

Momence Education  
Association  
Teachers' Contract  
2016/17 – 2019/20

This contract shall be in effect from 8-1-2016 through the last day prior to the first day of school for the 2019-2020 school year. Terms and conditions of this contract cannot be changed without mutual agreement of both parties.

MOMENCE EDUCATION ASSOCIATION

DATE: 4-25-2017

BY: Kelly Handley, President

BOARD OF EDUCATION  
MOMENCE COMMUNITY UNIT SCHOOL DISTRICT #1

DATE: 4.24.17

BY: Brent Reine, President

BY: Sarah [Signature] Secretary

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Article I  
Recognition

1.1 The sole objective of the Momence Community Unit School District No. 1 is to provide the best possible education and educational environment for its students. The Board of Education, administration, and professional staff have the joint responsibility of providing this educational environment and shall work cooperatively toward this end.

1.2 The Momence Educational Association, a member of the Illinois Education Association and National Education Association, is recognized by the Board of Education as the sole negotiating agent for all certified teachers who are under contract for the school year, with the exception of administrators, confidential employees, and other supervisory staff that may be appointed by the Board of Education.

Article II  
Negotiations

2.1 Principles to Negotiations

2.1.1 Board of Education - It is recognized that the legal responsibility for education is vested in the local Board of Education, and that this responsibility for final decision making cannot be delegated. However, the Board of Education agrees to participate in good faith negotiations and avoid arbitrary exercise of unilateral authority.

2.1.2 Superintendent - The Superintendent is the professional leader of the staff and chief administrative office of the Board of Education. The Superintendent shall help provide those conditions enabling staff members to achieve improved educational service to pupils.

2.1.3 Principals - The principals and other supervisory personnel should be utilized as consultative and resource persons when negotiations deal with matters related to administrative and supervisory functions.

2.1.4 Professional employees - Professional employees shall have the right to form, join, or assist professional employees' organizations, and to participate in professional negotiations with the Board of Education through representatives of their own choosing.

2.2 Negotiation Procedures

2.2.1 Committee Membership - Three (3) members of the Board of Education, the Superintendent or his designated representative, and four (4) representatives of the Momence Education Association shall constitute a joint negotiating committee. One (1) Momence Education Association member shall come from the high school, one (1) from the junior high, and one (1) from Jeneir Elementary School. The fourth (4th) member shall be elected at large.

2.2.2 Meetings – Regular meetings of the negotiating committee shall be held at times agreeable to both parties. Bargaining for a successor agreement shall begin no earlier than February 1 of the last year of this agreement, unless both parties agree to begin earlier. Formal negotiations in regard to salary and contractual obligations must begin no later than the February meeting. Free and open exchange of view is necessary. Facts, opinions, and proposals shall be exchanged freely during the meetings in an effort to reach mutual understanding and agreement on matters of mutual concern. Preliminary meetings may be held between the Superintendent and the Momence Education Association representatives, or between the Superintendent and the Board of Education to clarify issues and exchange information. This may be requested by either party.

2.2.3 Information - The Superintendent and the administrative staff may serve as resource consultants and shall furnish copies of the budget, school district financial reports, Board salary proposals, and such readily available and pertinent information as the Momence Education Association may request. Nothing here-in shall require the central administrative office to search and assemble information. The Momence Education Association shall furnish copies of any pertinent information as reasonably requested by the Superintendent or the Board of Education.

2.2.4 Scope of Negotiations - The Momence Education Association and the Board of Education agree that negotiations, in good faith, shall encompass all or some aspects of policy covering the following items:

- a) Salaries
- b) Fringe benefits
- c) Conditions of employment
- d) Grievance procedures
- e) Negotiation procedures
- f) Other mutually agreed upon matters which directly affect the quality of the educational program and professional service

2.2.5. Requests for Assistance - All participants have the right to utilize consultants in the deliberations. These may either be competent professional or competent lay people.

2.2.6. Agreement and Appendices - When the participants reach agreement:

- a) It shall be reduced in writing.
- b) Signed copies of the agreed upon recommendation shall be prepared for the Board of Education and the Momence Education Association.
- c) The recommendations and record of action taken shall be placed in the minutes of both the Board of Education and the Momence Education Association at their next regular meeting.
- d) The agreement shall not discriminate against any member of the professional staff regardless of membership or non-membership in any teacher's organization.

2.3 The Board agrees that in the event an impasse is declared, the procedures shall be followed as provided by law. If mediation is necessary, the F.M.C.S. or the Illinois Labor Relations Board shall be used as the mediation agent. Any expenses for the service shall be shared equally.

2.4 Amendments - Either party desiring changes in the agreement shall give written notice of the desired changes at least thirty (30) days prior to renewal of this agreement. If either party disagrees with such changes, then the procedures outlined under negotiations shall be followed.

### Article III Association Rights

#### 3.1 Dues Deductions

3.1.1 Payroll deduction for professional dues shall be made for certified personnel who so request. Deductions will be made during the nine (9) months of the regular school term. The first deduction will begin in October.

3.1.2 The Board agrees to withhold and pay nine (9) installments to the M.E.A. for professional dues. These payments are to start in October and end in June. These professional payments are to be sent to the M.E.A. on the 25th of each month.

#### 3.2 Pertinent Information - Association

Upon written request, the President of the Association shall receive one copy of the following information:

1. Annual Financial Report
2. Annual Audit
3. Scattergram of current employees
4. Seniority List
5. Approved Budget

#### 3.3 Authorization - Representative on Campus

Duly authorized representatives of the Association and their respective affiliates shall be permitted to transact official Association business before and after the teachers' workday and during the teachers' duty free lunch period provided they notify the principal's office. The presence of the authorized representative shall not interfere or disrupt the instructional or extra-curricular programs of the District.

#### 3.4 District Mailbox & Email Access

The Association is granted reasonable use of the District email for general communication purposes. The Association shall refrain from excessive or disruptive use of the system or from using District email for the purpose of promoting partisan support for political action. All emails are subject to Freedom of Information Act requests.

Article IV  
Working Conditions

4.1 Definition of Full-Time Employee

A full-time certified employee is classified as a person that works a minimum of 30 hours per week in a normal week during the school year. All other certified employees will be classified as part-time certified employees.

4.2 Work Day

The normal daily hours of duty for teachers shall be seven and three-quarter continuous hours interrupted by and including a lunch period, except for the following:

1. An Open House shall be scheduled in the evening for all buildings during the first semester.
2. At least one Parent/Teacher conference shall be scheduled during the school year. If an "evening" conference is schedule, school will be dismissed at 2 p.m. on that day.

