days at the end of the school year (12 days to 15 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.

8.2 SICK LEAVE

1. The Board shall grant their full-time licensed employees sick leave provisions not less in amount than twelve (12) days at full pay in each school year.
2. If any such licensed 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 District's Employee Earnings record card.
3. Sick leave shall be interpreted to mean personal and family illness, quarantine at home, or serious illness or death in the immediate family or household.
4. The 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 of three (3) consecutive days for personal illness, or as it may seem necessary in other cases if sick leave abuse is suspected, and the Board provides the reason(s) why abuse is suspected.
5. A retiring employee will have the option of selling back to the district a maximum of 60 days at \$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.
6. 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.
7. An employee may use a sick day in full day or half day increments.

8.3 BEREAVEMENT/FUNERAL LEAVE

1. The Board shall grant their full-time licensed employees bereavement/funeral leave up to three (3) days total at full pay in each school year for the death of the following family members: spouse, life partner, parents, children (half, step, foster), grandparents, grandchildren, parents in-laws, siblings (half, step, foster).

8.4 FEDERATION BUSINESS LEAVE

1. The Federation 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

9.1 HOSPITALIZATION INSURANCE

1. 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

9.2 RULES and REGULATIONS for INSURANCE

1. A full-time employee shall be one who works complete days in the position, and the position for a total of at least thirty (30) hours per week shall be for at least nine (9) months.
2. For those licensed employees 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 licensed 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, licensed employees on leave of absence shall pay full insurance premiums while on leave.

ARTICLE X. TEACHER WORKLOAD and WORKING CONDITIONS

10.1 WORKDAY HOURS and EXPECTATIONS

1. A licensed employee's workday shall be no longer than seven hours and fifty minutes on days when students are in attendance. All duties shall fall within the contracted work hours.
2. During each workday, a licensed employee shall be entitled to a duty-free lunch period of no less than thirty (30) consecutive minutes.
3. During each workday, a full-time junior high or high school teacher shall be entitled to one (1) uninterrupted, student-free plan period equal to one (1) scheduled period. Elementary teachers shall receive one (1) uninterrupted, student-free plan period equal to a thirty-five (35) minute specials period and one (1) uninterrupted, student-free plan period equal to a fifteen (15)

minute recess period. Elementary plan periods need not be consecutive. Plan time shall be defined as the time received by teachers that shall be spent in their classroom area for the purposes of preparing class lessons, evaluating student assessments, contacting parents, and other teaching related duties.

4. The building Principal 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.
5. All licensed staff shall, at their choice, leave school when students are dismissed on eves of holidays that include weekends.
6. Two (2) unit faculty meetings may be used at the end of the first and third quarters for the purpose of teachers recording grades.
7. The Board will reimburse employees for all Superintendent-approved mileage at the current IRS rate

10.2 PARENT/TEACHER CONFERENCES

1. Parent/Teacher Conferences shall be held for no more than eight (8) hours each school year over two (2) school evenings (excluding Fridays) at up to four (4) hours per evening.
2. Conference dates and times shall be proposed to the Board of Education by the Calendar committee.
3. School shall be dismissed no later than 2:00 PM on each conference day.

10.3 KINDERGARTEN and FRESHMEN ORIENTATION and SUPPLY DROP OFF

1. There will be two nights of orientation/open house. Pre-K through 5 will be one night, along with kindergarten orientation and 6-12 will be one night with freshman orientation taking place on the 6-12 night.
2. Both orientations and supply drop off shall occur from 5:30-7:30 pm.
3. Orientation/Open House dates shall be proposed to the Board of Education by the Calendar committee.

10.4 ATTENDANCE at SCHOOL ACTIVITIES

1. 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.

10.5 EVALUATIONS

1. Evaluations of certified employees will be conducted according to the District plan. However, by referencing the District evaluation plan shall not cause the evaluative rating to be subject to Article IV – Grievance Procedure.

10.6 SENIORITY

1. 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) workdays 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
2. 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:
 - a. Greatest amount of total full-time public-school teaching experience in Illinois.
 - b. Highest horizontal placement on the salary schedule.
 - c. Greatest amount of graduate credit.
 - d. Drawing of lots for those still tied.

ARTICLE XI. COMPENSATION

11.1 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 2021-2022, 2022-2023 and 2023-2024 school year each licensed employee shall have their previous year's salary increased by 3.5%, inclusive of step movement
2. Salary Increases for Additional Training:

Salary will be determined by training and experience as of September 1 of year taught. Transcript is to be in the office of Superintendent by September 15.

 - a. 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.

- b. 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.
- c. One (1) unit is equal to four (4) credit hours of coursework.

11.2 PLACEMENT on the SALARY SCHEDULE

1. The Board shall recognize a newly hired teacher's previous TRS creditable service for purposes of placement on the salary schedule.
2. 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.

