

LARAWAY COMMUNITY CONSOLIDATED SCHOOL
DISTRICT #70-C

Collective Bargaining Agreement

Between

The Laraway Board of Education

and

The Laraway/Oak Valley Teacher Council

2017-2022



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PREAMBLE

This agreement is effective this 1st day of July, 2017, by and between the Laraway Board of Education 70-C, Will County, Illinois, (hereinafter referred to as the "Board") and the Laraway/Oak Valley Teacher Council (hereinafter referred to as the "Teacher Group"). This agreement incorporates a number of understandings which derive from the parties' mutual belief that the education of our youth is important. In fulfilling this objective, it is essential that board members, administrators, and teachers work cooperatively.

ARTICLE I

Introduction

A. Recognition:

The Board recognizes the Teacher Group as the sole and exclusive bargaining representative with respect to rates of pay, wages, and other terms and conditions of employment for all full-time and regularly employed part-time teachers.

B. Scope of Agreement:

It is the intention of this agreement to provide for the rates of pay, wages, and other terms and conditions of employment of the aforesaid teachers.

This agreement and its provisions shall supersede any and all prior contracts of employment, agreements, and policies regarding rates of pay, wages, and other terms and conditions of employment as set forth herein.

ARTICLE II

General Conditions

A. Teaching Assignments:

At least one (1) week prior to the closing of school, the building principal shall give notice to all teachers of their grade and/or subject assignment for the next school year. In the event that an unforeseen change in a teacher's assignment is necessary, whether prior to the commencement of the school year or during the school year, the principal will notify the teacher of the new position and reasons for the assignment in writing at least thirty (30) calendar days prior to the date that the reassignment is to start. Reassignment with less notification than thirty (30) calendar days may be made in emergency situations.

B. Voluntary Transfers:

A teacher may initiate a request for a transfer or change of assignment, by adhering to the following procedure:

1. Discuss his/her desire for transfer or reassignment with the principal.
2. File a written request with the principal indicating the desire for a reassignment, prior to March 1.
3. Include in the request the specific grade level or subject area to which the teacher is seeking reassignment.

The superintendent (principal) and the teacher(s) involved shall review the request for reassignment and arrive at a decision as soon as practical. In making this decision of reassignment, the teacher with seniority will be given consideration to that assignment. The teacher(s) who made a request for reassignment shall be notified in writing accordingly.

C. Involuntary Transfers:

An involuntary reassignment shall be made only after a meeting between the teacher(s) and the superintendent (principal). At this meeting the teacher shall be notified, in writing, of the reasons for the reassignment. If, at this meeting, the teacher objects to the reassignment, he/she may appeal, in writing, to the superintendent. The superintendent shall meet with the teacher to discuss the appeal and shall subsequently advise the teacher in writing of his determination and his determination shall be final and binding on the teacher.

D. Teaching Hours:

The working day for teachers and other professional personnel assigned to the schools will be determined by the school day established for students. Laraway C.C.S.D. 70-C teacher hours are 8:05 a.m. to 3:15 p.m. Teacher and student schedules shall be established to provide the optimum educational opportunities for the students and adequate classroom instruction for the teachers and shall include a supervisory period which will not require preparation time or direct instruction.

Teachers shall have a daily thirty (30) minute, duty-free lunch period between the hours of 10:30 a.m. and 1:30 p.m. with provisions for the availability of a hot lunch from the cafeteria. In addition, teachers will have a minimum of forty (40) minutes daily for classroom instruction preparation during teacher hours. Effort will be made by the principal to incorporate these forty minutes into the pupil attendance hours.

E. Vacancies:

All full and part-time employees will be notified of all vacancies by an announcement of the vacancy, will be sent via e-mail.

F. Evaluation:

The evaluation process and instrument shall be in compliance with the requirements of Article 24A of the School Code of Illinois. (Appendix A)

G. Personnel File:

A teacher shall have the right to review the contents of his/her personnel file and to place in the file written reaction to any of its contents. A request to review the contents shall be made in writing and provide for at least one day's notice. The review shall be done in the presence of an administrator or his/her delegate, and the contents shall not be removed from the office. However, the employee shall, upon request, be allowed to have a copy of its contents. A staff member must receive, in writing, notification of any and all documents being placed in his/her personnel file and shall initial the original upon receiving the copy.

H. Surveys:

The teachers will be given the opportunity to participate in surveys regarding the educational process, the teacher/student relationship, the teacher/administrator relationship, and potential improvements for the improved quality of the District's educational program.

I. Use of Buildings, Mailboxes, and Bulletin boards:

The Teacher Group will be allowed usage of the buildings for meetings and usage of mailboxes, email, and bulletin boards for internal communication to its members.

J. Right to Organize:

Teachers shall have the right to organize, join, and assist the Teacher Group and to participate in professional negotiations with the Board. Teachers shall also have the right to refrain there from. The Board, administration and the Teacher Group shall not discriminate against any teacher for reason of membership, participation in negotiations, or the institution of any grievance, complaint, or proceeding under this Agreement. Teachers covered by this Agreement who are not members of the Teacher Group shall pay the Teacher Group their fair share of the costs of the services provided by the Teacher Group that are chargeable to non-members under state and federal law. The Teacher Group will give the Board an affidavit which specifies the amount constituting fair share not exceeding the dues paid by members of the Teacher Group and which describes the rationale and method by which the fair share was determined. This amount shall not include any fees for contributions related to the election of support of any candidate for political office. Non-members whose religious beliefs object to a fair share agreement may elect to pay this amount to a mutually agreeable non-religious charitable organization.

Union/Principal Meetings

The principal shall meet with Representative(s) of the Union to discuss matters relating to the implementation of this Agreement as well as matters of mutual concern, provided that the Principal shall not be required to meet more than once each month. The principal shall not be required during such meetings to discuss any pending grievances or any matter, which is, then subject to consideration as part of the negotiations of a successor Agreement. Upon request, the Principal and/or Union Representative(s) shall submit an agenda of items to be discussed at least three (3) calendar days, in advance, if possible of such meeting.

Union/Superintendent Meetings

The Superintendent shall meet with Representative(s) of the Union to discuss matters relating to the implementation of the Agreement, as well as matters of mutual concern, provided that the Superintendent shall not be required to meet more than one (1) time per calendar month. The Superintendent shall not be required during such meetings to discuss any pending grievances or any matter, which is, then subject to consideration as part of the negotiations of a successor Agreement. Upon request, the Superintendent and/or Union Representative(s) shall submit an agenda of items to be discussed at least three (3) calendar days in advance, if possible, of such meeting.

In the event any bargaining unit member commences a legal action against the Board in a court or administrative agency because of the Board's compliance with the previous Sections of the Article, the Teacher Group and its affiliates agree to defend such action, at its expense and through counsel of its own choice, provided:

1. The Board gives immediate notice of such action in writing to the Teacher Group and permits the Teacher Group to intervene as a party; and
2. The Board gives full and complete cooperation to the Teacher Group and its counsel in securing and giving evidence, obtaining witnesses, and making relevant information available at any stage, hearing, or argument of said legal action.
3. The Teacher Group and its affiliates agree that in any such action, it will save, indemnify, and hold harmless the Board, its members, employees and agents from any liability for damages and costs imposed by a final judgment or a court or administrative agency.

It is expressly understood and agreed that the defense and indemnification covenants that are expressed herein shall not apply to any claim, demand, or suit which may arise as a result of any type of willful misconduct by the Board (other than any necessary action required to be performed by the Board in this Article).

K. Seniority List:

The Superintendent will annually compile a list of all employees and their seniority and provide a copy of the seniority list to the Union President by February 1st. Any objection to the seniority list shall be reported to the Superintendent within twenty (20) work days after receipt by the Union or such objections shall be waived and said list shall stand as approved.

L. Meetings -- Faculty and Committee:

Within the first ten (10) school days of each school year, the building principal and the District Leadership Team will establish a yearly schedule for faculty meetings. All teachers shall attend faculty meetings, unless excused by the superintendent/principal.

For required or voluntary faculty meetings which are not on the yearly schedule, faculty in attendance shall be paid for each meeting at the hourly rate on the negotiated salary schedule

Lane 1, Step 1 prorated.

Teachers who are interested may serve on a variety of approved district committees and/or Professional Learning Teams, provided the teacher makes a commitment to be a member of the committee or team for at least one school year, or the duration of the committee or team, if shorter. The Administration and the District Leadership Team will establish a yearly list of committees/teams. Each committee/team shall choose a chairperson annually. Should no teacher be interested or available, the leadership role would be assumed by the administration.

