

Agreement Between

**THE BOARD OF EDUCATION
SPARTA COMMUNITY UNIT SCHOOL
DISTRICT 140**

And

THE SPARTA EDUCATION ASSOCIATION

2022-2023 2023-2024 2024-2025

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Preamble

The Board of Education of Sparta Community Unit School District 140, hereinafter referred to as the "Board," and the Sparta Education Association, hereinafter referred to as the "Association," recognize their common aim of providing the best education possible for the youth of the District. Both parties acknowledge the attainment of this educational objective is a joint responsibility of the Board, the administrative staff, and all regularly employed personnel under their supervision.

The Board and the Association recognize that the attainment of the educational objectives of the District requires mutual understanding and cooperation among the Board, the administrative staff, and all regularly employed personnel. To this end, the free and open exchange of views is desirable and necessary, with all parties participating in good faith negotiations leading to the determination of all matters defined as negotiable in Article II, Section C.

Article I

Recognition

- A. **Unit Definition:** The Board of Education of Sparta Community Unit School District 140 hereby recognizes the Sparta Education Association affiliated with the Illinois Education Association and the National Education Association, as the exclusive and sole negotiation agent for all certified teaching employees of the District who hold a position which requires a certificate issued under Article 21 of The *Illinois School Code*, excluding the positions of superintendent, building principal, and any supervisory, managerial, homebound teachers, short-term employees* (also referred as substitute employees), and student teachers as such terms may be defined by the *Illinois Educational Labor Relations Act* or this Agreement.
- B. The term employee when used in this Agreement shall refer to all certified employees represented by the Association in the negotiating unit as determined in "A" above. The Board agrees not to negotiate with any organization other than the Association for the duration of this Agreement; further, the Board agrees not to negotiate individually with any employees during the duration of this Agreement on matters subject to negotiations.
- C. The Board expressly retains and preserves its rights and powers to administer the recognition of bargaining representatives of employees of the School District and unit determination as provided in the *Illinois Educational Labor Relations Act*.
- D. Any challenge by an employee or group of employees or any labor association acting in their behalf to the right of the Sparta Education Association to be the sole representative of all certified personnel of this District shall be made and the procedure followed shall be governed by the applicable provisions of the *Illinois Educational Labor Relations Act* as are then in full effect.

*See Article IV, A.2. for definition of 'short-term' employees.

Article II

Definition of Responsibilities and Rights

A. Management's Rights: The Board, on behalf of the electors of the District, retains and reserves unto itself all powers and duties conferred upon and vested in it by the *Educational Labor Relations Act* and other Statutes of the State of Illinois, the sole right and authority to manage the affairs of the School District and to direct its employees, including but not limited to the following:

1. The right to determine its mission and policies and to establish all standards of educational services to be offered to the students and residents of the School District.
2. To plan, direct, control and determine the operations or services to be performed by its employees.
3. To determine building assignments for employees, teaching positions, curriculum and number of personnel needed to meet the educational requirements of the District.
4. To encourage the use of new or improved educational ideas and philosophies; and, to acquire additional equipment and/or facilities.
5. To establish career incentives, so long as they are in accordance with the terms and conditions of this Agreement.
6. To hire and assign or to transfer its employees within the District and attendance centers.
7. To determine all educational and graduation requirements of students.
8. To determine, administer and enforce student discipline.
9. To determine and administer all matters concerning student placement and assignment.
10. To make, publish and enforce rules and regulations implementing Board policies, so long as they are in accordance with the terms and conditions of this Agreement.
11. To determine the amount of the budget to be appropriate and allocated to the purpose, policies and mission of the District.
12. The Board shall retain unto itself all powers and duties concerning matters of inherent managerial policy, which shall include such areas of discretion or policy as the function of the employer, standards of services, its overall budget, the organizational structure and selection of new employees and direction of employees.

B. Good Faith Negotiations: The Board and Association agree to participate in good faith negotiations with the duly designated representatives.

C. Mandatory Subjects of Bargaining: Both parties agree that they shall be required to bargain collectively with regard to policy matters affecting wages, hours, grievance procedures, fringe benefits, and other terms and conditions of employment as well as the impact thereon upon requests by employee representatives, to the extent required under the *Illinois Educational Labor Relations Act*.

- D. Authority to Negotiate:** Both parties agree that it is their mutual responsibility to confer upon their respective representatives the necessary power and authority to make proposals, consider proposals, make counter proposals in the course of negotiations, and to reach tentative agreements which shall be presented respectively to the Board and Association for ratification.
- E. Employee Rights to Union Activity:** Employees shall have the right to organize, join, and assist the Association, to participate in professional negotiations with the Board through representatives of their own choosing, and to engage in other activities, individually or in concert, for the purpose of establishing, maintaining, protecting, or improving conditions of all aspects pertaining to the educational program, not contrary to the provisions of this Agreement.
- F. Non-Interference and Anti-Discrimination:** As a duly elected body exercising governmental power under the law of the State of Illinois, the Board agrees that it will continue not to discourage directly or indirectly, or deprive an employee his/her rights in the enjoyment of any rights conferred by the laws of Illinois or the Constitution of the State of Illinois or the Constitution of the United States and that it will continue not to discriminate against any employee with respect to hours, wages, terms, or conditions of employment by reason of his/her membership in the Association, his/her participation in any activities of the Association which are not in violation of this Agreement or in negotiations with the Board or to discriminate against any employee in his/her institution of any grievance, complaint, or proceeding under this Agreement.
- G. No Strike Agreement:** The Association agrees not to engage in a strike during the term of this Agreement in accordance with the terms of the *Illinois Educational Labor Relations Act*.
- H. Bulletin Board:** A bulletin board shall be provided for the use of the Association in the school building for posting notices of activities and other matters of Association concern. The regular District mail service shall be made available to the Association for communication to employees subject to any requirements of the United States Postal Service. In the event of such requirement, the Association shall comply or discontinue use of the District mail service, and shall hold the District harmless from any claims or damages in connections with such use.
- I. Anti-Discrimination Clause:** Both parties agree that they shall not discriminate against an employee for reason of race, creed, color, marital status, sex, age, or national origin.
- J. Use of School Buildings:** With reasonable notification to the building principal, the Association and its representatives shall have the right to use school buildings for meetings to transact official business on school property at all reasonable times provided that this does not interfere with or interrupt normal school operations. When special custodial service is required, the Board may make a reasonable charge for this service.
- K. Association Information Requests:** The Association shall be furnished all regularly and routinely prepared information concerning the financial condition of the school including annual financial statements, audits, and adopted budgets and all regular Board meeting information. In addition, the Board and the administration will grant reasonable request for any other readily available and pertinent information which may be relevant to negotiations excluding information or documents of a confidential nature. Nothing herein shall require the

central administrative staff to research and assemble information. The Association will furnish copies of any pertinent information as reasonably requested by the Board or the Superintendent.

L. Association President/Release Time: The Association President, or member acting on his/her stead, shall be granted released time not to exceed three (3) school days per school year without loss of pay or benefits. The Association President, or member acting in his/her stead, shall be granted additional release time without loss of pay or benefits providing the Association shall reimburse the District the cost of the substitute employee(s). For purposes of this provision, release time shall be granted only to allow the Association President, or member acting in his/her stead, to conduct Association business.

M. IELRA Statutory Reference: The *Educational Labor Relations Act* refers to An Act to Establish the Right of Educational Employees to Organize and Bargain Collectively, to Define and Resolve Unfair Practice Disputes and to Establish the *Illinois Education Labor Relations Board to Administer the Act*, Effective January 1, 1984, Under the Laws of the State of Illinois (Section 1701, et seq., Ch. 48, Ill. Rev. Stats. 1987).

N. Board Policies and Procedures/Association Input: In the interest of maintaining good relationships and communication, the Board or its designee shall invite the Association to submit its views in writing with respect to any changes in the Board's policies or procedures, including educational policies or curriculum, prior to effecting such changes. The Association's views, if submitted within reasonable time limits prescribed by the Board or its designee, shall be considered by the Board in formulating its decision on such proposed changes; but, such views shall not be determinative of Board action. Said consideration of Association views will not waive collective bargaining if required by the *Illinois Educational Labor Relations Act* or this Agreement.

Administration-Association Committee: A committee shall be established composed of a member of the Association chosen by the Association from each building, three members of administration and two members of the Board of Education to discuss matters of mutual interest relative to the general improvement of employee/employer relationship. The committee shall meet on a regular scheduled basis.

O. Evaluation of Bargaining Unit Members:

1. Evaluation of employees shall be in accordance with the District's evaluation plan document, Illinois law, including Section 24A of the *Illinois School Code*, if applicable.
2. Employees shall not be required to formally evaluate non-bargaining unit members, provided this provision shall not preclude the Board or its designated administrator from asking employees to provide objective information pertinent to investigation of illegal activity or serious misconduct regarding the performance or conduct of non-bargaining unit members if such employees are aware of such information or have been in a position to reasonably observe such performance or conduct.

P. Employee Rights: As professional educators, certified employees have the right and responsibility:

1. To maintain and improve their professional competence.
 - a. Employees shall submit appropriate district forms for each professional day request.
 - b. Professional development days shall be granted in a fair and equitable manner.
 - c. Professional development days and guidelines shall be subject to final approval by the building principal and superintendent.
2. To exercise professional judgment in presenting, interpreting and criticizing information and ideas, however when introducing known controversial issues in a classroom setting, consultation with building principal is recommended.
3. To influence effectively the formulation of policies and procedures which affect their professional services, including curriculum, teaching materials, methods of instruction and school-community relation.
4. To exercise professional judgment in the use of teaching methods and materials appropriate to the needs, interests, capacities and the linguistic and cultural background of each student.
5. To seek and be fairly considered for any District position commensurate with their qualifications.
6. To be fully informed, in writing, of rules, regulations, terms and conditions affecting their employment, including assigned duties.
7. To be treated with professional courtesy:
 - a. To have all discussions pertaining to performance of their duties, teaching methods or styles, personal conduct or appearance, which may lead to disciplinary action, conducted in private, except when required by law to be public or where mutually agreed by the parties.
 - b. If a discussion of this nature is going to occur, the administration will encourage the employee to have an Association representative present during such discussions.
 - c. To have all complaints pertaining to them handled by following Chain of Command.
8. To have conditions of employment in which health, security and property are adequately protected.
9. To have access to their own written evaluations, to have documents placed in their personnel files to rebut derogatory information, and to have removed false or unfair material through a clearly defined process.
10. To be free from arbitrary, capricious or discriminatory actions affecting the terms and conditions of their employment.
11. To be advised promptly in writing of the specific reasons for any actions which might affect their employment except for the non-renewal of probationary (first through third year) employees.
12. The Association voluntarily, knowingly and intentionally waives its right and its members' right to file a grievance at Step 4 and invoke arbitration under Article VII. Grievance and Arbitration Procedures, for any alleged violation of Article II, Section P.

