



Kinnikinnick Community Consolidated Schools
District No. 131
Roscoe, Illinois

**PROFESSIONAL AGREEMENT
2019-2024**

Kinnikinnick Community Consolidated School Board
&
Kinnikinnick Education Association

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ARTICLE I
RECOGNITION AND UNIT OF REPRESENTATION

1.1 The Board of Education of District No. 131, Winnebago County, Illinois, hereinafter referred to as the “Board” hereby recognizes the Kinnikinnick Education Association affiliated with the Illinois Education Association/National Education Association, hereinafter referred to as the “Association” as the sole, exclusive negotiating agent for all full-time and regular part-time licensed professional personnel employed by the Board, and required to be licensed under Article 21 of the Illinois Revised Statutes, but excluding the Superintendent, building principals, and other supervisory personnel having the authority to hire, transfer, assign, promote, evaluate, discharge or discipline, or to effectively recommend such action. The term “regular part-time licensed professional personnel” shall mean individuals employed on an annual basis and working 50 percent or more of the school term and 3.5 clock hours or more of the school day and work less than full-time. The term “Teacher” when used hereinafter this Agreement shall refer to all licensed professional personnel included in the negotiating unit set forth above and thereby represented by the Association.

ARTICLE II BOARD RIGHTS

2.1 The Board of Education reserves exclusively all responsibilities, powers, rights, authority, and duties conferred upon and vested in it by the laws and constitutions of the State of Illinois and the United States of America. Except where specifically limited by the written provisions of the Agreement and then only to the extent that such provisions are in conformance with the laws and constitutions of the State of Illinois and of the United States, the Board retains the right and authority to direct the affairs and functions of the District. Such responsibilities, powers, rights, authority and duties include, but are not limited to:

- a. Full and exclusive control of the management of the district;
- b. The supervision of all operations;
- c. The right to hire, establish and change work schedules, set hours of work, establish, eliminate or change classifications, assign, transfer, release and lay off employees;
- d. The right to determine the qualifications of employees, and to suspend, discipline and discharge employees for cause and otherwise to maintain an orderly, effective and efficient operation;
- e. The right to determine the curriculum and to regulate its implementation by the employees covered by this agreement.

ARTICLE III
ASSOCIATION RIGHTS

3.1 The Association may, by pre-arrangement with the Superintendent, use district buildings for meetings provided that such meetings shall be held when school is not in session and provided such meetings do not interfere with the instructional and/or extra curricular programs of the District. When special custodial services are required, the Association shall be charged a fee to cover the cost of those services.

3.2 The Association may use employee mailboxes, inter-school mail and a designated bulletin board in each building for Association communications. The Association may submit material to the District office for duplication at the rate set by the Board.

3.3 The Association President or their designee shall be given electronic access to a copy of the public Board packet each month.

3.4 The Association President shall be provided a copy of the proposed annual school calendar. The Association may request a meeting with the Superintendent to discuss any suggestions it may have concerning the tentative calendar prior to Board adoption of the calendar on or before December 1 of the previous school year.

3.5 The Association President shall be provided written notification of approved teaching vacancies in the District. Notice of approved teaching vacancies shall also be posted at the office of the Superintendent and distributed to each school attendance center and an e-mail shall be sent to all bargaining unit members at the e-mail addresses set forth on the list sent to the administration by the Association. A vacancy shall be defined as a position covered by this Agreement that becomes open as the result of the retirement, resignation or termination of an employee or the creation of a new position. Any teacher, who is eligible by current employment with the Kinnikinnick School District and qualified, as determined by the administration in its sole discretion, for a

vacant position and applies for the vacant position, shall be granted an interview for that position.

3.6 Upon written request of a teacher, the Board shall deduct Association membership dues in an amount certified annually to the Board by the Association on or before September 15. The teacher's request shall continue in effect until revoked in writing by the teacher, which revocation may be submitted at any time. The amount deducted from each paycheck of each month September through June shall be one-twentieth (1/20th) of the annual dues. The Board shall remit the deducted dues to the Association within ten (10) days following the payroll deduction. A teacher authorizing the deduction after the fifteenth of the month shall have the annual dues pro-rated beginning with the following month through June. When a teacher terminates employment with the District, the Board shall deduct the balance of the unpaid annual dues from the teacher's last paycheck provided the written authorization filed with the Board expressly so provides.

3.7 The President of the Association, or his or her designee, shall be granted five (5) days released time during the school term, with no loss of salary, sick or personal leave, for the purpose of attending to Association business which cannot be handled on non-working time. Notice of the released time must be given to the Superintendent at least five (5) school days in advance of the absence. The Association must reimburse the Board for the cost of any substitute. Released time may not be in less than one-half (1/2) day units without the approval of the Superintendent or his/her designee.

3.8 Within thirty (30) calendar days of ratification of the Agreement, the Board shall electronically post the Agreement and electronically notify each teacher in the District.

3.9 The Association may submit its views with respect to Section 500 - Personnel and Section 600 – Instruction of the Board policies manual.

3.10 A teacher shall be notified by certified mail, return receipt requested, or personal delivery, if the Board is going to consider disciplinary action against the teacher.

3.11 Teachers shall be notified and shown a copy of any written parental complaint directed at them unless the administration believes the complaint is without merit. If the complaint is placed in a teacher's personnel file, the teacher will be provided a copy and the opportunity to place a written response in his/her file.

ARTICLE IV GRIEVANCE PROCEDURE

4.1 A grievance is defined as a written claim by a teacher, a group of teachers, or the Association that there has been a violation, misinterpretation or misapplication of a specific provision of the Agreement. No grievance shall be processed or entertained unless it is filed within fifteen (15) days after the occurrence of the event giving rise to the grievance. All time limits consist of pupil attendance days, except between the end of the school term and the beginning of the next school term; time limits shall consist of weekdays excepting holidays.

