



**AGREEMENT BETWEEN
THE BOARD OF EDUCATION &
VIRGINIA EDUCATION
ASSOCIATION
2021-2024**

Virginia Community School District #64

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2021-2024 AGREEMENT

ARTICLE I - RECOGNITION

1.1 Recognition

The Board of Education of School District #64, Cass County, Illinois, recognizes the Virginia Education Association, which is affiliated with the Illinois Education Association and the National Education Association, as the sole and exclusive bargaining agent for all its certified full and part-time teachers, counselors, and librarians, excepting substitutes, temporary employees, superintendent, principals, and other administrative or supervisory personnel having the authority to hire, transfer, assign, promote, discharge, or discipline employees.

ARTICLE II - NEGOTIATIONS PROCEDURES

2.1 Good Faith Bargaining

Both parties agree to negotiate in good faith. "Good Faith" shall mean that the parties shall confer at reasonable times and at reasonable places with the purpose of making proposals and counter-proposals to reach a collectively bargained agreement.

2.2 No Strike

During the term of this Agreement and any extension thereof, no employee covered by this Agreement nor the Association nor any person acting on behalf of the Association shall ever at any time engage in, authorize, or instigate any picketing; any recognition of any picket line at the School District's premises; any strike, slowdown, or other refusal to render full and complete services to the Board of any activity whatsoever which would disrupt in any manner, whole or in part, the operation of the School District. In the event of any violation or violations of any provision of this article by the Association, its members or representatives, the Association shall, upon notice from the board, immediately direct such employees, both orally and in writing, to resume normal operations immediately and to make every other reasonable effort to end any violations.

ARTICLE III - EMPLOYEE RIGHTS

3.1 Status Report

An employee status report shall be given to each full-time teacher within thirty (30) days of the start of the school year, which shall set forth the teacher's annual regular pay, the teacher's extra duty pay, Board paid insurance benefits, and sick leave accumulated to date.

3.2 Teacher's Assignment

Each teacher shall be notified of their intended teaching assignment at least thirty days prior to the beginning of the school year unless the administration of the District determines that an emergency change in the needs of the District, vacancy, or other circumstance makes a change in such assignment suitable. New sponsorships and coaching assignments shall be posted by March 1 of each year. Any teacher interested in these positions will have 15 days thereafter to express in writing their preference for such assignments. The Board shall first consider certified faculty and then persons outside the faculty in filling these assignments. The Board shall, nevertheless, have sole discretion to fill any such assignments in the best interest of the district, either with certified faculty or persons outside the faculty.

3.3 Professional Growth/Continuing Education

Salary credit for additional coursework will be given for graduate level classes beyond a Bachelor's degree or Master's degree from an accredited college or university, as well as undergraduate hours for courses that are required for an additional license or certification or as required by the district or to teach additional classes to the benefit of the district.

Approval of hours shall be limited to undergraduate courses that are part of the teacher's plan approved by the Superintendent to gain legal qualification for additional teaching certifications approved by the Illinois State Board of Education, or graduate courses for the reasons as specified in Appendix D. Approval for such coursework shall be in substantially the form as Appendix E.

Teachers accumulating Continuing Education Units (CEUs) and Continuing Professional Development Units (CPDUs) will be given 1 salary credit hour for every 15 CPDUs and/or 3 CEUs. These hours will be applied horizontally on the salary schedule. The teacher must earn the CEUs or CPDUs outside of the normal contracted school day. Professional development must be approved by the administration. A teacher is limited to earning no more than 8 salary credit hours, through this provision.

3.4 Personnel File

All employees shall have the right to inspect their own personnel file with exception of pre-employment recommendations. All employees shall have the right to include in their personnel file any objection, in writing, to information contained therein. Copies of any material placed in an employee's personnel file shall be provided to the employee on request.

3.5 Part-time Teachers

Part-time teachers shall be defined as teachers who work for less than a full school day for an entire school year. Such persons shall receive the following benefits under this agreement:

1. A part-time teacher's sick leave shall be calculated proportionately to that of a full-time teacher. Such sick leave shall accumulate from year to year.
2. A duty-free lunch period shall be provided to each part-time teacher who is assigned to work four or more clock hours per school day.
3. A part-time teacher's personal leave shall be calculated proportionately to that of a full-time teacher. In the event a teacher does not use his personal leave, such leave shall be added to the teacher's accumulated sick leave.

3.6 Reduction in Force

- A. By May 10th of each year, the Superintendent shall deliver to the Association President the category of positions list for all certified positions which are included in this bargaining unit.
- B. No later than forty-five days before the last day of the school year as determined by the official school calendar, the Superintendent shall deliver to the Association President the sequence of dismissal list as required by law for reductions in force.

3.7 Pay Day

Certified personnel shall be paid by the 10th day of each month. In the event the 10th falls on a weekend or on a holiday, the last regular day of school or the preceding Friday should be the pay day.

3.8 Paycheck

The District shall provide with each paycheck for the certified staff the following information:

- a) monthly earnings,
- b) withholdings from check,
- c) total withholdings,

- d) date of payment, and
- e) itemized listing of withholdings (retirement, insurance premium, professional dues, federal income tax, and state income tax).

Checks will be issued on the 10th of each month. If the 10th falls on a weekend, the checks will be issued the Friday before the 10th. Coaching and sponsor salaries will be paid in twelve (12) equal installments and included as part of the monthly paycheck.

Overtime, extra duty pay, such as covering for a class, and other additions that are not part of the regular pay, will be paid in December and June.

3.9 Teacher Vacancies

An announcement of all certified teaching vacancies shall be posted in the teacher's lounge.

3.10 Contract and Handbook Copies

The Board shall provide a copy of the current contract to all newly hired teachers before their first work day. All faculty shall receive copies of student and faculty handbooks at least one week prior to the first day of the school year. These handbooks may be placed in the teachers' school mailboxes.

3.11 Procedures for Complaints Against Personnel

Just Cause

In the event the District takes a disciplinary action against a teacher, the standard to be applied is whether or not the action was for just cause. It is specifically agreed that this section shall not apply to a decision by the Board to terminate a teacher or to not renew the contract of a teacher.

Chain of Command

Chain of Command, as outlined in Board Policy, shall be followed upon receiving a complaint about a teacher/coach from a parent, student, or other individual.

If the Superintendent, or designee, believes there is a reasonable basis to commence an investigation about a complaint about a teacher by anyone that could result in discipline, the teacher shall be notified in writing of the issue and the name of the complainant, unless the law prohibits such disclosure. The Superintendent, or designee, will notify the teacher in writing if no action is taken on the complaint.

Association Representation

A teacher shall be entitled to have present an Association representative when the teacher is being reprimanded, warned, disciplined, or dismissed, excluding informal criticisms or suggestions for improvement which do not form the basis of

formal action. When a request for such representation is made, no action shall be taken with respect to the teacher until such Association representative is present. Requests from administrators to teachers to attend such a meeting or conference shall be in writing and shall include the purpose of the meeting.

ARTICLE IV - ASSOCIATION RIGHTS

4.1 Association Rights

The right of the teachers to join the Association and the right of the Association to participate in collective bargaining is hereby acknowledged.

4.2 Copies of Agreement

The Board will provide the Association with three (3) copies of the Agreement prior to ratification.

4.3 Communications

The Association shall be permitted the use of employee mailboxes for Association notices and one bulletin board in the attendance center, as designated by the principal, in the teacher's lounge.

4.4 Policies

The Association shall receive one complete copy of all current policies of the District within thirty (30) days of the final ratification of the Agreement. The District shall place one copy of each new or changed policy passed by the board in the mailbox of the Association president within thirty (30) days of passage by the Board of such policy.

4.5 Use of School Facilities

The Association may have the use of a District classroom for the purpose of conducting association meetings. Requests for such use shall be granted unless the Administration determines that such use interferes with the District operation or use of the facility by a community group previously scheduling the facility. Such meetings shall be held on school days before or after school hours.