Q. Labor/Management Committee: The Association and the Board/Administration recognize the importance of informal communication in maintaining good labor relationships and agree to meet on an informal and periodic basis, at either party's request, for the purpose of discussing labor/management concerns or problems. Such meetings shall be held upon reasonable advance written notice by either party to the other at a place and time mutually agreeable to the parties. Such notice shall state the item(s) to be discussed at such meetings. Each party shall designate a reasonable number of members to attend such meetings. Neither the discussion held nor any agreements reached as a result of such meetings shall be considered "collective bargaining" unless the parties agree otherwise in writing.

Article III

Negotiation Procedures

- A. Negotiation Representatives:** Each party to negotiations shall select its negotiating representatives provided that the Board shall not select any employees as herein defined as its representative, nor shall the Association select anyone in an administrative or full-time supervisory position.
- B. Negotiation Meetings:** Negotiations shall begin no later than April 1 on matters defined as negotiable, unless both parties agree to an alternate date. Meetings shall be held as necessary at times and places agreed to by both parties. Both the Board and the Association shall be limited to reopening negotiations on twelve (12) items each, whether new or revised items, plus issues regarding salary, Extra-curricular and insurance.
- C. Tentative Agreements:** During negotiations, agreed upon material shall be prepared by the Board and the Association and signed prior to the adjournment of the meeting at which such agreement was reached.
- D. Ratification:** When the Association and Board reach tentative agreement on all matters being negotiated, the items will be reduced to writing and shall be submitted to the membership of the Association for ratification and to the Board for official approval.
- E. Negotiations and Mediations:** Negotiations shall begin no later than April 1. If agreement is not reached within forty-five (45) days of the scheduled start of the forthcoming school year, and if the parties engaged in collective bargaining have reached an impasse, either party may petition to initiate mediation. Alternatively, the Labor Board on its own motion may initiate mediation during this period. If the parties engaged in collective bargaining fail to reach an agreement within forty-five (45) days of the scheduled start of the forthcoming school year and have not requested mediation, the Illinois Educational Labor Relations Board shall invoke mediation in accordance to Section F of this Agreement.
- F. Mediation and Impasse Procedures:** If the parties mutually agree that mediation would be helpful to reach agreement, the Federal Mediation and Conciliation Service (FMCS) shall be jointly requested by the parties to appoint a mediator from its staff. In the absence of a joint request, the commencement of mediation shall be governed by the *Illinois Educational Labor Relations Act* (IELRA), and impasse procedures shall also be governed by the IELRA, if applicable.
- G. Contract Distribution:** Within thirty (30) days of ratification of this Agreement, the Association shall provide the Board with updated copies of all pages of this Agreement. Within fifteen (15) days the Board shall make available sufficient copies of the Agreement to the Association for its distribution to each certified employee in the district.

Article IV

Employee Classification

A. Certified Personnel: The classification of certified personnel of the District shall be divided into the following categories:

1. **Full Time Employee:** Any member of the bargaining unit who typically works at least (5) teaching periods or five (5) hours of instructional time at the elementary levels per school day.
2. **Short-Term Employee:** Any employee of the District who is employed for ninety (90) or less consecutive days.
3. **Part-Time Tenured Employee:** Any bargaining unit member who obtained tenure status with the District and subsequent thereto was reduced to a part-time position by Board action or by voluntary action of the employee when requested to do so by the Board, unless mutually agreed otherwise.
4. **Part-Time Employee:** Any bargaining unit member required to perform less than five (5) teaching periods or five (5) hours of instructional time at the elementary levels per school day.

B. Part-Time Employee Benefits

1. All part-time employees (tenured or non-tenured) shall be entitled to all benefits of this Agreement, including salary and fringe benefits directly proportionate to the percentage of time employed by the Board as compared to a full-time employee unless specific provisions of this Agreement expressly provides full-time benefits for part-time employees.
2. Part-time employees shall have the right to accept offers of Extra-curricular duty on a volunteer basis only.
3. Also, part-time employees shall have the right to a work day schedule arranged so that hours of employment will be consecutive, from the time the employee is required to report for work until the employee's work day is concluded, except that a maximum one (1) hour interruption in the work schedule per day may be arranged if the needs of the District requires such a schedule.

C. Terms and Conditions of Employment of Retirees: The parties agree that retired employees who work for the District as a regularly employed part-time teacher shall receive a daily rate of pay based on the salary schedule for an employee holding a BS degree with zero (0) years' experience. The retired employee shall not work more than the hours/day allowed by TRS that would result in a disruption to the retired employee's annuity. The parties further agree that such employees shall be entitled to sick leave and personal leave days directly proportionate to the percentage of time employed by the Board as compared to a full-time employee. The parties agree that hiring multiple part-time retirees will not be used in lieu of filling a full-time position with a qualified applicant.

The following areas of the contract shall not apply:

1. Article V: Seniority, Reductions in Personnel and Recall (All)
2. Article VI: Planning Periods does not apply if employed to teach less than four classes.
3. Article VIII: Fringe Benefits
The following sections:
 - A. Cross Movements on Salary Schedule
 - B. Tuition Reimbursement
 - C. Internal Substitution
 - D. Additional Teaching Assignments
 - G. Duty Free Lunch does not apply if employed for less than four hours per day.
 - I. Retirement Bonus
 - K. The Salary Schedule – Board paid health insurance, TRS and THIS
 - R. Longevity Supplement
 - U. Individual Retirement Incentives
4. Article IX: Retention of Experience (All)

Article V

Seniority, Reductions in Personnel and Recall

A. Statutory Procedures: Reduction in force of employees shall be in accordance with Illinois law including Section 24-12 of the *Illinois School Code*, if applicable. Where required by Illinois law for employees receiving an honorable dismissal, a written notice shall be mailed to the employee and also given to the employee either by certified mail, return receipt requested, or personal delivery with receipt at least 45 days before the end of the school term, unless Illinois law is revised to provide for an alternative method. If so, the Board shall abide by the prevailing Illinois law.

B. Seniority:

An employee shall be credited with seniority dated from the employee's earliest hiring date for, continuous service-under the following conditions:

1. An employee working less than a complete school year shall acquire fractional seniority calculated by dividing the number of days worked by the number of workdays in the school calendar. If the employee works a complete year but only for a portion of each day, seniority is calculated by dividing the number of hours the employee is required to be at school by the number of hours required of full-time employees.
2. For purposes of this section, "days worked" shall be defined as days for which the employee receives regular salary from the district. Days for which the employee does not receive regular salary shall not result in seniority credit, except as provided below. No employee shall receive credit for more than a full year's seniority in any given school year.
3. Employees who are on paid or unpaid leaves of absences as included in this contract or as otherwise approved by the Board or are on leave taken under the *Family and Medical Leave Act* or any federal or state statute shall continue to acquire seniority. Such leaves will not constitute a break in service.
4. Employees who are on unpaid leaves of absence under terms other than those set forth in the immediately preceding paragraph will not acquire seniority during the time they are on leave; but, the years of experience gained prior to the leave of absence, will not be removed from the employee's seniority position.
5. Between employees with the same seniority, the employee with the highest degree and hour placement on the salary schedule shall be afforded greater seniority. If they continue to be tied, the employee hired first at that Board meeting shall be considered the senior employee.

C. Sequence of Honorable Dismissal and Seniority Lists:

The Board shall create a sequence of honorable dismissal list and seniority list based upon the following procedures:

1. The Administration will gather data from the State's licensure system to update qualifications in the District's database for sequence of honorable dismissal.

2. On the first teacher attendance day of the second semester of the school year, the Administration will provide a verification form for each employee. The form will detail the employee's licensure information as reflected in the State's system.
3. The employee shall be responsible for checking the verification for accuracy. The employee shall return the letter no later than January 25, either verifying accuracy or notifying the District that there is an inaccuracy. Employees who notify the District of an inaccuracy will have until 80 days prior to the end of the school year to correct their qualifications with the District.
4. Based upon the information received through the verification process, the District will draft a seniority list and a sequence of honorable dismissal list and give them to the Association President by February 1.
5. The District will provide the Association President with the final seniority list and the final sequence of honorable dismissal list at least 75 days prior to the end of the school year.
6. The District will also post in each building the final seniority list at least 75 days prior to the end of the school year.

D. Reduction-In-Force:

1. Reduction in force of employees shall be in accordance with the Illinois law, including Section 24-12 of the *Illinois School Code*, if applicable.
2. An employee must be qualified to fill an entire position of the teaching assignment as determined by the Board, and the Board shall not be required to create or otherwise change teaching assignments to meet the qualifications of employees in the event of a reduction of the teaching force.
3. Insurance While on Layoff or Unpaid Leave:
 - a. Any employee who has been removed due to a reduction in force shall be first entitled to his/her insurance benefits until August 31 following the reduction. Said employee shall also be entitled to continue the District's insurance plan provided:
 1. Said employee was a participant of the insurance plan at the time of reduction; and
 2. Said employee makes timely payments to the District Business office for the full monthly premium; and
 3. Such participation is discontinued at the expiration of the recall period; or as permitted by law, whichever is longer.
 - b. Any employee on an unpaid leave of absence shall be entitled to continue on the District insurance plan as provided in one and two above, until the leave expires, or as permitted by law or this Agreement, whichever is longer.

E. Recall:

1. **Recall Period:** If an employee is entitled to recall under the Illinois law, such recall shall be in accordance with the law including Section 24-12 of the *Illinois School Code*, if applicable.

2. It shall be the responsibility of each employee subject to recall to apprise the Board in writing of said employee's mailing address at the time of layoff and of each mailing address change during the recall period. The Board's obligation to recall shall be met where it sends an offer by certified mail, return receipt requested, to recall an employee on layoff, posted to the employee at the last mailing address the employee has provided the Board. The employee shall have ten (10) days from the date the letter was signed for and received to respond to such an offer. If the Board does not receive such response before the ten (10) day period has elapsed, the employee will be presumed to have rejected the offer.
3. Any Board offer of a position equal or greater in time to the position from which the employee was honorably dismissed shall be made in accordance with Illinois law including Section 24-12, if applicable. If such offer is rejected by the employee, the Board's obligation to offer any other or future position to the employee shall be discharged.
4. **Seniority Rights:** Seniority rights, including sick days and personal days, shall be restored upon recall.

