

# **WESTVILLE SCHOOL DISTRICT #2**

**Engage \* Educate \* Empower ...*for lives of purpose.***



## **Agreement Between the Westville Board of Education and Westville Education Association**

**2023 – 2027**

WEA Ratified February 12, 2024  
Board Approved February 21, 2024

AGREEMENTS BETWEEN THE BOARD OF EDUCATION OF THE WESTVILLE COMMUNITY UNIT  
SCHOOL DISTRICT NUMBER 2, WESTVILLE ILLINOIS AND THE WESTVILLE EDUCATION  
ASSOCIATION

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ARTICLE I  
RECOGNITION

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1.1 PARTIES TO AGREEMENT

This Agreement dated **July 1, 2023** is between the Board of Education of the Westville Community Unit School District Number 2, Vermilion County, Illinois, hereinafter referred to as the "Board" and the Westville Education IEA-NEA, hereinafter referred to as "Association."

1.2 EXCLUSIVE RECOGNITION

The Board of Education of the Westville Community Unit School District Number 2, Vermilion County, Illinois recognizes the Westville Education Association, IEA-NEA, as the sole and exclusive bargaining representation for all full and part-time Professional Educator Licensed and non certified employees. This excludes all supervisory, managerial and confidential employees, superintendents, assistant superintendents, principals, assistant principals, substitute teachers, secretaries to the superintendent, bookkeepers, curriculum directors, and district technology specialists. Professional Educator Licensed (PEL) teachers shall be hereinafter referred to as "teacher," all other personnel shall hereinafter be referred to as "support staff." Also excluded from the unit are temporary employees.

1.3 MANAGEMENT FUNCTION

The Association recognizes that the management of the School District and direction of the working forces exclusively in the Board of Education and, without restricting the generality of the foregoing, the Association acknowledges that it is the function of the Board to:

- A. Maintain order and efficiency
- B. Hire, discharge, suspend, transfer, classify in accordance with the provisions of the agreement, promote, demote, layoff, recall.
- C. Discipline employees for good reason. The non-renewal of a non-tenured teacher's contract will not be considered as "discipline," and is exempt from this clause.
- D. Make and enforce and alter from time to time rules and regulations to be observed by the employees.
- E. Determine the kinds and locations of equipment and materials to be used, the methods and techniques of work, the schedules of work, and to determine all other functions and prerogatives hence before and exercised by the Board which shall remain solely with the Board except as specifically limited by the express provisions of this Agreement.

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ARTICLE II  
NEGOTIATIONS

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2.1 ILLINOIS EDUCATIONAL LABOR RELATIONS ACT

Negotiations shall be conducted pursuant to the Illinois Educational Labor Relations Act.

2.2 COMPLETE UNDERSTANDING

The terms and conditions set forth in this Agreement represent the full and complete understanding between the parties.

### 2.3 CONTRACT SUPERSEDES PRIOR AGREEMENTS

This agreement supersedes and nullifies all previous written and verbal negotiation Agreements between the Board and the Association.

### 2.4 AGREEMENT NOT TO BE MODIFIED

This Agreement shall not be modified in whole or in part by either party. If necessary, negotiations may be reopened by mutual agreement of the Board and the Association. If new positions are added, the salary for said positions shall be negotiated between the Association President for Association action and the Superintendent for recommendation to the board for board action.

### 2.5 SEPARABILITY

Should any article, section, or clause of this Agreement be declared illegal by a court of competent jurisdiction, then that part shall be deleted from this Agreement to the extent that it violates the law. If it is declared illegal, the remaining articles, sections, and clauses shall remain in effect. Should any additional modification or change be made in this Agreement it shall be necessary that the parties meet and mutually agree in writing.

### 2.6 NOTIFICATION TO NEGOTIATE

When either party executes written notification, by certified mail, to the other party prior to April 1 of the year the contract terminates that they wish to re-negotiate the Agreement, the Board shall meet with the Association no later than May 31 to receive the Association proposal and negotiations shall continue in an effort to reach an Agreement.