11.3 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:
 - i. Occasional assignments to duties at games and other class activities.
 - ii. Serving as club sponsor.
 - iii. Work on committees, surveys and reports.
 - iv. School public relations work, etc.
3. Early Bird Classes: Teachers assigned to an early bird class shall be compensated at 1/7 of his/her current salary (the calculation excludes TRS). The District, in its sole discretion, retains the right to establish and eliminate early bird classes.
4. The Board shall pay \$22.50 for internal substitution of one certified employee directed by the building principal to substitute for another licensed employee per period during the school day.

5. Licensed employees who voluntarily give up a plan period to teach an additional overload course for the school year shall be compensated at 1/7 of his/her current salary (the calculation excludes TRS).
6. 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.
7. The Board may, in its sole discretion, extend the employment contract of an agriculture teacher up to a maximum of ten and one-half (10.5) months for the school year. The agriculture teacher shall be paid his/her daily per diem base salary rate for each day said employment contract is extended.

11.4 MEALS ALLOWANCE and APPROVED CLINICS and CONFERENCES

1. 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.

11.5. REIMBURSEMENT for APPROVED STUDY

1. Licensed staff may apply for tuition reimbursement at the rate of \$1,000 per semester or summer term (capped at \$15,000 for the fiscal year) for approved college courses successfully completed as follows:
 - a. Courses must be related to the teacher's professional development.
 - b. 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.
 - c. Courses must be successfully completed, and the employee must have received a grade of a "C" or better in the college course.
 - d. The employee must be an employee of the District at the time the course work is completed.
 - e. 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

1. This revised Agreement shall be effective as of July 1, 2021, and shall continue in effect through June 30, 2024
2. 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.

3. This Agreement is signed this. _____ day of September, 2021.

In Witness Whereof:

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

Joanna Jean
President

Stephanie Legendre
Secretary

For the Staunton Federation of Teachers

Sheldon S. Hoebel
President

Sarah Schmitt
Secretary

APPENDIX A - Salary Schedule 2021-2022

Step	BS	MA	MS+8	MS+16
A	3795 5	3993 9	4161 2	42603
B	3928 3	4133 7	4306 8	44094
C	4006 0	4226 8	4400 0	45026
D	4083 6	4320 0	4493 1	45957
E	4161 2	4413 1	4586 3	46889
F	4238 8	4506 3	4679 4	47820
G	4316 5	4599 4	4772 6	48752
H	4394 1	4692 6	4865 7	49683
I	4471 7	4785 7	4958 9	50615
J	4549 3	4878 9	5052 0	51546
K	4642	4982	5155	52581

	5	4	5	
L	4735 6	5085 9	5259 0	53616
M	4828 8	5189 4	5362 5	54651
N	4921 9	5292 9	5466 0	55686
O	5015 1	5396 4	5569 5	56721
P	5108 2	5499 9	5673 0	57756
Q	5201 4	5603 4	5776 5	58791
R	5294 5	5706 9	5880 0	59826
S	5387 7	5810 4	5983 5	60861
T	5480 8	5913 9	6087 0	61896
U	5579 2	6027 7	6200 9	63035
V	5677 5	6141 6	6314 7	64173
W	5775 8	6255 4	6428 6	65312
X	5874 1	6369 3	6542 4	66450
Y	5972 5	6483 1	6656 3	67589
Z	6070 8	6597 0	6770 1	68727
AA	6169 1	6710 8	6884 0	69866
BB	6267 4	6824 7	6997 8	71004
CC	6365 8	6938 5	7111 7	72143
DD	6464 1	7052 4	7225 5	73281
EE	6567 6	7176 6	7349 7	74523
FF	6671 1	7300 8	7473 9	75765
GG	6774 6	7425 0	7598 1	77007
HH	6878	7549	7722	78249

	1	2	3	
	6981	7673	7846	
II	6	4	5	79491
	7085	7797	7970	
JJ	1	6	7	80733
	7188	7921	8094	
KK	6	8	9	81975
	7292	8046	8219	
LL	1	0	1	83217
	7395	8170	8343	
MM	6	2	3	84459
	7499	8294	8467	
NN	1	4	5	85701
		8418	8591	
OO		6	7	86943
PP				88185
QQ				89427
RR				90669

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 and Second Year of Probationary Teaching Service: Board Pays 3%, Teacher pays 6%.
 - Third Year Probationary Teaching Service: Board pays 5% and Teacher pays 4%.
 - Fourth Year Probationary Teaching Service: Board pays 9%.
- 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 midterm for the sole exclusive purpose of negotiating its "pick up" or payment of the teachers' TRS contribution