Teachers will be compensated for committee/team work outside the work day (for each committee/team on which they serve) at the rate of \$35 per meeting.

Attendance will be kept by the chairperson (or an administrator, if no chairperson), and the attendance sheet will be submitted to the business office by the next teacher attendance day for monthly Board review and payment. Administration will monitor committees/teams and committee/team meetings and may set the maximum number of committee/team members allowed to participate on each district committee/team.

M. Internal Substitutes:

Every effort shall be made to hire qualified substitute teachers to assume the duties of regularly employed teachers in their absence. In emergency situations, when no substitute is available, the administration may assign an internal substitute with an attempt to rotate equally. Compensation for internal substitution shall be at the hourly rate on the negotiated salary schedule Lane 1, Step 1, pro-rated.

Example: \$50,382 = Lane 1 Step 1
 \$50,382 ÷ 176 days = \$286.27
 \$286.27 ÷ 7 hours = \$40.90 hourly rate

N. Supervisory Duties:

According to Illinois School Code, every teacher shall be entitled to and be allowed a duty free lunch period equal to the regular local lunch period but not less than thirty (30) minutes each school day. Supervisory duty will be paid at the rate of Lane 1, Step 1 pro rata rate (176/7 hours per day). Teachers who are interested in lunch supervisory duty will also receive an adult lunch at no charge. Supervisors will be able to eat while on duty, but supervision shall be their main responsibility.

Example: \$50,382 ÷ 176 days = \$286.27
 \$286.27 ÷ 7 hours = \$40.90 hourly rate

O. Open House:

All teachers shall attend their school's open house. Failure to attend the open house(s) will result in a letter of reprimand being placed in the teacher's personnel file. The

superintendent/principal will have sole discretion in waiving the attendance.

P. Staff/Faculty Handbook:

All teachers will be provided a copy of the staff/faculty handbook at the start of the school year during the staff institute day(s) or during their first week of employment for staff hired after the start of the school year.

Q. Class Size:

The Board shall endeavor to maintain class size at an acceptable educational level. The superintendent will draft and share a class size contingency plan for the development of a process to deal with class size issues. This section shall not be subject to the grievance procedure found in this agreement.

R. Classroom Stipend:

Every teacher shall receive a \$400 classroom stipend annually.

ARTICLE III
Compensation and Benefits

A. Salary Schedule:

The salary schedule for the 2017-2018, 2018-2019, 2019-2020, 2020-2021 and the 2021-2022 school years shall be as set forth in Appendix B which is attached hereto and incorporated into this agreement.

Teachers may move up to two (2) lanes each school year, unless the requested move will increase the teacher's TRS-creditable earnings by more than six percent (6%) or the highest amount that would not require the Board to pay an additional or one-time penalty for contribution to TRS (whichever is less). Lane movements can only occur prior to August 31.

Initial placement on the salary schedule is based on:

1. A teacher's highest educational degree plus graduate hours earned subsequent to that degree; and,
2. Prior teaching experience; and,
3. The course work requirement.

In determining columnar (horizontal) placement, only degrees and graduate hours in the professional area for which the teacher is hired and which have been taken from accredited institutions shall be considered. Official transcripts from colleges and universities must be filed in the district office to support initial placement on the salary schedule.

In determining step (vertical) placement, credit for prior full-time teaching experience outside of Laraway C.C.S.D. 70-C may be credited year for year. Only those years taught with a degree from a fully accredited institution will be considered creditable for this purpose. Such experience should be comparable to that for which the teacher is being employed and may include parochial, private, or overseas service schools. Letters from former employers and other pertinent documents verifying prior teaching experience must be filed in the district office.

The district Superintendent, subject to board approval, shall evaluate a candidate's qualifications and determine his/her initial placement on the salary schedule. The salary schedule placement of a new teacher and the basis for that placement shall be made public at the meeting at which the Board approves his/her employment.

Any teacher, with the exception of the band director, scheduled to teach their assignment, by the administration beyond the regular school day shall have his/her salary pro-rated based on his/her respective salary, and the amount of time shall be derived from pupil contact hours. Compensation for the band director shall be at the hourly rate on the negotiated salary schedule Lane 1, Step 1, pro-rated.

Example: $\$50,382 \div 176 \text{ days} = \286.27
 $\$286.27 \div 7 \text{ hours} = \$40.90 \text{ hourly rate}$

Part-time personnel with fifty (50) percent full-time equivalency (FTE) or greater will advance on the salary schedule in full year increments, e.g. half-time positions for two years has an equivalent of one year. At the conclusion of the second assignment, the individual may advance one step on the salary schedule.

Should the extra-curricular services of a teacher not be needed due to an insufficient number of participants, the teacher would retain any accumulative experience credit. The Extra-Curricular salary schedule as set forth in Appendix C shall be attached and incorporated into this agreement.

B. Payday Schedule

All Laraway C.C.S.D. 70-C employees shall have the opportunity to receive their payroll checks in a direct pay program. The employee's compensation will be deposited into the teacher's personal account every other Friday commencing around Teacher Institute day in August. When payday falls on a holiday, or holiday break, the payday will be advanced to the last working day. Employees will have the option of receiving their annual salary in 21 or 26 installments. At the beginning of each school year, the teachers will receive a calendar listing the pay dates for the school year.

C. Instructional Staff Reimbursement:

The Laraway C.C.S.D. 70-C Board of Education will reimburse teachers, including those teachers in the Master's lane and above, for taking courses equal to the average of the semester

hour tuition at N.I.U., I.S.U., and U. of I. However, reimbursement will not exceed the tuition rate by the attending university. This reimbursement will be available to teachers employed by the District as of September 1, 2011, and to teachers first employed by the District after September 1, 2011 who have attained tenure. In order to qualify for reimbursement a course must:

1. Be in the subject area (Technology, Art, Music, P.E., Reading/Language Arts, Social Studies/History, Science and Math) in which he/she is currently teaching, the teaching field (Elementary Education, Early Childhood, ELL/Bilingual, Special Education and Social Work, Library/Media Specialist) in which he/she is currently employed, or in an area of need as determined by the Superintendent in his/her sole discretion.
2. Be in an approved "program" and/or course. For purposes of the Section, "Program" shall mean a series or sequence of courses, which are completed and necessary to obtain a state mandated endorsement a Master's degree. A Type 75 Master's Program does not qualify as an approved course or sequence of courses under this section, nor would it be recognized for horizontal advancement on the salary schedule.
3. Be taken from an accredited institution,
4. Have prior approval, of the program and/or course, by the Superintendent and prior approval by the Laraway CCSD 70-C Board of Education.
5. Be completed with a grade no lower than "B" with evidence thereof filed in the district office.
6. Eligible teachers not enrolled as part of an approved "Program" ("Program" as defined in bullet point No. 2) may take courses in their present teaching area in order to keep their teaching license current.

The Board shall establish a pool of \$35,000 per school year for reimbursement paid pursuant to this Section. The total amount of reimbursement paid by the Board to all eligible teachers pursuant to this Section shall not exceed \$35,000 per school year.

The teacher must remain in the District for two years after receiving reimbursement or shall repay the reimbursement to the District. Courses, which receive tuition reimbursement, may also be used for advancement on the salary schedule.

D. Professional Staff Fringe Benefits:

1. Health and Dental Insurance:

The Laraway C.C.S.D. 70-C Board will provide health and dental insurance coverage for all full-time employees and qualified dependents, in accordance with the health and dental insurance plans as designated by the Board. Part-time employees employed at fifty (50) percent full time equivalency or more will have the health insurance prorated respectively.

Employees with less than a fifty (50) percent full-time equivalency may enroll at their expense.

The Board contribution toward the employee premium will be capped at \$14,000, being the Board's maximum dollar contribution for each of the 2017-2018 through 2021-2022 school years.

The Laraway C.C.S.D. 70-C Board provides \$25,000 term insurance for full time employees.

2. Instructional Staff Non-paid Leaves of Absence:

Tenured teachers of Laraway C.C.S.D. 70-C may request leaves of absence without compensation. Written application including the reason for the request and the length of the absence shall be made to the superintendent. The Board, with the superintendent's recommendation, shall either approve or deny all requests; all decisions of the Board shall be final, non-precedential and not subject to grievance. The teacher who is granted a non-paid leave of absence and returns to the district shall neither lose tenure status or his/her position on the salary schedule. During a non-paid leave a teacher shall not advance on the salary schedule and shall not receive any fringe benefits. In special cases, however, the Board may provide some fringe benefits (such as health insurance) providing the teacher shall formally agree in writing to reimburse the district the full cost of the benefits if he/she does not return for at least one school year following the termination date of the leave.