4.2 The Board and the Association acknowledge that it is desirable for a grievant and the grievant's immediate supervisor to resolve problems through informal communications. If the informal process fails to satisfy the grievant and the grievant decides to pursue the grievance, a grievance shall be processed by:

Step 1 - The grievant shall file his/her grievance in writing with the building principal or designee within fifteen (15) days of occurrence of the event giving rise to the grievance. The building principal or designee shall confer with the grievant in an attempt to resolve the grievance at a mutually agreeable time, within five (5) days of the receipt of the grievance. A decision in writing shall be rendered to the grievant within five (5) days of the conference.

Step 2 - If a satisfactory disposition of the grievance is not reached at Step 1, the grievant may appeal to the Superintendent or designee in writing within ten (10) days after receipt of the decision of the building principal or designee. The Superintendent or designee shall hold a conference within ten (10) days after the

receipt of the appeal and a written decision shall be rendered by the Superintendent or designee within five (5) days after the conference.

Step 3 - If a satisfactory disposition of the grievance is not reached at Step 2, the grievant may appeal to the Board of Education by filing a written appeal with the Superintendent within ten (10) days after receipt of the Superintendent's decision. The Board of Education shall consider the grievance within thirty (30) days of the date of receipt of the appeal by the Superintendent. The grievant may present a written statement of grievance to the Board or may request an oral hearing, which will be granted by the Board. The hearing will be conducted by the full Board or, at the discretion of the Board, by a sub-committee of the Board. The Board shall render its decision in writing, with a copy to the Association, within five (5) days after the meeting at which the grievance is considered.

Step 4 - In the event the grievant is not satisfied with the disposition of the grievance at Step 3, the grievance may be submitted by the Association to binding arbitration through the American Arbitration Association within twenty (20) days after receipt of the Board's answer at Step 3 with a copy of the submission to the American Arbitration Association given simultaneously to the Superintendent. The selection of the arbitrator shall follow the voluntary labor arbitrator selection procedures set forth by the American Arbitration Association. The arbitrator shall have no right to amend, modify, nullify, ignore, add to or subtract from the provisions of the Agreement. The arbitrator shall consider and decide only the specific issues raised in the written grievance and the replies thereto and shall have no authority to make any decisions or recommendation on any other issue not so raised. The arbitrator's decision shall be based solely upon interpretation of the meaning or application of the specific terms of this agreement in light of the facts presented. The fees of the arbitrator, and the cost of attendance of a court reporter if requested by either party

shall be split between parties. All other costs shall be borne by the party incurring the cost unless otherwise mutually agreed.

4.3 Each grievance must state the specific provisions of the agreement alleged to have been violated and the facts upon which the grievant relies to establish the alleged violation. Grievances may not be modified after submission at Step 1 without the mutual agreement of the parties. The time limits and procedures for grievance processing must be strictly followed. Failure of the grievant or the Association to meet any time limit shall bar further processing of the grievance. Failure of the Board or the administration to act in a timely manner shall permit the grievant to proceed to the next step. Any grievance not appealed after denial by the Board or the administration shall bar later filing of the same or substantially same grievance. Any time limit may be extended only with the mutual agreement of the parties.

4.4 The Board acknowledges the right of an Association representative to be present, if so requested by the grievant, in the processing of a grievance. No grievant shall be required to discuss any grievance if the grievant requests an Association representative to be present; provided, however, the unavailability of an Association representative shall be cause for extension of any time limit that the Board or administration must meet.

4.5 Hearings and meetings between the Board or administration and the grievant shall be held, insofar as possible, after regular school hours or during non-teaching time. When the Board or administration chooses to hold hearings or meetings during school hours, all employees whose presence is required shall be excused, with pay, for this period. Investigation or processing of any grievance by the grievant or the Association shall be conducted so as to result in no interference or interruption whatsoever of the instructional program.

**ARTICLE V
TEACHER EVALUATION**

- 5.1 The teacher evaluation plan will be developed by a Joint Evaluation Committee.
- 5.2 All evaluation procedures shall be executed in accordance with the Evaluation Plan that is electronically distributed annually.
- 5.3 One formal observation for non-tenured teachers shall be completed during the first 90 days of the school term. Formal observation of tenured teachers may begin September 15th and end ten (10) days prior to the end of the school year.
- 5.4 The evaluator shall notify the teacher of the final formal observation prior to the summative evaluation.
- 5.5 Following the summative evaluation conference between the evaluator and the teacher, a copy of the summative evaluation, signed by both parties, shall be given to the teacher. Such signature shall indicate only that the teacher has read the summative evaluation report and does not necessarily indicate agreement with its contents. A teacher may put any objections in writing and have them attached to the evaluation report to be placed in the teacher's personnel file.

ARTICLE VI
WORK STOPPAGE

6.1 During the term of this agreement, neither the Association, nor its agents nor any employee for any reason will authorize, institute, aid, condone or engage in a slowdown, work stoppage, strike, or any other interference with the work and statutory functions or obligations of the Board.