4.6 Dues Deduction

The Board shall deduct from the pay of each employee so requesting the dues of the Association.

4.7 Labor-Management Committee

The Board and Association shall select three representatives (2 Board members, Superintendent and 3 VEA members) each to form a Labor-Management committee for the purpose of meeting to confer about matters of mutual interest. To the extent practicable the two Board members and the 3 VEA members will be the same for each meeting it being understood circumstances may prevent one or more of the Board members or VEA members from attending a meeting. Unless otherwise agreed to by the committee members, the meetings will be held during the school year (September-May) and as needed during the summer, thirty (30) minutes before the regular board meeting. All issues should be addressed with the district superintendent prior to being brought to the Committee, allowing appropriate time for the issues to be addressed at the administrative level. Nothing said by any person during a committee meeting may be used adversely against that person or the parties in any other context or proceeding. These meetings shall not constitute collective bargaining sessions. It is agreed by both parties that cooperation and communication among the Association, Administration, and Board of Education play a vital part in the operation of the District. It is in the interest of all parties to resolve issues in a cooperative effort.

4.8 Interview Process

In the event that teachers are included in the interview process for any new teaching hire in the District, the teachers included shall be teachers who will be teaching in the same subject discipline for the next following school year, or, if there are not such teachers teaching in the same subject discipline as the new hire, then the teachers included in the interview process shall have relevant teaching experience in that subject area.

ARTICLE V - GRIEVANCE PROCEDURE

5.1 Scope

A grievance shall be defined as a claim by a member of the bargaining unit or a claim by the Association of violation of any provisions of this Agreement.

5.2 Stage One, Informal Discussion

The teacher shall attempt to resolve any potential grievance in an informal discussion with his or her attendance center principal within ten (10) school days from the time the employee became aware of the occurrence of the first event giving rise to the alleged violation of this agreement. The attendance center principal shall respond orally within ten (10) school days of the informal discussion.

5.3 Stage Two, Written Statement to Principal

If the grievance cannot be resolved at Stage One, the teacher may file a written statement of the grievance with his or her attendance center principal. Such written statement of grievance shall be filed within ten (10) school days from receipt of the oral response of the attendance center principal and shall contain a statement of the factual basis of the grievance and the section or sections of the Agreement which are alleged to have been violated. The attendance center principal shall respond in writing within ten (10) school days of receipt of the written grievance.

5.4 Stage Three, Appeal to Superintendent

If the grievance is not resolved at Stage Two, the employee may appeal the decision of the attendance center principal in writing to the District Superintendent within ten (10) school days of the receipt of the written decision of the attendance center principal. The District Superintendent shall respond in writing within ten (10) school days of receipt of the written appeal.

5.5 Stage Four, Appeal to the Board of Education

If the grievance is not resolved at Stage Three, then the Association shall refer the grievance to the Board of Education within ten (10) days after receipt of the Stage Three answer.

The Board of Education will arrange with the Association representative for a meeting to take place within thirty (30) days of the Board's receipt of the appeal. Within ten (10) days of the meeting, the Association shall be provided with the Board's written response, including the reasons for the decision.

If the grievance is not satisfactorily resolved at Stage Four, the Association may submit to the Superintendent within twenty (20) school days of receipt of the

answer in Stage Four a written request on behalf of the grievant to enter into binding arbitration.

Arbitration proceedings shall be conducted by an arbitrator selected from a roster of arbitrators provided by the Federal Mediation and Conciliation Service or the American Arbitration Association. Expenses for the arbitrator's services will be borne equally by the District and the Association. The arbitrator's decision will be binding upon all parties. The arbitrator shall not amend or modify any of the provisions of this Agreement. The arbitrator's authority shall be strictly limited to deciding only the issue or issues presented to him in writing by the School District and the Association and shall be based solely on the wording of this Agreement. The arbitrator shall be limited to directing the parties to comply with the terms of this Agreement.

The Board acknowledges the right of the teacher to request the Association's grievance representative be present at any level of the grievance.

5.6 Bypass

The District representative and the grievant may mutually agree to bypass any stage of the grievance procedure.

5.7 School Day Definition

For the purposes of this Article, when school is not in session, a school day shall be defined as any day the school administrative offices are open for conducting school business.

ARTICLE VI - LEAVES

6.1 Sick Leave

- A. Each full-time teacher shall be allowed to accumulate to a maximum three hundred eighty (380) days.

The Board will grant teachers with one (1) through ten (10) years teaching experience sick leave of ten (10) working days each year at full pay. If, at the end of a school year, a teacher has used three (3) or fewer sick leave days in that preceding year, the teacher will be granted an additional three (3) sick leave days for the next school year, or thirteen (13) days for that school year. If, at the end of any school year, a teacher has used more than three (3) sick leave days in that preceding year, the teacher will not receive any additional sick leave days that next school year but the ten (10) days of sick leave for that year.

For teachers who attain eleven (11) years of teaching experience through sixteen (16) years, the Board will grant twelve (12) working days of sick leave each year at full pay. If, at the end of a school year, a teacher has used three (3) or fewer sick leave days in that preceding year, the teacher will be granted an additional three (3) sick days for the next school year, a teacher has used more than three (3) sick leave days in that preceding year, the teacher will not receive any additional sick leave days that next school year above the twelve (12) days of sick leave for that year.

For teachers who attain seventeen (17) years of teaching experience through twenty (20) years, the Board will grant fifteen (15) working days of sick leave each year at full pay. If, at the end of a school year, a teacher has used three (3) or fewer sick leave days in that preceding year, the teacher will be granted an additional three (3) sick days for the next school year, or eighteen (18) days for that school year. If, at the end of any school year, a teacher has used more than three (3) sick leave days in that preceding year, the teacher will not receive any additional sick leave days that next school year above the fifteen (15) days of sick leave for that year.

For teachers who attain twenty-one (21) years of teaching experience and thereafter, the Board will grant twenty (20) working days or sick leave each year at full pay. If, at the end of a school year, a teacher has used three (3) or fewer sick leave days in that preceding year, the teacher will be granted an additional three (3) sick leave days for the next school year, or twenty-three (23) days for that school year. If, at the end of any school year, a teacher has used more than three (3) sick leave days in that preceding year, the teacher will not receive any additional sick leave days that next school year above the twenty (20) days of sick leave for that year.

Any enhanced sick leave days provided to a teacher under this section 6.1 allotted during the four years prior to retirement under TRS shall be void in order to avoid the district incurring any penalty or additional cost under TRS rules. For the purposes of this paragraph "enhanced sick leave days" means sick leave days granted to a teacher who has used three or fewer sick leave days in the preceding

year. For example, if a teacher is granted nine enhanced sick leave days during the four years prior to retirement the nine sick leave days will be lost and returned to the district.

B. Sick Leave Donation Plan

1. The Board and the Association hereby agree to establish a sick leave donation plan. This plan's purpose is to allow teachers of the District the ability to donate their sick days to another teacher who has exhausted his/her personally accumulated sick leave and personal leave days due to a catastrophic illness or serious injury to the teacher. It is not the purpose of this plan to provide additional days to teacher who have exhausted their accumulated sick leave and are applying for days because of common colds or some other temporary commonplace illness.
2. Teachers desiring to use the sick leave donation plan should contact the Association President and the Superintendent will make arrangement to convene the committee.
3. Teachers wishing to donate days will use the form developed by the Association and Administration.
4. A committee will be established to act as the governing body for the Administration of the Sick Leave Donation Plan. Said committee shall consist of two (2) members named by the Association and two (2) persons named by the Superintendent.

The Sick Leave Donation Committee shall hold an initial meeting prior to October 1st of each school year. The purpose of the initial meeting will be to review the qualifications and procedures of the Plan. Subsequent meetings will be held as needed to review applications and determine eligibility. In making decisions, the Committee will use the simple majority rule. Following the date of a decision rendered by the Committee, a teacher may appeal in writing said decision to the Board of Education within thirty (30) calendar days.