Requests for extensions of non-paid leave of absence will follow the same procedures established for original requests.

3. Sick Leave:

a. Definition of Sick Leave:

For purposes of this section, sick leave shall be interpreted to mean personal illness, birth, adoption (including placement of the child), quarantine at home, or serious illness or death in the immediate family or household. The term "immediate family" shall be construed to mean a spouse, parents, children, grandchildren, brothers, sisters, grandparents, parents-in-law, brothers-in-law, sisters-in-law, and legal guardians. Limited exceptions to the above specified individuals may be granted at the discretion of the superintendent. The Board may require a physician's certificate as a basis for pay after an absence of three (3) consecutive days for personal illness, or as it may deem necessary in other cases.

b. Annual Sick Leave:

At the beginning of each school year a bank of fifteen (15) fully paid sick leave days will be granted to each new full time teacher. At the beginning of each

subsequent school year, fifteen (15) days will be added. Teachers who are hired during the school year will be granted a bank of sick leave days on a pro-rated basis. Part-time teachers with a fifty (50) percent full time equivalency or better will receive a pro-rated number of days respectively.

c. Accumulation of Sick Days:

Each full-time teacher shall accumulate unused sick leave days. Present teachers will be granted a bank of fifteen (15) fully paid sick leave days at the start of each school year. Teachers shall neither receive nor accumulate sick leave days during non-paid leaves of absence. Records of accrued sick leave for each teacher will be maintained in the district office. Part-time teachers will be permitted to accumulate sick leave.

4. Personal Business Leave:

All requests for personal business leave must be submitted through the AESOP system. Except in emergency situations, all requests for personal business leave must be through AESOP and submitted to the superintendent/principal or designee at least three (3) working days prior to the requested day. Approval or denial of a request will be given within two working days. Each full-time teacher may request up to three (3) personal business days per year. Part-time teachers with a fifty percent (50%) full-time equivalency (FTE) or greater will receive a pro-rated number of personal business days. Although the request must be submitted, no stated reason need be given for a requested personal business day, and the superintendent (principal) will automatically grant all first requests unless the operation of the school will be adversely affected because of the lack of available substitute personnel. First requests will be given priority consideration over second and third requests made by others for the same day. However, where this priority consideration is not a factor, the approval of personal business requests shall be based on rank order of the submission dates. The superintendent (principal) will exercise his/her discretion when granting these requests. A guideline to be used when considering second and third requests is that personal business leave should be granted only for business that must be handled during school hours. Personal business leave is also available for use as sick leave. No personal business leave, including first requests, may be taken at the following times:

- a. During the first ten (10) work days of the school year,
- b. At any time which would extend a school vacation period as scheduled in the school calendar,
- c. At any time which would extend a holiday, as scheduled in the school calendar,
- d. During the last ten (10) work days of the school year unless a child or spouse of the teacher may be graduating from a grade school, high school, college, or other advanced schooling. If this situation occurs, all effort should be made by both

teacher and principal to insure that the teacher be absent no more than one day.

- e. The above constraints may be waived by the superintendent.

Personal business leave is accruable from year to year. Unused personal business leave shall be converted to sick leave prior to the beginning of the next school year. In the event a request for personal business leave is denied, the teacher will be notified, with a specific reason for denial, as far in advance as possible. Every effort should be made by the superintendent/principal or designee to notify the teacher in writing prior to the requested day; however, the teacher must be given a written reason no later than the end of the second working day following the requested personal business leave day. The reason for denial shall be final.

5. Salary Deduction:

The Laraway C.C.S.D. 70-C Board of Education will allow payroll deductions for any employee.

a. Tax Shelter Annuities:

In order to treat all interested parties fairly, the Laraway Board of Education sets the following requirements for companies that wish to participate in the tax shelter annuity program authorized for employees:

1. Annuity contracts will be accepted for payroll deduction at any time during the school year.
2. A minimum enrollment of one employee(s) will be required before a company is accepted as an authorized agent and must be an approved company through the Third Party Administrator.
3. There must be a minimum requirement of twenty-five (\$25.00) dollars per pay, total contribution.

b. Professional Membership:

The district will, upon written request of an employee, withhold from compensation of that employee the membership dues of an organization. (Chapter 122, Section 21-24, THE SCHOOL CODE OF ILLINOIS). The business office is to be notified prior to the first Friday in September and/or January of the amount of the deduction.

c. Savings Plans:

Deductions from employee compensation for deposits to a savings account are allowed under the following conditions:

1. At any time during the year.
2. A minimum deduction of \$25.00 per check is maintained.

6. Mileage Reimbursement:

The Laraway C.C.S.D. 70-C Board of Education will reimburse all district business travel, as approved by the superintendent, at the rate determined by the Internal Revenue Service.

7. Notification of Intent to Retire:

A teacher who provides the Board of Education with a nonbinding letter of intent to retire will be compensated for five (5) additional accumulated sick days beyond the current cap (as per #8 below), for each year the letter of intent is submitted, not to exceed four (4) years or twenty (20) days, at the teacher's per diem rate of pay. This letter of intent must be submitted by March 1st of the preceding year(s) before retirement (see Appendix E). A teacher considering retirement will schedule a retirement planning consultation with the superintendent's office no later than May 1st preceding the 4-year notice of their retirement date.

8. Retirement of Professional Staff Members:

Eligible retirees shall make application for retirement and submit an irrevocable letter of resignation by March 1st in order to receive any district retirement benefit. To be eligible, the retiree must have completed twenty (20) years of teaching in the Laraway School District or have reached the age of fifty-five (55) prior to the end of the school year. The Board will contribute: 1) 100% of the premium cost for the retiree's health and dental insurance; or 2) that amount toward the Teacher Retirement System Health and Prescription Drug Insurance Plan at the rate of one (1) year of coverage for every three (3) years of service, up to a maximum of ten (10) years or the retiree's date of first eligibility for Medicare (whichever occurs first). A retiree can purchase independent and dependent health and dental insurance coverage at 125% of the current district rate.

A retiree may receive reimbursement for accumulated sick leave in excess of 170 days, at his/her per diem rate of pay, up to a maximum of 220 days. Such reimbursement for accumulated sick leave, up to an amount that would increase the retiree's TRS-creditable earnings by more than six percent (6%) or the highest amount that would not require the Board to pay an additional or one-time penalty or contribution to TRS (whichever is less), can occur within the last year of employment; any remaining reimbursement amount will be paid to the retiree sixty (60) days following the date of the retiree's last regular payroll check (i.e., post-retirement).

9. Student Teaching and Internships:

The Laraway C.C.S.D. 70-C Board of Education will award reimbursement received from colleges/universities to the cooperating teacher.

ARTICLE IV

Grievance Procedure

A. Definitions:

A grievance shall mean a complaint that there has been an alleged violation, misinterpretation, or misapplication of any of the provisions of this Agreement.

All time limits contained herein shall consist of working days and shall be computed by excluding the first day and including the last day, unless the last day is Saturday or Sunday or a legal holiday and then it shall also be excluded.

B. General Provisions:

A grievance may be initiated and/or conducted by:

1. A teacher in his or her own behalf;
2. A teacher accompanied by a Teacher Group representative; or
3. The Teacher Group as sole and exclusive representative of the employee or employees.

Every teacher covered by this Agreement shall have the right to present grievances in accordance with the following procedures. Nothing contained in this article or elsewhere in this Agreement shall be construed to prevent any individual employee from discussing a problem with the superintendent (principal) and having it adjusted without representation of Teacher Group representatives.

The failure of a teacher or the Teacher Group to act on any grievance within the prescribed time limits will act as a bar to any further appeal and the superintendent's (principal) failure to give a decision within the time limits shall permit the grievant to proceed to the next step. The time limits, however, may be extended by mutual agreement.

Any teacher has the right to be represented in the grievance procedure. The teacher shall be present at any grievance discussion when the superintendent (principal) and/or the Teacher Group deems it necessary or the teacher so requests. When the presence of a teacher at a grievance hearing is requested by either party, the teacher shall attend.

Hearings and conferences under this procedure shall be conducted at a time which will afford an opportunity for all persons, including witnesses entitled to be present, to attend and will be held insofar as possible after regular school hours, or during non-teaching time of personnel involved.