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## ARTICLE III ASSOCIATION RIGHTS

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### 3.1 NOTICE OF MEETING AND AGENDA

Written notice of all regular and special meetings of the Board including an agenda or statement of the Purpose of each meeting will be made available to each employee's lounge and to the Association president prior to the scheduled time of the meeting.

### 3.2 BOARD AGENDA

The Board shall place on the agenda of each regular Board meeting under Visitor and Staff Communication matters brought to its attention by the Association.

### 3.3 BOARD MINUTES

One copy of the Board minutes shall be placed in the mailbox of the President of the Association as soon as it has been prepared. In addition, one copy of Board minutes shall be placed in employee's lounges in each building.

### 3.4 BULLETIN BOARDS

The Board agrees that a bulletin board shall be provided for the exclusive use of the Association in each building for posting notices of activities and other matters of Association concern. The bulletin boards shall be located in employee lounges of each building. The Association will maintain the individual bulletin boards for the posting of official Association notices which shall be limited to Association announcements including Association elections. The Association agrees that no materials of a political, religious or derogatory nature shall be posted on the bulletin board.

### 3.5 MAIL BOXES

The Association may use employee mailboxes for communication with employees.

### 3.6 INTER-SCHOOL DELIVERY SYSTEM

The regular school district inter-school delivery system shall be made available to the Association for communication with employees.

### 3.7 USE OF SCHOOL BUILDINGS

The Association shall be permitted to use the school buildings for official Association business, subject to prior permission from the Superintendent of Schools or his designee. The request will be approved based on Reasonable charges that may be made for such use.

### 3.8 RELEASED TIME

Should the Association send representatives to Local, State or National Conferences, these representatives shall be excused without loss of salary or benefits. The WEA will reimburse the district for half of the substitute pay and half of the said employee's salary for each day of conference attendance. A written notification of leave shall be submitted to the Superintendent by the Association President at least one week prior to the date the leave is to commence. Three (3) employees shall be excused for two (2) days each to attend the state conference and three (3) employees shall be excused one (1) school day to attend bargaining conferences.

### 3.9 TEAM SHARING SESSIONS

The Association, Administration, and the Board recognize the importance of communication in maintaining good relationships and agree to meet at least quarterly during the school year for the purpose of enhancing communication. A representative from the Association and the Administration will meet at least ten (10) calendar days before any scheduled meeting to prepare an agenda. Either representative may propose items for the agenda. Discussions during the communication meetings will be limited to agenda items.

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## ARTICLE IV

### EMPLOYEE RIGHTS

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#### 4.1 DUES DEDUCTION

Payroll deductions shall be made for Association dues pursuant to the employee voluntarily giving written authorization that such deductions are requested. Monies deducted for union dues will be paid to the Association within ten (10) working days of deduction. **The Association shall notify Administration of any authorized dues revocation. Upon necessary Association processing and notification to Administration, the revocation shall be effective with the next payroll check unless payroll processing time does not allow the revocation to be effective, in which case the revocation shall be effective with the next following paycheck. It shall be the responsibility of a duly elected officer of the Association to notify the Administration if any Association member has terminated his or her membership (dues payment) in the Association.**

**In the event of any legal action against the Employer brought in a court or administrative agency because of its compliance with this Section 4.1, the Association agrees to defend such action, at its own expense and through its own counsel, provided:**

- (a) The Employer gives prompt notice of such action in writing to the Association and permits the Association to intervene as a party if it so desires, and**

**(b) The Employer gives full and complete cooperation to the Association and its counsel in securing and giving evidence, obtaining witnesses and making relevant information available at both trial and all appellate levels.**

**The Association agrees that in any action so defended, it will indemnify and hold harmless the Employer from any liability for damages and reasonable costs imposed by a final judgment of a court or administrative agency as a direct consequence of the Employer's non-negligent compliance with this Article.**

#### **4.2 NON DISCRIMINATION**

The Board and the Association agree that they will not discriminate against any employee with respect to hours, wages, terms or conditions of employment by reason of membership in any professional organization, participation in negotiations with the Board, or the institution of any grievance, complaint, or proceedings under this Agreement. The Board and the Association also agree that they will not discriminate against any employee for reasons of color, race, marital status, religious affiliation, age, sex or national origin.