**ARTICLE VII
LEAVES**

7A LEAVES OF ABSENCE WITH PAY

7A.1 Sick Leave

- a. Teachers shall be granted sixteen (16) days sick leave at the beginning of each school term. After completion of the twentieth year of continuous full time service to the District, a teacher shall be granted twenty (20) days sick leave at the beginning of each school term. Each year's allotment up to the maximum shall be in addition to the accumulated sick leave. Unused sick leave shall accumulate to a maximum of 360 days. Teachers who have accumulated 360 days of sick leave shall be granted twenty (20) days of sick leave at the beginning of the subsequent year. Said days may only be used within that year and will not accumulate.
- b. Sick leave shall be interpreted to mean personal illness, quarantine at home, or serious illness, or death in the immediate family or household, or birth, adoption, or placement for adoption. Immediate family shall be interpreted to mean parent, spouse, brother, sister, child, grandparent, grandchild, parent-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, legal guardian, and all step equivalents. The Superintendent or his/her designee shall monitor the use of employees' sick leave.
- c. The Board shall establish a Sick Leave Bank for the teachers of the District to be solely for medical conditions of the teacher. The sick leave bank shall be funded solely by donations from teachers. Participation in the sick leave bank is voluntary for all teachers employed in the School District. A Sick Leave Committee will be established to develop rules of procedure for administration of the Sick Leave Bank, annually review the guidelines, and act as the governing body for the administration of the sick leave bank. The existence of the Sick Leave Bank does not negate

or eliminate any other sick leave policies of Kinnikinnick Community Consolidated School District #131 nor does it in any way negate a member's right to other sick leave benefits included in this Agreement.

The Association agrees with respect to the operation of the Sick Leave Bank that it will hold harmless and defend the District, the Board, its members, administrators, employees and/or agents, as regards any action, complaint or suit of any type, provided only that the Board or District shall fulfill its responsibilities as set forth above. In the event any action, complaint or suit of any type in any form shall be brought against the District, the Board, its members, administrators, employees and/or agents, the Board or District shall retain the exclusive right to select counsel, to defend such action, complaint or suit and/or to determine whether such action, complaint or suit should be compromised or settled. Further, the Association agrees that the Sick Leave Bank and its administration are not grievable.

- d. The Board may require a physician's certificate as a basis for pay after an absence of three (3) days for personal illness, or as it may deem necessary in other cases.
- e. In the event of a serious accident or catastrophic illness, teachers who have used all of their accumulated sick leave days may request, through the Superintendent, Board approval for additional emergency sick leave days. The Board will render a decision within thirty-five (35) calendar days following the receipt of a written request for additional emergency sick leave days. Additional paid emergency sick leave days may be granted retroactively.

7A.2 Bereavement Leave

Teachers may use three (3) paid sick leave days each school term in order to attend a funeral for a person not defined as immediate family.

7A.3 Court/Jury Duty

A court/jury duty leave of absence shall be granted to a teacher with no loss of pay provided the employee submits proof of attendance from the court for said court/jury duty.

7A.4 Personal Leave

Teachers may use up to three (3) sick leave days per school term without payroll deduction. The use of personal days is subject to the following conditions:

- (1) Unused personal leave shall accumulate as sick leave.
- (2) Request via the absence management system shall be given to the Superintendent five (5) calendar days prior to leave being taken, except in cases of emergency when notice shall be given as soon as possible before the leave. If emergency notification is used, teacher should document reason in request, via absence management system.
- (3) One personal days may be used immediately before **or** immediately after a weekday in which students are not in attendance but may not be used before **and** after a weekday in which students are not in attendance.
- (4) Such personal leave shall not be used for the purpose of secondary employment.
- (5) Such personal leave shall not be used in increments of less than one-half (1/2) day at a time.
- (6) No more than ten (10) percent of the teachers may use a personal leave day on any one (1) day unless prior approval is granted by the Superintendent.

- (7) A teacher who has exhausted all of their personal days is unable to attend work due to a travel related or personal emergency shall be granted use of sick leave days under the following conditions:
 1. The teacher shall notify his/her principal as soon as possible of the situation and the likely day of return.
 2. The teacher has sick leave days remaining in the current year. The teacher may not use more sick days than he/she has accumulated.
 3. The teacher takes appropriate steps to return to work as soon as possible.

7A.5 Professional Leave

Teachers may be released with full pay to attend professional conventions, meetings and workshops, visit exemplary programs, and participate in other professional growth activities. Teachers requesting release shall make application to the Superintendent, or his designee, who may approve or disapprove applications based on the applicability of such leave to the teacher's individual professional development, the District's program goals, and the resources allocated for professional leave.

7A.6 Acts of God

In the event that the District has used all of its calendar emergency days and the district deploys the Act of God Board administrative procedure, 5:250 AP, a teacher may utilize unused sick leave.

**ARTICLE VII
LEAVES**

7B LEAVES OF ABSENCE WITHOUT PAY

7B.1 Leaves of absence without pay may be granted to tenured employees who have rendered satisfactory service to the District and who desire to return to employment at a time mutually consistent with the needs of the District as determined by the Board.

7B.2 Each approved leave of absence shall be the shortest possible duration required to meet the purpose for the leave consistent with a reasonable continuity of instruction for students. Leaves of absence without pay for not more than one school term may be granted to tenured teachers according to the following conditions:

- a. Written requests for leaves of absence without pay shall be given in writing to the Board not less than seventy-five (75) calendar days prior to the end of the semester prior to which the leave is requested, except in the case of emergency when circumstances do not allow such notice.
- b. Employees on a leave of absence without pay shall give formal notice of intent to return by email or written correspondence at least ninety (90) calendar days prior to the close of the school term preceding such return.
- c. Leaves may be granted for:
 - (1) Exchange teaching;
 - (2) Individual professional development programs approved by the Board;
 - (3) Military service;
 - (4) Adoption or birth of a child: leave taken by either parent;
 - (5) Other reasons acceptable to the Board; provided however, that granting of such leaves will not establish precedence for subsequent requests of a similar nature.

- d. Employees on such leave may continue insurance benefits if they reimburse the District for any pro-rata costs of benefits for which they apply.
- e. Employees on any approved leave of absence without pay of more than ninety (90) teacher workdays in one school term shall not be counted in determining seniority.
- f. A short-term leave of absence of not more than five (5) days may be granted for special reasons with prior approval of the Superintendent. A pro-rata salary deduction of $1/180^{\text{th}}$ the employee's annual salary will be made for each day of leave approved.
- g. A fourth year non-tenured teacher who has been re-employed full-time by the Board for the following school year may request an unpaid leave of absence to begin after the conclusion of his/her fourth year of probationary service; provided the teacher requests the leave no later than May 1 of his/her fourth year of probationary service.