F. Joint Committee on Sequence of Dismissal

The parties agree that this Joint Committee shall form and meet in accordance with Illinois law including Section 24-12 of the *Illinois School Code*, and the Committee shall be separate and apart from the Joint Evaluation Committee on the Incorporation of the Use of Data and Indicators on Student Growth for the rating of employees as referenced in Section 12.M of this Agreement.

Article VI

Conditions of Employment

- A. Dismissal or Removal of a Tenured Employee:** If a dismissal or removal of a tenured employee is sought by the Board for reasons other than under provisions of Article V, nothing contained in this Agreement shall be deemed to abridge or expand the rights of a tenured employee granted by The *Illinois School Code*. A dismissal or removal of a tenured employee for cause, including those under Section 10-22.4, and causes which have been the subject of a remediation plan pursuant to Article 24A which dismissal or removal is subject of a Section 24-12, Dismissal Proceeding, of The *Illinois School Code*, shall not be the subject of a grievance under Article VII of this Agreement. This provision shall have no application to any grievance involving the subject matter of the dismissal or removal filed prior to Board action initiating the dismissal or removal proceedings.
- B. Copies of Employee Evaluations:** All copies of written employee evaluations may be received by the employee making a personal request to the employee's building principal's office for a copy of such evaluations.
- C. Planning Periods:** All regularly employed full-time personnel and regularly employed part-time personnel employed to instruct students more than 50% of the day shall be entitled to not less than one (1) planning period each day. The planning period shall take place during the regularly scheduled class periods. The duty free lunch period, the time period from 7:55 A.M. until classes begin, and the time period from the end of classes until an employee's departure shall not be considered as a part of the planning period. Further, the travel time required for itinerant employees shall not be considered as a part of the planning period. Planning period is defined as time during the workday in which teachers do not have direct supervision of students. Planning time is intended for, but not limited to, preparing lesson plans, grading homework, completing required forms, meeting with or calling parents, meeting with administrators, attending IEP meetings and collaborating with other teachers, IEP meetings will be limited to two a month. If a teacher feels an administrator is meeting with him/her excessively during planning time, the teacher may request a meeting with association representation and the principal/superintendent to discuss his/her concerns.

All employees required to attend IEP meetings that exceed two meetings per month during their regularly scheduled planning period, shall be paid \$25.00 per period or any part thereof.

Minimum planning periods shall be established according to the following criteria:

1. All employees assigned to the Evansville attendance center shall not receive less than 40 consecutive minutes per day.
2. All employees assigned to the Lincoln attendance center shall not receive less than 40 consecutive minutes per day, except on days that students are released early for professional learning, a teacher's planning period can be less than 40 consecutive minutes. The planning time will be established by mutual agreement of the Building Principal and Association President.

3. Inter-school specialist and Special Education employees shall have schedules established by their respective building administrators. Such personnel shall receive minimum planning periods per week consisting of one (1) forty (40) consecutive minutes planning period on two (2) days of the week, one (1) thirty (30) consecutive minutes planning period on two (2) days of the week, and two (2) twenty (20) consecutive minutes planning periods on one (1) day of the week.
4. All employees assigned to the High School shall be entitled to one (1) planning period per day each semester. Planning periods shall be the same length of time as regularly scheduled class periods.

High School employees shall teach or supervise six periods both semesters. If they agree to teach/supervise a seventh period, they shall be compensated at the rate set forth in Article VIII, Section D.

- a. Supervisory duties shall be defined as: hallway supervision, cafeteria and lunch hour supervision, library supervision, and study hall supervision, or other supervision of the school premises as determined by the administration.
- b. The O.R.S. and Work Co-op coordinators shall have one period during the school day to perform their duties in those positions provided there are students in their respective programs.
- c. Guidance counselors shall perform their duties during five (5) periods of the school day and shall receive planning periods and assigned duties as stated above.

D. Extra-curricular Activities:

1. The Board shall have the right to assign and transfer personnel into Extra-curricular activity duties in any area for which they are qualified. Personnel shall be assigned no more than two (2) Extra-curricular activity duties (except by the voluntary action of the employee), and such assignments shall not extend beyond one (1) school year, provided the Board shall have the right to reassign or transfer personnel to the same Extra-curricular activity duty after one (1) school year of not having performed such Extra-curricular duty assignment. Any required assignment of an Extra-curricular activity duty by the Board, whether it be one assignment or two different assignments, shall excuse those affected personnel from any obligation to perform an Extra-curricular activity duty assignment for the next school year.
2. All Extra-curricular assignments shall be posted internally for the purposes of allowing employees to apply for the position. In the event that the Board decides not to hire an internal applicant for an Extra-curricular activity, the Board may, in its sole discretion, fill the position with a non-employee. The selection of all Extra-curricular positions shall be at the sole discretion of the Board.
3. The employee's performance of Extra-curricular duty assignments shall not be included in the formal evaluation process as provided in Article XII hereof; but, failure to perform such assignment or gross negligence in the performance thereof, shall constitute grounds for disciplinary action (including dismissal) by the District.
4. No employees who have performed Extra-curricular activity duty assignments for ten (10) school years with the District (whether required or on a voluntary basis or whether

consecutive or non-consecutive) shall be assigned Extra-curricular duty other than on a voluntary basis.

- E. Inter-School Specialist Base:** Each inter-school specialist shall have an attendance center designated by the Board or designee as a home base for receipt of pay checks and location of employee evaluation conferences. Ordinarily, supervisory duties shall also be assigned such employee at his/her home base, unless district scheduling dictates otherwise for reasons determined by the Board or designee. Also, formal evaluations of such specialists shall be forwarded to the Superintendent for review. The building principal at the home base shall develop, with the principals of the other buildings to which the inter-school specialist is assigned, the schedule of the inter-school specialist in accordance with the provisions of the collective bargaining agreement.
- F. Internal District Re-Organization:** In the event the District considers internal re-organization impacting on wages, hours, conditions of employment or the terms of this Agreement, the District will notify the Association of its intent and agrees to bargain the impact of such actions.
- G. Student Teachers:** The Board agrees to arrange District participation in student teacher training programs of area universities and colleges and that certified employees, who so elect, may participate in such student teacher training programs if pre-approved by the Superintendent.
- H. Class Size Provision:** In the event that any self-contained elementary grade level in any building reaches an average size of 25 or more, the District shall provide such building's grade level with a teacher's aide.
- I. Transfer of Qualified Employees:** No certified employee shall be involuntarily transferred to a position for which he/she is not fully qualified under the ESEA (*Elementary and Secondary Education Act*) or Illinois State Board of Education guidelines.
- J. Workday:** The employee workday shall start at 7:50 a.m. The employee workday shall end at 3:10 p.m. except that Principals may require teachers to attend faculty meetings no more than two (2) times per month with a minimum of two (2) days advanced notice of those meetings and their expected ending times.
- K. Notice of Assignments:** The District shall make a reasonable effort to notify employees of a change in their teaching assignment as soon as possible prior to the start of the school year, if known. Notice of assignment shall not preclude the District from making later changes in an employee's assignment.
- L. School Closing:** The District shall make a reasonable effort to notify employees of a decision to close school as soon as possible.

Article VII

Grievance and Arbitration Procedure

A. Definitions:

1. **Grievance:** Any claim by the Association or a member that there has been a violation, misinterpretation, or misapplication of the terms of this Agreement. A grievance shall also include any claim that there has been a violation, misinterpretation or misapplication of any established policies or practices provided such policies or practices relate to wages, hours or conditions of employment, except as reserved to the Board by the expressed terms of this Agreement. In the event of a dispute arising under the terms of this Agreement, the Association encourages the member(s) to file a grievance prior to filing any legal action. In furtherance of this encouragement, the Board will post a complete copy of this Agreement on the District's Website.
2. **Time Limits:** All time limits consist of school days, except that when a grievance is submitted less than ten (10) days before the close of the current school term, time limits shall consist of all weekdays in order that the matters may be resolved before the close of the school term or as soon thereafter as possible. School days for purposes of the grievance procedure shall mean employee employment days. No grievance shall be entered or processed unless it is submitted within ten (10) days of the knowledge of the occurrence of the event giving rise to the grievance. Failure at any level of the grievance procedure to appeal a grievance to the next level within the specified time limits will be considered to be acceptance of the decision rendered at that level and a waiver of the right to appeal the grievance further. Failure at any level of this procedure to respond to the grievance within the specified time limit will permit the aggrieved party to proceed to the next step.
3. **Informal Resolution:** Nothing contained herein shall limit the right of any employee having a grievance to discuss the matter informally and having the grievance adjusted without intervention of the Association or Board.

B. Procedures:

The parties hereto acknowledge that it is usually most desirable for an employee and his immediate supervisors to resolve problems through free and informal communication. If, however, such informal processes fail to satisfy the employee, a grievance may be processed as follows:

STEP 1. An employee may present the grievance in writing to his/her full-time supervisor or building principal within ten (10) days of his/her knowledge of a grievance. The building principal shall provide a written response to the grievance to the aggrieved employee within ten (10) days after the grievance is submitted in writing.

STEP 2. If the grievance is not resolved at Step 1, then the grievant shall refer the grievance to the Superintendent or his official designee within ten (10) days after receipt of the Step 1 response or within ten (10) days of the expiration of the time for filing a response by the building principal. The Superintendent or his official designee shall render his decision in writing within ten (10) days after the time the grievance was presented to him.

STEP 3. If the grievant disagrees with the disposition of the grievance or the time limits expire without the issuance of the Superintendent's reply, the grievant shall submit the grievance to the Board of Education within ten (10) days after receipt by the grievant of the Step 2 response or within ten (10) days after the expiration of the time for filing a response by the Superintendent. The Board shall meet with the grievant in closed session at the next regularly scheduled board meeting unless the grievance is submitted with less than ten (10) days' notice prior to such meeting, in which case the grievance shall be considered at the next regularly scheduled meeting. The meeting shall be open to the public only upon the mutual consent of the grievant and the Board. The grievant and the Board shall have the right to present such witnesses and counselors as deemed necessary to develop facts pertinent to the grievance. A written response to any grievance brought before the Board shall be given by the Board within ten (10) days after the date of the meeting or any adjournment thereof.