4.3 Preparation Period

All teachers will have, at minimum, a preparation period of 225 minutes for a 5 day school week to be given in increments of no less than 30 minutes.

4.4 Early Dismissal Due to Severe Weather

When school is dismissed early due to severe weather, bargaining unit members shall be dismissed no later than thirty (30) minutes after students have been dismissed. In the event of an early release due to heat, bargaining unit members will be provided with an air-conditioned location to work until the end of their contractual hours. If an air-conditioned location is not available, bargaining unit members will be dismissed no later than thirty (30) minutes after students have been dismissed.

4.5 Vacancies and Transfers

A. Notice

When a position is vacated due to reassignment, retirement, termination, or a new position is created, the District shall post the position. The employer will post the vacant position on its website and will send a copy of the posting through district e-mail accounts to the Association President. Certified employees interested in an extra duty position currently staffed by a non-district employee shall notify the Administration by June 1 of his/her interest in the position. That employee will then be considered for the position. The employer will post notices of vacant positions in a timely manner. Such notices will state the duties, special skills needed, and certification required for the vacancy. Employees apply for these positions by submitting a letter of interest.

Vacancies will not be filled on a permanent basis until the vacancy has been posted at least five (5) calendar days.



#### B. Filling Vacant Positions

Any employee interested in being transferred to a vacant position as defined in Paragraph 4.5 (A), shall notify the Superintendent within the required days defined in Paragraph 4.5 (A) from the posting of the notice. The District shall consider all written requests. Any qualified employee requesting an interview shall be granted such.

#### C. Transfers

When the District determines it is necessary to reassign an employee, all qualified volunteers will be considered.

Within five (5) days of posting of a vacant position, the transferred employee shall notify the Superintendent of his/her interest in the position and said interest will be considered.

Any employee affected by a transfer shall be notified in writing at the time of the decision, and within 10 days request a meeting with the Superintendent and, if so desired, a representative of the Association.

4.6 The District may extend the school year, at the regular salary rate, for any certified employee by mutual agreement.

4.7 Assignments as listed in the Extra Duty Pay Schedule are to be on a volunteer basis, if possible. If necessary, the principal may assign on a rotating basis from available personnel.

4.8 Teachers may be assigned, without remuneration, to normal supervisory duties, class and organization sponsorships not listed in the differential schedule when needed.

4.9 The teaching load shall be such that teachers have adequate time to perform their duties. In scheduling, principals shall attempt to give special consideration to those teachers whose subject matter fields require a greater amount of time for preparation and/or correction of written work. Where possible, such teachers shall have fewer preparations and fewer class periods.

4.10 An inservice committee will be selected on an annual basis with representatives from each building and an administrator. The committee shall evaluate the current year program and establish the inservice program for the next year. Inservice programs are subject to final approval of the Superintendent.

#### 4.11 Class size

The Board agrees if class size should exceed twenty-five (25) students in the academic classes, the individual teacher will be consulted. The attempt shall be documented, signed by the principal and teacher, and a copy shall be sent to the District Office and the Association President. If a class size should be 32 or more, an aide will be supplied. This excludes band, chorus, physical education, and study hall.

#### 4.12 Special Education Paper Day

Every special education teacher will be granted one (1) paid paper day per year so long as the following conditions apply:

1. A substitute will be hired.
2. The teacher will report to work for a normal work day, but have no supervisory responsibilities that day.
3. Only one (1) teacher per building shall be granted a paper day per school day.
4. Paper days can be taken in half day increments.
5. Paper day is to be used to complete necessary procedures, planning, and assessment for IEP's.

#### 4.13 Professional management team

A professional management team consisting of up to four members of the Association and four members of the administrative staff shall be established to strengthen relationships and to help resolve problems of mutual concern. The formal dates and times shall be arranged by mutual consent, but no less than monthly, with the exception of the months of December, June, July, and August. An agenda shall be prepared and minutes will be kept. The professional management team meeting shall not be used for the purpose of discussing any matter that is being processed pursuant to the grievance procedure of this agreement or for the purpose of seeking to negotiate changes to this agreement. The Parties agree that professional management team meetings do not constitute negotiations. Matters raised and/or discussed pursuant to this section shall not be subject to the grievance procedure.

#### 4.14 Faculty meetings

Certified staff members shall not be required to work beyond contractual work hours more than twice per month. Meetings may not extend more than 45 minutes beyond the end of the contractual work day.

#### 4.15 Technology

A copy of the acceptable use policy will be provided each year to all bargaining unit members.

#### 4.16 Evaluations

All certified staff will be evaluated in accordance with 105 ILCS 5/24A and 23 IL Admin. Code Part 50. A copy of the Momence Evaluation Tool and PERA handbook will be given to all certified staff no later than the first day of student attendance.

The PERA Committee shall consist of equal numbers of teachers and members of the Administration and shall have those duties as dictated by 23 IL Admin Code 50.

The parties agree that a PERA Handbook will be completed before the beginning of the 2017-2018 school year which will contain any requisite documentation. Upon completion, the Handbook will be reviewed annually by the PERA Committee.

#### 4.17 Complaints

Any complaint against an employee which could result in disciplinary action shall be brought to the attention of the employee within ten (10) school days of the District's receipt of such complaint so long as there is no ongoing investigation or such disclosure is not otherwise prohibited. Any complaint so shared with an employee shall include the nature of the complaint. An employee against whom a complaint has been made shall not retaliate against any parent, student, or other employee for having been involved in the complaint.

#### 4.18 Personnel File

##### A. Official File

Only one official file shall be maintained in the District. Any materials required to complete an ongoing investigation or evaluation shall be housed with the administrator doing that work; however, upon completion of such work, the final documentations will be located in the personnel file.

No material critical of an employee or the employee's conduct or evaluative materials shall be placed in the employee's file unless the employee has had an opportunity to read such material. The employee shall acknowledge that s/he has read the materials by signing the document. Such acknowledgement by the employee does not mean that the employee agrees with it. Refusal to sign does not render the material invalid, so long as an Association Representative or a neutral witness has affixed his/her signature witnessing that the employee has had the opportunity to read said material.

No material may be used to discipline an employee unless the information is disclosed to the employee within (10) school days of the occurrence or the knowledge of the occurrence by the administration, unless an ongoing investigation is pending.

##### B. Right to Respond to Material in File

An employee shall have the right to examine his/her personnel file, subject to the conditions forth in the Personnel Records Review Act. The employee shall receive such access no more than 3 working days following his/her request. The employee may have a representative of the Association accompany him/her to such a review. Upon request of the employee, the employer will reproduce one (1) copy of any material in his/her file, exclusive of exempt documents-. After one (1) copy has been reproduced, only new materials added to the file shall be reproduced without cost. The employee shall have the right to respond to, and to have his/her response attached to any material placed in his/her file. The employee may provide his/her response to his/her immediate supervisor.