ARTICLE VIII NEGOTIATIONS

8.1 Each party shall select its own representative(s) who shall have the necessary authority to make proposals, consider counter proposals, and sign tentative agreements.

8.2 Either party may utilize the services of outside consultants and may call upon professional and legal representatives to assist in the negotiations.

8.3 The parties acknowledge that, during the negotiations which resulted in this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not removed by law from the area of collective bargaining regarding the employees covered by this Agreement and that the understandings and agreement arrived at by the parties after the exercise of that right and opportunity are fully set forth in this Agreement. During the term of this Agreement, the Board shall not be required to negotiate any subject which was a part of the negotiations leading to this Agreement, whether or not the subject was ultimately included in this Agreement; provided however, any subject may be reopened for negotiation upon the agreement of both parties.

8.4 The Board and Association shall commence bargaining for a successor Agreement between April 1 and May 30 of the last year of the Agreement.

8.5 It is agreed that the Board and Association will, in a prompt and timely manner, jointly request the services of the Federal Mediation and Conciliation Service (FMCS), if both parties to this Agreement jointly declare impasse after negotiating for a sixty (60) calendar day period.

**ARTICLE IX
WORKING CONDITIONS**

9.1 Class Size

- a. The Board and the Association agree that the pupil/teacher ratio is an important part of an effective educational program. In order to provide classroom curriculum and other learning experiences that help students grow into well-rounded people, class sizes will be evaluated during the school year. At any time during the school term, if grade-level or classroom teacher(s) or the administration feel that class size numbers have increased to a level that would jeopardize student learning, the teacher(s), building principal, and the Superintendent shall hold a meeting to discuss what steps can be implemented to correct the situation. The decision will rest with the Superintendent.

- b. The Superintendent shall apply the following criteria, among others, to determine efficient class size:
 - (1) The capacity of the teaching facilities and the number of adequate teaching stations in a room;
 - (2) The appropriateness of the room to the content of the course or purposes to be served and the method to be employed;
 - (3) The general conditions which affect the health, safety, and effective supervision of the pupils;
 - (4) The availability of sufficient books, supplies, and equipment;
 - (5) The ability level of the students;
 - (6) The availability of alternative teaching stations within the building;

- (7) The financial and administrative restraints as determined by the Board of Education; and
 - (8) The total number of students assigned to teachers in core academic subjects per grade level.
- c. The Superintendent shall provide information about class size upon request.

9.2 Contractual Year

The contract year will be 180 days. If the Illinois General Assembly enacts legislation which increases the number of student instructional days in the school year or ISBE interpretation or guidance leads to deficiencies in the school calendar such that the contract year would need to be extended beyond 180 days, the Board and the Association agree to reopen this section of the Agreement. This reopener does not open the salary schedule, but does allow for consideration of salary adjustment based on any increase in number of school days. In such event, the Board and the Association agree to meet within thirty (30) calendar days of the effective date of the law or ISBE interpretation or guidance, unless the parties agree, in writing, to a different time for the meeting.

9.3 Work Day/Duty Free Lunch

There shall be no change in the length of the teacher's workday without prior approval of the Association. Teachers are entitled to a duty-free lunch period no shorter than stipulated in the School Code of Illinois.

9.4 Teacher Assignments

The Superintendent or designee shall provide teachers written or electronic notification of teaching levels and/or subjects for the forthcoming year by June 15th. If subsequent changes in teaching assignments are made after June 15th, the Superintendent shall notify, in writing, any teacher whose assignment is changed. A

teacher who has been re-assigned shall be allowed to resign his/her position without retribution from the Board or Superintendent provided the teacher notifies the Board of the resignation within fourteen (14) calendar days of notice of assignment. This is not to preclude the teacher from exercising his/her resignation no less than thirty (30) days prior to the start of the forthcoming school year. A teacher who is notified of an involuntary transfer may request a meeting with the Superintendent to discuss the reasons for the transfer.

9.5 Teacher Supervision

All teachers shall be responsible for the supervision of students during pupil attendance days. Supervision is defined as working with students or supervising students in the classroom, hallway, or as assigned during contractual hours, excluding the duty-free lunch period. Unless prior arrangements have been made with the teacher, teachers are not responsible for the supervision of students who enter buildings prior to the start of the teacher workday.

The Board shall attempt to coordinate a before and after school care program for students in grades PK-3 for the supervision of students dropped off at Ledgewood and Stone Creek schools prior to the arrival of students transported by bus.

9.6 Faculty Meetings

All teachers, unless excused, shall attend meetings called by any administrator or team leader. If the meeting extends the teachers' workday beyond the required 7.5 hours per day, the teacher will have the ability to utilize the extra time acquired as late arrival or early release dependent on the schedule of the building. This time cannot be utilized if scheduled meetings or student supervision is required.

9.7 Parent-Teacher Conferences

All teachers shall be available for parent-teacher conferences, which may be scheduled at the mutual convenience of the parent and the teacher. However, in the absence of mutual agreement, conferences shall be scheduled at a reasonable time set by

the Superintendent or designee. Evening parent-teacher conferences shall not be scheduled more than twice per school term.

9.8 Field Trips

Field trips held during the normal school day shall be supervised by teachers of participating classes. Supervision of field trips extending beyond the normal school day by more than one hour shall not be required except with agreement among teachers of participating classes.

9.9 Teacher Workload

Changes of a permanent or indefinite nature in instructional contact time shall not be made without the Superintendent giving notice to, and consulting with, the Association.

9.10 Preparation Time

Changes of a permanent or indefinite nature in teacher preparation time shall not be made without the Superintendent giving notice to, and consulting with the Association. Teacher preparation time shall be defined as that time, within the teacher workday, excluding the duty-free lunch period, when the teacher is not required to supervise students. Part-time teachers shall receive planning time proportionate to the average planning time for full-time teachers in their building.