#### **4.3 RIGHT TO REPRESENTATION**

When an employee is required to meet with an administrator or the Board, and the results of this interview are to become a matter of official record, (excluding evaluations), the employee shall be allowed to have an Association representative present, but under no circumstances will the meeting be delayed because of the unavailability of the representative. When an employee is required to appear before the **Administration**, the employee shall be given prior written notice of the reason for such meeting.

If an employee requests to meet with an administrator and the request is granted, a meeting will be scheduled at the convenience of the parties and the employee may have a representative of his/her choice at the meeting.

#### **4.4 PERSONNEL FILE**

With one (1) school days notice, employees have the right to review the contents of said employee's personnel file and to place therein written reactions to any of its contents. Employees have the right to receive a copy of anything filed in their personnel folder. The cost for copying materials filed in their personnel files may be \$ .25 per page. Confidential materials received prior to employment may be excluded from review if the right to review has been previously waived. In the event that any portion of an employee's file is requested through the Freedom of Information Act, said employee will be notified and receive a copy of material requested.

#### **4.5 REDUCTION IN FORCE**

##### **A. TEACHERS**

If the Board determines it is necessary to have a reduction in force among teachers, such reduction in force and any recall shall be in accordance with Section 24-12 of the Illinois School Code, 105 ILCS 5/.24-12.

## B. SUPPORT STAFF

If the Board determines it is necessary to have a reduction in force among support staff, those members with the least seniority shall be removed first. Support staff seniority shall be determined by the length of continuous service within departments. Part time support staff with continuous service shall be granted seniority on a prorata basis, within departments. These departments are: secretary, aide, health service, food service, maintenance, and general district wide. In the event of the vacancy of a position, any support staff honorably removed shall be recalled in reverse order of the layoff for the following school term or within one calendar year from the beginning of the following school term provided he/she is qualified for the position. Employees shall be recalled by seniority within their departments.

## C. SENIORITY LIST

The Board will maintain a separate seniority list of all district teachers and support staff. A copy of these lists shall be given to the Association no later than February 1st of each school year.

## D. SENIORITY DURING LEAVES

During periods of approved leaves of absence without pay, seniority will not accrue nor will seniority be lost.

## 4.6 NOTIFICATION OF VACANCIES

Notice of all vacancies shall be sent to all buildings. The notice shall be dated and posted in a conspicuous location available to all employees within five (5) working days (following the position coming open). Such notice will be posted for at least three (3) working days before the position is filled unless due to an emergency. Copies of the notices will be maintained in the office of the Superintendent of Schools and placed in a WEA mail box in the Central Office when not available at a school building because that building is not in use. Consideration will be given to the district personnel.

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## ARTICLE V

### LEAVES

#### 5.1 A. SICK LEAVE-DEFINED

Each employee shall be entitled to:

0-10 Years of Service in the district	<b>12</b> days/year
11-19 Years of Service in the district	<b>13</b> days/year
20 or more Years of Service in the district	<b>14</b> days/year

One of the sick leave days will be donated to a sick bank. **The sick bank shall be exclusively available** used for extended employee illness (after the employee's own sick days and personal days are exhausted). These days will be made available by a mutual decision of the Board and Association, upon receipt of written request from the employee. The Superintendent may request a doctor's excuse to satisfy conditions outlined in the school code. **Sick bank days will accumulate to a maximum of 150 days, which shall roll-over on a yearly basis. Sick bank days accrued beyond 150 days shall not accumulate beyond a given school year. Sick bank days shall be exclusively awarded by agreement of the Board and Association for the purpose of serious illness of an employee extending beyond the employee's available sick leave.**

Sick leave shall be defined as personal illness, illness in the immediate family or death in the immediate family. The immediate family for the purposes of this article shall include spouse, brothers, sisters, children, grandparents, grandchildren, parents, parents-in-law, stepchildren, step-parent, brothers-in-law, sisters-in-law, son-in-law, daughter-in-law, and legal guardians. Sick leave shall accumulate without limit for the duration of this contract. Employees may use half days of sick leave when necessary.