### C. Removal of documents

In the event any file materials are determined to be improperly filed, inaccurate, or overturned as a result of a grievance, such materials will be removed from the official personnel file and destroyed in accordance with the law.

## 4.19 Reduction in Force and Non-Renewal

### 4.19.1 Continuous Service

4.19.1.1 "Continuing Length of Service (previously "Seniority") shall be defined as the length of an employee's continuous service within the district from the first day of continuous and uninterrupted employment with the District in any certified position. Said service shall be computed from the first day of employment in a certified position in the district. The "first day" of work shall be defined as the day upon which duties are first performed as defined by the current rules of the Board.

4.19.1.2 Continuing service shall be measured as years of continuous service, provided, however, that less than full-time service shall be computed on a pro-rata basis. Approved unpaid leave of absence shall be computed as follows: those teaching less than (1) semester of continuous days shall receive no credit. Those teaching one (1) semester or more of continuous days and less than one full year shall receive .5 years of credit.

### 4.19.2 RIF Procedure

4.19.2.1 Whenever it is deemed necessary by the Board to reduce personnel, the reductions shall be made pursuant to Section 24-12 of The School Code of Illinois.

4.19.2.2 The Board shall notify the MEA at least two (2) weeks prior to taking any action that would result in a reduction in force.

#### 4.19.2.3 Distribution of Order of Honorable Dismissal List

The proposed Order of Honorable Dismissal List will be provided to the Association President no later than seventy-five (75) calendar days prior to the last student attendance day, along with a notification to each Employee of the placement(s) for which they are qualified. The final list will be provided to the President no later than forty-five (45) days before the last student attendance day with a notice to any individual whose placement on the list has changed from the placement on the proposed list

#### 4.19.2.4 Meeting with Affected Employees

The administration will meet with the employee or employees for whom a notice of honorable dismissal, reduction, or non-renewal will be presented to the Board no less than three (3) school days prior to the Board meeting at which it will be adopted, to advise the employee of the proposed reduction or honorable dismissal.

At the employee's request a representative of the Association will be allowed to attend such meetings. Such employees shall have the right to meet with the Board in closed session to discuss the decision prior to a vote on the non-renewal. Such members shall have the right to representation in the meeting should the member so choose.

#### 4.19.3 Notice

Recall notice and response shall be as set forth in Section 24-12 of The School Code.

#### 4.19.4 Job qualifications

Upon request, the employer will provide copies of all job descriptions to the Association and will provide the Association with any proposed change in said qualifications no later than April 10th of each year in which they are to be proposed.

#### 4.19.5 Joint Committee on Honorable Dismissal (RIF Committee)

The RIF Committee will include equal numbers of representatives of the employer and from the Association, but this committee shall not exceed two (2) members from each party. The parties will notify each other of their representation no later than October 1 following the ratification of the contract, and those appointed to the committee shall remain on the committee until and unless the party notifies the other of a change in their appointments. The Committee shall make decisions by a majority vote of the appointed representatives. The Committee shall hold an initial meeting each year no later than December 1. Any Committee agreements that are reached after February 1 of each year shall not take effect until the following school year.

### Article V Grievance Procedure

#### 5.1 Definitions: A Grievance shall be:

Any claim by the Association or any employee that there has been a violation, misrepresentation, or misapplication of the terms of this Agreement; a violation, misapplication of any established policy or practice of the board; or a violation of its or the employee's right to fair treatment.

5.2 All time limits consist of school days, except when a grievance is submitted fewer than ten (10) days before the close of the current school term. Then, the time limits shall consist of all weekdays. The failure of the Association or employee to file or appeal a grievance within the timelines set forth in this grievance procedure shall act as a bar to further pursuit of the grievance and shall terminate the grievance. The failure of the Board to respond within the timelines set forth in this grievance procedure shall serve as a denial of the grievance at that step and the Association or employee shall be permitted to appeal to the next step of the grievance process if the Board fails to respond in a timely manner.

### 5.3 Procedure:

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

5.3.1 STEP I - The employee or the Association may present the grievance in writing to the immediately involved supervisor within eighteen (18) days of the event giving rise to the grievance. The supervisor shall arrange for a meeting to take place within ten (10) days after receipt of the grievance. The Association's representative, the grievant, and immediately involved supervisor shall be present for the meeting. Within ten (10) days of the meeting, the grievant and the Association shall be provided with the supervisor's written response, including the reasons for the decision.

5.3.2 STEP II: If the grievance is not resolved at Step I, then the Association may refer the grievance to the Superintendent or the Superintendent's official designee within ten (10) days after receipt of the Step I answer. The Superintendent shall arrange with the association representative for a meeting to take place within ten (10) days of the Superintendent's receipt of the grievance. Each party shall have the right to include in its representation such witnesses and counselors as it deems necessary. Within ten (10) days of the meeting, the Association shall be provided with the Superintendent's written response, including the reasons for the decision.

- a) Following receipt of the Superintendent's written response, the Association shall have the right to meet with the Board in closed session by sending the request to the Superintendent with a copy to the Board President. If the Board grants such request then the designated representatives of the Association (not to exceed 4 individuals) may present its position on the grievance. The parties both recognize that the Board has the right and authority to award the grievance to the grievant or to otherwise negotiate a settlement of the grievance.

5.3.3 STEP III - If the Association is not satisfied with the disposition of the grievance at Step II, the Association may submit the grievance to final and binding arbitration through the American Arbitration Association, which shall act as the administrator of the proceedings. If a demand for arbitration is not filed within thirty (30) days of the date for the Step II answer, then the grievance shall be deemed withdrawn.