9.11 Release Time

Teachers may be released thirty (30) minutes early or allowed to begin work thirty (30) minutes later on the days of evening grade level or District-wide programs as best meets the needs of the District.

**ARTICLE X
SALARY AND FRINGE BENEFITS**

10.1 Salary

- a. A Board sheltered contribution to the Teacher Retirement System as determined the State of Illinois is included in the salary schedule and teachers' salary rate. These contributions are treated as employer contributions in determining tax treatment under the Internal Revenue Code.
- b. Teachers shall be paid according to the salary schedules in Appendix A to the Agreement. Part-time teachers shall be paid proportionate to the hours worked based upon the following formula: multiply the full-time salary by a fraction, the numerator of which is the hours worked by the part-time employee, including student contact time and planning time, and the denominator is the hours worked by a full-time teacher.
- c. To be eligible for horizontal movement on the schedule, a course must carry graduate credit from an accredited institution, and be approved by the Superintendent and his or her designee, and must be completed by August 15th of a given school term. Only approved graduate hours earned after commutation of a valid Illinois teaching license or Master's Degree as evidenced by submission of sealed transcripts from the accredited institution and after being placed in lane (1) Bachelor's Degree or lane (5) Master's Degree will be counted for horizontal movement toward the next lane. Individuals who meet the eligibility requirements and submit the sealed transcripts to the Business Office by the payroll collection cutoff date for the September 15 payroll will receive their horizontal movement effective September 15. Individuals who meet the eligibility requirements but whose grades are not final until August 30 and submit the sealed transcripts to the Business Office by September 30

will receive their horizontal movement in the first payroll period after September 30. Horizontal movement on the salary schedule shall be limited to one lane annually except that teachers shall have no such limitation if the horizontal movement is within the Bachelor's lanes up through the initial Master's degree lane.

10.2 Pay Periods

Teachers will be paid in 24 payments which will be made by the 15th and 30th of each month beginning September 15.

10.3 Payroll Deductions

The Board may require of each teacher release, hold harmless, and indemnity commitments in a form satisfactory to the Board as a condition for offering any programs under this paragraph. Changes in approved programs may be made as allowed by the individual program. The following programs are currently authorized by the Board:

- a. Kinnikinnick CCD #131 403 (b) Plan
- b. Group Insurance:
 - (1) American Family Life Insurance Company (AFLAC)
 - (2) Kinnikinnick CCSD No. 131 Employee Health Benefit Plan
- c. Other Programs
 - (1) Winnebago County Schools Credit Union
 - (2) N.E.A./I.E.A./K.E.A. dues
- d. Teacher Retirement System
Teacher Retirement System deductions shall be made beginning September 15 and ending June 30.

10.4 Differential Pay

Board approved differential positions shall be paid according to the schedule in Appendix B of the Agreement which will be updated annually and provided to the KEA.

10.5 Insurance

- a. Provided the employee elects dental, hospitalization, major medical, and/or term/life accidental death and dismemberment insurance through a District-sponsored health plan, the Board will contribute towards the employee's cost for the premium in the amount of the base plan single premium cost.
- b. A joint insurance committee shall be established consisting of teachers and administrators that shall make nonbinding recommendations to the Board and Association with respect to health insurance carriers, and the health insurance plan. The insurance committee so established shall meet as needed to discuss means by which employee health insurance costs can be contained for the benefit of both the District and its employees. If the Board changes insurance carrier or otherwise provides for coverage, any change in the level of benefits shall be subject to the mutual agreement of the Board and the Association.
- c. Teachers may elect to purchase dependent coverage of eligible dependents at group rates. For any teacher who was carrying dependent coverage on February 20, 2015, the Board will contribute \$150 per month toward the monthly dependent premium rate for the duration of this agreement provided the teacher remains eligible and enrolled in dependent coverage. The monthly dependent premium rate is calculated as the sum of monthly specific stop loss dependent premium and the aggregate monthly factor per dependent unit.
- d. Both Spouses Employed by the District: If both spouses are employed by the District, and are eligible for insurance, the following options exist for such spouses:
 1. Insurance coverage under two single plans with premium contributions paid at the percentage identified herein; or
 2. Coverage under one family plan with the premium paid by the district equivalent to that of two single premiums.

- e. A one time incentive for those teachers electing to switch from the PPO to the HSA. \$1000.00 will be deposited in the HSA account for the member after two years in the HDHP/HSA program. This incentive will expire at the end of the 2021 contract year and an employee's two years within the program will be completed by the end of the 2022 contract year. The contribution will only be made to the extent allowed by IRS Code and regulations and pursuant to District procedures.

10.6 Committees

Teachers who voluntarily serve on a Board approved District level committee outside of contractual hours will be paid \$25.00/hour for such service. The Board shall determine the committees for which this payment is made, the length of service and make it known to all teachers at the time committee members are sought whether this Section applies. Joint committees established by Board policy, state mandates, or contractual agreements, including but not limited to PERA Joint committees, RIF Joint committees and insurance committees, will not be eligible for payment.

10.7 Pro-Rata

Part-time teachers, as defined in Article I, are eligible for single major medical, dental, and term life/accidental death benefits in accordance with the contribution rates specified in Section 10.5a, provided they notify the Superintendent of their election to receive all of such benefits. Salary and the foregoing benefits will be computed based on the percentage of time employed.

Part-time teachers, as defined in Article I, who have elected either single major medical coverage or major medical and dental coverage may purchase such coverage for eligible dependents at group rates.

10.8 Teachers' Health Insurance (T.H.I.S.) Fund

The Board will pay, on behalf of the teachers, the 0.80 of 1% of the T.H.I.S. Fund contribution.