It is agreed that any investigation or other handling or processing of any grievance by the

grieving teacher or Teacher Group representative shall be conducted so as to result in no interference with or interruption whatsoever of the instructional program and related work activities of the teaching staff.

C. Grievance Procedure:

Step One: A complaint will first be discussed by the complainant and the person or persons against whom the complaint is registered, within ten (10) working days, with the object of resolving the matter informally.

Step Two: If the complaint is not satisfactorily resolved in Step One, the complainant will submit his/her complaint in writing to the superintendent (principal), stating the reasons for the complaint and the relief desired. The superintendent (principal) will then meet with the complainant at a mutually convenient time within ten (10) working days of receipt of the written complaint. Within five (5) working days of this meeting, the superintendent (principal) will provide a written response to the complainant, stating reasons for his/her decisions.

Step Three: In the event the matter is not yet resolved, the complainant will file a written appeal to the superintendent within ten (10) working days of the complainant receiving the written response in Step Two. The written appeal to the superintendent will include the reasons for the complaint and the relief desired. The superintendent will then meet with the complainant and the superintendent (principal) within ten (10) working days of the receipt of the written appeal. Within five (5) working days of this meeting, the superintendent will communicate his decision, with supporting reasons, in writing, to the building principal and complainant.

Step Four: Within ten (10) working days of receiving the decision of the superintendent, the complainant may appeal to the Board of Education. This appeal, directed to the Secretary of the Board, will be in writing and will be accompanied by a copy of the appeal and the decision rendered at Step Three.

The Board will meet on the matter at the next regularly scheduled Board meeting, providing the appeal is received by the Board Secretary at least forty-eight (48) hours before the regularly scheduled meeting of the Board. This meeting will consist of the Board, Superintendent, and complainant. Within five (5) working days after this meeting, the Board will provide a written decision, with supporting reasons, to all parties involved.

Step Five: Should the complainant wish to appeal this decision, the complainant or Teacher Group may submit the grievance to final and binding arbitration under the voluntary labor arbitration rules of the American Arbitration Association. If a demand for arbitration is not filed within thirty (30) days of the Board's decision, then the grievance shall be ended.

ARTICLE V

Miscellaneous Provisions

A. Management Rights:

The Board shall retain whatever rights and authority are necessary for it to effectively carry out its responsibilities delegated to it by the laws of the State of Illinois without infringing on any rights or benefits accorded employees under the laws of the State of Illinois.

1. To determine its mission, functions, policies and all standards of service.
2. To plan, direct, control, and determine the operations or services to be conducted by the district, including but not limited to the methods of instruction, the selection of textbooks and teaching materials, and the utilization of teaching aids of all kinds with teacher input.
3. To determine the organizational structure, number of personnel, and type of personnel to be employed at any time in carrying out the district's mission.
4. To hire all employees and, subject to the provisions of the law, to determine their qualifications, and the conditions for their continued employment.
5. To assign, transfer or promote employees to various positions within the district.
6. To establish programs and courses of instruction, including special programs, and to provide for athletic, recreational and social events for students, all as deemed necessary or advisable by the board.
7. To determine class schedules, the hours of instruction, and the duties, responsibilities and assignments of all employees, including non-classroom assignments according to the Illinois Educational Labor Relations Act of 1984. The Board, however, shall be required to bargain collectively with regard to policy matters directly affecting wages, hours, and terms and conditions of employment as well as the impact thereon upon request by employee representatives.
8. To direct the working forces and maintain executive management and administrative control of the school district, its properties and facilities, and the conduct of its employees as related to school functions.
9. To change or eliminate equipment or facilities.

B. Right of Representation:

Whenever any teacher is required to appear before the Board or the superintendent (principal) concerning disciplinary action, the teacher shall be given prior written notice for such meeting

and shall be permitted to have a representative of his/her choosing for advice and representation during such meeting.

C. Savings Clause:

Should any article, section, or clause of this agreement be declared illegal by a Court of competent jurisdiction, then said article, section, or clause shall be deleted but the remaining articles, sections, and clauses shall remain in full force and effect.

D. Continuation of Service

During the term of this Agreement, neither the Teacher Group or any employee, for any reason, will authorize, institute, aid, condone, engage in a slowdown, work stoppage, strike, picketing, or any interference with the work and statutory functions or obligations of Laraway Community Consolidated School District 70-C, whether it be at any of the District's public schools, its administrative offices, or any other location.

The Teacher Group agrees to notify all of its officers and representatives of their obligation and responsibility for maintaining compliance with this Section, including their responsibility to remain at work during any interruption which may be caused or initiated by others, and to encourage employees violating this Section to cease such violation.

Nothing contained herein shall preclude the Board from obtaining judicial relief and damages in the event of a violation of this Article.

The Board agrees that during the term of this Agreement, it will not conduct nor condone any lockout of the teachers.

E. Waiver of Mid-term Bargaining:

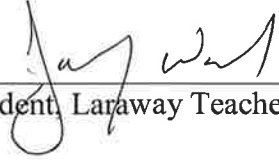
The parties acknowledge that during the negotiations which resulted in this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not removed by law or by specific agreement of the parties from the area of collective bargaining, and that the understanding and agreements arrived at by the parties after the exercise of that right are set forth in this Agreement. Therefore, the Board and the Teacher Group, for the life of this Agreement, each voluntarily and unqualifiedly waive any right, which might otherwise exist under current state statute, law, practice or custom, to negotiate any further agreement effective for or during the terms of this agreement.

This Agreement may only be amended during its term by the parties' mutual agreement in writing.

F. Term of Agreement:

This agreement shall be effective July 1, 2017 and shall continue in effect until June 30, 2022.

5-16-2017 
Date President, Laraway Board of Education

5/4/17 
Date President, Laraway Teachers' Council

Appendix A

TEACHER EVALUATION, PROCESS, SCHEDULE, & STANDARDS

Teachers should know and understand the criteria of the Appraisal Record by which they are evaluated. The procedure is cooperatively planned, carried out, and implemented by the teacher and administrator.

Appraisals are more of diagnostic purposes rather than judgmental ones. Self-evaluation and appraisal is an important objective of this procedure.

The principal shall visit the tenured teacher in the classroom at least once (1) in a school year and non-tenured teachers at least two (2) times a year with a minimum of four (4) weeks between formal visitations except in situations of unforeseen circumstances such as but not limited to: extended illness, leaves of absence, and death in the family. However, tenured teachers receiving an "excellent" or "proficient" rating will be evaluated every two (2) years. Formal visitations will not occur on a day immediately preceding or following a school holiday (Christmas, Thanksgiving, and Easter). Teachers will be given notice of an intended date of visitation. A minimum one week notice shall be given for a scheduled pre-conference.

The principal shall use the criteria on the Appraisal Record as the basis for evaluative judgment. Within ten (10) attendance days, a written summary and post-conference shall take place. During the conference, the teacher and the principal shall sign the statement on the Summary. The teacher and the principal may attach signed comments on the final Appraisal Summary. The teacher will be given a copy of the Summary. The original will be placed in the teacher's file in the Office of the Superintendent.

All aspects of the appraisal procedure and use of the appraisal record shall be treated in a confidential and professional manner.