- a) Neither the Board nor the Association shall be permitted to assert any grounds or evidence before the arbitrator which was not previously disclosed to the other party

- b) The arbitrator shall have no power to alter, add to, subtract, or deviate from the terms of this Agreement and shall only have the authority to render a decision on the issue presented in accordance with this grievance procedure. The parties shall each bear their own costs and attorneys' fees in connection with any arbitration, and the fees and expenses of the arbitrator shall be equally shared by the parties.
- 5.3.4 Bypass to Superintendent - If the Association and the Superintendent agree, any step of this grievance procedure may be bypassed and the grievance brought directly to the next step.
- 5.3.5 Bypass to Arbitration - If the Superintendent and the Association agree, a grievance may be submitted directly to arbitration.
- 5.3.6 Class Grievance - Class grievances involving one or more employees or one or more supervisors, and grievances involving an administrator above the building level may be initially filed by the Association at Step II.
- 5.3.7 Association Participation - Employee Represented - The Board acknowledges the right of the Association's grievance representative to participate in the processing of a grievance at any level, and no employee shall be required to discuss any grievance if the Association's representative is not present.
- 5.3.8 Association Participation - Employee Not Represented - When an employee is not represented by the Association, the Association shall reserve the right to have its representative present to state its views at any stage of the grievance procedure.
- 5.3.9 Board - Administrative Cooperation - The Board and the administration shall cooperate with the Association in the investigation of any grievance.
- 5.3.10 No Reprisals - Neither the Board, administration, nor the Association shall take reprisals or otherwise discriminate against an employee for his/her participation or decision not to participate in the Association or any concerted action as defined in the Illinois Labor Relations Act.
- 5.3.11 Released Time - Should the investigation or processing of any grievance require that an employee or an Association representative be released from their regular assignment, the employee or Association representative shall be released without loss of pay or benefits.
- 5.3.12 Filing of Materials - All records related to a grievance shall be filed separately from the personnel files of the employees.
- 5.3.13 Grievance Withdrawal - A grievance may be withdrawn at any level without establishing precedent.

5.3.14 AAA Rules - At the request of either party, the Expedited Arbitration Rules of the American Arbitration Association shall be used instead of the Voluntary Labor Arbitration Rules, provided all steps in the procedure as outlined have been followed.

5.3.15 Until final disposition of a grievance occurs, the grievant is required to conform to the original direction of the Superintendent, but not extend for more than one (1) school year.

Article VI  
Leave of Absence

6.1 Sick Leave/Personal Leave

The Momence Board of Education shall allow each certified employee 10 sick days per year, and three (3) personal leave days which can be used without any reason given. Any unused days (including personal days) may accumulate as sick days from year to year.

6.1.1 Sick leave shall be interpreted to mean personal illness, quarantine at home, serious illness or death in the immediate family or household, or birth, adoption, or placement for adoption.

6.1.1.1 For purposes of this Section, “immediate family” shall include parents, spouse/legal partner, brothers, sisters, children, grandparents, grandchildren, parents-in-law, brothers-in-law, sisters in-law, and legal guardians.

6.1.2.1 Personal leave may not be used to extend the fall, winter, or spring breaks, except for a court appearance.

6.1.2.2 Personal days may be limited to two persons per building.

6.1.2.3 The Superintendent may have the discretion for granting any and all personal days (5 working days’ notice is requested).

6.1.3 Sick Day Bank

Beginning the first day of school, all requests for Sick Bank utilization will be made directly to the MEA through their determined process. It will then be the obligation of the MEA to communicate approved individual staff member sick bank utilization to the District Office for processing.

A. Purpose – The purpose of the Sick Day Bank (“Bank”) is to allow full time teachers of the District through the assistance of the Board of Education to insure themselves against the loss of income due to long term or catastrophic illnesses or disabilities by the voluntary contribution of sick leave days to the Bank against which they may draw in the event of such illness or disability.

B. Eligibility – A full-time teacher shall be eligible to participate in the Bank (“Eligible Employee”) on a voluntary basis.

C. Participation -



1. An Eligible Employee may participate in the Bank by donating one (1) day of sick leave to the Bank:
  - a) within twenty (20) working days of initial employment for newly hired teachers; or
  - b) between the beginning of the school year and September 5 of each school year for any teacher who was not eligible or chose not to participate in the previous year. A teacher who chose not to participate in the previous year or years must donate an additional one day of leave for every year in which he or she chose not to participate
  - c) any certified staff member who has declared his/her intent to retire to the District will be eligible to donate a maximum of five (5) sick days to the Bank between May 5 and May 15 of their final year of service.
2. In order to continue to participate, an Eligible Employee shall donate one (1) day of sick leave to the Bank whenever the number of sick leave days in the Bank falls below fifty (50), not to exceed two (2) per year.
3. Days donated shall not be refunded to the Eligible Employee in the event of termination of employment, cessation of participation, or other loss of eligibility, either voluntary or involuntary.
4. By September 5, all sick bank information must be submitted to the District Office by the MEA.

#### D. Utilization of Sick Bank Days –

1. A participating Eligible Employee who is not on an unpaid leave may utilize up to a maximum of one hundred (100) paid sick leave days from the Bank, or the total number of days contained in the Bank, whichever is less, for personal illness for which the employee does not receive benefits under TRS, upon
  - a) presentation of satisfactory evidence of personal illness or disability.
  - b) the occurrence of the exhaustion of the Eligible Employee's sick leave, or an absence from the school of forty (40) working days after the beginning of illness or disability.
2. Unused days in the Bank at the end of the year will accumulate for the following year.
3. Should the teacher receive benefits under the Workers' Compensation Act or the Workers' Occupational Diseases Act, said teacher shall show proof that he/she has applied for such benefits. The Bank will supplement the difference between such disability benefits and the teacher's salary less amount withheld for income tax deduction with a proportionate day deduction from the Bank.

#### 6.2 Bereavement Leave

In the event of a death in the family (parents, spouse/legal partner, sibling, children/stepchildren, grandparents, grandchildren, and current in-laws, brother-in-law,

sister-in-law, and legal guardians) a regular employee will be guaranteed up to three (3) days off with pay to arrange and/or attend the services, and the day after the services. Additional sick days may be used for the family listed above. One sick day may be used for other bereavement loss per year.

Nothing herein shall in any way diminish the rights afforded to the employee under the Child Bereavement Leave Act should the employee be eligible for leave under the Act

### 6.3 Sick Leave Accumulation

Unused sick leave shall be accumulated to 350 days. Upon retirement, Tier I employees can only turn 340 days into TRS for service credit. The employer will not reimburse Tier I employees for any days remaining after their 340 have been submitted to TRS. The employer shall furnish written sick leave statements once per calendar quarter.

### 6.4 Professional Leave

After prior application to and with the approval of the Superintendent or designee, staff members may be released with full pay to attend conventions, professional meeting and workshops, visit exemplary programs, and participate in other professional growth activities related to the teacher's assigned duties as determined by the Superintendent. The administration will establish, with advice from the Association, a procedure for the application and approval for professional development attendance.

### 6.5 General Leave of Absence Without Pay

Leaves of absence without pay may be granted to tenured employees who desire to return to employment in a similar capacity at a time mutually consistent with the needs of the District as determined by the Board.