STEP 4. If the grievant disagrees with the disposition of the grievance or the time limit expires without the issuance of the Board's reply, the Association may submit the grievance to final and binding arbitration by making a demand for same upon the Superintendent. If a demand for arbitration is not filed within fifteen (15) days of the receipt of the response by the Board at Step 3, or within fifteen (15) days after the expiration of the time for filing a response by the Board, then the grievance shall be deemed withdrawn.

1. The parties hereto acknowledge and agree that the time limits and the step procedure set forth herein may be waived at any time by the mutual consent of the parties.
2. In the absence of full-time supervisory personnel, Step 1 of the grievance procedure will be bypassed, and the grievance brought directly to Step 2. Class grievances involving one or more members or one or more supervisors and grievances involving an administrator above the building level may be initially filed by the Association at Step 2.

C. Arbitration: Once a demand for arbitration has been submitted, the parties shall attempt to agree upon an arbitrator within five (5) days after receipt of the demand by the Superintendent. In the event the parties are unable to agree upon an arbitrator within said five (5) day period, the parties shall immediately jointly request the American Arbitration Association to submit a panel of arbitrators. Both the Board and the Association shall have the right to strike, alternately, names from the panel. Selection of the arbitrator and arrangement of the hearing date and time shall be in accordance with the voluntary rules of the American Arbitration Association.

1. Each party shall bear the full costs for its representation in the arbitration. The cost of the arbitrator and the American Arbitration Association shall be equally borne by the parties.
2. If either party requests a transcript of the proceedings, that party shall bear the full costs of the transcript. If the other party requests a copy of the transcript, a copy shall be made available to that party upon the party's agreement to pay half the total cost of the transcript.

D. Association Participation - Employee Representation:

1. The Board acknowledges the right of the Association's grievance representative to participate in the processing of a grievance at Step 1 and beyond, and no employee shall be required to discuss any grievance if the Association's representative is not present at those steps. Provided, however, any employee subject to the provisions of this Agreement may pursue any grievance as provided in this Article VII without Association participation through Step 2 of said procedure, but only the Association shall be permitted to take a grievance to arbitration.
2. During the pendency of any question before the Board or before an arbitrator, all work shall continue without interruption and the Board and the Association shall carry out the terms of this Agreement according to past practice.

Article VIII

Fringe Benefits

- A. Cross Movement on the Salary Schedule:** All certified personnel will receive payment for advanced degrees or graduate hours, regardless of the major field in eight hour increments. Notification of advancement will be made to the Unit Office by September 1 of the school year in the form of a transcript, grade slip, or letter of verification from the college or university, or other reasonable method of verification acceptable to the business office, provided if documents other than a transcript are provided, the employee shall be obligated to later provide a transcript, no later than November 1.
- B. Tuition Reimbursement:** The Board agrees to fund a pool of \$16,000 each year to reimburse certified personnel tuition costs at the rate of \$100 per semester hour. Tuition reimbursement shall be limited to courses of study for additional certification of an employee, courses in the major field of an employee, or graduate courses for advanced degrees. In order to become eligible for reimbursement, the employee shall file a transcript, grade slip, letter of verification from the college or university, or other reasonable method of verification acceptable to the business office as proof of courses completed and credits earned with not less than a C grade, in the Unit Office by September 1 of the school year, to be followed with written proof no later than November 1. Reimbursement shall be paid one time per school year, on September 15, for the previous school year, to include Fall, Spring and Summer semesters. Reimbursement will be made with equal distribution of funds (on an equal pro rata distribution thereof) to all eligible employees requesting reimbursement. Reimbursement will not be made for incomplete course work. Any employee voluntarily leaving the district shall forfeit said tuition reimbursement.
- C. Internal Substitution:**
1. A voluntary internal substitute employee list shall be established for each attendance center during the first weeks of each school year. Employees may request to be added to or removed from the voluntary internal substitute employee list at any time during the school year. It shall be understood that those who voluntarily place their name on the list are under no obligation beyond that of any other certified employee, should they choose not to serve as an internal substitute on a particular occasion. All internal substitute teaching assignments shall be made from the voluntary internal substitute employee list under normal circumstances.
 2. Employees other than those listed on the internal substitute list may be asked to serve on a voluntary basis only when a listed voluntary internal substitute is unavailable. Forced service as an internal substitute shall only be justified in emergency situations in which it can clearly be demonstrated that there was no prior knowledge of the absence of the classroom instructor requiring a substitute employee, or that there was no time to contact and secure a substitute employee, or after a reasonable attempt has been made to secure a substitute employee, it is determined that no substitute employee is available.
 3. Pay for Internal Substitute teaching assignments shall be \$25.00 for each year of the Agreement.

4. Teachers will receive compensation for additional class absorption because of lack of substitute in the amount of \$15 per period with a maximum of \$85 per day, excluding planning periods (\$25 per planning period). In the event the class is divided, each teacher will receive \$7.50 per period.

D. Additional Teaching Assignment: At the K-8 level, those people assigned an additional teaching assignment during their regularly scheduled planning period shall be paid \$25.00 per additional class period for each year of the Agreement. At the 9-12 level, those people teaching/supervising a seventh period shall be paid: \$25.00 per additional class period for each year of the Agreement. Such assignments shall be with the consent of the employee.

E. Use of Personal Vehicle: Travel by personal automobile shall be reimbursed at the current IRS rate.

F. Sick Leave: Each year certified employees shall be granted, and shall receive as their normal allotment, sick leave days based on their years of experience in the Sparta School District and the length of their work year, as set forth below:

Years of Service to the District	Work Year of 180-199 Days	Work Year of 200 of More Days
0-15	12	13
16-20	16	17
21-24	18	19
25 or more	23	24

All employees who work less than 180 days per year shall be granted sick leave on a pro-rated basis based on their years of service. Certified employees requesting to take a half-day, such half-day to be taken in the morning, shall arrive no later than 11:35 a.m. Certified employees requesting to take a half-day, such half-day to be taken in the afternoon, shall leave no sooner than 11:35 a.m.

All unused sick days shall accumulate.

Bereavement Leave: Each employee shall be granted three (3) bereavement leave days for the death of a member of the immediate family, as defined herein. If additional days are needed they will be deducted from the employee's sick days. Bereavement days are not accumulative.

Immediate family shall include parents, spouse, brothers, sisters, children, grandparents, grandchildren, in-laws, step family, legal guardian, ward, and/or anyone with whom the employee makes his or her actual home. Extended family shall include niece, nephew, aunt, uncle, and cousin.

G. Duty Free Lunch: All employees will be afforded at least a thirty (30) minute duty free lunch period excluding passing.

H. Personal Leave Days:

1. All employees who work from 180 to 199 days per year shall be entitled to four (4) personal leave days per year. All employees who work 200 or more days per year shall be

entitled to five (5) personal leave days per year. All employees who work less than 180 days per year shall be granted personal leave on a pro-rated basis. Personal leave days must be requested in writing not less than three days prior to the requested day to be used, but the reason for the request must not be given.

2. Personal leave days shall be granted provided that the following limits are not exceeded. If the total number of requests for the district or for any of the attendance centers in the district exceeds the limit for the district or for any single attendance center, it is the right of the administrator to reject any request which exceeds the limits specified. It is also the right of the administrator to approve the request even though the specified limit may be exceeded. Any such decision is at the discretion of the administrator and is not subject to grievance by the association or member.
 3. Not more than sixteen (16) certified personnel, District wide, shall be granted such personal leave days on any one regular workday. Not more than four (4) certified personnel from the High School, not more than eight (8) certified personnel from the Lincoln attendance center, or the Primary attendance center, and not more than two (2) certified employee from Evansville attendance center.
 4. In the event that the administrator must reject a personal leave day due to the limits previously listed, it shall be the last request received by the administrator that must be rejected. Those requests that were received first shall be granted priority in all cases.
 5. In the event that an employee requests a personal leave day with less than three days prior notice, it may be granted at the discretion of the building principal. The request shall be judged on its merits, and the decision is not grievable.
 6. Personal leave days may accumulate as special sick leave days at the rate of two (2) days per year up to a maximum of eighteen (18) days to be used in accordance with past practice. Upon leaving the district, the number of unused personal convenience days shall be added to the total number of unused sick leave days and credited for use by the individual with the TRS.
 7. Personal leave days should be used for teachers who receive subpoenas for a court appearance not related to school business. Upon receiving the subpoena, the teacher should contact the Superintendent's office and request the Subpoena Fact Sheet. If the teacher does not have any personal leave, the teacher can apply to the Superintendent to use sick leave for the subpoena as long as he/she can demonstrate that he/she has followed the steps in the Subpoena Fact Sheet. In the event an employee receives a subpoena related to school, the teacher will be granted a professional leave day for his/her attendance.
- I. Retirement Bonus: OPTION 1:** An employee shall be eligible for a bonus upon his/her retirement from the District, according to the following provisions, provided the employee submits a written irrevocable notice of resignation for retirement purposes on or before January 1 in the year he/she intends to retire and submits a document from TRS confirming his/her eligibility to retire:
1. An employee who has taught 15 consecutive years in the district shall receive 50% of his/her monthly salary at the time of retirement.

2. An employee who has taught 20 consecutive years in the district shall receive 75% of his/her monthly salary at the time of retirement.
3. An employee who has taught 25 consecutive years in the district shall receive 100% of his/her monthly salary at the time of retirement.
4. Monthly salary for the purposes of this clause shall be defined as gross annual salary prorated on a 9-month basis.
5. Said bonus may be paid out in two forms, and shall be paid as follows:
 - a. The portion of the bonus that would increase the employee's creditable earnings to 106% of his/her previous year's creditable earnings shall be paid with the employee's last paycheck of the year and is intended to be treated as TRS creditable earnings.
 - b. Any remaining amount of the bonus will be paid as severance within ten (10) days after the employee's last work day or receipt of his/her last paycheck, whichever comes last. This severance payment is not intended to be treated as TRS creditable earnings.

OPTION 2. An employee tendering an irrevocable letter of resignation in conformance with the following conditions shall be eligible for a retirement incentive during his/her final four (4) years of teaching.