10.9 Post-Retirement Bonus

Any teacher for whom the Board is not required to pay an additional contribution to the Illinois Teachers' Retirement System under Section 16-133.2 of the Illinois Pension Code (i.e. Early Retirement Without Discount, salary increases in excess of the cap or excess sick leave) may elect to retire and receive a post-retirement bonus from the Board. All eligibility requirements set forth below must be satisfied:

1. The teacher has at least twenty (20) years of teaching service with the District at the time of retirement.
2. The teacher delivers an irrevocable letter of resignation defining his/her intent to retire on a specified date up to four (4) years in the future to the Board by August 16th of the first contract year defined. The teacher's retirement shall be effective as of June 30th of the final fiscal year defined in the teacher's irrevocable letter of retirement.
3. The teacher must remain in service with the District and fulfill their entire contractual obligation as stipulated in their irrevocable letter of retirement.

A teacher meeting the above criteria shall receive a post-retirement bonus of:

1. Twelve thousand five hundred dollars (\$12,500) for notice four contract years in advance of his/her defined final day; or
2. Eleven thousand dollars (\$11,000) for notice three contract years in advance of his/her defined final day; or
3. Nine thousand five hundred dollars (\$9,500) for notice two contract years in advance of his/her defined final day; or

4. Eight thousand dollars (\$8,000) for notice one contract year in advance of his/her final day.

Any teacher with less than twenty (20) years of teaching service with the District and for whom the Board will not be required to pay an additional contribution to the Illinois Teachers' Retirement System under Section 16-133.2 of the Illinois Pension Code (i.e. Early Retirement Without Discount, salary increases in excess of the cap or excess sick leave), but who otherwise meets all other post-retirement bonus requirements as listed above, may deliver an irrevocable letter of intent to retire on or before August 16th of their defined final contract year and receive a post-retirement bonus of \$100 per year of teaching service with the District if the teacher has fulfilled their entire contractual obligation stipulated in their irrevocable letter of retirement.

Any post-retirement bonus shall be paid to the eligible retiree in a lump sum payment within forty-five (45) days after the teacher's final paycheck. Any post-retirement bonus shall not be considered TRS creditable earnings.

10.10 Staff Development

Teachers may volunteer to participate in training programs scheduled in addition to the contract year. Subject to prior approval of the Superintendent and availability of resources, applicable registration fees for such training will be paid for by the District. Teachers, with prior approval of the Superintendent, may volunteer to conduct District sponsored staff development workshops on normally scheduled workdays or on days scheduled in addition to the contract year. Teachers who conduct such training outside of the normal contractual year will be paid twenty-five (25) dollars per hour for each hour of the training.

10.11 Internal Sub Pay

Any teacher who voluntarily accepts the responsibility of supervising or teaching a class of an absent teacher at the request of an administrator during his or her preparation period shall be compensated during the term of this Agreement at the rate of

\$7.50 for “up to” thirty minute increments. (For example, 20 minutes = \$7.50, 30 minutes = \$7.50, 43 minutes = \$15.00, 60 minutes = \$15.00, and 120 minutes = \$30.00). Nothing herein shall preclude informal agreements among teachers whereby teachers substitute for another without additional compensation if approved by the administrator.

10.12 Overnight Field Trip Stipend

During overnight field trips, teachers will be paid a stipend of \$75.00 for each night of the field trip.

**ARTICLE XI
DURATION OF AGREEMENT**

The Agreement shall be effective on the first day of the the Agreement shall expire on August 15, 2024.

President
Kinnikinnick Board of Education

President
Kinnikinnick Education
Association

**Appendix A
Salary Schedules
2019-2020**

**2019-2020
Salary Schedule
NOTE: INCLUDES TRS**

Step	BA	BA08	BA16	BA24	MA	MA08	MA16	MA24	MA32	MA40
1	38,790	40,051	41,311	42,572	43,930	45,287	46,645	48,100	49,554	51,009
2	40,295	41,605	42,914	44,224	45,634	47,044	48,455	49,966	51,477	52,988
3	41,800	43,159	44,517	45,876	47,339	48,802	50,265	51,832	53,400	54,967
4	43,305	44,713	46,120	47,527	49,043	50,559	52,074	53,698	55,322	56,946
5	44,810	46,267	47,723	49,179	50,748	52,316	53,884	55,565	57,245	58,925
6	46,315	47,821	49,326	50,831	52,452	54,073	55,694	57,431	59,168	60,905
7	47,820	49,374	50,929	52,483	54,157	55,830	57,504	59,297	61,090	62,884
8	49,325	50,928	52,532	54,135	55,861	57,587	59,314	61,163	63,013	64,863
9	50,830	52,482	54,134	55,786	57,565	59,345	61,124	63,030	64,936	66,842
10	52,335	54,036	55,737	57,438	59,270	61,102	62,933	64,896	66,859	68,821
11	53,841	55,590	57,340	59,090	60,974	62,859	64,743	66,762	68,781	70,800
12	55,346	57,144	58,943	60,742	62,679	64,616	66,553	68,629	70,704	72,779
13	56,851	58,698	60,546	62,394	64,383	66,373	68,363	70,495	72,627	74,759
14	58,356	60,252	62,149	64,045	66,088	68,130	70,173	72,361	74,549	76,738
15	59,861	61,806	63,752	65,697	67,792	69,887	71,983	74,227	76,472	78,717
16	61,366	63,360	65,355	67,349	69,497	71,645	73,792	76,094	78,395	80,696
17	62,871	64,914	66,957	69,001	71,201	73,402	75,602	77,960	80,317	82,675
18	64,376	66,468	68,560	70,653	72,906	75,159	77,412	79,826	82,240	84,654
19	65,881	68,022	70,163	72,304	74,610	76,916	79,222	81,692	84,163	86,633
20		69,576	71,766	73,956	76,315	78,673	81,032	83,559	86,086	88,613
21			73,369	75,608	78,019	80,430	82,841	85,425	88,008	90,592
22				77,260	79,724	82,187	84,651	87,291	89,931	92,571
23					81,428	83,945	86,461	89,157	91,854	94,550