Appendix B

Laraway CCSD 70C

Salary Schedule - 2017/2018 - 1.75% Increase

STEPS	BA/BS	BA/BS +15	BA/BS + 30	MA/MS	MA/MS + 15	MA/MS + 30	MA/MS + 45
A1	\$50,382	\$51,642	\$52,933	\$54,521	\$56,156	\$57,841	\$58,998
B2	\$51,138	\$52,416	\$53,727	\$55,338	\$56,999	\$58,708	\$59,883
C3	\$51,905	\$53,202	\$54,532	\$56,168	\$57,854	\$59,589	\$60,781
D4	\$52,683	\$54,000	\$55,350	\$57,011	\$58,721	\$60,483	\$61,693
E5	\$53,474	\$54,810	\$56,181	\$57,866	\$59,602	\$61,390	\$62,618
F6	\$54,276	\$55,633	\$57,023	\$58,734	\$60,496	\$62,311	\$63,557
G7	\$55,090	\$56,467	\$57,879	\$59,615	\$61,404	\$63,246	\$64,511
H8	\$55,916	\$57,314	\$58,747	\$60,509	\$62,325	\$64,194	\$65,478
I9	\$56,755	\$58,174	\$59,628	\$61,417	\$63,260	\$65,157	\$66,460
J10	\$57,606	\$59,046	\$60,523	\$62,338	\$64,208	\$66,135	\$67,457
K11	\$58,470	\$59,932	\$61,430	\$63,273	\$65,172	\$67,127	\$68,469
L12	\$59,347	\$60,831	\$62,352	\$64,222	\$66,149	\$68,134	\$69,496
M13	\$60,238	\$61,744	\$63,287	\$65,186	\$67,141	\$69,156	\$70,539
N14	\$61,141	\$62,670	\$64,236	\$66,164	\$68,148	\$70,193	\$71,597
O15	\$62,058	\$63,610	\$65,200	\$67,156	\$69,171	\$71,246	\$72,671
P16	\$62,989	\$64,564	\$66,178	\$68,163	\$70,208	\$72,315	\$73,761
Q17	\$63,934	\$65,532	\$67,171	\$69,186	\$71,261	\$73,399	\$74,867
R18	\$64,893	\$66,515	\$68,178	\$70,224	\$72,330	\$74,500	\$75,990
S19	\$65,866	\$67,513	\$69,201	\$71,277	\$73,415	\$75,618	\$77,130
T20	\$66,854	\$68,526	\$70,239	\$72,346	\$74,516	\$76,752	\$78,287
U21	\$67,857	\$69,554	\$71,293	\$73,431	\$75,634	\$77,903	\$79,461
V22	\$68,875	\$70,597	\$72,362	\$74,533	\$76,769	\$79,072	\$80,653
W23	\$69,908	\$71,656	\$73,447	\$75,651	\$77,920	\$80,258	\$81,863
X24	\$70,957	\$72,731	\$74,549	\$76,786	\$79,089	\$81,462	\$83,091
Y25	\$72,021	\$73,822	\$75,667	\$77,937	\$80,275	\$82,684	\$84,337
Z26	\$73,102	\$74,929	\$76,802	\$79,106	\$81,480	\$83,924	\$85,602
AA27	\$74,198	\$76,053	\$77,954	\$80,293	\$82,702	\$85,183	\$86,886
BB28	\$75,311	\$77,194	\$79,124	\$81,497	\$83,942	\$86,461	\$88,190
CC29	\$76,441	\$78,352	\$80,310	\$82,720	\$85,201	\$87,757	\$89,513
DD30	\$77,587	\$79,527	\$81,515	\$83,961	\$86,479	\$89,074	\$90,855
EE31	\$78,751	\$80,720	\$82,738	\$85,220	\$87,777	\$90,410	\$92,218
FF32	\$79,932	\$81,931	\$83,979	\$86,498	\$89,093	\$91,766	\$93,601
GG33	\$81,131	\$83,160	\$85,239	\$87,796	\$90,430	\$93,143	\$95,005
HH34	\$82,348	\$84,407	\$86,517	\$89,113	\$91,786	\$94,540	\$96,430
II35	\$83,584	\$85,673	\$87,815	\$90,449	\$93,163	\$95,958	\$97,877
JJ36	\$84,837	\$86,958	\$89,132	\$91,806	\$94,560	\$97,397	\$99,345
KK37	\$86,110	\$88,263	\$90,469	\$93,183	\$95,979	\$98,858	\$100,835
LL38	\$87,402	\$89,587	\$91,826	\$94,581	\$97,418	\$100,341	\$102,348
MM39	\$88,713	\$90,930	\$93,204	\$96,000	\$98,880	\$101,846	\$103,883
NN40	\$90,043	\$92,294	\$94,602	\$97,440	\$100,363	\$103,374	\$105,441

Laraway CCSD 70C

Salary Schedule - 2018/2019 - 1.75% Increase

STEPS	BA/BS	BA/BS +15	BA/BS + 30	MA/MS	MA/MS + 15	MA/MS + 30	MA/MS + 45
A1	\$51,250	\$52,531	\$53,845	\$55,460	\$57,124	\$58,837	\$60,014
B2	\$52,019	\$53,319	\$54,652	\$56,292	\$57,981	\$59,720	\$60,914
C3	\$52,799	\$54,119	\$55,472	\$57,136	\$58,850	\$60,616	\$61,828
D4	\$53,591	\$54,931	\$56,304	\$57,993	\$59,733	\$61,525	\$62,755
E5	\$54,395	\$55,755	\$57,149	\$58,863	\$60,629	\$62,448	\$63,697
F6	\$55,211	\$56,591	\$58,006	\$59,746	\$61,538	\$63,385	\$64,652
G7	\$56,039	\$57,440	\$58,876	\$60,642	\$62,461	\$64,335	\$65,622
H8	\$56,880	\$58,302	\$59,759	\$61,552	\$63,398	\$65,300	\$66,606
I9	\$57,733	\$59,176	\$60,655	\$62,475	\$64,349	\$66,280	\$67,605
J10	\$58,599	\$60,064	\$61,565	\$63,412	\$65,315	\$67,274	\$68,620
K11	\$59,478	\$60,965	\$62,489	\$64,363	\$66,294	\$68,283	\$69,649
L12	\$60,370	\$61,879	\$63,426	\$65,329	\$67,289	\$69,307	\$70,694
M13	\$61,275	\$62,807	\$64,377	\$66,309	\$68,298	\$70,347	\$71,754
N14	\$62,195	\$63,749	\$65,343	\$67,303	\$69,323	\$71,402	\$72,830
O15	\$63,127	\$64,706	\$66,323	\$68,313	\$70,362	\$72,473	\$73,923
P16	\$64,074	\$65,676	\$67,318	\$69,338	\$71,418	\$73,560	\$75,032
Q17	\$65,036	\$66,661	\$68,328	\$70,378	\$72,489	\$74,664	\$76,157
R18	\$66,011	\$67,661	\$69,353	\$71,433	\$73,576	\$75,784	\$77,299
S19	\$67,001	\$68,676	\$70,393	\$72,505	\$74,680	\$76,920	\$78,459
T20	\$68,006	\$69,706	\$71,449	\$73,593	\$75,800	\$78,074	\$79,636
U21	\$69,026	\$70,752	\$72,521	\$74,696	\$76,937	\$79,245	\$80,830
V22	\$70,062	\$71,813	\$73,609	\$75,817	\$78,091	\$80,434	\$82,043
W23	\$71,113	\$72,890	\$74,713	\$76,954	\$79,263	\$81,641	\$83,273
X24	\$72,179	\$73,984	\$75,833	\$78,108	\$80,452	\$82,865	\$84,523
Y25	\$73,262	\$75,094	\$76,971	\$79,280	\$81,658	\$84,108	\$85,790
Z26	\$74,361	\$76,220	\$78,125	\$80,469	\$82,883	\$85,370	\$87,077
AA27	\$75,476	\$77,363	\$79,297	\$81,676	\$84,127	\$86,650	\$88,383
BB28	\$76,609	\$78,524	\$80,487	\$82,901	\$85,388	\$87,950	\$89,709
CC29	\$77,758	\$79,702	\$81,694	\$84,145	\$86,669	\$89,269	\$91,055
DD30	\$78,924	\$80,897	\$82,920	\$85,407	\$87,969	\$90,608	\$92,421
EE31	\$80,108	\$82,111	\$84,163	\$86,688	\$89,289	\$91,968	\$93,807
FF32	\$81,309	\$83,342	\$85,426	\$87,989	\$90,628	\$93,347	\$95,214
GG33	\$82,529	\$84,592	\$86,707	\$89,308	\$91,988	\$94,747	\$96,642
HH34	\$83,767	\$85,861	\$88,008	\$90,648	\$93,367	\$96,168	\$98,092
II35	\$85,024	\$87,149	\$89,328	\$92,008	\$94,768	\$97,611	\$99,563
JJ36	\$86,299	\$88,456	\$90,688	\$93,388	\$96,189	\$99,075	\$101,057
KK37	\$87,693	\$89,783	\$92,028	\$94,789	\$97,632	\$100,561	\$102,573
LL38	\$88,907	\$91,130	\$93,408	\$96,210	\$99,097	\$102,070	\$104,111
MM39	\$90,241	\$92,497	\$94,809	\$97,654	\$100,583	\$103,601	\$105,673
NN40	\$91,595	\$93,884	\$96,231	\$99,118	\$102,092	\$105,155	\$107,258