The following are the minimal criteria for use of the sick leave days:

- a) Exhausted his/her accumulated sick leave.
 - b) Must have a catastrophic personal illness or serious injury.
 - c) Must have a doctor's statement and be willing, if required, to get a statement from the Sick Leave Donation Committee's choice, at the expense of the Board.
 - d) Must give the Sick Leave Donation Committee a written request for the days with the reason for the request and the estimated number of days requested.
5. Employee donations of sick leave days shall be limited to one sick day per year per employee.

6.2 Personal Leave

Each full-time teacher shall be granted two (2) days per year as personal leave days. No such day shall be used on the first or last day of a school term or before or after a school holiday unless approved by the Superintendent. No more than four (4) teachers shall be absent from the district on personal leave on any one day. In the event a teacher does not use these personal leave days, such days shall be added to the teacher's accumulated sick leave. Each full-time teacher shall be granted one day, which can be used for an emergency without previous notice. The teacher will be responsible for reimbursing the District for the cost of the substitute. This paragraph shall apply to part-time teachers on a proportionate basis.

6.3 Maternity/Paternity/Adoption Leave

Each teacher will be allowed to use accumulated sick leave for maternity, adoption and/or paternity reasons associated with the birth and adoption of a minor child to that teacher, either as the mother or father of that child. Request for this leave shall be in writing with sufficient information to support the request for medical or childcare reasons and shall be delivered to the Superintendent as soon as practicable prior to the commencement of the leave. This leave may be taken intermittently. Upon exhaustion of sick leave, the teacher may take Family Medical Leave as allowed by law. Upon exhaustion of both sick and FMLA leave, the teacher may be granted unpaid leave for temporary disability due to pregnancy or pregnancy-related causes or for initial child care following birth or adoption, but not to exceed one full school term.

Upon exhaustion of all of the teacher's sick leave, a teacher may be granted a leave of absence for such remaining time as the teacher may be temporarily disabled due to pregnancy or pregnancy-related causes, not to exceed the remainder of the school year in which sick leave has been exhausted.

6.4 Bereavement Leave

For the purposes of this section 6.4, the term "covered family member" means an employee's child, stepchild, spouse, domestic partner, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, or stepparent. Further, the definitions set forth in the Illinois *Family Bereavement Leave Act* (820 ILCS 154/1 et seq.) as amended from time to time, shall apply to this section 6.4.

Paid Bereavement Leave. Each employee shall be granted five (5) days as bereavement leave in the event of a death of a covered family member. In case of the death of other persons related to the employee, up to five (5) paid days may be granted as bereavement leave.

Unpaid Family Bereavement Leave. In the event of the death of an employee's covered family member, the employee shall also be entitled to use up to 10 working days of unpaid bereavement leave to (1) attend the funeral or alternative to a funeral of a covered family member; (2) make arrangements necessitated by the death of a covered family member; (3) grieve the death of a covered family member; or (4) be absent from work due to (i) a miscarriage; (ii) an unsuccessful round of intrauterine insemination or of an assisted reproductive technology procedure; (iii) a failed adoption match or an adoption that is not

finalized because it is contested by another party; (iv) a failed surrogacy agreement; (v) a diagnosis that negatively impacts pregnancy or fertility; or (vi) a stillbirth.

Bereavement leave must be completed within 60 days after the date on which the employee receives notice of the death of the covered family member or the date on which an event listed in (4) above occurs.

The employee may elect to substitute any accrued and available paid leave for all or a portion of the unpaid leave provided for herein.

The Superintendent or Principal or his/her designee may require reasonable documentation verifying the need for the bereavement leave, which may include a death certificate, a published obituary, or written verification of death, burial, or memorial services from a mortuary, funeral home, burial society, crematorium, religious institution, or government agency. For leave resulting from an event listed under (4) above, reasonable documentation shall include a form, to be provided by the Illinois Department of Labor, to be filled out by a health care practitioner who has treated the employee or the employee's spouse or domestic partner, or surrogate, for an event listed under (4) above, or documentation from the adoption or surrogacy organization that the employee worked with related to an event listed under (4) above, certifying that the employee or his or her spouse or domestic partner has experienced an event listed under (4). The District will not require that the employee identify which category of event the leave pertains to as a condition of exercising rights under (4) above.

An employee shall provide the Superintendent or Principal or his/her designee at least 48 hours' advance notice of the employee's intention to take unpaid bereavement leave, unless providing such notice is not reasonable or practicable.

In the event of the death of more than one covered family member in a 12-month period, the employee is entitled to up to a total of 6 weeks of bereavement leave during the 12-month period.

6.5 RESERVED

6.6 Unpaid Leave

Upon recommendation of the Superintendent, the Board of Education may grant an unpaid leave of absence up to 5 days for personal reasons, as deemed appropriate by the Superintendent and Board of Education.

6.7 Jury Duty or Subpoena Leave

Leaves of absence shall be granted for jury duty or when subpoenaed as a witness. The employee shall notify the District when notification to serve on jury duty or as a subpoenaed witness is received. Leave shall be paid provided if all compensation the employee receives for jury duty or appearing as a result of a subpoena is paid over to the District.

6.8 Military Leave

Leave for all military personnel shall be as provided by federal and state law.

ARTICLE VII - WORKING CONDITIONS

7.1 Teacher Personal Property

The District shall reimburse the teacher for the damage to his or her clothing or personal property caused by a student or other person when the teacher sustains a personal injury, or it results from an attempt to cause bodily harm, or it is the result of reckless conduct. Such reimbursement shall be based on the fair market value or replacement cost of the personal property damaged. Reimbursement shall not exceed \$500.00 per teacher per year. No recovery under this paragraph will be allowed if the teacher's loss is fully compensated by the District's insurance. The District may seek to recover costs from the responsible party.

7.2 Instructional Day

The teacher workday shall not exceed eight (8) consecutive clock hours, including the lunch periods and preparation periods. Should a teacher be required to teach a regular class assignment for a semester on his/her planning period, the teacher will be paid 1/8th of his/her salary. The teacher will be paid 1/8th of his/her salary for an early bird or after school class that is part of the regular instructional curriculum.

Early bird classes, or for classes taught after the regular school day, for every four hours of instruction time, the teacher will receive one additional hour of pay.

Example: A teacher teaches eight hours in a week. That teacher receives ten hours of pay. This additional pay is compensation for preparation time.

Teachers required to write and implement Thematic Units will be given a minimum of two days release time.

7.3 Lunch Period

Full-time teaching employees shall receive no less than thirty (30) minutes consecutive duty-free lunch period.

7.4 School Calendar

The Board and the Association shall establish an Advisory Calendar Committee. The Committee shall make advisory recommendations regarding beginning and ending dates of school, vacations, and holidays, no later than May 2 of each year. The Board shall make the final school calendar decisions.

7.5 Teacher Evaluation

- a. The District Teacher Evaluation Plan and Evaluation Instrument is attached to this contract as Appendix C.
- b. As outlined by state law, all non-tenured teachers must be evaluated every year, and these non-tenured teachers must have at least two formal observations and

one informal observation during this one-year evaluation cycle. Tenured teachers who receive Proficient or *Excellent* ratings will be evaluated once every two years, and these teachers must have one formal and one informal observation during this two-year cycle. Tenured teachers who do not receive *Proficient* or *Excellent* ratings (e.g. *Unsatisfactory*) must be evaluated every year.