2020-2021

2020-2021 Salary Schedule NOTE: INCLUDES TRS

Step	BA	BA08	BA16	BA24	MA	MA08	MA16	MA24	MA32	MA40
1	39,178	40,451	41,725	42,998	44,369	45,740	47,112	48,581	50,050	51,519
2	40,698	42,021	43,343	44,666	46,091	47,515	48,939	50,466	51,992	53,518
3	42,218	43,590	44,962	46,334	47,812	49,290	50,767	52,351	53,934	55,517
4	43,738	45,160	46,581	48,003	49,534	51,064	52,595	54,236	55,876	57,516
5	45,258	46,729	48,200	49,671	51,255	52,839	54,423	56,120	57,818	59,515
6	46,779	48,299	49,819	51,339	52,977	54,614	56,251	58,005	59,760	61,514
7	48,299	49,868	51,438	53,008	54,698	56,389	58,079	59,890	61,702	63,513
8	49,819	51,438	53,057	54,676	56,420	58,163	59,907	61,775	63,643	65,512
9	51,339	53,007	54,676	56,344	58,141	59,938	61,735	63,660	65,585	67,511
10	52,859	54,577	56,295	58,013	59,863	61,713	63,563	65,545	67,527	69,510
11	54,379	56,146	57,914	59,681	61,584	63,488	65,391	67,430	69,469	71,508
12	55,899	57,716	59,533	61,349	63,306	65,262	67,219	69,315	71,411	73,507
13	57,419	59,285	61,152	63,018	65,027	67,037	69,047	71,200	73,353	75,506
14	58,939	60,855	62,770	64,686	66,749	68,812	70,875	73,085	75,295	77,505
15	60,459	62,424	64,389	66,354	68,470	70,586	72,703	74,970	77,237	79,504
16	61,980	63,994	66,008	68,023	70,192	72,361	74,530	76,855	79,179	81,503
17	63,500	65,563	67,627	69,691	71,913	74,136	76,358	78,740	81,121	83,502
18	65,020	67,133	69,246	71,359	73,635	75,911	78,186	80,625	83,063	85,501
19	66,540	68,702	70,865	73,028	75,356	77,685	80,014	82,509	85,005	87,500
20		70,272	72,484	74,696	77,078	79,460	81,842	84,394	86,947	89,499
21			74,103	76,364	78,799	81,235	83,670	86,279	88,889	91,498
22				78,033	80,521	83,010	85,498	88,164	90,831	93,497
23					82,243	84,784	87,326	90,049	92,772	95,496

2021-2022

2021-2022 Salary Schedule NOTE: INCLUDES TRS

Step	BA	BA08	BA16	BA24	MA	MA08	MA16	MA24	MA32	MA40
1	39,569	40,855	42,141	43,427	44,812	46,197	47,582	49,066	50,549	52,033
2	41,104	42,440	43,776	45,112	46,551	47,989	49,428	50,969	52,511	54,052
3	42,640	44,025	45,411	46,797	48,289	49,782	51,274	52,873	54,472	56,071
4	44,175	45,611	47,046	48,482	50,028	51,574	53,120	54,777	56,433	58,090
5	45,710	47,196	48,681	50,167	51,767	53,367	54,966	56,681	58,395	60,109
6	47,245	48,781	50,316	51,852	53,505	55,159	56,813	58,584	60,356	62,128
7	48,781	50,366	51,951	53,537	55,244	56,951	58,659	60,488	62,317	64,147
8	50,316	51,951	53,586	55,222	56,983	58,744	60,505	62,392	64,279	66,165
9	51,851	53,536	55,222	56,907	58,722	60,536	62,351	64,296	66,240	68,184
10	53,386	55,122	56,857	58,592	60,460	62,329	64,197	66,199	68,201	70,203
11	54,922	56,707	58,492	60,277	62,199	64,121	66,043	68,103	70,163	72,222
12	56,457	58,292	60,127	61,962	63,938	65,914	67,890	70,007	72,124	74,241
13	57,992	59,877	61,762	63,647	65,676	67,706	69,736	71,910	74,085	76,260
14	59,528	61,462	63,397	65,332	67,415	69,498	71,582	73,814	76,047	78,279
15	61,063	63,047	65,032	67,017	69,154	71,291	73,428	75,718	78,008	80,298
16	62,598	64,633	66,667	68,701	70,892	73,083	75,274	77,622	79,969	82,317
17	64,133	66,218	68,302	70,386	72,631	74,876	77,120	79,525	81,930	84,335
18	65,669	67,803	69,937	72,071	74,370	76,668	78,967	81,429	83,892	86,354
19	67,204	69,388	71,572	73,756	76,109	78,461	80,813	83,333	85,853	88,373
20		70,973	73,207	75,441	77,847	80,253	82,659	85,237	87,814	90,392
21			74,842	77,126	79,586	82,046	84,505	87,140	89,776	92,411
22				78,811	81,325	83,838	86,351	89,044	91,737	94,430
23					83,063	85,630	88,197	90,948	93,698	96,449