Appendix A – 2022-2023 Salary Schedule

A	3861 9	4063 8	4234 0	43349
B	3928 3	4133 7	4306 8	44094
C	4065 8	4278 4	4457 6	45637
D	4146 2	4374 8	4554 0	46602
E	4226 5	4471 2	4650 4	47566
F	4306 9	4567 6	4746 8	48530
G	4387 2	4664 0	4843 2	49494
H	4467 5	4760 4	4939 6	50458
I	4547 9	4856 8	5036 0	51422
J	4628 2	4953 2	5132 5	52386
K	4708 6	5049 6	5228 9	53350
L	4805 0	5156 8	5336 0	54421
M	4901 4	5263 9	5443 1	55493
N	4997 8	5371 0	5550 2	56564
O	5094 2	5478 1	5657 4	57635
P	5190 6	5585 3	5764 5	58706
Q	5287 0	5692 4	5871 6	59778
R	5383 4	5799 5	5978 7	60849
S	5479 9	5906 6	6085 8	61920
T	5576 3	6013 8	6193 0	62991
U	5672 7	6120 9	6300 1	64062
V	5774 4	6238 7	6417 9	65241

W	5876 2	6356 5	6535 8	66419
X	5978 0	6474 4	6653 6	67598
Y	6079 7	6592 2	6771 4	68776
Z	6181 5	6710 0	6889 3	69954
AA	6283 3	6827 9	7007 1	71133
BB	6385 0	6945 7	7124 9	72311
CC	6486 8	7063 6	7242 8	73489
DD	6588 6	7181 4	7360 6	74668
EE	6690 3	7299 2	7478 4	75846
FF	6797 5	7427 8	7607 0	77131
GG	6904 6	7556 3	7735 5	78417
HH	7011 7	7684 9	7864 1	79702
II	7118 8	7813 4	7992 6	80988
JJ	7225 9	7942 0	8121 2	82273
KK	7333 1	8070 5	8249 7	83559
LL	7440 2	8199 0	8378 3	84844
MM	7547 3	8327 6	8506 8	86130
NN	7654 4	8456 1	8635 4	87415
OO		8584 7	8763 9	88701
PP				89986
QQ				91272
RR				92557

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 and Second Year of Probationary Teaching Service: Board pays 6% and Teacher pays 3%
 - Third Year Probationary Teaching Service and beyond: Board pays 9%
- 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 midterm for the sole exclusive purpose of negotiating its "pick up" or payment of the teachers' TRS contribution

Appendix A – 2023-2024 Salary Schedule

Step	BS	MA	MS+8	MS+16
A	3929 5	4134 9	4308 1	44107
B	3997 1	4206 0	4382 2	44866
C	4065 8	4278 4	4457 6	45637
D	4208 1	4428 1	4613 6	47235
E	4291 3	4527 9	4713 4	48233
F	4374 4	4627 7	4813 2	49230
G	4457 6	4727 5	4913 0	50228
H	4540 8	4827 2	5012 7	51226
I	4623 9	4927 0	5112 5	52224
J	4707 1	5026 8	5212 3	53222
K	4790 2	5126 6	5312 1	54220
L	4873 4	5226 4	5411 9	55217
M	4973 2	5337 3	5522 7	56326
N	5072 9	5448 1	5633 6	57435
O	5172 7	5559 0	5744 5	58544
P	5272 5	5669 9	5855 4	59652
Q	5372 3	5780 7	5966 2	60761
R	5472 1	5891 6	6077 1	61870
S	5571 9	6002 5	6188 0	62979
T	5671 6	6113 4	6298 8	64087
U	5771 4	6224 2	6409 7	65196

V	5871 2	6335 1	6520 6	66305
W	5976 5	6457 1	6642 6	67524
X	6081 9	6579 0	6764 5	68744
Y	6187 2	6701 0	6886 5	69963
Z	6292 5	6822 9	7008 4	71183
AA	6397 9	6944 9	7130 4	72403
BB	6503 2	7066 9	7252 3	73622
CC	6608 5	7188 8	7374 3	74842
DD	6713 8	7310 8	7496 3	76061
EE	6819 2	7432 7	7618 2	77281
FF	6924 5	7554 7	7740 2	78501
GG	7035 4	7687 7	7873 2	79831
HH	7146 2	7820 8	8006 3	81161
II	7257 1	7953 8	8139 3	82492
JJ	7368 0	8086 9	8272 4	83822
KK	7478 9	8219 9	8405 4	85153
LL	7589 7	8353 0	8538 5	86483
MM	7700 6	8486 0	8671 5	87814
NN	7811 5	8619 1	8804 6	89144
OO		8752 1	8937 6	90475
PP				91805
QQ				93136
RR				94466

Additional Footnote to Salary Schedule

- 9.0% Board Paid TRS for All Teachers: Does not include Teachers Health Insurance.
- 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 midterm for the sole exclusive purpose of negotiating its "pick up" or payment of the teachers' TRS contribution.