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

1. Written requests for leave of absence without pay should be made at least ninety (90) days before the leave is desired, subject to approval by the Board. The ninety (90) day parameter may be waived by the Board of Education.
2. Dates of departure and return must be acceptable to the administration and determined prior to initiating the request.
3. Leaves of less than one month, if acceptable and approved by the Superintendent, will not require Board approval nor three (3) months' notice.
4. Employees will not advance on the salary scale while on any approved leave of absence without pay unless working at least ninety (90) days in any given school year in which leave is effective.
5. The employee shall inform the Superintendent of his/her intent to return to a similar position for the following school year not later than March 1.
6. A teacher on leave of absence without pay shall not lose tenure. An unpaid leave of absence shall not count when determining District seniority.

7. Teachers on such leave may continue insurance benefits subject to the insurance carrier and if they reimburse the District the cost of the insurance premium at least ten (10) days prior to the due date.

## 6.6 Association Leave

6.6.1 Release time shall be given to two (2) members of the MEA, not to exceed two (2) days each, as delegates to the annual meeting of the Illinois Education Association.

6.6.2 Release time shall be given to the MEA president, or designee, not to exceed two (2) days to be used for MEA/IEA/NEA business and the substitute's salary shall be paid for by the MEA/IEA/NEA.

## Article VII Salary and Compensation

7.1 The salary schedules for the 2016-2017, 2017-2018, 2018-2019 and 2019-2020 school years shall be set forth in Appendix A, which is attached to and incorporated in the agreement.

7.2 Paydays shall be on the 10th and 25th days of the month. If the 10th or 25th falls on a Saturday, Sunday, or non-working day, payday shall be the last day the District office is open immediately preceding the Saturday, Sunday, or holiday.

7.3 Extra Duty Salary Schedule shall be set forth in Appendix B, which is attached to and incorporated in the agreement.

## 7.4 Substitution and Committee Work

7.4.1 Teacher substitution during the school day by the regular staff is to be paid \$25.50 per 60 minute period, pro-rated for periods of different length (present policy is to (1) limit payment for full-time teachers to one assigned preparation period per day (2) make payment only when absence of the teacher for whom substitution is recorded, and (3) teachers are not be paid in place of their regular assignment)

7.4.2 All persons selected by the principal to do stipend-based committee work shall be paid \$25.50 per hour. Building principals will submit proposals for stipend-based committee work to the Superintendent for approval. An approved stipend-based committee list will be provided to the Association by September 15<sup>th</sup> of each year. The Board will set a maximum of \$15,000 per year for this approved committee work.

Once a member is assigned to a committee, the committee will continue to meet regardless of whether the \$15,000 maximum has been depleted.

Notification of when the \$15,000 has been depleted will be provided to the association president as soon as practical after the depletion.

7.5 The mileage reimbursement for District expense in the use of private automobiles shall be the IRS rate in force at the beginning of each school year.

## 7.6 Retirement

7.6.1 At retirement, a teacher with at least 25 years of service with the district immediately preceding retirement shall receive the following stipend provided the teacher is not requesting early retirement and the teacher has submitted an irrevocable letter of retirement to the Board of Education.

Retiring with One (1) Year Notice:

<u>Deadline Date of Notice Letter</u>	<u>School Year</u>	<u>Salary</u>
August 1st of year prior to retirement (Notice year)	Retirement year	Salary will be 106% of notice year's salary

Retiring with Two (2) Years' Notice:

<u>Deadline Date of Notice Letter</u>	<u>School Year</u>	<u>Salary</u>
March 15th - two years prior to retirement (Notice year)	Year prior to retirement year	Year 1 -Salary will be 106% of notice year's salary
	Retirement year	Year 2 - Salary will be 106% of year 1

7.6.2 The parties agree that any TRS creditable compensation and/or benefit increases, whether under this contract or otherwise, shall not exceed the maximum amount which results in an employee's retirement annuity being fully funded by the Illinois Teacher Retirement System, without Board liability for any portion of the retirement annuity. This means that an employee's TRS creditable earnings (including but not limited to vertical and horizontal salary schedule movement, stipends, salary increases, and creditable retirement incentives), whether under the contract or otherwise, shall not increase from one school year to the next by more than 6%, except where Illinois statute allows a greater than 6% increase, or otherwise be increased so as to create Board liability for any portion of the retirement annuity or result in any Board-paid penalty to TRS. In no event will the compensation and/or benefit increased exceed the threshold amount which triggers any obligation for the Board to pay additional amounts (in the form of one-time payment or payments over time) to cover all or part of an employee's retirement annuity or cover any Board-paid penalty to TRS. Notwithstanding any contract or other provision of this contract, including but not limited to any salary schedules, in the event an employee's TRS creditable earnings would increase by more than 6% in

any given year of this contract, that employee shall only receive the maximum increase allowed under this provision.

#### 7.7 Graduate Hour Credit

The Momence Board of Education shall reimburse the certified employee for a portion of each graduate credit hour earned. Up to twelve (12) hours between September 1st and August 31st will be reimbursed. The following conditions apply:

1. This shall apply to graduate courses only.
2. Courses taken must relate in either a general or specific manner and must meet the approval of the Superintendent or the Board of Education.
3. Reimbursement shall be given after completion of the course with proof of payment and official transcript.
4. Reimbursement will be made at \$145.00 per graduate credit hour. If an A is earned in the class, reimbursement will be increased to \$150.00 per graduate credit hour.
5. Benefit will begin on the first day of school of an employee's 3<sup>rd</sup> year of service.
6. This reimbursement section shall not be applicable if the teacher received other reimbursement for the same course.

7.8 The certified employee with more than 2 years of service shall be reimbursed for courses the District requires of that employee in an additional and/or different teaching assignment. Reimbursement will include all tuition, books, fees, and mileage.

1. Courses taken must relate in either a general or specific manner and meet the approval of the Superintendent or the Board of Education.
2. Reimbursement shall only be given after completion of the course.

#### 7.9 Insurance

A health and accident insurance program mutually agreed upon by both parties shall be provided by the District for individual coverage.

7.9.1 The Association and Board hereby agree to delegate to the District's Joint Insurance Committee the responsibility to develop plan designs and review bids based on those designs thereby modifying the group health insurance plan for implementation beginning the 2017-2018 school year. This Committee shall include 3 Superintendent-designees, the Association President and 2 members from each building appointed by the Association President, and one representative from each of the positions of cook, secretary, aide and custodian. The committee shall make decisions by consensus. The bidding shall be managed by an independent consultant acceptable to the committee. Should the projected cost of the consultant exceed \$25,000, the parties shall negotiate an adjustment to this section.