2022-2023

**2022-2023
Salary Schedule
NOTE: INCLUDES TRS**

Step	BA	BA08	BA16	BA24	MA	MA08	MA16	MA24	MA32	MA40
1	39,965	41,264	42,563	43,862	45,260	46,659	48,058	49,557	51,055	52,554
2	41,516	42,865	44,214	45,563	47,016	48,470	49,923	51,479	53,036	54,593
3	43,066	44,466	45,866	47,265	48,773	50,280	51,787	53,402	55,017	56,632
4	44,617	46,067	47,517	48,967	50,529	52,090	53,652	55,325	56,998	58,671
5	46,168	47,668	49,168	50,669	52,285	53,901	55,517	57,248	58,979	60,710
6	47,718	49,269	50,820	52,371	54,041	55,711	57,381	59,171	60,960	62,749
7	49,269	50,870	52,471	54,073	55,797	57,521	59,246	61,093	62,941	64,789
8	50,819	52,471	54,123	55,774	57,553	59,332	61,110	63,016	64,922	66,828
9	52,370	54,072	55,774	57,476	59,309	61,142	62,975	64,939	66,903	68,867
10	53,921	55,673	57,426	59,178	61,065	62,953	64,840	66,862	68,884	70,906
11	55,471	57,274	59,077	60,880	62,821	64,763	66,704	68,785	70,865	72,945
12	57,022	58,875	60,728	62,582	64,577	66,573	68,569	70,707	72,846	74,984
13	58,573	60,476	62,380	64,284	66,334	68,384	70,434	72,630	74,827	77,023
14	60,123	62,077	64,031	65,985	68,090	70,194	72,298	74,553	76,808	79,062
15	61,674	63,678	65,683	67,687	69,846	72,004	74,163	76,476	78,789	81,101
16	63,225	65,279	67,334	69,389	71,602	73,815	76,028	78,399	80,769	83,140
17	64,775	66,880	68,986	71,091	73,358	75,625	77,892	80,321	82,750	85,179
18	66,326	68,482	70,637	72,793	75,114	77,436	79,757	82,244	84,731	87,219
19	67,877	70,083	72,289	74,495	76,870	79,246	81,622	84,167	86,712	89,258
20		71,684	73,940	76,196	78,626	81,056	83,486	86,090	88,693	91,297
21			75,591	77,898	80,382	82,867	85,351	88,013	90,674	93,336
22				79,600	82,139	84,677	87,215	89,935	92,655	95,375
23					83,895	86,487	89,080	91,858	94,636	97,414

2023-2024

**2023-2024
Salary Schedule
NOTE: INCLUDES TRS**

Step	BA	BA08	BA16	BA24	MA	MA08	MA16	MA24	MA32	MA40
1	40,365	41,677	42,989	44,301	45,713	47,126	48,539	50,053	51,566	53,080
2	41,931	43,294	44,657	46,019	47,487	48,955	50,422	51,995	53,567	55,139
3	43,497	44,911	46,325	47,738	49,261	50,783	52,306	53,937	55,568	57,199
4	45,063	46,528	47,993	49,457	51,034	52,612	54,189	55,879	57,569	59,258
5	46,630	48,145	49,661	51,176	52,808	54,440	56,072	57,821	59,569	61,318
6	48,196	49,762	51,329	52,895	54,582	56,269	57,955	59,763	61,570	63,377
7	49,762	51,379	52,997	54,614	56,355	58,097	59,839	61,705	63,571	65,437
8	51,328	52,996	54,664	56,333	58,129	59,926	61,722	63,647	65,572	67,496
9	52,894	54,613	56,332	58,051	59,903	61,754	63,605	65,589	67,572	69,556
10	54,460	56,230	58,000	59,770	61,676	63,583	65,489	67,531	69,573	71,616
11	56,027	57,847	59,668	61,489	63,450	65,411	67,372	69,473	71,574	73,675
12	57,593	59,465	61,336	63,208	65,224	67,240	69,255	71,415	73,575	75,735
13	59,159	61,082	63,004	64,927	66,998	69,068	71,139	73,357	75,576	77,794
14	60,725	62,699	64,672	66,646	68,771	70,897	73,022	75,299	77,576	79,854
15	62,291	64,316	66,340	68,365	70,545	72,725	74,905	77,241	79,577	81,913
16	63,857	65,933	68,008	70,084	72,319	74,554	76,789	79,183	81,578	83,973
17	65,424	67,550	69,676	71,802	74,092	76,382	78,672	81,125	83,579	86,032
18	66,990	69,167	71,344	73,521	75,866	78,211	80,555	83,067	85,579	88,092
19	68,556	70,784	73,012	75,240	77,640	80,039	82,438	85,009	87,580	90,151
20		72,401	74,680	76,959	79,413	81,868	84,322	86,951	89,581	92,211
21			76,348	78,678	81,187	83,696	86,205	88,893	91,582	94,270
22				80,397	82,961	85,525	88,088	90,835	93,582	96,330
23					84,734	87,353	89,972	92,777	95,583	98,389

Appendix B Stipend Schedule

Appendix B							
		1-4 years	5-8 years	9-12 years	13-16 years	16-20 years	21+
Level I	Athletic Director	\$4,100	4,300	4,500	4,700	4,900	5,200
		1-4 years	5-8 years	9-12 years	13-16 years	16-20 years	21+
Level II	Boys BBAII	3,000	3,200	3,400	3,600	3,800	4,000
	Girls BBAII						
	Girls VBall						
	Coed Soccer						
	(2) Coed Track						
	7/8 Cheer						
	*RMS Band						
		1-4 years	5-8 years	9-12 years	13-16 years	16-20 years	21+
Level III	7 or 8 Cheer	2,200	2,400	2,600	2,800	3,000	3,200
	Student Council						
	Drama						
	Science Olympiad						
	(2) Track Asst.						
		1-4 years	5-8 years	9-12 years	13-16 years	16-20 years	21+
Level IV	Quiz Bowl	1,250	1,400	1,550	1,700	1,850	2,000
	Yearbook						
	NJHS						
	Cross Country						
	Poms						
		1-4 years	5-8 years	9-12 years	13-16 years	16-20 years	21+
Level V	Quiz Bowl Master	750	850	950	1,050	1,150	1,250

* RMS Band will sunset with the retirement/resignation of current employee 2019-2024