APPENDIX B

Coaching and Extra Curricular Salaries

2021-2024

Dramatics	\$2,450 (1) or \$1,250 each (2)
Red Roses	\$1,450
Band Instructor	10% Evening & Weekend
	10% Summer
Vocal Music Instructor	\$1,150
FFA Sponsor	\$1,250 However, in the event the Board employs the agriculture teacher on an extended 10 month basis, the FFA sponsor stipend shall be increased to 10% of the Base Salary (BA-Step A)(Not eligible for "grandfathering").
Yearbook	\$2,650
Senior Sponsors (2)	\$550 each
Junior Sponsors (2)	\$550 each
Sophomore Sponsors (2)	\$550 each
Freshmen Sponsors (2)	\$550 each
Sr. High Student Council (2)	\$850 each

Jr. High Student Council (2)	\$650 each
Sr. High Cheer	\$3,150 (1) or \$1,900 each (2)
Jr. High Cheer	\$1,350
Art Club Sponsor	\$450
Mentoring	\$450
Saturday Detention/Homebound Instruction/ Pre-Approved District Summer In-services/ Summer Mentor Workshops	\$22.50 per hour
After School and Summer Driver Education	\$22.50 per hour
Sr. High School Athletic Director	\$5,600
Jr. High School Athletic Director	\$4,500
Sr. High School Dean of Students	\$1,350 per period

Pay coaches a percentage of the Base salary, with steps for longevity every 3 years, maxing out after 16 years.

- Paid years for longevity need not be consecutive.
- Years in same sport, whether as assistant or head coach, count as the same position for longevity purposes.

Years	1-3	4-6	7-9	10-12	13-15	16+
HS Major Head	10%	12%	14%	16%	18%	20%
HS Major Asst.	6%	8%	10%	12%	14%	16%
HS Minor Head	6%	8%	10%	12%	14%	16%
HS Minor Asst.	4%	6%	8%	10%	12%	14%
JH Major Head	6%	8%	10%	12%	14%	16%
JH Major Asst.	4%	6%	8%	10%	12%	14%
JH Minor Head	4%	6%	8%	10%	12%	14%
JH Minor Asst.	3%	5%	7%	9%	11%	13%

Major and Minor Sports for the Purposes of Placement on the Coaching Stipend Schedule

High School Major Sports (Begin at 10% Head, 6% Assistant)

Football
Volleyball
Boys Basketball
Girls Basketball

High School Minor Sports (Begin at 6% Head, 4% Assistant)

Cross Country
Golf
Boys Soccer
Girls Soccer
Scholastic Bowl
Track and Field
Baseball
Softball

Junior High Major Sports (Begin at 6% Head, 4% Assistant)

Boys Basketball
Girls Basketball
Volleyball

Junior High Minor Sports (Begin at 4% Head, 3% Assistant)

Baseball
Softball
Boys Track
Girls Track
Scholastic Bowl

MEMORANDUM OF AGREEMENT: MEDICAL REIMBURSEMENT ARRANGEMENT

EFFECTIVE BEGINNING July 1, 2021

- The Board shall purchase a Medical Plan from Blue Cross Blue Shield with a deductible of \$2,500 per calendar year. (Plan MIBPP2110) The Board will reimburse all covered eligible expenses applied to the deductible after the member or dependent has met the first \$600 of the deductible per covered individual, to a maximum of \$1,500 per family unit. The maximum reimbursement will be \$1,900 per calendar year for an individual and \$6,000 per family for deductible expenses.
- The Blue Cross Blue Shield plan referenced above has co-insurance reimbursement of 90% leaving the employee/dependent responsible up to \$1,000 per calendar year. The Board will provide reimbursement of 100% coinsurance up to \$1,000 per calendar year.
- \$600 will be the net out of pocket maximum the individual member would incur in a calendar year for major medical deductible expenses and \$1,500 for a family.
- The Blue Cross Blue Shield plan referenced above has Dr. Office Copays of \$20 for primary care visits and \$40 for specialist visits. The Board will reimburse \$20 for any specialist care office visits.
- The Blue Cross Blue Shield plan referenced above has Prescription Drug Copays of \$10 per Generic Drugs (Tier 1), \$50 per Formulary Drugs (Tier 2), \$100 for Non-Formulary Drugs (Tier 3), \$150 for Specialty Medications (Tier 4) and \$250 for Specialty Medications (Tier 5). 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. The Board will provide reimbursement \$25 per Formulary (Tier 2) prescription copay; \$50 per Non-Formulary (Tier 3) prescription copay; \$100 per Specialty Medications (Tier 4) prescription copay; and \$200 per Specialty Medications (Tier 5) prescription copay. The above reimbursements will result in the member responsibility being \$10 (Tier 1), \$25 (Tier 2), \$50 (Tier 3,4,5) net prescription copays.
- 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.