- c. A teacher may request a formal evaluation by a second administrator who is legally qualified to conduct teacher evaluations in the same school year. This request may be exercised only once each school year by a teacher.
- d. Nothing herein shall be construed to deny the administration from making other observations of a teacher's performance and confirming the observations in written communications to the teacher. Such observations communicated to the teacher in writing may be considered by the administrator when conducting the teacher's next formal evaluation. The teacher may request in writing that a conference be held as soon as is reasonably practicable between the teacher and administrator who made the observation to discuss the observation that was made.
- e. Any grievance filed under Article V of this contract shall be limited to violations of specific evaluation procedures in the District Evaluation Plan and Teacher Evaluation Instrument in Appendix C.
- f. The rating scale for teacher performance evaluation shall be:
 - 1. Excellent;
 - 2. Proficient;
 - 3. Needs Improvement; and,
 - 4. Unsatisfactory
- g. Any tenured teacher placed on remediation after a formal evaluation process will follow the remediation procedure set forth in 105 ILCS 5/24A-5.
- h. The School Board and Association shall each appoint three representatives to a Joint Committee to address the requirements of 105 ILCS 5/24-12(c) as amended by Public Act 97-0008. The Joint Committee shall complete an annual review by February 1 each year during the term of this agreement.

7.6 Professional Development Days

The Superintendent may approve for each teacher up to two (2) professional leave days per school year for attendance at workshops and/or training programs above and beyond those requested by the administration. All programs and workshops shall be in the instructional area of the teacher.

7.7 RTI

An RTI Committee shall be appointed to address Response to Intervention procedures and to provide recommendations to the Administration for the RTI Plans. The Superintendent shall appoint four Administration and/or Board representatives to the Committee and the VEA shall appoint one teacher

representative each from elementary, junior high school, high school, and special education as the VEA representatives to the Committee.

7.8 Job Descriptions

The Superintendent shall cause to be prepared job descriptions for certified positions that exist in the bargaining unit within one hundred twenty (120) calendar days after execution of this Agreement by both parties and deliver each job description to the Association President for comment by the Association. The Association shall return its comments to the Superintendent within forty-five (45) calendar days. The Superintendent shall consider the Association's comments and make any modifications the Superintendent deems appropriate. The Superintendent shall within forty-five (45) calendar days after receipt of the Association's comments about the job descriptions submit the job descriptions to the Board of Education for its approval. Any changes to the certified job descriptions adopted by the Board or the development of new job descriptions shall be initially developed by the Superintendent and delivered to the Association for forty-five (45) calendar days of receipt of the Association's comments make any modifications to the job descriptions the Superintendent deems appropriate. The Superintendent will submit the job descriptions to the Board of Education for approval.

7.9 Reimbursement for IEP meetings on days in which teacher attendance is not required

The Board shall pay each teacher \$20 per each required IEP meeting attended on days which the employee is not scheduled for work. This does not apply to meetings before or after regular school hours on scheduled teacher attendance days.

ARTICLE VIII TECHNICAL CLAUSES

8.1 Individual Contracts

The terms and conditions of this Agreement shall be the terms and conditions of individual contracts of members of the bargaining unit.

8.2 Complete Understanding

This Agreement constitutes the full and complete understanding between the parties. All rights, powers, and authority of the District and/or its administrative staff not specifically limited by the language of this Agreement are retained by the District. The District, however, shall take no action which shall violate any of the specific provisions of this Agreement. The terms and conditions may be modified only through the written mutual consent of the parties.

8.3 Waiver of Additional Bargaining

The parties acknowledge that, during the course of the negotiations which resulted in this Agreement, each had the right to make demands, proposals, and counter-proposals with respect to any matter not specifically excluded by law and that the Agreement has been arrived at following the full exercise of this right.

8.4 Supersedes Prior Agreement

This Agreement supersedes and nullifies all previous written Agreements between the Board and the Association.

8.5 Validity

Should any article, section, or clause of this Agreement be declared illegal by a court of competent jurisdiction, then that part shall be deleted to the extent that it violates the law. The remaining articles, sections, and clauses shall remain in effect.

8.6 Management Rights

Except as expressly limited by the express language of this contract, the Board shall manage the district and implement decisions for the best interests of the district. The board shall have the right to proceed unless the Association makes a formal written demand to bargain a mandatory subject of bargaining.

ARTICLE IX - COMPENSATION AND RELATED PROVISIONS

9.05 Compensation Cap

Notwithstanding any other provision in this Agreement, no employee, who is within 6 years of first becoming eligible to receive a retirement annuity under TRS rules and regulations, shall either receive and/or be paid by the school district an increase in creditable earnings that would constitute an increase of more than 6% per annum in the TRS creditable earnings the teacher earned in the immediately preceding fiscal year. "Creditable earnings" include all earnings of whatsoever kind or nature paid to an employee by the District which TRS credits under its rules and regulations toward a retirement annuity for the employee. Any such creditable earnings that exceed this 6% cap on increases from one fiscal year to another shall not be considered as due and owing to any employee within this 1-year period. If, however, an employee earns compensation that TRS considers exempt from the 6% cap under PA 94-1057, the employee shall be paid such exempt earnings provided the payment does not require an additional employer contribution to TRS because of a payment to the employee exceeding the 6% cap.

In the event TRS modifies its rules and regulations in effect on July 1, 2007, regarding the obligation of the school district to pay an additional employee contribution to TRS for exceeding this 6% creditable earnings limitation during the employee's retirement eligible period, then the parties agree to promptly commence good faith collective bargaining as may be required consist with such modification.

9.1 Salary Schedules

- 9.1.1 The salary schedule is set forth in Appendix A which is attached hereto and incorporated within this Agreement. The schedule shall be based upon a one hundred eighty (180) day school calendar.
- 9.1.2 The extracurricular/supplemental schedule for the term of this Agreement shall be set forth in Appendix B, which is attached to and incorporated in the Agreement.
- 9.1.3 As provided by law, the Board of Education shall pay to Teachers Retirement System (TRS) on behalf of each teacher under the "salary schedule add-on method" an amount up to 9% of the teacher's creditable earnings for each fiscal year during the term of this Agreement. The balance of any required employee retirement contributions **as provided in paragraph 9.3** shall be paid by the individual teacher through payroll withholding. In the event that any law or regulation is passed that causes the Board's own TRS contribution (currently established at .58%) to increase, then the Board and Association shall immediately meet to bargain the impact of the law or regulation.
- 9.1.4 403(b) Plan

Employees will be allowed to make contributions to a 403b plan with payroll deduction. At least annually, the Administration shall notify employees of

this option to participate, the time period during which election may be made and summarizing the plan's essential features.

9.2 Insurance

9.2.1 Cash Savings Option

The certified employees identified in a joint letter between the two parties, shall receive a cash savings option of \$2,600.00 annually, payable in equal monthly installments. This benefit shall be distributed to the certified employees identified in the joint letter for the duration of this Agreement. As long as these employees receive the cash savings option, they will not be eligible to receive any reimbursement or contribution by the School District for group health insurance premiums for the duration of this Agreement.

In the event any of the certified employees identified in the joint letter elects to participate in the School's group health insurance plan and become eligible for the District's contribution for single premium health insurance, then the employee shall not be eligible in the future for the cash savings option. Such election must be made by delivering to the Superintendent a written notice of election to the group health insurance plan by August 1 prior to the start of the next school year. The employee will be added to the group health insurance plan as soon as the group health insurance plan will allow.

9.2.2 Insurance Committee

The Board and Association agree to establish a committee to consider and evaluate health insurance plans and programs for the School District. Each party shall appoint an equal number of members to the Committee. The Board's appointees will be non-teaching employees.

The Insurance Committee shall recommend to the Board any health insurance plans and programs for the District. The Board shall accept or reject the Committee's recommendation. In the event the Board rejects the Committee's recommendation on a health insurance plan or program, then the Board shall refer the matter back to the Committee for a further recommendation, unless the Committee fails to act.

9.2.3 The Board proposes paying \$5,400 per employee towards the employee's individual health insurance premium as a part of the District's health insurance plan for the term of this Agreement and at least that amount for the length of the successor collective bargaining agreement.

9.2.4 Flexible Benefits Plan

The District has established a Flexible Benefits Plan to a Section 125 Cafeteria Plan. Both Plans are funded solely through individual employee contributions from those employees enrolled in each Plan.