To be eligible, the employee must:

1. Be at least sixty (60) years of age on or before December 31 of the calendar year of retirement; or
 2. Be at least fifty-five (55) years of age with at least thirty-five (35) years of creditable service as defined by the Illinois Teacher Retirement System by the last day of service in the school district; and
 3. Completed fifteen (15) years of continuous full-time teaching service in the school district before submitting their letter (be in the 16st year); and
 4. Submit an irrevocable letter of resignation on or before April 1 of the year preceding the year the incentive is to commence.
- A. The irrevocable letter of resignation for retirement must be filed on or before April 1 in the year prior to the first year of receiving this pre-retirement benefit. The pre-retirement period may be from 1 to 4 years in duration depending upon when the irrevocable letter of resignation is received and the specified effective date of retirement. For example, employees indicating retirement in 2023 will have a pre-retirement period of 1 year. Employees indicating retirement in 2024 will have a pre-retirement period of 2 years. Employees indicating retirement in 2025 will have a pre-retirement period of 3 years. Employees indicating retirement in 2026 will have a pre-retirement period of 4 years. Nothing in this program is intended to limit an employee's contractual ability to earn more than 3.5% above the previous year's TRS creditable earnings.

B. Aspects of the Plan

The teacher will remain on the salary schedule and will be paid according to the negotiated contract. In June, at the end of each year an employee is in the retirement plan, the District will compare the teacher's TRS creditable earnings to his/her previous year's creditable earnings. The District will pay the teacher a retirement benefit in an amount to ensure the teachers' TRS creditable earnings increases 6% over his/her previous year's TRS creditable earnings, based on the number of days the teacher worked or received paid leave from one year to the next year (periods of unpaid leave will be removed from the calculation when determining the retirement benefit).

For example, a teacher enters the retirement plan for one year with a retirement date at the end of the 2022-2023 school year. In June 2023, the District will compare the teacher's 2022-2023 TRS creditable earnings to his/her 2021-2022 TRS creditable earnings. The District will increase the teachers' 2022-2023 TRS creditable earnings in an amount to ensure it increases 6% above his/her 2021-2022 TRS creditable earnings.

EXAMPLE:

TRS Creditable Earnings in the year prior to entering:

Salary:	\$50,000
Coaching Stipend:	<u>\$ 3,000</u>
Total TRS Earnings:	\$53,000

TRS Creditable Earning First Year:

Salary:	\$51,000
Coaching Stipend:	\$ 3,100
Retirement Benefit:	<u>\$ 2,080</u>
Total TRS Earnings:	\$56,180

(Reflects 6% increase over previous year's earnings)

TRS Creditable Earnings Second Year:

Salary:	\$52,000
Coaching Stipend:	\$ 3,200
Retirement Benefit:	<u>\$ 4,351</u>
Total TRS Earnings:	\$59,551

If an employee has an extra duty obligation at the commencement of the retirement incentive program and ceases to perform those services during the retirement incentive program period, the calculation of the employee's 6% increase shall be reduced by the amount of the extra duty compensation.

TRS Creditable Earnings in the year prior to entering:

Salary:	\$50,000
Coaching Stipend:	\$ 3,000
Total TRS Earnings:	<u>\$53,000</u>

Total TRS Earnings: \$53,000

TRS Creditable Earning First Year:

Salary: \$51,000
Coaching Stipend \$ 0
Retirement Benefit: \$ 2,000
Total TRS Earnings: \$53,000

(Reflects 6% increase over previous year's earnings after removing the stipend work that is no longer performed. The 6% calculation is based on \$50,000 and not \$53,000)

TRS Creditable Earnings Second Year:

Salary: \$52,000
Coaching Stipend: \$0
Retirement Benefit: \$ 4,180
Total TRS Earnings: \$56,180

The parties agree that if the legislature lowers the 6% allowable rate to a lower rate and this contract is not grandfathered and exempt from that change; the allowable rate for the retirement benefit under this contract shall be reduced from 6% to the allowable rate that is permissible which does not result in the District paying any additional pension costs to TRS.

Option 2 may be changed to Option 1 if a stipend is removed from the teacher's pay while they are in their last four years.

J. Payroll Deductions: Payroll deduction will be made for NEA, IEA and SEA dues. At the employee's written request, credit union payroll contributions will be deducted.

K. The Salary Schedule as listed in Addendum II and The Extra Duty Salary Schedule as listed in Addendum I are attached to this Agreement and shall be considered a part of this Agreement. Furthermore, during the term of this Agreement, employees will receive benefits as follows:

1. **Health Insurance:** All employees, who so elect, will receive hospital and medical insurance benefits for single or family plans, whichever is applicable, with the board paying as follows:

Coverage	2022-2023	2023-2024	2024-2025
Single	\$495.00	\$495.00	\$495.00
Family	\$915.00	\$915.00	\$915.00

2. The Board shall provide a flexible spending account for any interested employees (Section 125 plan) with regard to District health insurance, District life insurance, District dental insurance, District optical insurance and other items as may be determined mutually by the Board and the Association. During the term of this Agreement, the parties agree to refrain from negotiations over all aspects of the insurance plans covered by this section, except by mutual written agreement.

The Board also agrees to pay not more than the current THIS rate for the employee's contribution to the Teachers' Health Insurance Security Fund (THIS).

L. Payroll: All employees who have not acquired tenure by the beginning of the 2004-2005 school year, shall be required to receive their annual salary on a twelve (12) month basis during the 2004-2005 school year and thereafter. Otherwise, employees may elect to receive their salary on a nine (9) or twelve (12) month basis. Upon notification to the Unit office, summer payroll checks will be mailed at district expense to employees at the address requested.

M. Payroll Report: All employee payroll check stubs shall report all earnings, payroll deductions, sick leave and personal leave information provided it only requires the purchase of new payroll forms.

N. Extra-Curricular Event Pay: Certified personnel working at extra-curricular events as supervisors, gate workers, score keepers, time keepers, announcers etc. will be paid \$10.00 per hour worked.

Tournament games shall be considered individually and pay rates will be established by the appropriate administrators.

O. Work Day Before Specific Holidays: On the day preceding the observance of Thanksgiving, Christmas and Easter, the work day shall end no later than 2:00 p.m. for all employees provided all employee responsibilities are met.

P. Sick Leave Pool:

1. A common pool of sick leave days shall be established for the use of certified employees choosing to participate in the pool. The sick leave pool will be created by a voluntary action by employees who choose to participate by donating one sick leave day to the sick leave pool from the number of sick leave days granted each year. The number of days in the sick leave pool shall continue to accumulate with those unused days being carried over until the next school year. The total number of days available in the pool may not exceed 500 days. The District Office shall notify the Association in writing at the end of each year of the number of days available in the sick leave pool.
2. Any employee shall be eligible to participate in the sick leave pool under the following provisions:
 - a. That the employee notify the district office of the intent to participate by filing the proper application with the district office prior to the first of September authorizing the necessary adjustment in the number of available sick leave days. Said employee shall remain in the sick leave pool unless he/she notifies the district office in writing by September 30 of the year in which he/she wishes to withdraw.
 - b. Any employee not participating during the first year of his/her eligibility must donate one day plus one additional day for each year of non-participation to the sick leave bank to be eligible to participate during the next school year. The same procedure shall apply to a former participating employee who decides to resume participation following a period of non-participation. The employee shall be required only to donate one day plus one day for each year of non-participation.

- c. In order to be eligible to use days from the sick leave pool, an individual must be a participant in the sick leave pool, having donated the required number of days to the pool.
 - d. An employee may use days from the sick leave pool only after using all of his/her accumulated sick leave, personal leave, and vacation days, and only after having missed ten (10) consecutive school days for which he/she has been docked. Only after ten (10) non-reimbursable dock days, an employee can draw a maximum of 30 days from the sick leave pool. Each cycle consists of 30 days requiring the employee to use ten (10) non-reimbursable dock days to start a new cycle. A tenured employee may use up to a maximum of ninety (90) days in any one school year. A non-tenured employee may use up to a maximum of sixty (60) days in any one school year.
 - e. The sick leave pool may be used in the event of the employee's injury or accident and in the event of illness, whether physical or mental. Use of days from the sick leave pool shall not be granted for maternity/paternity purposes which are specifically exempted.
 - f. No member may be allowed to use days from the sick leave pool while claiming disability insurance through the Illinois Teacher's Retirement System. They may, however, claim disability insurance after using the total number of days available to them from the sick leave pool. No member may be allowed to use days from the sick leave pool if the injury/illness is work-related, as such illness/injury shall be subject to the exclusive provision of the Illinois Worker's Compensation Act.
 - g. The Superintendent shall require the employee to submit written verification from the employee's physician prior to granting use of days from the sick leave pool, which verification shall include the following information:
 - Your current diagnosis; and
 - Whether or not you are physically able to perform all the essential job duties of your position, with or without reasonable accommodations, and whether your inability to perform an essential job duty is temporary or permanent; and
 - Identify all physical restrictions and limitations; and
 - Identify whether each restriction or limitation is temporary or permanent, if temporary, indicate the probable duration of the condition; and
 - Provide a specific anticipated date of your return to work; and
 - Provide whether any accommodations are required upon your return to work.
3. The donation to the sick leave pool required above shall cease upon the sick leave pool reaching 500 days except for new participants who shall be required to make a one day contribution which shall be added to the pool, even if such donation results in a balance in excess of 500 days. In the event the sick leave pool falls below 500 days, employees shall be required to make a one day contribution on a rotating basis (beginning with the most senior employee) until the sick leave pool is replenished to the amount of 500 days.
 4. Any employee who uses the ninety- (90-) day allotment will remain on the same step on the salary schedule for the following year.

Q. Expense Reimbursement: In accordance with the Illinois Wage Payment and Collection Act, 820 ILCS 115/9.5(a), the District shall reimburse an employee for all necessary expenditures or losses incurred by the employee within the employee's scope of employment and directly related to services performed for the District. However, an employee shall not be entitled to reimbursement unless the employee complies with the following procedures:

1. Submits a written request identifying the expense and the business-related purpose of expense and obtain advanced written approval for the expense. The employee shall submit a written receipt verifying the expenditure.
2. In the event an employee incurs a financial loss within the employee's scope of employment, the employee must submit a written request for reimbursement, identify the nature of the loss and submit a receipt evidencing the amount of the loss. If the administration determines the loss was within the employee's scope of employment, the employee will be reimbursed for the loss.

In instances where an employee is entitled to reimbursement for approved expenses or approved losses, he/she shall receive said reimbursement within forty-five (45) calendar days of the date the voucher for reimbursement is submitted. In instances where other provisions have been established concerning reimbursement, those provisions shall be honored. However, all reimbursements shall be made within the forty-five (45) day limit.