Laraway CCSD 70C

Salary Schedule - 2019/2020 - 1.75% Increase

STEPS	BA/BS	BA/BS +15	BA/BS + 30	MA/MS	MA/MS + 15	MA/MS + 30	MA/MS + 45
A1	\$52,133	\$53,436	\$54,772	\$56,415	\$58,108	\$59,851	\$61,048
B2	\$52,915	\$54,238	\$55,594	\$57,262	\$58,979	\$60,749	\$61,964
C3	\$53,709	\$55,051	\$56,428	\$58,121	\$59,864	\$61,660	\$62,893
D4	\$54,514	\$55,877	\$57,274	\$58,992	\$60,762	\$62,585	\$63,837
E5	\$55,332	\$56,715	\$58,133	\$59,877	\$61,674	\$63,524	\$64,794
F6	\$56,162	\$57,566	\$59,005	\$60,775	\$62,599	\$64,477	\$65,766
G7	\$57,004	\$58,430	\$59,890	\$61,687	\$63,538	\$65,444	\$66,753
H8	\$57,860	\$59,306	\$60,789	\$62,612	\$64,491	\$66,425	\$67,754
I9	\$58,727	\$60,196	\$61,701	\$63,552	\$65,458	\$67,422	\$68,770
J10	\$59,608	\$61,099	\$62,626	\$64,505	\$66,440	\$68,433	\$69,802
K11	\$60,502	\$62,015	\$63,565	\$65,472	\$67,437	\$69,460	\$70,849
L12	\$61,410	\$62,945	\$64,519	\$66,454	\$68,448	\$70,502	\$71,912
M13	\$62,331	\$63,889	\$65,487	\$67,451	\$69,475	\$71,559	\$72,990
N14	\$63,266	\$64,848	\$66,469	\$68,463	\$70,517	\$72,632	\$74,085
O15	\$64,215	\$65,820	\$67,466	\$69,490	\$71,575	\$73,722	\$75,196
P16	\$65,178	\$66,808	\$68,478	\$70,532	\$72,648	\$74,828	\$76,324
Q17	\$66,156	\$67,810	\$69,505	\$71,590	\$73,738	\$75,950	\$77,469
R18	\$67,148	\$68,827	\$70,548	\$72,664	\$74,844	\$77,089	\$78,631
S19	\$68,156	\$69,859	\$71,606	\$73,754	\$75,967	\$78,246	\$79,811
T20	\$69,178	\$70,907	\$72,680	\$74,860	\$77,106	\$79,419	\$81,008
U21	\$70,216	\$71,971	\$73,770	\$75,983	\$78,263	\$80,611	\$82,223
V22	\$71,269	\$73,051	\$74,877	\$77,123	\$79,437	\$81,820	\$83,456
W23	\$72,338	\$74,146	\$76,000	\$78,280	\$80,628	\$83,047	\$84,708
X24	\$73,423	\$75,258	\$77,140	\$79,454	\$81,838	\$84,293	\$85,979
Y25	\$74,524	\$76,387	\$78,297	\$80,646	\$83,065	\$85,557	\$87,268
Z26	\$75,642	\$77,533	\$79,472	\$81,856	\$84,311	\$86,841	\$88,577
AA27	\$76,777	\$78,696	\$80,664	\$83,083	\$85,576	\$88,143	\$89,906
BB28	\$77,928	\$79,877	\$81,874	\$84,330	\$86,860	\$89,465	\$91,255
CC29	\$79,097	\$81,075	\$83,102	\$85,595	\$88,163	\$90,807	\$92,624
DD30	\$80,284	\$82,291	\$84,348	\$86,879	\$89,485	\$92,170	\$94,013
EE31	\$81,488	\$83,525	\$85,613	\$88,182	\$90,827	\$93,552	\$95,423
FF32	\$82,710	\$84,778	\$86,898	\$89,505	\$92,190	\$94,955	\$96,854
GG33	\$83,951	\$86,050	\$88,201	\$90,847	\$93,573	\$96,380	\$98,307
HH34	\$85,210	\$87,341	\$89,524	\$92,210	\$94,976	\$97,825	\$99,782
II35	\$86,488	\$88,651	\$90,867	\$93,593	\$96,401	\$99,293	\$101,279
JJ36	\$87,786	\$89,980	\$92,230	\$94,997	\$97,847	\$100,782	\$102,798
KK37	\$89,103	\$91,330	\$93,613	\$96,422	\$99,314	\$102,294	\$104,340
LL38	\$90,439	\$92,700	\$95,018	\$97,868	\$100,804	\$103,828	\$105,905
MM39	\$91,796	\$94,091	\$96,443	\$99,336	\$102,316	\$105,386	\$107,493
NN40	\$93,173	\$95,502	\$97,889	\$100,826	\$103,851	\$106,966	\$109,106

Laraway CCSD 70C

Salary Schedule - 2020/2021 - 1.75% Increase

STEPS	BA/BS	BA/BS +15	BA/BS + 30	MA/MS	MA/MS + 15	MA/MS + 30	MA/MS + 45
A1	\$53,032	\$54,358	\$55,717	\$57,388	\$59,110	\$60,883	\$62,101
B2	\$53,827	\$55,173	\$56,552	\$58,249	\$59,997	\$61,796	\$63,032
C3	\$54,635	\$56,001	\$57,401	\$59,123	\$60,896	\$62,723	\$63,978
D4	\$55,454	\$56,841	\$58,262	\$60,010	\$61,810	\$63,664	\$64,938
E5	\$56,286	\$57,693	\$59,136	\$60,910	\$62,737	\$64,619	\$65,912
F6	\$57,131	\$58,559	\$60,023	\$61,823	\$63,678	\$65,588	\$66,900
G7	\$57,987	\$59,437	\$60,923	\$62,751	\$64,633	\$66,572	\$67,904
H8	\$58,857	\$60,329	\$61,837	\$63,692	\$65,603	\$67,571	\$68,922
I9	\$59,740	\$61,234	\$62,765	\$64,647	\$66,587	\$68,584	\$69,956
J10	\$60,636	\$62,152	\$63,706	\$65,617	\$67,586	\$69,613	\$71,005
K11	\$61,546	\$63,084	\$64,662	\$66,601	\$68,599	\$70,657	\$72,071
L12	\$62,469	\$64,031	\$65,631	\$67,600	\$69,628	\$71,717	\$73,152
M13	\$63,406	\$64,991	\$66,616	\$68,614	\$70,673	\$72,793	\$74,249
N14	\$64,357	\$65,966	\$67,615	\$69,644	\$71,733	\$73,885	\$75,363
O15	\$65,322	\$66,956	\$68,629	\$70,688	\$72,809	\$74,993	\$76,493
P16	\$66,302	\$67,960	\$69,659	\$71,749	\$73,901	\$76,118	\$77,640
Q17	\$67,297	\$68,979	\$70,704	\$72,825	\$75,010	\$77,260	\$78,805
R18	\$68,306	\$70,014	\$71,764	\$73,917	\$76,135	\$78,419	\$79,987
S19	\$69,331	\$71,064	\$72,841	\$75,026	\$77,277	\$79,595	\$81,187
T20	\$70,371	\$72,130	\$73,933	\$76,151	\$78,436	\$80,789	\$82,405
U21	\$71,426	\$73,212	\$75,042	\$77,294	\$79,612	\$82,001	\$83,641
V22	\$72,498	\$74,310	\$76,168	\$78,453	\$80,807	\$83,231	\$84,895
W23	\$73,585	\$75,425	\$77,311	\$79,630	\$82,019	\$84,479	\$86,169
X24	\$74,689	\$76,556	\$78,470	\$80,824	\$83,249	\$85,746	\$87,461
Y25	\$75,809	\$77,705	\$79,647	\$82,037	\$84,498	\$87,033	\$88,773
Z26	\$76,947	\$78,870	\$80,842	\$83,267	\$85,765	\$88,338	\$90,105
AA27	\$78,101	\$80,053	\$82,055	\$84,516	\$87,052	\$89,663	\$91,457
BB28	\$79,272	\$81,254	\$83,285	\$85,784	\$88,357	\$91,008	\$92,828
CC29	\$80,461	\$82,473	\$84,535	\$87,071	\$89,683	\$92,373	\$94,221
DD30	\$81,668	\$83,710	\$85,803	\$88,377	\$91,028	\$93,759	\$95,634
EE31	\$82,893	\$84,966	\$87,090	\$89,702	\$92,394	\$95,165	\$97,069
FF32	\$84,137	\$86,240	\$88,396	\$91,048	\$93,779	\$96,593	\$98,525
GG33	\$85,399	\$87,534	\$89,722	\$92,414	\$95,186	\$98,042	\$100,003
HH34	\$86,680	\$88,847	\$91,068	\$93,800	\$96,614	\$99,512	\$101,503
II35	\$87,980	\$90,179	\$92,434	\$95,207	\$98,063	\$101,005	\$103,025
JJ36	\$89,300	\$91,532	\$93,820	\$96,635	\$99,534	\$102,520	\$104,570
KK37	\$90,639	\$92,905	\$95,228	\$98,085	\$101,027	\$104,058	\$106,139
LL38	\$91,999	\$94,299	\$96,656	\$99,556	\$102,542	\$105,619	\$107,731
MM39	\$93,379	\$95,713	\$98,106	\$101,049	\$104,081	\$107,203	\$109,347
NN40	\$94,779	\$97,149	\$99,578	\$102,565	\$105,642	\$108,811	\$110,987