9.3 Retirement Bonus

Any full-time teacher with at least 25 years' experience as a teacher, who submits a letter of resignation on or before January 1, two years before the effective date of the teacher's retirement, shall receive a payment of \$300 for each year the teacher has been employed by the District, including the teacher's last two (2) years prior to retirement. This retirement incentive shall be paid over the teacher's last two years prior to retirement.

Any full-time teacher with at least 25 years' experience as a teacher, who submits a letter of resignation on or before January 1, three years before the effective date of the teacher's retirement, shall receive a payment of \$400 for each year the teacher has been employed by the District, including the teacher's last three (3) years prior to retirement. This retirement incentive shall be paid over the teacher's last three years prior to retirement.

Any full-time teacher with at least 25 years' experience as a teacher, who submits a letter of resignation on or before January 1, four years before the effective date of the teacher's retirement, shall receive a payment of \$500 for each year the teacher has been employed by the District, including the teacher's last four (4) years prior to retirement. This retirement incentive shall be paid over the teacher's last four years prior to retirement.

If the payment of this retirement incentive in any one year exceeds 6% of the teacher's total compensation over the previous year, then the balance shall be paid in the last year prior to retirement or as a severance pay after the teacher receives the last paycheck from the District used in calculating the teacher's retirement annually. The parties agree that none of the retirement incentives shall be paid to the teacher in such a manner to create a penalty on the District by TRS or to require the District to pay a "present value" sum that exceeds the TRS 6% cap. A teacher receiving a retirement bonus under this section 9.3 is ineligible to receive enhanced sick days as provided by section 6.1 of this agreement, which allows a teacher to receive additional sick days when they use 3 or fewer sick leave days in the preceding year.

If such a deadline to submit a letter has passed by the time this contract is ratified, a time period of 3 months shall be allowed for a teacher to submit such letter retroactively.

9.4 In-House Substitute

Any teacher requested by an administrator to perform supervisory duties or substitution duties during his or her planning period shall be compensated at the rate of thirty dollars (\$30.00) per period.

If a teacher is requested by a building administrator to double up his or her class load, said teacher shall be compensated at the rate of thirty dollars (\$30.00) per period.

If an elementary teacher is requested by a building administrator to forfeit his/her planning time due to the absence of a specialist, said teacher shall be compensated at the rate of thirty dollars (\$30.00) per period.

Payments under this section shall only be made when the employee works at least one-half of the class period. If the employee works less than one-half of the class period, he/she shall not receive any additional compensation.

9.5 Tuition Reimbursement

The Board agrees to reimburse teachers for tuition costs associated with continuing education. The following conditions must be met:

- A. All courses which are to be submitted for reimbursement must first have approval from the Superintendent prior to taking the course on the form which is attached as Appendix D.
- B. Courses must be earned from a college or university accredited by the North Central Association, or an equivalent accrediting association recognized by the North Central Association.
- C. Approval hours shall be limited to undergraduate courses that are a part of a teacher's plan approved by the Superintendent to gain legal qualification for additional teaching certifications approved by the Illinois State Board of Education or graduate courses for the reasons as specified in Appendix D.
- D. For each staff member, no more than four (4) semester hours per semester and no more than twelve (12) semester hours per year will be reimbursed.
- E. A teacher shall not be entitled to tuition reimbursement for the cost of courses which are part of a master's degree program in an Illinois principalship from an accredited university until the successful completion of and conferment of the master's degree upon the teacher. When these conditions are met, the teacher shall be reimbursed the total cost of the master's program at the rate of \$350 per semester hour for each graduate level course earned as a part of such master's program prorated over the four fiscal years following the fiscal year the master's degree is conferred on the teacher. The proration of the reimbursement shall be 10% of the total costs in the first fiscal year; 15% of the total costs in the second fiscal year; 25% of the total costs in the third fiscal year; and 50% of the total costs in the fourth fiscal year. Should a teacher not be employed in the district for any reason during the four-year period, this reimbursement will cease.

Tuition reimbursement shall be limited to Three Hundred Fifty Dollars (\$350.00) per semester hour for graduate level courses and for undergraduate level courses to gain additional teaching certifications tuition shall be limited to One Hundred Fifty Dollars (\$150.00).

9.6 Extra Compensation

Supervisions – A teacher shall be entitled to a free lunch on any day that he/she has morning supervision or lunch supervision.

\$20 per hour – Driver’s Education outside the school year and extra hours

\$25 per hour – Homebound instruction

\$30 per hour – Summer school instructors

\$50 flat rate – Regular event supervision

\$100 flat rate – All day event supervision

\$20 per event – Fan bus supervisor

\$15 per game – Scoreboard operator, libero tracker, official scorekeeper, scholastic bowl moderator

*Driver’s Education and Homebound instruction hours must be pre-approved by the Superintendent.

Extended Contracts:

All extended contract days must be completed in a fiscal year (July 1 through June 30), and must be days that are outside of the contracted school calendar.

All extended contract days have to be fulfilled in order to receive payment for that extended contract.

Guidance Counselor	20 days*	Prorated salary (full-time)
FFA Sponsor/Ag Classroom	10 days*	Prorated salary (full-time)
Industrial Arts	10 days*	Prorated salary (full-time)
Summer Band	10 days*	Prorated salary (full-time)

*Each day is based on a 7.5-hour workday.

Extended contract days can be used in less than full day increments with prior administrative approval.

9.7 Additional Assignments

If during a school term a vacancy in a teaching position occurs, and as a result a teacher is assigned an additional class to teach resulting in him/her no longer having a preparation period, then the teacher will be compensated at a rate of 1/8th of the teacher’s salary per day until he/she no longer is required to teach the additional class. The additional compensation provided for in this section shall not become part of the teacher’s base salary thereafter. The provisions of this section do not apply to a teacher supervising students due to the temporary absence of the regular classroom teacher.

If a posted position remains unfilled and another teacher takes on additional teaching responsibilities to help cover those courses, the covering teacher will receive a stipend of \$2000 per semester while teaching those classes.

ARTICLE X - DURATION

10.1 This Agreement shall become effective this 1st day of July 2021 and continue until the 30th day of June 2024.

This Agreement is signed and adopted this _____ day of _____, 2021.

For the Virginia Community Unit
School District No. 64,
Virginia, IL 62691

For the Virginia Education Association,
affiliated with the Illinois Education
Association and the National Education
Association

President

President

Attest:

Attest:

Secretary

Secretary

APPENDIX A
VIRGINIA CUSD #64 SALARY SCHEDULE
2021-2022

LANE STEPS	BA			BA + 8			BA + 16			BA + 24			MA			MA + 8		
	BASE SALARY	TRS	TOTAL SALARY	BASE SALARY	TRS	TOTAL SALARY	BASE SALARY	TRS	TOTAL SALARY	BASE SALARY	TRS	TOTAL SALARY	BASE SALARY	TRS	TOTAL SALARY	BASE SALARY	TRS	TOTAL SALARY
0	\$33,670	\$3,330	\$37,000	\$34,125	\$3,375	\$37,500	\$34,580	\$3,420	\$38,000	\$35,035	\$3,465	\$38,500	\$36,172	\$3,578	\$39,750	\$36,718	\$3,632	\$40,350
1	\$33,852	\$3,348	\$37,200	\$34,307	\$3,393	\$37,700	\$34,762	\$3,438	\$38,200	\$35,217	\$3,483	\$38,700	\$36,354	\$3,596	\$39,950	\$36,900	\$3,650	\$40,550
2	\$34,034	\$3,366	\$37,400	\$34,489	\$3,411	\$37,900	\$34,944	\$3,456	\$38,400	\$35,399	\$3,501	\$38,900	\$36,536	\$3,614	\$40,150	\$37,082	\$3,668	\$40,750
3	\$34,216	\$3,384	\$37,600	\$34,671	\$3,429	\$38,100	\$35,126	\$3,474	\$38,600	\$35,581	\$3,519	\$39,100	\$36,718	\$3,632	\$40,350	\$37,264	\$3,686	\$40,950
4	\$35,490	\$3,510	\$39,000	\$35,945	\$3,555	\$39,500	\$36,764	\$3,636	\$40,400	\$37,219	\$3,681	\$40,900	\$39,112	\$3,438	\$42,550	\$39,266	\$3,884	\$43,150
5	\$35,945	\$3,555	\$39,500	\$36,400	\$3,600	\$40,000	\$37,310	\$3,690	\$41,000	\$37,765	\$3,735	\$41,500	\$39,357	\$3,893	\$43,250	\$39,903	\$3,947	\$43,850
6	\$36,400	\$3,600	\$40,000	\$36,855	\$3,645	\$40,500	\$37,856	\$3,744	\$41,600	\$38,311	\$3,789	\$42,100	\$39,994	\$3,956	\$43,950	\$40,540	\$4,010	\$44,550
7	\$36,855	\$3,645	\$40,500	\$37,310	\$3,690	\$41,000	\$38,402	\$3,798	\$42,200	\$38,857	\$3,843	\$42,700	\$40,631	\$4,019	\$44,650	\$41,177	\$4,073	\$45,250
8	\$37,310	\$3,690	\$41,000	\$37,765	\$3,735	\$41,500	\$38,948	\$3,852	\$42,800	\$39,403	\$3,897	\$43,300	\$41,268	\$4,082	\$45,350	\$41,814	\$4,136	\$45,950
9	\$37,765	\$3,735	\$41,500	\$38,220	\$3,780	\$42,000	\$39,494	\$3,906	\$43,400	\$39,949	\$3,951	\$43,900	\$41,905	\$4,145	\$46,050	\$42,451	\$4,199	\$46,650
10	\$38,220	\$3,780	\$42,000	\$38,675	\$3,825	\$42,500	\$40,040	\$3,960	\$44,000	\$40,495	\$4,005	\$44,500	\$42,542	\$4,208	\$46,750	\$43,088	\$4,262	\$47,350
11	\$38,675	\$3,825	\$42,500	\$39,130	\$3,870	\$43,000	\$40,586	\$4,014	\$44,600	\$41,041	\$4,059	\$45,100	\$43,179	\$4,271	\$47,450	\$43,725	\$4,325	\$48,050
12	\$39,130	\$3,870	\$43,000	\$39,585	\$3,915	\$43,500	\$41,132	\$4,068	\$45,200	\$41,587	\$4,113	\$45,700	\$43,816	\$4,334	\$48,150	\$44,362	\$4,388	\$48,750
13	\$39,585	\$3,915	\$43,500	\$40,040	\$3,960	\$44,000	\$41,678	\$4,122	\$45,800	\$42,133	\$4,167	\$46,300	\$44,453	\$4,397	\$48,850	\$44,999	\$4,451	\$49,450
14	\$40,040	\$3,960	\$44,000	\$40,495	\$4,005	\$44,500	\$42,224	\$4,176	\$46,400	\$42,679	\$4,221	\$46,900	\$45,090	\$4,460	\$49,550	\$45,636	\$4,514	\$50,150
15	\$40,495	\$4,005	\$44,500	\$40,950	\$4,050	\$45,000	\$42,770	\$4,230	\$47,000	\$43,225	\$4,275	\$47,500	\$45,727	\$4,523	\$50,250	\$46,273	\$4,577	\$50,850
16	\$40,950	\$4,050	\$45,000	\$41,405	\$4,095	\$45,500	\$43,316	\$4,284	\$47,600	\$43,771	\$4,329	\$48,100	\$46,364	\$4,586	\$50,950	\$46,910	\$4,640	\$51,550
17	\$41,405	\$4,095	\$45,500	\$41,860	\$4,140	\$46,000	\$43,862	\$4,338	\$48,200	\$44,317	\$4,383	\$48,700	\$47,001	\$4,649	\$51,650	\$47,547	\$4,703	\$52,250
18				\$42,315	\$4,185	\$46,500	\$44,408	\$4,392	\$48,800	\$44,863	\$4,437	\$49,300	\$47,638	\$4,712	\$52,350	\$48,184	\$4,766	\$52,950
19							\$44,954	\$4,446	\$49,400	\$45,409	\$4,491	\$49,900	\$48,275	\$4,775	\$53,050	\$48,821	\$4,829	\$53,650
20										\$45,955	\$4,545	\$50,500	\$48,912	\$4,838	\$53,750	\$49,458	\$4,892	\$54,350
21													\$49,549	\$4,901	\$54,450	\$50,095	\$4,955	\$55,050
22													\$50,186	\$4,964	\$55,150	\$50,732	\$5,018	\$55,750
23													\$50,823	\$5,027	\$55,850	\$51,369	\$5,081	\$56,450
24													\$51,460	\$5,090	\$56,550	\$52,006	\$5,144	\$57,150
25													\$52,097	\$5,153	\$57,250	\$52,643	\$5,207	\$57,850
26													\$52,734	\$5,216	\$57,950	\$53,280	\$5,270	\$58,550
27													\$53,371	\$5,279	\$58,650	\$53,917	\$5,333	\$59,250
28													\$54,008	\$5,342	\$59,350	\$54,554	\$5,396	\$59,950
29													\$54,645	\$5,405	\$60,050	\$55,191	\$5,459	\$60,650
30													\$55,282	\$5,468	\$60,750	\$55,828	\$5,522	\$61,350