R. Longevity Supplement:

3. Any employee holding a BS+24, MS, MS+8, MS+16, or MS+24 who has exceeded the number of years on the salary schedule attached to the current Agreement, will receive \$350 for each year the employee's experience exceeds the last salary schedule step for which the employee is eligible.
4. When an employee holding a BS, BS+8, BS+16, or BS+24 reaches the last salary schedule pay step for which the employee is eligible, the employee will be given no longer than five years to achieve or exceed the BS+24 level or right to a longevity supplement will be forfeited.

S. Professional Development Days: The district shall establish a pool of money for professional development workshops, conferences and related activities. Such moneys shall be within budgetary constraints as established for staff development funds and appropriately related grants by the Board. This provision shall not preclude the district from designating funds for district initiatives.

T. Stipends for Workshops: The district shall establish a pool of money to be available to employees who agree to conduct/lead workshops on behalf of the district. Such moneys shall be within the budgetary restraints as established for staff development funds and appropriate grants by the board. From such moneys, employees who agree to conduct/lead such workshops on behalf of the district, both for district staff and outside attendees, shall be paid a stipend pro-rated per the existing daily substitute rate.

U. Individual Retirement Incentives: The Board and the Association may mutually agree to bargain individual retirement incentives.

Article IX

Retention of Experience

Upon entering employment in the district, a certified employee shall be granted credit for accumulated years of teaching experience.

Article X

Reorganization Provision

In the event the District considers some form of district reorganization with another district, the Board agrees to the following:

- A. The District will notify the Association of its need and its intent to enter into such discussions.
- B. The Association will be allowed to have a representative present at any and all meetings the Board holds regarding the development or implementation of a reorganization except at legally closed sessions of the Board.
- C. **Definition:** Reorganization shall include, but not be limited to: consolidation with one or more districts as well as the establishment of any Charter Schools within the current district or any expanded district resulting from consolidation.

Article XI

Association Dues

- A. The Board shall deduct from each employee's pay the current dues of the Association in equal payroll installments commencing with the first paycheck in September. The Association president shall also identify the local Association treasurer for the monthly remittance.
- B. Proper authorization for membership payroll deductions shall be the signature of the employee on an authorization form prepared by the Association and submitted to the superintendent or his/her designee. Such authorization shall remain from year to year unless the employee cancels such authorization by notice in writing to the superintendent and the Association.
- C. If an employee resigns at any time during the school year, the Board shall deduct the unpaid prorata portion of the annual dues from the employee's final paycheck.
- D. **Board Indemnification And Save Harmless Provision:** In the event of any legal action against the Employer brought in a court or administrative agency because of its compliance with this Article, the Association agrees to defend such action, at its own expense and through its own counsel, provided:
 - 1. The Employer gives immediate notice of such action in writing to the Association, and permits the Association intervention as a party if it so desires, and
 - 2. The Employer gives full and complete cooperation to the Association and its counsel in securing and giving evidence, obtaining witnesses and making relevant information available at both trial and all appellate levels. The Association agrees that in any action so defended, it will indemnify and hold harmless the Employer from any liability for damages and costs imposed by a final judgment of a court or administrative agency as a direct consequence of the Employer's compliance with this Article.
- E. **Exception:** It is expressly understood that this save harmless provision will not apply to any claim, demand, suit, or other form of liability which may arise as a result of any type of willful misconduct by the Board or the Board's imperfect execution of the obligations imposed upon it by this Article.
- F. The obligation to pay a fair share fee will not apply to any employee who, on the basis of a *bona fide* religious tenet or teaching of a church or religious body of which such employee is a member or a belief sincerely held with the strength of traditional religious views, objects to the payment of a fair share fee to the Association. Upon proper substantiation and collection of the entire fee, the Association will make payment on behalf of the employee to a mutually agreeable non-religious charitable organization as per Association policy and the Rules and Regulations of the Illinois Educational Labor Relations Board. If Illinois law changes so as to impact fair share objections, the parties shall comply with the prevailing Illinois law.

ARTICLE XII

Evaluation Procedure

Philosophy: The primary purposes of performance evaluation are to recognize and support effective teaching to provide for the improvement of instruction, to measure adherence to performance criteria and to provide bases for employment decisions. The process is designed to be a cooperative effort on the part of the evaluator and certified staff, to encourage productive dialogue between staff and supervisors and to promote professional growth and development.

Procedure:

- A. Non-Tenured Employees:** The performance of full-time non-tenured employees shall be formally evaluated in writing a minimum of once each school year and the summative evaluation shall be based on at least three observations, of which two (2) must be formal observations. Evaluation of part-time non-tenured employees shall be determined by the District. Non-tenured employees shall not be entitled to a formal remediation period or the development of a remediation plan or professional development plan unless required by law.
- B. Tenured Certified Staff:** Each employee in contractual continued service shall be formally evaluated at least once in the course of every three (3) school years. The Summative Evaluation shall be based on at least two observations, of which one (1) must be a formal observation. If a tenure teacher receives a summative rating of “needs improvement” or “unsatisfactory,” the employee must be formally evaluated the following school year, which shall consist of three observations, of which two (2) must be formal observations.
- C. Notification of Evaluation Process:** No later than the first day of student attendance, the building administrator or immediate supervisor shall fully inform the employees under his/her supervision of the evaluation procedures. Each employee shall receive a copy of the appropriate Position Description, Performance Standards and instruments to be used. A new employee or an employee reassigned after the beginning of the school year shall be notified by the Building Principal, or supervisor, of the evaluation procedures in effect. Such notification shall be within two (2) weeks of the first day of the new assignment.
- Employees assigned to more than one building shall be assigned an evaluator, and the evaluator shall be responsible for the orientation of the employee as stated above.
- No evaluation shall take place until the appropriate orientation has taken place.
- D. Observations:** Formal observations are defined as announced observations of classroom teaching performance, for at least 45 continuous minutes, for a complete lesson, or for an entire class period, scheduled with the certified staff in advance. Additional informal observations may be conducted as part of the evaluation process.
- E. Instruments and Forms:** With each formal observation, a Formative Evaluation Form shall be prepared by using the Performance Observation Instrument. A copy of each completed Formative Evaluation Form shall be given to the employee within ten (10) school days following such observation.

A Summative Evaluation Form shall be prepared by using the Performance Observation Instrument and shall include an overall performance rating based on a minimum of at least one (1) formal observation. A copy of the completed Summative Evaluation Form shall be given to the employee during the Summative Evaluation Conference.

F. Conferences: A Formative Evaluation Conference will be conducted between the employee and evaluator within (10) school days following a formal observation. A Summative Evaluation Conference will be conducted between the employee and his/her evaluator after the last formal observation and formative evaluation conference for the evaluation period. The completed Summative Evaluation Form will be discussed during this conference, a copy given to the employee, and copy signed by both parties shall be placed in the employee's personnel file. The employee retains the right to file a written response to any evaluation.

In addition to the above, evaluators may conduct other observations/conferences when deemed necessary to discuss observable employee performance.

G. Performance Ratings: Performance evaluation ratings shall be in accordance with Illinois law, including Section 24A of the *Illinois School Code*, if applicable.

H. Outcome Possibilities:

1. If the evaluator issues a tenured teacher a final summative rating of "needs improvement", the teacher will be issued a Professional Development Plan within thirty (30) school days from the date the rating was issued consistent with the Illinois School Code and state regulations. The Professional Development Plan shall be developed in accordance with the Certified Staff Evaluation Plan, The *Illinois School Code* and regulations.

2. If the evaluator issues a tenured teacher a final summative rating of "unsatisfactory", the teacher will be issued a Remediation Plan within thirty (30) school days from the date the rating was issued, consistent with the Illinois School Code and state regulations. All remediation plans shall be developed in accordance with the Certified Staff Evaluation Plan, The *Illinois School Code* and regulations.

I. Notification: Not later than sixty (60) days before the end of the school year, the administrator shall complete an evaluation report and make recommendations as to re-employment for each probationary employee. However, an administrator's failure to complete an evaluation report and make recommendations as to re-employment of a probationary employee sixty (60) days before the end of the school term shall not preclude or prevent the Board from dismissing probationary employees pursuant to the Illinois School Code, 105 ILCS 5/24-11.

J. Evaluation Plan: Grievance and Negotiations

1. The process or procedure set forth in the Certified Staff Evaluation Plan and any remediation plan, and not the substance of the evaluation or remediation plan concerning an employee may be subject to Article VII, Grievance and Arbitration Procedures. The process and procedure shall be deemed to include any claim by the Association or member that there has been a violation or misapplication of the terms of Article XII of the agreement.

2. Only the evaluation procedures shall be subject to negotiations. The Professional Practice component, as it relates to the criteria to be evaluated and weight assigned to each criterion, may be changed after consulting the Association, but shall not be subject to negotiations. The student growth criteria may only be changed by mutual agreement with the joint committee.

K. Joint Evaluation Committee on the Incorporation of the Use of Data Indicators on Student Growth

The parties agree that this Joint Committee shall form and meet in accordance with Illinois law including Section 24A of the *Illinois School Code*, and that the Committee shall be separate and apart from the Joint Committee on Sequence of Dismissal as referenced in Section 5.F of this Agreement.

Article XIII

Position Vacancies

- A. Posting of Vacancies:** All position vacancies and newly created positions with the exception of administrative positions shall be posted at the Sparta Unit District #140 office on the public bulletin board at least fifteen (15) calendar days prior to Board action to fill that position. This provision may be waived in the event of an emergency, providing that a reasonable attempt is made to contact those employees potentially affected or interested.
- B. Position Applications:** Current employees shall be afforded the opportunity to apply for and/or interview for any position vacancy or newly created position. The Board, however, is under no obligation to employees currently employed with regard to candidate selection.
- C. Retention of Applications:** It shall be the duty of the District to hold applications for any position for which an employee is eligible and desires and is not currently vacant until September 1 of the school year immediately following the school year during which the application was tendered.
- D. Involuntary Transfer:** Any employee involuntarily transferred* shall be afforded a conference with his/her immediate supervisor, if so requested. This provision shall not apply to a mere redeployment of staff in connection with a reduction in force.