Using the 2016-2017 District costs as a baseline, the committee is charged with identifying the most responsible proposal that reduces the health insurance costs by a minimum of \$110,000 plus the cost for an independent consultant up to \$25,000 for

the 2017-2018 school year, \$120,000 for the 2018-2019 school year, and \$130,000 for the 2019-2020 school year. The savings shall be achieved each year over the baseline while still requiring the employer to pay for the single insurance cost for employees as per the Agreement. Should the committee fail to achieve the overall cost savings stated herein, the salary increases agreed to in Section 7.1 shall be reduced on a pro rata amount for each bargaining unit employee until such amount is met. Should the Committee secure savings of more than the amount stated herein, the District shall have the sole discretion in determining the use of said savings.

It is further agreed that any such responsible proposal will be recommended to the School Board and Board of the Association by the District Joint Insurance Committee for approval in accordance with this provision

7.9.2 The Board will provide, without cost to the employee, group term life insurance coverage in the amount of fifty-thousand dollars (\$50,000) for the employee.

#### 7.10 Mentoring

Mentoring is a separate duty to be paid in two (2) payments -- one at the end of the first semester and one at the end of the second semester. The stipend shall be \$350 per protégé. An effort shall be made to limit the number of protégés to three (3) per mentor. If a need should arise for additional protégés to be assigned, volunteers should be sought from the available mentor pool in all buildings. If no volunteers can be found, the principal will retain the right to assign additional protégés. The District shall be responsible for training for mentors.

### Article VIII Terms of Agreement

8.1 No Strike - During the duration of this negotiated agreement, the Association agrees not to strike.

8.2 Should any article, section, or clause of this agreement become illegal because of legislation passed by the Legislature and signed by the Governor during the term of this contract or because any portion of this contract was declared illegal by a court of competent jurisdiction, said article, section, or clause, as the case may be, shall be renegotiated within thirty (30) calendar days of such declaration of illegality either through legislation or through a court of competent jurisdiction. If the parties do not reach agreement within thirty (30) calendar days, either party must submit the issue in dispute to mediation.

8.3 Before the Board changes any existing policies or procedures which affect the Employee's wages, hours, or other terms and conditions of employment, they shall notify the MEA of any potential change.

APPENDIX A-1

2016-2017 SALARY SCHEDULE

Years	B. S.	B.S. + 16	B. S. + 28	M. S.	M. S. + 16	M. S.+ 30
1	35,011	35,886	36,762	38,512	39,737	40,963
2	35,711	36,604	37,497	39,282	40,532	41,782
3	36,425	37,336	38,247	40,068	41,343	42,618
4	37,154	38,083	39,012	40,869	42,170	43,470
5	37,897	38,844	39,792	41,687	43,013	44,340
6	38,655	39,621	40,588	42,520	43,873	45,226
7	39,428	40,414	41,399	43,371	44,751	46,131
8	40,217	41,222	42,227	44,238	45,646	47,053
9	41,021	42,046	43,072	45,123	46,559	47,995
10	41,841	42,887	43,933	46,026	47,490	48,954
11	42,678	43,745	44,812	46,946	48,440	49,934
12	43,532	44,620	45,708	47,885	49,409	50,932
13	44,402	45,512	46,623	48,843	50,397	51,951
14	45,290	46,423	47,555	49,820	51,405	52,990
15	46,196	47,351	48,506	50,816	52,433	54,050
16	47,120	48,298	49,476	51,832	53,481	55,131
17	48,063	49,264	50,466	52,869	54,551	56,233
18	49,024	50,249	51,475	53,926	55,642	57,358
19	50,004	51,254	52,505	55,005	56,755	58,505
20	51,004	52,280	53,555	56,105	57,890	59,675
21	52,025	53,325	54,626	57,227	59,048	60,869
22		54,392	55,718	58,371	60,229	62,086
23		55,479	56,833	59,539	61,433	63,328
24		56,589	57,969	60,730	62,662	64,594
25		57,721	59,129	61,944	63,915	65,886
26		58,875	60,311	63,183	65,194	67,204
27		60,053	61,517	64,447	66,497	68,548
A	53,585	61,854	63,363	66,380	68,492	70,604

## APPENDIX A-2

## 2017-2018 SALARY SCHEDULE

Years	B. S.	B.S. + 16	B. S. + 28	M. S.	M. S. + 16	M. S.+ 30
1	35,799	36,694	37,589	39,379	40,632	41,885
2	36,515	37,428	38,340	40,166	41,444	42,722
3	37,245	38,176	39,107	40,970	42,273	43,577
4	37,990	38,940	39,889	41,789	43,119	44,448
5	38,750	39,718	40,687	42,625	43,981	45,337
6	39,525	40,513	41,501	43,477	44,861	46,244
7	40,315	41,323	42,331	44,347	45,758	47,169
8	41,122	42,150	43,178	45,234	46,673	48,112
9	41,944	42,993	44,041	46,138	47,606	49,074
10	42,783	43,852	44,922	47,061	48,558	50,056
11	43,638	44,729	45,820	48,002	49,530	51,057
12	44,511	45,624	46,737	48,962	50,520	52,078
13	45,401	46,537	47,672	49,942	51,531	53,120
14	46,309	47,467	48,625	50,940	52,561	54,182
15	47,236	48,417	49,597	51,959	53,613	55,266
16	48,180	49,385	50,589	52,998	54,685	56,371
17	49,144	50,373	51,601	54,058	55,778	57,498
18	50,127	51,380	52,633	55,140	56,894	58,648
19	51,129	52,408	53,686	56,242	58,032	59,821
20	52,152	53,456	54,760	57,367	59,193	61,018
21	53,195	54,525	55,855	58,515	60,376	62,238
22		55,615	56,972	59,685	61,584	63,483
23		56,728	58,111	60,879	62,816	64,753
24		57,862	59,274	62,096	64,072	66,048
25		59,020	60,459	63,338	65,353	67,369
26		60,200	61,668	64,605	66,660	68,716
27		61,404	62,902	65,897	67,994	70,090
A	54,791	63,246	64,789	67,874	70,033	72,193