APPENDIX A
VIRGINIA CUSD #64 SALARY SCHEDULE
2022-2023

LANE STEPS	BA			BA + 8			BA + 16			BA + 24			MA			MA + 8		
	BASE SALARY	TRS	TOTAL SALARY	BASE SALARY	TRS	TOTAL SALARY	BASE SALARY	TRS	TOTAL SALARY	BASE SALARY	TRS	TOTAL SALARY	BASE SALARY	TRS	TOTAL SALARY	BASE SALARY	TRS	TOTAL SALARY
0	\$35,035	\$3,465	\$38,500	\$35,490	\$3,510	\$39,000	\$35,945	\$3,555	\$39,500	\$36,400	\$3,600	\$40,000	\$37,537	\$3,713	\$41,250	\$38,083	\$3,767	\$41,850
1	\$35,217	\$3,483	\$38,700	\$35,672	\$3,528	\$39,200	\$36,127	\$3,573	\$39,700	\$36,582	\$3,618	\$40,200	\$37,719	\$3,731	\$41,450	\$38,265	\$3,785	\$42,050
2	\$35,399	\$3,501	\$38,900	\$35,854	\$3,546	\$39,400	\$36,309	\$3,591	\$39,900	\$36,764	\$3,636	\$40,400	\$37,901	\$3,749	\$41,650	\$38,447	\$3,803	\$42,250
3	\$35,581	\$3,519	\$39,100	\$36,036	\$3,564	\$39,600	\$36,491	\$3,609	\$40,100	\$36,946	\$3,654	\$40,600	\$38,083	\$3,767	\$41,850	\$38,629	\$3,821	\$42,450
4	\$36,855	\$3,645	\$40,500	\$37,310	\$3,690	\$41,000	\$38,129	\$3,771	\$41,900	\$38,584	\$3,816	\$42,400	\$40,477	\$3,573	\$44,050	\$40,631	\$4,019	\$44,650
5	\$37,310	\$3,690	\$41,000	\$37,765	\$3,735	\$41,500	\$38,675	\$3,825	\$42,500	\$39,130	\$3,870	\$43,000	\$40,722	\$4,028	\$44,750	\$41,268	\$4,082	\$45,350
6	\$37,765	\$3,735	\$41,500	\$38,220	\$3,780	\$42,000	\$39,221	\$3,879	\$43,100	\$39,676	\$3,924	\$43,600	\$41,359	\$4,091	\$45,450	\$41,905	\$4,145	\$46,050
7	\$38,220	\$3,780	\$42,000	\$38,675	\$3,825	\$42,500	\$39,767	\$3,933	\$43,700	\$40,222	\$3,978	\$44,200	\$41,996	\$4,154	\$46,150	\$42,542	\$4,208	\$46,750
8	\$38,675	\$3,825	\$42,500	\$39,130	\$3,870	\$43,000	\$40,313	\$3,987	\$44,300	\$40,768	\$4,032	\$44,800	\$42,633	\$4,217	\$46,850	\$43,179	\$4,271	\$47,450
9	\$39,130	\$3,870	\$43,000	\$39,585	\$3,915	\$43,500	\$40,859	\$4,041	\$44,900	\$41,314	\$4,086	\$45,400	\$43,270	\$4,280	\$47,550	\$43,816	\$4,334	\$48,150
10	\$39,585	\$3,915	\$43,500	\$40,040	\$3,960	\$44,000	\$41,405	\$4,095	\$45,500	\$41,860	\$4,140	\$46,000	\$43,907	\$4,343	\$48,250	\$44,453	\$4,397	\$48,850
11	\$40,040	\$3,960	\$44,000	\$40,495	\$4,005	\$44,500	\$41,951	\$4,149	\$46,100	\$42,406	\$4,194	\$46,600	\$44,544	\$4,406	\$48,950	\$45,090	\$4,460	\$49,550
12	\$40,495	\$4,005	\$44,500	\$40,950	\$4,050	\$45,000	\$42,497	\$4,203	\$46,700	\$42,952	\$4,248	\$47,200	\$45,181	\$4,469	\$49,650	\$45,727	\$4,523	\$50,250
13	\$40,950	\$4,050	\$45,000	\$41,405	\$4,095	\$45,500	\$43,043	\$4,257	\$47,300	\$43,498	\$4,302	\$47,800	\$45,818	\$4,532	\$50,350	\$46,364	\$4,586	\$50,950
14	\$41,405	\$4,095	\$45,500	\$41,860	\$4,140	\$46,000	\$43,589	\$4,311	\$47,900	\$44,044	\$4,356	\$48,400	\$46,455	\$4,595	\$51,050	\$47,001	\$4,649	\$51,650
15	\$41,860	\$4,140	\$46,000	\$42,315	\$4,185	\$46,500	\$44,135	\$4,365	\$48,500	\$44,590	\$4,410	\$49,000	\$47,092	\$4,658	\$51,750	\$47,638	\$4,712	\$52,350
16	\$42,315	\$4,185	\$46,500	\$42,770	\$4,230	\$47,000	\$44,681	\$4,419	\$49,100	\$45,136	\$4,464	\$49,600	\$47,729	\$4,721	\$52,450	\$48,275	\$4,775	\$53,050
17	\$42,770	\$4,230	\$47,000	\$43,225	\$4,275	\$47,500	\$45,227	\$4,473	\$49,700	\$45,682	\$4,518	\$50,200	\$48,366	\$4,784	\$53,150	\$48,912	\$4,838	\$53,750
18				\$43,680	\$4,320	\$48,000	\$45,773	\$4,527	\$50,300	\$46,228	\$4,572	\$50,800	\$49,003	\$4,847	\$53,850	\$49,549	\$4,901	\$54,450
19							\$46,319	\$4,581	\$50,900	\$46,774	\$4,626	\$51,400	\$49,640	\$4,910	\$54,550	\$50,186	\$4,964	\$55,150
20										\$47,320	\$4,680	\$52,000	\$50,277	\$4,973	\$55,250	\$50,823	\$5,027	\$55,850
21													\$50,914	\$5,036	\$55,950	\$51,460	\$5,090	\$56,550
22													\$51,551	\$5,099	\$56,650	\$52,097	\$5,153	\$57,250
23													\$52,188	\$5,162	\$57,350	\$52,734	\$5,216	\$57,950
24													\$52,825	\$5,225	\$58,050	\$53,371	\$5,279	\$58,650
25													\$53,462	\$5,288	\$58,750	\$54,008	\$5,342	\$59,350
26													\$54,099	\$5,351	\$59,450	\$54,645	\$5,405	\$60,050
27													\$54,736	\$5,414	\$60,150	\$55,282	\$5,468	\$60,750
28													\$55,373	\$5,477	\$60,850	\$55,919	\$5,531	\$61,450
29													\$56,010	\$5,540	\$61,550	\$56,556	\$5,594	\$62,150
30													\$56,647	\$5,603	\$62,250	\$57,193	\$5,657	\$62,850