* See also Article VI, Section I

Article XIV

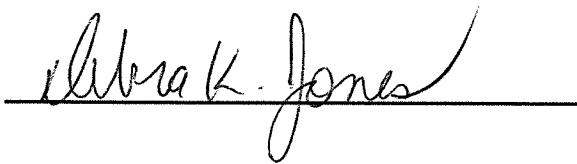
Effect of Agreement

- A. The terms and conditions set forth in this Agreement represent the full and complete understanding and commitment between the parties thereto. The terms and conditions of this Agreement may be modified by alteration, change, addition to, or deletion only through the voluntary and mutual consent of the parties in a written amendment executed in accordance with the provisions of this Agreement.
- B. The terms and conditions of this Agreement shall, where applicable, be reflected in individual contracts or employment agreements. No item in this Agreement shall be construed to deny any employee his/her rights under the School Code of the State of Illinois or under other applicable laws or regulations.
- C. Should any article, section, or clause of this Agreement be declared illegal by a court of competent jurisdiction, said article, section, or clause, as the case may be, shall be automatically deleted from this Agreement to the extent that it violated the law. The remaining articles, sections, and clauses shall remain in full force and effect for the duration of the Agreement if not affected by the deleted article, section or clause.
- D. This Agreement shall become effective on September 1, 2022, and shall continue in effect through August 31, 2025.
- E. This Agreement is signed this 13th day of January 2022.

In witness thereof:

For the
SPARTA EDUCATION ASSOCIATION

PRESIDENT:



SECRETARY:



For the
**BOARD OF EDUCATION
SPARTA COMMUNITY UNIT
SCHOOL DISTRICT #140**

PRESIDENT:



SECRETARY:



**ADDENDUM I
EXTRA DUTY SALARY SCHEDULE
SPARTA COMMUNITY UNIT SCHOOL DISTRICT #140**

The Board and Association agree to continue to update extra duty stipulations and percentages.

Years of service in the same position need not be consecutive for purposes of experience credit.

Credit for coaching experience shall be maintained when (a) moving from Junior High to High School (or vice versa) and/or (b) when moving between “like” sports (i.e. softball/baseball, boys or girls’ basketball, golf or track.)

**ATHLETICS PERCENT OF BASE
HIGH SCHOOL – BOYS**

Football:

Head Coach	14.0
Asst. Varsity	8.5
Asst. Varsity	8.5
Sophomore.....	8.5
Freshman	8.5
Freshman-Sophomore Asst.	8.5

Basketball:

Head Coach	14.0
Asst. Varsity/Sophomore.....	8.5
Asst. Varsity/Sophomore.....	8.5
Freshman	8.5

Baseball:

Head Coach	12.0
Asst. Coach.....	6.0

Track:

Head Coach	12.0
Asst. Coach.....	6.0

Cross Country:

Coach (Boys and Girls).....	12.0
Assistant	6.0

Golf:

Head Coach (Boys and Girls).....	10.0
Asst. Coach (Boys and Girls).....	5.0

Wrestling:

Head Coach	12.0
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HIGH SCHOOL – GIRLS

Volleyball:

Head Coach	14.0
Asst. Coach.....	8.5
Asst. Coach.....	8.5

Basketball:

Head Coach	14.0
Asst. Coach.....	8.5

Softball:

Head Coach	12.0
Asst. Coach.....	6.0

Track:

Head Coach	12.0
Asst. Coach.....	6.0

Cheerleaders (Varsity & Junior Varsity Squads):

Sponsor	7.0
Pom Pom	3.0

HIGH SCHOOL – SPONSORSHIPS

Freshman Class.....	2.0
Sophomore Class.....	2.0
Junior Class (2 sponsors each @).....	8.0
Senior Class (2 sponsors each @).....	2.0
Yearbook	5.0
Band (Marching, Concert and Jazz).....	12.0
Band Flag Sponsor	3.0
Band Percussion Coach.....	3.0
BARC (Art Club)	2.0
Theater – Dinner Theater	4.0
Theater – Musical Director.....	4.0
Theater – Technical Director.....	2.0
Theater – Orchestration.....	2.0
Theater – Dramatic Production Director.....	4.0
Debate Team Coach	3.0
Spanish Club.....	2.0
FBLA.....	6.0
FFA.....	6.0
Honors Banquet (2 sponsors)	2.0
National Honor Society	2.0
WYSE/Scholar Bowl.....	6.0
Math Club.....	2.0
Math Team	5.0
Natural Joy/Chorus.....	2.0

HIGH SCHOOL – SPONSORSHIPS (cont'd)

Newspaper	5.0
Science Club	4.0
Students Against Destructive Decisions.....	2.0
Student Council (2 sponsors each @)	6.0
Skills USA	6.0
Shooting Team (SPORT)	6.0
Foods Club	1.0
Dance Team.....	3.0

EVANSVILLE SPONSORSHIPS

Beta Club	2.0
Eighth Grade Play	2.0
K-3 Vocal Performances (per pre-approved show/contest)	0.5
Vocal Music (per pre-approved show/contest)	1.0
Instrumental Music (per pre-approved show/contest).....	1.0
Science Club.....	2.0
Head Teacher.....	7.5

EVANSVILLE ATHLETICS

Boys Baseball	5.0
Boys Basketball (A,B,C Teams)	10.0
Boys Basketball Assistant Coach	4.5
Boys Track	5.0
Athletic Director.....	4.0
Girls & Boys Cross Country	5.0
Girls Softball	5.0
Volleyball (A,B,C Teams).....	10.0
Girls Track.....	5.0
Cheerleaders	2.0

SPARTA LINCOLN SPONSORSHIPS

American Pride.....	3.0
BETA Club (2 sponsors each @)	2.0
Eight Grade Play	2.0
Student Council (2 sponsors)	2.0
Yearbook	2.0
Seventh & Eighth Grade Band	5.0
Science Club (2 sponsors each @)	2.0
Art (per pre-approved show/contest).....	1.0

SPARTA LINCOLN SPONSORSHIPS (cont'd)

K-3 Vocal Performances (per pre-approved show/contest)	0.5
Vocal Music (per pre-approved show/contest)	1.0
Instrumental Music (per pre-approved show/contest).....	1.0
Dean of Students	10.0

SPARTA LINCOLN ATHLETICS

Boys Baseball	5.0
Boys Basketball (A,B,C Teams)	10.0
Boys Basketball Assistant Coach	6.5
Boys Track	5.0
Athletic Director	4.0
Girls Softball	5.0
Girls Basketball (A,B,C Teams).....	10.0
Girls Basketball Assistant Coach	6.5
Volleyball (A,B,C Teams).....	10.0
Girls Track.....	5.0
Cheerleading.....	5.0
Cross Country.....	5.0

Addendum II
 SPARTA CUSD #140
 2022-2023 SALARY SCHEDULE

Yrs of Exp.	step 900							
	BS	BS+8	BS+16	BS+24	MS	MS+8	MS+16	MS+24
0	36700	37600	38500	39400	40300	41200	42100	43000
1	37600	38500	39400	40300	41200	42100	43000	43900
2	38500	39400	40300	41200	42100	43000	43900	44800
3	39400	40300	41200	42100	43000	43900	44800	45700
4	40300	41200	42100	43000	43900	44800	45700	46600
5	41200	42100	43000	43900	44800	45700	46600	47500
6	42100	43000	43900	44800	45700	46600	47500	48400
7	43000	43900	44800	45700	46600	47500	48400	49300
8	43900	44800	45700	46600	47500	48400	49300	50200
9	44800	45700	46600	47500	48400	49300	50200	51100
10	45700	46600	47500	48400	49300	50200	51100	52000
11	46600	47500	48400	49300	50200	51100	52000	52900
12	47500	48400	49300	50200	51100	52000	52900	53800
13	48400	49300	50200	51100	52000	52900	53800	54700
14	49300	50200	51100	52000	52900	53800	54700	55600
15	50200	51100	52000	52900	53800	54700	55600	56500
16	51100	52000	52900	53800	54700	55600	56500	57400
17	52000	52900	53800	54700	55600	56500	57400	58300
18	52900	53800	54700	55600	56500	57400	58300	59200
19	53800	54700	55600	56500	57400	58300	59200	60100
20	54700	55600	56500	57400	58300	59200	60100	61000
21	55600	56500	57400	58300	59200	60100	61000	61900
22	56500	57400	58300	59200	60100	61000	61900	62800
23-26	57400	58300	59200	60100	61000	61900	62800	63700
27	58300	59200	60100	61000	61900	62800	63700	64600
28	59200	60100	61000	61900	62800	63700	64600	65500
29	60100	61000	61900	62800	63700	64600	65500	66400
30	61000	61900	62800	63700	64600	65500	66400	67300
31	61900	62800	63700	64600	65500	66400	67300	68200
32	62800	63700	64600	65500	66400	67300	68200	69100
33	63700	64600	65500	66400	67300	68200	69100	70000
34	64600	65500	66400	67300	68200	69100	70000	70900
35	65500	66400	67300	68200	69100	70000	70900	71800

SPARTA CUSD #140
2022-2023 SALARY SCHEDULE with TRS & THIS

Yrs of Exp.	step							900
	BS	BS+8	BS+16	BS+24	MS	MS+8	MS+16	1.1087912 MS+24
0	40693	41691	42688	43686	44684	45682	46680	47678
1	41691	42688	43686	44684	45682	46680	47678	48676
2	42688	43686	44684	45682	46680	47678	48676	49674
3	43686	44684	45682	46680	47678	48676	49674	50672
4	44684	45682	46680	47678	48676	49674	50672	51670
5	45682	46680	47678	48676	49674	50672	51670	52668
6	46680	47678	48676	49674	50672	51670	52668	53665
7	47678	48676	49674	50672	51670	52668	53665	54663
8	48676	49674	50672	51670	52668	53665	54663	55661
9	49674	50672	51670	52668	53665	54663	55661	56659
10	50672	51670	52668	53665	54663	55661	56659	57657
11	51670	52668	53665	54663	55661	56659	57657	58655
12	52668	53665	54663	55661	56659	57657	58655	59663
13	53665	54663	55661	56659	57657	58655	59663	60651
14	54663	55661	56659	57657	58655	59663	60651	61649
15	55661	56659	57657	58655	59663	60651	61649	62647
16	56659	57657	58655	59663	60651	61649	62647	63645
17	57657	58655	59663	60651	61649	62647	63645	64643
18	58655	59663	60651	61649	62647	63645	64643	65640
19	59663	60651	61649	62647	63645	64643	65640	66638
20	60651	61649	62647	63645	64643	65640	66638	67636
21	61649	62647	63645	64643	65640	66638	67636	68634
22	62647	63645	64643	65640	66638	67636	68634	69632
23-26	63645	64643	65640	66638	67636	68634	69632	70630
27	64643	65640	66638	67636	68634	69632	70630	71628
28	65640	66638	67636	68634	69632	70630	71628	72626
29	66638	67636	68634	69632	70630	71628	72626	73624
30	67636	68634	69632	70630	71628	72626	73624	74622
31	68634	69632	70630	71628	72626	73624	74622	75620
32	69632	70630	71628	72626	73624	74622	75620	76617
33	70630	71628	72626	73624	74622	75620	76617	77615
34	71628	72626	73624	74622	75620	76617	77615	78613
35	72626	73624	74622	75620	76617	77615	78613	79611