APPENDIX A-3

2018 - 2019 SALARY SCHEDULE

Years	B. S.	B.S. + 16	B. S. + 28	M. S.	M. S. + 16	M. S.+ 30
1	36,604	37,519	38,434	40,265	41,546	42,827
2	37,336	38,270	39,203	41,070	42,377	43,683
3	38,083	39,035	39,987	41,891	43,224	44,557
4	38,845	39,816	40,787	42,729	44,089	45,448
5	39,622	40,612	41,603	43,584	44,970	46,357
6	40,414	41,424	42,435	44,455	45,870	47,284
7	41,222	42,253	43,283	45,345	46,787	48,230
8	42,047	43,098	44,149	46,251	47,723	49,195
9	42,888	43,960	45,032	47,176	48,678	50,179
10	43,745	44,839	45,933	48,120	49,651	51,182
11	44,620	45,736	46,851	49,082	50,644	52,206
12	45,513	46,651	47,788	50,064	51,657	53,250
13	46,423	47,584	48,744	51,065	52,690	54,315
14	47,351	48,535	49,719	52,087	53,744	55,401
15	48,298	49,506	50,713	53,128	54,819	56,509
16	49,264	50,496	51,728	54,191	55,915	57,639
17	50,250	51,506	52,762	55,275	57,033	58,792
18	51,255	52,536	53,817	56,380	58,174	59,968
19	52,280	53,587	54,894	57,508	59,338	61,167
20	53,325	54,659	55,992	58,658	60,524	62,391
21	54,392	55,752	57,112	59,831	61,735	63,639
22		56,867	58,254	61,028	62,970	64,911
23		58,004	59,419	62,248	64,229	66,210
24		59,164	60,607	63,493	65,514	67,534
25		60,347	61,819	64,763	66,824	68,884
26		61,554	63,056	66,058	68,160	70,262
27		62,786	64,317	67,380	69,523	71,667
A	56,024	64,669	66,246	69,401	71,609	73,817

APPENDIX A-4

2019 – 2020 SALARY SCHEDULE

Years	B. S.	B.S. + 16	B. S. + 28	M. S.	M. S. + 16	M. S.+ 30
1	37,336	38,270	39,203	41,070	42,377	43,683
2	38,083	39,035	39,987	41,891	43,224	44,557
3	38,845	39,816	40,787	42,729	44,089	45,448
4	39,622	40,612	41,603	43,584	44,970	46,357
5	40,414	41,424	42,435	44,455	45,870	47,284
6	41,222	42,253	43,283	45,345	46,787	48,230
7	42,047	43,098	44,149	46,251	47,723	49,195
8	42,888	43,960	45,032	47,176	48,678	50,179
9	43,745	44,839	45,933	48,120	49,651	51,182
10	44,620	45,736	46,851	49,082	50,644	52,206
11	45,513	46,651	47,788	50,064	51,657	53,250
12	46,423	47,584	48,744	51,065	52,690	54,315
13	47,351	48,535	49,719	52,087	53,744	55,401
14	48,298	49,506	50,713	53,128	54,819	56,509
15	49,264	50,496	51,728	54,191	55,915	57,639
16	50,250	51,506	52,762	55,275	57,033	58,792
17	51,255	52,536	53,817	56,380	58,174	59,968
18	52,280	53,587	54,894	57,508	59,338	61,167
19	53,325	54,659	55,992	58,658	60,524	62,391
20	54,392	55,752	57,112	59,831	61,735	63,639
21	55,480	56,867	58,254	61,028	62,970	64,911
22		58,004	59,419	62,248	64,229	66,210
23		59,164	60,607	63,493	65,514	67,534
24		60,347	61,819	64,763	66,824	68,884
25		61,554	63,056	66,058	68,160	70,262
26		62,786	64,317	67,380	69,523	71,667
27		64,041	65,603	68,727	70,914	73,101
A	57,144	65,962	67,571	70,789	73,041	75,294

## APPENDIX B – SPORTS & SPONSOR SCHEDULES

### SPORTS SCHEDULE

1. The sports salary schedule is based on receiving a percentage of the yearly base salary.
2. Coaches with experience are placed on the salary schedule based on the number of years of comparable experience in a similar position.
3. Placement of incoming coaches with previous experience is the discretion of the building athletic director and/or principal. Coaches with no experience are placed on the first step of the salary schedule.
4. No current coach will make a lower amount than he/she earned the previous school year. If the coach makes more than is listed in this schedule, he/she will continue at that same rate until the schedule catches up with his/her current pay. There will be no increases to his/her coaching pay until that time.
5. All coaching positions will be recommended for hire by the Board of Education as the participant numbers deem necessary.
6. Coaching salaries for the 2016-2017 school year will be paid the same as in prior years. Beginning with the 2017-2018 school year, coaches with at least 3 consecutive completed seasons in that current position(s) may choose to either be paid throughout the school year or under the below schedule. Starting with the 2019-2020 school year, all coaches will be paid once or twice depending on the schedule below. Once an eligible coach chooses his/her payment method for the year, that decision is final and cannot be changed.
7. Should the same individual hold both the Varsity and JV coaching positions of the 8<sup>th</sup> Grade and 7<sup>th</sup> Grade positions, that individual shall receive an amount equal to half the salary for the lesser paid position for that season.

Coaching Position	Level/Category	First Payment	Last Payment
HS Golf	Level D	October 25 (1 pay)	
HS Cheerleading	Level D	October 25	March 25
HS Football – Varsity	Level A	October 25	December 25
HS Football – Assistant Varsity	Level C	October 25	December 25
HS Football – Jr. Varsity	Level C	October 25	December 25
HS Football – Assistant Jr. Varsity	Level C	October 25	December 25
HS Volleyball – Varsity	Level B	October 25	December 25
HS Volleyball – Jr. Varsity	Level D	October 25	December 25
HS Basketball – Girl’s Varsity	Level A	December 25	March 25
HS Basketball – Girl’s Jr. Varsity	Level C	December 25	March 25
HS Basketball – Boy’s Varsity	Level A	December 25	March 25
HS Basketball – Boy’s Jr. Varsity	Level C	December 25	March 25
HS Softball – Varsity	Level B	March 25	June 25
HS Softball – Jr. Varsity	Level D	March 25	June 25
HS Baseball – Varsity	Level B	March 25	June 25
HS Baseball – Jr. Varsity	Level D	March 25	June 25
HS Track – Girl’s Varsity	Level B	March 25	June 25
HS Track – Boy’s Varsity	Level B	March 25	June 25
HS Track – Girls/Boys Jr. Varsity	Level E	March 25	June 25
JH Softball	Level D	October 25 (1 pay)	
JH Baseball	Level D	October 25 (1 pay)	
JH Basketball – Girls 8 <sup>th</sup> Grade	Level D	October 25	December 25
JH Basketball – Girls 7 <sup>th</sup> Grade	Level D	October 25	December 25
JH Basketball – Boys 8 <sup>th</sup> Grade	Level D	December 25	March 25
JH Basketball – Boys 7 <sup>th</sup> Grade	Level D	December 25	March 25
JH Volleyball – 8 <sup>th</sup> Grade	Level E	December 25	March 25
JH Volleyball – 7 <sup>th</sup> Grade	Level E	December 25	March 25
JH Cheerleading	Level F	December 25	March 25
JH Track – Varsity	Level E	March 25	June 25
JH Track – Jr. Varsity	Level F	March 25	June 25