APPENDIX A
VIRGINIA CUSD #64 SALARY SCHEDULE
2023-2024

LANE STEPS	BA			BA + 8			BA + 16			BA + 24			MA			MA + 8		
	BASE SALARY	TRS	TOTAL SALARY	BASE SALARY	TRS	TOTAL SALARY	BASE SALARY	TRS	TOTAL SALARY	BASE SALARY	TRS	TOTAL SALARY	BASE SALARY	TRS	TOTAL SALARY	BASE SALARY	TRS	TOTAL SALARY
0	\$36,627	\$3,623	\$40,250	\$37,082	\$3,668	\$40,750	\$37,537	\$3,713	\$41,250	\$37,992	\$3,758	\$41,750	\$39,130	\$3,870	\$43,000	\$39,676	\$3,924	\$43,600
1	\$36,809	\$3,641	\$40,450	\$37,264	\$3,686	\$40,950	\$37,719	\$3,731	\$41,450	\$38,174	\$3,776	\$41,950	\$39,312	\$3,888	\$43,200	\$39,858	\$3,942	\$43,800
2	\$36,991	\$3,659	\$40,650	\$37,446	\$3,704	\$41,150	\$37,901	\$3,749	\$41,650	\$38,356	\$3,794	\$42,150	\$39,494	\$3,906	\$43,400	\$40,040	\$3,960	\$44,000
3	\$37,173	\$3,677	\$40,850	\$37,628	\$3,722	\$41,350	\$38,083	\$3,767	\$41,850	\$38,538	\$3,812	\$42,350	\$39,676	\$3,924	\$43,600	\$40,222	\$3,978	\$44,200
4	\$38,447	\$3,803	\$42,250	\$38,902	\$3,848	\$42,750	\$39,721	\$3,929	\$43,650	\$40,176	\$3,974	\$44,150	\$42,069	\$3,731	\$45,800	\$42,224	\$4,176	\$46,400
5	\$38,902	\$3,848	\$42,750	\$39,357	\$3,893	\$43,250	\$40,267	\$3,983	\$44,250	\$40,722	\$4,028	\$44,750	\$42,315	\$4,185	\$46,500	\$42,861	\$4,239	\$47,100
6	\$39,357	\$3,893	\$43,250	\$39,812	\$3,938	\$43,750	\$40,813	\$4,037	\$44,850	\$41,268	\$4,082	\$45,350	\$42,952	\$4,248	\$47,200	\$43,498	\$4,302	\$47,800
7	\$39,812	\$3,938	\$43,750	\$40,267	\$3,983	\$44,250	\$41,359	\$4,091	\$45,450	\$41,814	\$4,136	\$45,950	\$43,589	\$4,311	\$47,900	\$44,135	\$4,365	\$48,500
8	\$40,267	\$3,983	\$44,250	\$40,722	\$4,028	\$44,750	\$41,905	\$4,145	\$46,050	\$42,360	\$4,190	\$46,550	\$44,226	\$4,374	\$48,600	\$44,772	\$4,428	\$49,200
9	\$40,722	\$4,028	\$44,750	\$41,177	\$4,073	\$45,250	\$42,451	\$4,199	\$46,650	\$42,906	\$4,244	\$47,150	\$44,863	\$4,437	\$49,300	\$45,409	\$4,491	\$49,900
10	\$41,177	\$4,073	\$45,250	\$41,632	\$4,118	\$45,750	\$42,997	\$4,253	\$47,250	\$43,452	\$4,298	\$47,750	\$45,500	\$4,500	\$50,000	\$46,046	\$4,554	\$50,600
11	\$41,632	\$4,118	\$45,750	\$42,087	\$4,163	\$46,250	\$43,543	\$4,307	\$47,850	\$43,998	\$4,352	\$48,350	\$46,137	\$4,563	\$50,700	\$46,683	\$4,617	\$51,300
12	\$42,087	\$4,163	\$46,250	\$42,542	\$4,208	\$46,750	\$44,089	\$4,361	\$48,450	\$44,544	\$4,406	\$48,950	\$46,774	\$4,626	\$51,400	\$47,320	\$4,680	\$52,000
13	\$42,542	\$4,208	\$46,750	\$42,997	\$4,253	\$47,250	\$44,635	\$4,415	\$49,050	\$45,090	\$4,460	\$49,550	\$47,411	\$4,689	\$52,100	\$47,957	\$4,743	\$52,700
14	\$42,997	\$4,253	\$47,250	\$43,452	\$4,298	\$47,750	\$45,181	\$4,469	\$49,650	\$45,636	\$4,514	\$50,150	\$48,048	\$4,752	\$52,800	\$48,594	\$4,806	\$53,400
15	\$43,452	\$4,298	\$47,750	\$43,907	\$4,343	\$48,250	\$45,727	\$4,523	\$50,250	\$46,182	\$4,568	\$50,750	\$48,685	\$4,815	\$53,500	\$49,231	\$4,869	\$54,100
16	\$43,907	\$4,343	\$48,250	\$44,362	\$4,388	\$48,750	\$46,273	\$4,577	\$50,850	\$46,728	\$4,622	\$51,350	\$49,322	\$4,878	\$54,200	\$49,868	\$4,932	\$54,800
17	\$44,362	\$4,388	\$48,750	\$44,817	\$4,433	\$49,250	\$46,819	\$4,631	\$51,450	\$47,274	\$4,676	\$51,950	\$49,959	\$4,941	\$54,900	\$50,505	\$4,995	\$55,500
18				\$45,272	\$4,478	\$49,750	\$47,365	\$4,685	\$52,050	\$47,820	\$4,730	\$52,550	\$50,596	\$5,004	\$55,600	\$51,142	\$5,058	\$56,200
19							\$47,911	\$4,739	\$52,650	\$48,366	\$4,784	\$53,150	\$51,233	\$5,067	\$56,300	\$51,779	\$5,121	\$56,900
20										\$48,912	\$4,838	\$53,750	\$51,870	\$5,130	\$57,000	\$52,416	\$5,184	\$57,600
21													\$52,507	\$5,193	\$57,700	\$53,053	\$5,247	\$58,300
22													\$53,144	\$5,256	\$58,400	\$53,690	\$5,310	\$59,000
23													\$53,781	\$5,319	\$59,100	\$54,327	\$5,373	\$59,700
24													\$54,418	\$5,382	\$59,800	\$54,964	\$5,436	\$60,400
25													\$55,055	\$5,445	\$60,500	\$55,601	\$5,499	\$61,100
26													\$55,692	\$5,508	\$61,200	\$56,238	\$5,562	\$61,800
27													\$56,329	\$5,571	\$61,900	\$56,875	\$5,625	\$62,500
28													\$56,966	\$5,634	\$62,600	\$57,512	\$5,688	\$63,200
29													\$57,603	\$5,697	\$63,300	\$58,149	\$5,751	\$63,900
30													\$58,240	\$5,760	\$64,000	\$58,786	\$5,814	\$64,600

APPENDIX B

EXTRA CURRICULAR SCHEDULE–COACHES AND SPONSORS

Coaches and sponsors who are assigned by the Board the duties of the assistant coaching or co-sponsor position will be paid that salary in addition to the salary received as head coach or sponsor.

The Board retains the sole discretion as to whether to fill any of the foregoing positions and the Board shall annually approve what positions will be filled in any fiscal year.

Level One

All Positions to be paid \$2500 per school year

Head Coaches for:

- High School Football
- High School Volleyball
 - High School Golf
- High School Boys' Basketball
- High School Girls' Basketball
 - High School Baseball
 - High School Softball
- High School Girls' Track
- High School Boys' Track
- High School Cheerleading

Level Two

All Positions to be paid \$1500 per school year

- Yearbook Sponsor
- Junior Class Sponsor

Head Coaches for:

- Junior High Baseball
- Junior High Softball
- Junior High Cross Country
- Junior High Girls' Basketball
- Junior High Boys' Basketball
 - Junior High Volleyball
 - Junior High Boys' Track
 - Junior High Girls' Track
- Junior High Cheerleading

Assistant Coaches for:

- High School Football (2)
 - High School Volleyball
- High School Boys' Basketball
- High School Girls' Basketball
 - High School Baseball

Level Three

All Positions to be paid \$1000 per school year

Assistant Coaches for:

- Junior High Boys' Basketball
- Junior High Girls' Basketball
 - Junior High Volleyball
 - Junior High Baseball

Level Four

All Positions to be paid \$750 per school year

- School Play (2)
- High School National Honor Society (2)
 - High School Scholastic Bowl
 - Junior High Scholastic Bowl
- High School Student Council (2)
- Junior High Student Council (2)

Level Five

All Positions to be paid \$200 per school year

- High School Speech
- Junior High Speech
- National Junior Honor Society (2)
 - Art Club
 - Industrial Arts Club
 - Bass Fishing
- Freshman Class Sponsor
- Sophomore Class Sponsor
- Senior Class Sponsor

*Coaches and sponsors will receive a one-time stipend payment at the completion of the duties required for that position. Completed paperwork must be submitted to the Building Principal at the conclusion of 1st semester for January payment, or the conclusion of 2nd semester for June payment.

APPENDIX C

The Teacher Evaluation Instrument is attached at the end of the contract and is not part of the pagination of the contract due to the length of the Teacher Evaluation Instrument and the pagination unique to that document.

APPENDIX D

Course Approval for College Tuition Reimbursement

Employee Name: _____ Date: _____

Course Title: _____ Sem. Hrs. _____

College Level Course: _____ Start Date: _____

Reason(s) to request approval:

_____ Course to address the needs of serving students with disabilities and/or student behavior management.

_____ Course is a requirement for a Master's Degree in a content program in subject area the teacher either teaches in currently or could be legally qualified to teach in Illinois or is a Master's Level Course in a content subject area that is part of the teacher's current teaching assignment.

_____ Course is needed to gain legal qualifications for additional teaching certificate(s) approved by the Illinois State Board of Education. Undergraduate courses will be reimbursed only for gaining legal qualifications under this Reason. All other course reimbursement for other Reasons is limited to graduate level courses.

_____ Course is required or requested by the Board/Administration to meet the needs of the District.

_____ Course is needed to develop knowledge and skills in technology, math, reading, science, standards and assessments and goals relevant to District's School Improvement Plan, to meet ISBE State Standards, or to advance knowledge and skills in teaching assignment areas.

Course Description:

- Copy of description is attached.
- Written description _____

Superintendent:

- Yes, I give my approval for the employee to take this course for tuition reimbursement.
- No, I cannot give my approval for the employee to take this course for tuition reimbursement for the following reason(s): _____

Superintendent Signature: _____ Date: _____

APPENDIX E
Approval for Courses in a Master's Degree Program
for Administration Certification

Employee Name: _____

Date: _____

Graduate Level Course Title: _____

I, the undersigned, certify that I am enrolled in a Master's Degree Program in an Illinois principalship program from an accredited university at _____.

Accredited University for the _____ academic year.

A copy of the course description is attached.

Executed on the _____ day of _____, 20____.

Teacher Signature: _____

Approved on the _____ day of _____, 20____.

Superintendent's Signature: _____