Addendum II
 SPARTA CUSD #140
2023-2024 SALARY SCHEDULE

Yrs of Exp.	step 900							
	BS	BS+8	BS+16	BS+24	MS	MS+8	MS+16	MS+24
0	38200	39100	40000	40900	41800	42700	43600	44500
1	39100	40000	40900	41800	42700	43600	44500	45400
2	40000	40900	41800	42700	43600	44500	45400	46300
3	40900	41800	42700	43600	44500	45400	46300	47200
4	41800	42700	43600	44500	45400	46300	47200	48100
5	42700	43600	44500	45400	46300	47200	48100	49000
6	43600	44500	45400	46300	47200	48100	49000	49900
7	44500	45400	46300	47200	48100	49000	49900	50800
8	45400	46300	47200	48100	49000	49900	50800	51700
9	46300	47200	48100	49000	49900	50800	51700	52600
10	47200	48100	49000	49900	50800	51700	52600	53500
11	48100	49000	49900	50800	51700	52600	53500	54400
12	49000	49900	50800	51700	52600	53500	54400	55300
13	49900	50800	51700	52600	53500	54400	55300	56200
14	50800	51700	52600	53500	54400	55300	56200	57100
15	51700	52600	53500	54400	55300	56200	57100	58000
16	52600	53500	54400	55300	56200	57100	58000	58900
17	53500	54400	55300	56200	57100	58000	58900	59800
18	54400	55300	56200	57100	58000	58900	59800	60700
19	55300	56200	57100	58000	58900	59800	60700	61600
20	56200	57100	58000	58900	59800	60700	61600	62500
21	57100	58000	58900	59800	60700	61600	62500	63400
22	58000	58900	59800	60700	61600	62500	63400	64300
23	58900	59800	60700	61600	62500	63400	64300	65200
24-27	59800	60700	61600	62500	63400	64300	65200	66100
28	60700	61600	62500	63400	64300	65200	66100	67000
29	61600	62500	63400	64300	65200	66100	67000	67900
30	62500	63400	64300	65200	66100	67000	67900	68800
31	63400	64300	65200	66100	67000	67900	68800	69700
32	64300	65200	66100	67000	67900	68800	69700	70600
33	65200	66100	67000	67900	68800	69700	70600	71500
34	66100	67000	67900	68800	69700	70600	71500	72400
35	67000	67900	68800	69700	70600	71500	72400	73300

SPARTA CUSD #140
2023-2024 SALARY SCHEDULE with TRS & THIS

Yrs of Exp.	step 900							
	BS	BS+8	BS+16	BS+24	MS	MS+8	MS+16	1.11253 MS+24
0	42356	43354	44352	45350	46347	47345	48343	49341
1	43354	44352	45350	46347	47345	48343	49341	50339
2	44352	45350	46347	47345	48343	49341	50339	51337
3	45350	46347	47345	48343	49341	50339	51337	52335
4	46347	47345	48343	49341	50339	51337	52335	53333
5	47345	48343	49341	50339	51337	52335	53333	54331
6	48343	49341	50339	51337	52335	53333	54331	55329
7	49341	50339	51337	52335	53333	54331	55329	56327
8	50339	51337	52335	53333	54331	55329	56327	57325
9	51337	52335	53333	54331	55329	56327	57325	58322
10	52335	53333	54331	55329	56327	57325	58322	59320
11	53333	54331	55329	56327	57325	58322	59320	60318
12	54331	55329	56327	57325	58322	59320	60318	61316
13	55329	56327	57325	58322	59320	60318	61316	62314
14	56327	57325	58322	59320	60318	61316	62314	63312
15	57325	58322	59320	60318	61316	62314	63312	64310
16	58322	59320	60318	61316	62314	63312	64310	65308
17	59320	60318	61316	62314	63312	64310	65308	66306
18	60318	61316	62314	63312	64310	65308	66306	67304
19	61316	62314	63312	64310	65308	66306	67304	68302
20	62314	63312	64310	65308	66306	67304	68302	69299
21	63312	64310	65308	66306	67304	68302	69299	70297
22	64310	65308	66306	67304	68302	69299	70297	71295
23	65308	66306	67304	68302	69299	70297	71295	72293
24-27	66306	67304	68302	69299	70297	71295	72293	73291
28	67304	68302	69299	70297	71295	72293	73291	74289
29	68302	69299	70297	71295	72293	73291	74289	75287
30	69299	70297	71295	72293	73291	74289	75287	76285
31	70297	71295	72293	73291	74289	75287	76285	77283
32	71295	72293	73291	74289	75287	76285	77283	78281
33	72293	73291	74289	75287	76285	77283	78281	79279
34	73291	74289	75287	76285	77283	78281	79279	80276
35	74289	75287	76285	77283	78281	79279	80276	81274

Addendum II
 SPARTA CUSD #140
 2024-2025 SALARY SCHEDULE

Yrs of Exp.	Step 900							
	BS	BS+8	BS+16	BS+24	MS	MS+8	MS+16	MS+24
0	40000	40900	41800	42700	43600	44500	45400	46300
1	40900	41800	42700	43600	44500	45400	46300	47200
2	41800	42700	43600	44500	45400	46300	47200	48100
3	42700	43600	44500	45400	46300	47200	48100	49000
4	43600	44500	45400	46300	47200	48100	49000	49900
5	44500	45400	46300	47200	48100	49000	49900	50800
6	45400	46300	47200	48100	49000	49900	50800	51700
7	46300	47200	48100	49000	49900	50800	51700	52600
8	47200	48100	49000	49900	50800	51700	52600	53500
9	48100	49000	49900	50800	51700	52600	53500	54400
10	49000	49900	50800	51700	52600	53500	54400	55300
11	49900	50800	51700	52600	53500	54400	55300	56200
12	50800	51700	52600	53500	54400	55300	56200	57100
13	51700	52600	53500	54400	55300	56200	57100	58000
14	52600	53500	54400	55300	56200	57100	58000	58900
15	53500	54400	55300	56200	57100	58000	58900	59800
16	54400	55300	56200	57100	58000	58900	59800	60700
17	55300	56200	57100	58000	58900	59800	60700	61600
18	56200	57100	58000	58900	59800	60700	61600	62500
19	57100	58000	58900	59800	60700	61600	62500	63400
20	58000	58900	59800	60700	61600	62500	63400	64300
21	58900	59800	60700	61600	62500	63400	64300	65200
22	59800	60700	61600	62500	63400	64300	65200	66100
23	60700	61600	62500	63400	64300	65200	66100	67000
24	61600	62500	63400	64300	65200	66100	67000	67900
25-28	62500	63400	64300	65200	66100	67000	67900	68800
29	63400	64300	65200	66100	67000	67900	68800	69700
30	64300	65200	66100	67000	67900	68800	69700	70600
31	65200	66100	67000	67900	68800	69700	70600	71500
32	66100	67000	67900	68800	69700	70600	71500	72400
33	67000	67900	68800	69700	70600	71500	72400	73300
34	67900	68800	69700	70600	71500	72400	73300	74200
35	68800	69700	70600	71500	72400	73300	74200	75100

SPARTA CUSD #140
2024-2025 SALARY SCHEDULE with TRS & THIS

Yrs of Exp.								step	900
	BS	BS+8	BS+16	BS+24	MS	MS+8	MS+16	1.11253 MS+24	
0	44352	45350	46347	47345	48343	49341	50339	51337	
1	45350	46347	47345	48343	49341	50339	51337	52335	
2	46347	47345	48343	49341	50339	51337	52335	53333	
3	47345	48343	49341	50339	51337	52335	53333	54331	
4	48343	49341	50339	51337	52335	53333	54331	55329	
5	49341	50339	51337	52335	53333	54331	55329	56327	
6	50339	51337	52335	53333	54331	55329	56327	57325	
7	51337	52335	53333	54331	55329	56327	57325	58322	
8	52335	53333	54331	55329	56327	57325	58322	59320	
9	53333	54331	55329	56327	57325	58322	59320	60318	
10	54331	55329	56327	57325	58322	59320	60318	61316	
11	55329	56327	57325	58322	59320	60318	61316	62314	
12	56327	57325	58322	59320	60318	61316	62314	63312	
13	57325	58322	59320	60318	61316	62314	63312	64310	
14	58322	59320	60318	61316	62314	63312	64310	65308	
15	59320	60318	61316	62314	63312	64310	65308	66306	
16	60318	61316	62314	63312	64310	65308	66306	67304	
17	61316	62314	63312	64310	65308	66306	67304	68302	
18	62314	63312	64310	65308	66306	67304	68302	69299	
19	63312	64310	65308	66306	67304	68302	69299	70297	
20	64310	65308	66306	67304	68302	69299	70297	71295	
21	65308	66306	67304	68302	69299	70297	71295	72293	
22	66306	67304	68302	69299	70297	71295	72293	73291	
23	67304	68302	69299	70297	71295	72293	73291	74289	
24	68302	69299	70297	71295	72293	73291	74289	75287	
25-28	69299	70297	71295	72293	73291	74289	75287	76285	
29	70297	71295	72293	73291	74289	75287	76285	77283	
30	71295	72293	73291	74289	75287	76285	77283	78281	
31	72293	73291	74289	75287	76285	77283	78281	79279	
32	73291	74289	75287	76285	77283	78281	79279	80276	
33	74289	75287	76285	77283	78281	79279	80276	81274	
34	75287	76285	77283	78281	79279	80276	81274	82272	
35	76285	77283	78281	79279	80276	81274	82272	83270	

Longevity Time Bonus:

The Board shall pay employees a one-time non-recurring bonus as follows:

Years taught in District 140	2022-2023	2023-2024	2024-2025
1-5	\$250	\$200	\$200
6-10	\$400	\$300	\$300
11-15	\$550	\$400	\$400
16-20	\$700	\$500	\$500
21+	\$850	\$600	\$600

This shall be included in the January 15th payroll. The bonus is only available to full-time certified teachers who have taught in Sparta Community Unit District 140 for at least one full year as of the January 15th payroll.