SPORTS SCHEDULE 2016-17

	Year 1	2-5 Years	6-10 Years	11+ Years
Level A	10% \$3501	12% \$4201	14% \$4902	16% \$5602
Level B	8% \$2801	9% \$3151	11% \$3851	13% \$4551
Level C	5% \$1751	6.5% \$2276	8% \$2801	9.5% \$3326
Level D	4.5% \$1576	5% \$1751	6% \$2101	7.5% \$2626
Level E	3.5% \$1225	4% \$1400	4.5% \$1576	4.5% \$1576
Level F	2% \$700	3.25% \$1138	3.25% \$1138	3.25% \$1138

SPORTS SCHEDULE 2017-18

	Year 1	2-5 Years	6-10 Years	11+ Years
Level A	10% \$3579	12% \$4295	14% \$5011	16% \$5727
Level B	8% \$2863	9% \$3221	11% \$3937	13% \$4653
Level C	5% \$1789	6.5% \$2326	8% \$2863	9.5% \$3400
Level D	4.5% \$1610	5% \$1789	6% \$2147	7.5% \$2684
Level E	3.5% \$1252	4% \$1431	4.5% \$1610	4.5% \$1610
Level F	2% \$715	3.25% \$1163	3.25% \$1163	3.25% \$1163

SPORTS SCHEDULE 2018-19

	Year 1	2-5 Years	6-10 Years	11+ Years
Level A	10% \$3660	12% \$4392	14% \$5124	16% \$5856
Level B	8% \$2928	9% \$3294	11% \$4026	13% \$4758
Level C	5% \$1830	6.5% \$2379	8% \$2928	9.5% \$3477
Level D	4.5% \$1647	5% \$1830	6% \$2196	7.5% \$2745
Level E	3.5% \$1281	4% \$1464	4.5% \$1647	4.5% \$1647
Level F	2% \$732	3.25% \$1189	3.25% \$1189	3.25% \$1189

SPORTS SCHEDULE 2019-20

	Year 1	2-5 Years	6-10 Years	11+ Years
Level A	10% \$3733	12% \$4480	14% \$5227	16% \$5973
Level B	8% \$2986	9% \$3360	11% \$4106	13% \$4853
Level C	5% \$1866	6.5% \$2426	8% \$2986	9.5% \$3546
Level D	4.5% \$1680	5% \$1866	6% \$2240	7.5% \$2800
Level E	3.5% \$1306	4% \$1493	4.5% \$1680	4.5% \$1680
Level F	2% \$746	3.25% \$1213	3.25% \$1213	3.25% \$1213

## SPONSOR SCHEDULE

1. The sponsor salary schedule is based on receiving a percentage of the yearly base salary.
2. Activities/clubs are divided into categories depending on how much time is required outside of regular school work hours to supervise the activity.
3. Experience is not considered with the sponsor salaries.
4. No current sponsor will make a lesser amount than he/she earned in the previous school year. If the sponsor makes more than what is listed in this schedule, he/she will continue at the same rate until the schedule catches up with his/her current pay. There will be no increases to his/her sponsorship pay until that time.
5. All sponsor positions will be recommended for hire by the Board of Education as the participant numbers deem necessary.
6. Sponsor salaries for the 2016-2017 school year will be paid the same as in prior years. Beginning with the 2017-2018 school year, sponsors with at least 3 consecutive completed seasons in that current position(s) may choose to either be paid throughout the school year or under the below schedule. Starting with the 2019-2020 school year, all sponsors will be paid once or twice depending on the schedule below. Once an eligible sponsor chooses his/her payment method for the year, that decision is final and cannot be changed.

Sponsor Position	Level/Category	First Payment	Last Payment
HS Musical Director – Fall	Category 3	December 25 (1 pay)	
HS Musical Assistant – Fall	Category 2	December 25 (1 pay)	
HS Scholastic Bowl	Category 2	December 25	June 25
HS Freshman Class Sponsor	Category 1	December 25	June 25
HS Sophomore Class Sponsor	Category 1	December 25	June 25
HS Junior Class Sponsor	Category 1	December 25	June 25
HS Senior Class Sponsor	Category 1	December 25	June 25
HS Math Club	Category 2	December 25	June 25
HS National Honor Society	Category 2	December 25	June 25
HS Spanish Club	Category 2	December 25	June 25
HS Student Council	Category 3	December 25	June 25
HS Yearbook	Category 3	December 25	June 25
HS Newspaper	Category 2	December 25	June 25
HS FFA	Category 2	December 25	June 25
HS Speech	Category 3	December 25	March 25
HS WYSE	Category 1	December 25	March 25
HS Chorus	Category 2	December 25	June 25
HS Band	Category 2	December 25	June 25
HS Spring Play	Category 3	March 25	June 25
HS Prom Sponsor	Category 3	June 25 (1 pay)	
JH Student Council	Category 2	December 25	June 25
JH Yearbook	Category 2	December 25	June 25
JH Newspaper	Category 1	December 25	June 25
JH Quest	Category 2	December 25	June 25
JH Band	Category 1	December 25	June 25
JH Chorus	Category 1	December 25	June 25
JH Math Club	Category 2	March 25 (1 pay)	
JH Spelling	Category 1	March 25 (1 pay)	
JH Scholastic Bowl	Category 2	March 25	June 25

#### SPONSOR SALARY SCHEDULE

	2016-2017	2017-2018	2018-2019	2019-2020
Category 1	\$350 (1%)	\$357 (1%)	\$366 (1%)	\$373 (1%)
Category 2	\$875 (2.5%)	\$894 (2.5%)	\$910 (2.5%)	\$933 (2.5%)
Category 3	\$1400 (4%)	\$1431 (4%)	\$1464 (4%)	\$1493 (4%)



# Memorandum of Agreement Relating to Salary Increases for Certain Teachers

The parties hereby agree that Krista Holloway, Adam Perch, Karol Carlson, and Alicia Scheribel will be taken off schedule and receive a two percent (2.0%) raise retroactive to the beginning of the 2016-17 school year. They will receive a one and one half (1.5%) raise in the second through fourth years of the contract. At any point in which any of these individuals becomes eligible for and takes the retirement incentive under section 7.6.1 of the Agreement or leaves the bargaining unit, such incentive shall take precedence over this agreement for that individual and no salary increase other than the incentive will be received by that individual. This agreement shall only be in effect until the expiration of the 2016/17-2019/20 collective bargaining agreement and shall be non-precedential in any other circumstance.

Dated this 24 date of April, 2017 by:

  
\_\_\_\_\_  
Momence Education Association President

  
\_\_\_\_\_  
Momence Board of Education President

  
\_\_\_\_\_  
Momence Board of Education Secretary