Laraway CCSD 70C

Salary Schedule - 2021/2022 - 1.75% Increase

STEPS	BA/BS	BA/BS +15	BA/BS + 30	MA/MS	MA/MS + 15	MA/MS + 30	MA/MS + 45
A1	\$53,946	\$55,295	\$56,677	\$58,377	\$60,129	\$61,933	\$63,171
B2	\$54,755	\$56,124	\$57,527	\$59,253	\$61,031	\$62,861	\$64,119
C3	\$55,577	\$56,966	\$58,390	\$60,142	\$61,946	\$63,804	\$65,081
D4	\$56,410	\$57,820	\$59,266	\$61,044	\$62,875	\$64,761	\$66,057
E5	\$57,256	\$58,688	\$60,155	\$61,960	\$63,818	\$65,733	\$67,048
F6	\$58,115	\$59,568	\$61,057	\$62,889	\$64,776	\$66,719	\$68,053
G7	\$58,987	\$60,462	\$61,973	\$63,832	\$65,747	\$67,720	\$69,074
H8	\$59,872	\$61,368	\$62,903	\$64,790	\$66,733	\$68,735	\$70,110
I9	\$60,770	\$62,289	\$63,846	\$65,762	\$67,734	\$69,767	\$71,162
J10	\$61,681	\$63,223	\$64,804	\$66,748	\$68,750	\$70,813	\$72,229
K11	\$62,607	\$64,172	\$65,776	\$67,749	\$69,782	\$71,875	\$73,313
L12	\$63,546	\$65,134	\$66,763	\$68,766	\$70,828	\$72,953	\$74,412
M13	\$64,499	\$66,111	\$67,764	\$69,797	\$71,891	\$74,048	\$75,529
N14	\$65,466	\$67,103	\$68,781	\$70,844	\$72,969	\$75,158	\$76,662
O15	\$66,448	\$68,110	\$69,812	\$71,907	\$74,064	\$76,286	\$77,811
P16	\$67,445	\$69,131	\$70,859	\$72,985	\$75,175	\$77,430	\$78,979
Q17	\$68,457	\$70,168	\$71,922	\$74,080	\$76,302	\$78,591	\$80,163
R18	\$69,484	\$71,221	\$73,001	\$75,191	\$77,447	\$79,770	\$81,366
S19	\$70,526	\$72,289	\$74,096	\$76,319	\$78,609	\$80,967	\$82,586
T20	\$71,584	\$73,373	\$75,208	\$77,464	\$79,788	\$82,181	\$83,825
U21	\$72,657	\$74,474	\$76,336	\$78,626	\$80,985	\$83,414	\$85,082
V22	\$73,747	\$75,591	\$77,481	\$79,805	\$82,199	\$84,665	\$86,359
W23	\$74,854	\$76,725	\$78,643	\$81,002	\$83,432	\$85,935	\$87,654
X24	\$75,976	\$77,876	\$79,823	\$82,217	\$84,684	\$87,224	\$88,969
Y25	\$77,116	\$79,044	\$81,020	\$83,451	\$85,954	\$88,533	\$90,303
Z26	\$78,273	\$80,230	\$82,235	\$84,702	\$87,243	\$89,861	\$91,658
AA27	\$79,447	\$81,433	\$83,469	\$85,973	\$88,552	\$91,209	\$93,033
BB28	\$80,638	\$82,654	\$84,721	\$87,262	\$89,880	\$92,577	\$94,428
CC29	\$81,848	\$83,894	\$85,992	\$88,571	\$91,229	\$93,965	\$95,845
DD30	\$83,076	\$85,153	\$87,282	\$89,900	\$92,597	\$95,375	\$97,282
EE31	\$84,322	\$86,430	\$88,591	\$91,248	\$93,986	\$96,805	\$98,742
FF32	\$85,587	\$87,726	\$89,920	\$92,617	\$95,396	\$98,258	\$100,223
GG33	\$86,871	\$89,042	\$91,268	\$94,006	\$96,827	\$99,731	\$101,726
HH34	\$88,174	\$90,378	\$92,637	\$95,417	\$98,279	\$101,227	\$103,252
II35	\$89,496	\$91,734	\$94,027	\$96,848	\$99,753	\$102,746	\$104,801
JJ36	\$90,839	\$93,110	\$95,437	\$98,300	\$101,250	\$104,287	\$106,373
KK37	\$92,201	\$94,506	\$96,869	\$99,775	\$102,768	\$105,851	\$107,968
LL38	\$93,584	\$95,924	\$98,322	\$101,272	\$104,310	\$107,439	\$109,588
MM39	\$94,988	\$97,363	\$99,797	\$102,791	\$105,874	\$109,051	\$111,232
NN40	\$96,413	\$98,823	\$101,294	\$104,333	\$107,463	\$110,686	\$112,900

Appendix C

EXTRA-CURRICULAR SCHEDULE

Dollar amount is based on a percent of B. A. Lane 1, Step 1, of current salary schedule. The following lists of available positions are possible, but not required. Chain of command for approvals will follow (Athletic Director, Principal, Superintendent, Board of Education). Experience credit is for total years of service.

Base Salary: 2017-2018 = \$50,382
 2018-2019 = \$51,250
 2019-2020 = \$52,133
 2020-2021 = \$53,032
 2021-2022 = \$53,946

Position/Step	1-3	4-6	7-9	10-12	13-15	16-18	19-21	22-24	25-27
Athletic Director	14.0%	14.5%	15.0%	15.5%	16.0%	16.5%	17.0%	17.5%	18.0%
Volleyball - Boys									
Varsity	6.5%	7.0%	7.5%	8.0%	8.5%	9.0%	9.5%	10.0%	10.5%
Jr. Varsity	6.5%	7.0%	7.5%	8.0%	8.5%	9.0%	9.5%	10.0%	10.5%
Volleyball - Girls									
Varsity	6.5%	7.0%	7.5%	8.0%	8.5%	9.0%	9.5%	10.0%	10.5%
Jr. Varsity	6.5%	7.0%	7.5%	8.0%	8.5%	9.0%	9.5%	10.0%	10.5%
Basketball - Boys									
Varsity	7.5%	8.0%	8.5%	9.0%	9.5%	10.0%	10.5%	11.0%	11.5%
Jr. Varsity	7.5%	8.0%	8.5%	9.0%	9.5%	10.0%	10.5%	11.0%	11.5%
Basketball - Girls									
Varsity	7.5%	8.0%	8.5%	9.0%	9.5%	10.0%	10.5%	11.0%	11.5%
Jr. Varsity	7.5%	8.0%	8.5%	9.0%	9.5%	10.0%	10.5%	11.0%	11.5%
Track									
Head Coach	5.0%	5.5%	6.0%	6.5%	7.0%	7.5%	8.0%	8.5%	9.0%
Assistant (Each)	3.5%	4.0%	4.5%	5.0%	5.5%	6.0%	6.5%	7.0%	7.5%
Boys Baseball									
Head Coach	6.5%	7.0%	7.5%	8.0%	8.5%	9.0%	9.5%	10.0%	10.5%
Assistant Coach	5.0%	5.5%	6.0%	6.5%	7.0%	7.5%	8.0%	8.5%	9.0%
Girls Softball									
Head Coach	6.5%	7.0%	7.5%	8.0%	8.5%	9.0%	9.5%	10.0%	10.5%
Assistant Coach	5.0%	5.5%	6.0%	6.5%	7.0%	7.5%	8.0%	8.5%	9.0%
Student Council	3.5%	4.0%	4.5%	5.0%	5.5%	6.0%	6.5%	7.0%	7.5%
Nat. Honor Society	3.5%	4.0%	4.5%	5.0%	5.5%	6.0%	6.5%	7.0%	7.5%
Concessions	3.5%	4.0%	4.5%	5.0%	5.5%	6.0%	6.5%	7.0%	7.5%
Drama Club	3.5%	4.0%	4.5%	5.0%	5.5%	6.0%	6.5%	7.0%	7.5%
Chess Club	3.5%	4.0%	4.5%	5.0%	5.5%	6.0%	6.5%	7.0%	7.5%
Culinary Arts	3.5%	4.0%	4.5%	5.0%	5.5%	6.0%	6.5%	7.0%	7.5%
Spirit Club	3.5%	4.0%	4.5%	5.0%	5.5%	6.0%	6.5%	7.0%	7.5%

Art Club	3.5%	4.0%	4.5%	5.0%	5.5%	6.0%	6.5%	7.0%	7.5%
Computer Club	3.5%	4.0%	4.5%	5.0%	5.5%	6.0%	6.5%	7.0%	7.5%
Robotics	3.5%	4.0%	4.5%	5.0%	5.5%	6.0%	6.5%	7.0%	7.5%
Entrepreneur Club	3.5%	4.0%	4.5%	5.0%	5.5%	6.0%	6.5%	7.0%	7.5%
Chorus	3.5%	4.0%	4.5%	5.0%	5.5%	6.0%	6.5%	7.0%	7.5%
Reader's Café	3.5%	4.0%	4.5%	5.0%	5.5%	6.0%	6.5%	7.0%	7.5%
Clubs/Positions authorized by District (Half or Full Year)	3.5%	4.0%	4.5%	5.0%	5.5%	6.0%	6.5%	7.0%	7.5%

Appendix D

REMEDATION PROCEDURES and PROFESSIONAL DEVELOPMENT PLAN FOR TENURED TEACHERS

A. Remediation

1. The remediation plan shall provide, within 30 school days after an evaluation has been reduced to writing resulting in a rating of unsatisfactory, for the development and initiation by the district of a remediation plan (including the participation of a consulting teacher) designed to correct the deficiencies cited, provided the deficiencies are deemed remediable.
 - a. The remediation plan shall provide for 90 school days of remediation with a mid-point and final evaluation (which includes a narrative and ratings) to occur during and at the end of the remediation period. The evaluator shall utilize a research-based teaching model.
 - b. The evaluations and ratings shall be conducted by a qualified evaluator. Failure to strictly comply with the timelines for the required evaluations because of events such as summer months, illness, or certain leaves granted teachers under a remediation plan shall not invalidate the results of the remediation plan.
 - c. A teacher may request a qualified alternate evaluator during remediation for an additional evaluation beyond the required mid-point and final evaluations. The additional evaluation is to be considered supplemental to the plan.
 - d. The qualified evaluator shall conduct the final evaluation at the conclusion of the remediation period specified in subsection A-1 of this section and shall issue the final evaluation within 10 days after the conclusion of the remediation plan; provided however, the Board shall not lose jurisdiction to discharge a tenured teacher if the final evaluation is not issued within 10 days after conclusion of the remediation plan.
 - e. Any tenured teacher who received an “unsatisfactory” rating must be evaluated at least once in the school year following the receipt of such rating.
 - f. The remediation plan shall provide reinstatement to the evaluation schedule set forth in the District’s evaluation plan for any tenured teacher who successfully completes the remediation plan by receiving a rating equal to or better than “satisfactory” or “proficient”, and who achieves a rating equal to or better than “satisfactory” or “proficient” in the school year following a rating of “unsatisfactory”.
2. Participants in the remediation plan shall include the teacher deemed unsatisfactory, a qualified evaluator, and a consulting teacher. The remediation plan may include the participation of other personnel to assist in correcting areas identified as unsatisfactory.
 - a. The participation of the consulting teacher shall be voluntary.

- b. The qualified consulting teacher shall be one who has received a rating of “excellent” on his or her most recent evaluation, has a minimum of five years’ experience in teaching, and has knowledge relevant to the assignment of the teacher under remediation.
 - c. The Union may, if it chooses, supply a roster of at least 5 qualified teachers from which the consulting teacher is to be selected, or the names of all teachers so qualified if that number is less than 5. The participating evaluator of the teacher who was rated “unsatisfactory” shall select the consulting teacher.
 - d. Where no consulting teacher is available in a district, the district shall request the State Board of Education to provide a consulting teacher. The State Board of Education shall thereupon provide a consulting teacher who meets the requirements of subsection A.2.b.
 - e. If the consulting teacher becomes unavailable during the course of a remediation plan, a new consulting teacher shall be selected in the same manner as the initial consulting teacher. The remediation plan shall be amended as necessary upon consultation with the new consulting teacher.
 - f. The consulting teacher shall provide advice to the teacher rated as unsatisfactory on how to improve teaching skills and to successfully complete the remediation plan.
 - g. The consulting teacher shall not participate in any of the required evaluations, nor be engaged to evaluate the performance of the teacher under remediation.
 - h. The consulting teacher shall be informed, through conferences with the qualified evaluator and the teacher under remediation, of the results of the previous evaluations in order to continue to provide assistance to the teacher under a remediation plan.
 - i. The consulting teachers do not have to testify in dismissal hearings.
3. The plan shall provide that any teacher who fails to complete the 90-day remediation plan with a rating equal to or better than a “satisfactory” or “proficient” rating shall be dismissed in accordance with The Illinois School Code.

B. Professional Development Plan

- 1. Within 30 school days after an evaluation has been reduced to writing resulting in a rating of “needs improvement”, a qualified evaluator, in consultation with the tenured teacher who received the “needs improvement” rating, shall develop a professional development plan directed to the areas that need improvement.
- 2. The professional development plan shall include any supports that the District will provide to address the areas needing improvement.

3. The plan shall take into account the teacher's on-going professional responsibilities, including his/her regular teaching assignments.
4. Any tenured teacher who received a "needs improvement" rating must be evaluated at least once in the school year following the receipt of such rating.
5. The professional development plan shall provide reinstatement to the evaluation schedule set forth in the District's evaluation plan for any teacher who successfully completes the professional development plan with a rating equal to or better than "satisfactory" or "proficient" in the school year following a rating of "needs improvement".

Appendix E

Notice of Intent to Retire

A teacher who provides the Board of Education with a non-binding letter of Intent to Retire will be compensated for five (5) additional accumulated sick days beyond the current cap for each year the letter of Intent to Retire is submitted, not to exceed four (4) years or twenty (20) days, at the teacher's per diem rate of pay. Any teacher considering retirement will schedule a retirement consultation with the superintendent's office no later than May 1st preceding the retirement year.

Retirement Year	Irrevocable Notice to Retire Letter Due By	To receive 20 Letter Due By	To Receive 15 Letter Due By	To Receive 10 Letter Due By	To Receive 5 Letter Due By
2018	March 1, 2018	March 1, 2014	March 1, 2015	March 1, 2016	March 1, 2017
2019	March 1, 2019	March 1, 2015	March 1, 2016	March 1, 2017	March 1, 2018
2020	March 1, 2020	March 1, 2016	March 1, 2017	March 1, 2018	March 1, 2019
2021	March 1, 2021	March 1, 2017	March 1, 2018	March 1, 2019	March 1, 2020
2022	March 1, 2022	March 1, 2018	March 1, 2019	March 1, 2020	March 1, 2021
2023	March 1, 2023	March 1, 2019	March 1, 2020	March 1, 2021	March 1, 2022
2024	March 1, 2024	March 1, 2020	March 1, 2021	March 1, 2022	March 1, 2023
2025	March 1, 2025	March 1, 2021	March 1, 2022	March 1, 2023	March 1, 2024
2026	March 1, 2026	March 1, 2022	March 1, 2023	March 1, 2024	March 1, 2025
2027	March 1, 2027	March 1, 2023	March 1, 2024	March 1, 2025	March 1, 2026
2028	March 1, 2028	March 1, 2024	March 1, 2025	March 1, 2026	March 1, 2027
2029	March 1, 2029	March 1, 2025	March 1, 2026	March 1, 2027	March 1, 2028
2030	March 1, 2030	March 1, 2026	March 1, 2027	March 1, 2028	March 1, 2029
2031	March 1, 2031	March 1, 2027	March 1, 2028	March 1, 2029	March 1, 2030
2032	March 1, 2032	March 1, 2028	March 1, 2029	March 1, 2030	March 1, 2031
2033	March 1, 2033	March 1, 2029	March 1, 2030	March 1, 2031	March 1, 2032
2034	March 1, 2034	March 1, 2030	March 1, 2031	March 1, 2032	March 1, 2033
2035	March 1, 2035	March 1, 2031	March 1, 2032	March 1, 2033	March 1, 2034