Up to two (2) sick leave days per year may be used should death occur of a near relative or relative by marriage and (not included within the immediate family). Under special circumstances the employee may request through the superintendent's office to allow for people not covered above. Employees may be asked to provide verification.

Each employee shall be entitled to three (3) bereavement days per **occurrence** to be used only for the death of an employee's spouse, (step) child, (step) parents, parents-in-law, son-in-law, daughter-in-law, (step) brother, (step) sister, **or unborn child**. Bereavement leave will not roll over from year to year. Employees may be asked to provide verification of an individual's death. In the event that many employees want to attend the same funeral, requests will be honored in the order they are received and based upon the availability of substitutes.

Employees scheduled to work less than a school calendar year will have days calculated on a pro rata basis.

Support staff pro rata will depend on whether their work year coincides with the school calendar year, 12 month year, or maximum number of days scheduled to work in their job classification,

Each employee may voluntarily transfer up to a total of five (5) days of his/her sick leave per year to other employees who have exhausted their sick and personal leave. A donor employee may transfer no more than a total of five (5) sick leave days per year.

## B. SICK LEAVE-UNUSED

Any teacher retiring from the District with a minimum of ten (10) years of continuous service in this District shall receive **twenty-five** dollars (**\$25**) per day for each unused sick day that he/she has accumulated in the District. Any teacher retiring from the district with a minimum of twenty-five years of continuous service in this district shall receive **seventy-five** (**\$75**) for each unused sick day that he/she has accumulated in the district. This shall be **become due and payable no earlier than thirty (30) days following retirement from service to the District.**

Any support staff retiring from the District with a minimum of ten (10) years of continuous service in this District, shall receive **twenty-five** dollars (**\$25**) per day for each unused sick day that he/she has accumulated in the District. Any support staff retiring from the District with a minimum of twenty-five (25) years continuous of service shall receive **seventy-five** (**\$75**) for each unused sick day that he/she has accumulated in the District. The rules of each respective retirement system shall be followed. **This shall become due and payable no earlier than thirty (30) days following retirement from service to the District.**

Any employee with a minimum of ten (10) years of continuous service in this District, who dies while in active employment in this District, shall receive **fifty** (**\$50**) per day for each unused sick day that he/she has accumulated in the District. This shall be added to the last paycheck of the deceased employee.

Example: A teacher with 190 sick days may opt to receive either **twenty-five** dollars (**\$25**) or **seventy-five** (**\$75**) **\$25** or **\$75** per day whichever is applicable for 20 days, leaving 170 to be counted for an extra year of service credit.

Only unused sick-leave days that are not used toward obtaining additional TRS/IMRF service credit are eligible for this benefit. Prior to, and as a condition to such payment, a retiring employee shall be required to provide the District certified verification from TRS/IMRF of number of such unused sick-leave days.

**The Parties agree that such payment in recognition of unused sick days shall become due and payable no earlier than thirty (30) days after the completion of the teacher's service to the District and issuance of the final paycheck therefor, whichever is later, and is intended by the parties to be post-retirement income, and not wages for services rendered to the District. The Parties agree that such payment is intended to be exempt from any creditable earnings calculations conducted by the Teachers' Retirement System of Illinois (TRS); *Status quo* is explicitly waived for the purpose of this agreement, so that if there is change to the Illinois Pension Code, administrative rules, interpretation by TRS, guidance documents from TRS, or any other notification from TRS which would cause this payment for recognition for years of service to be considered creditable earnings or otherwise cause a contribution to TRS, penalty, or other cost not explicitly contemplated herein, this section of the Agreement shall be severed and rendered unenforceable, and the Parties shall meet to negotiate new terms and conditions for payment for recognition of years of service. In such event, *status quo* shall be as though this language never existed and was never a part of the agreement.**

#### 5.1C Retirement Notification and Incentive for PEL Staff

##### Eligibility

**An employee tendering an irrevocable letter of resignation to a Teacher Retirement System (TRS) Retirement program on a date certain in the future in conformance with the following conditions shall be eligible for a retirement incentive in up to each of his or her final four years of teaching service subject to the following conditions:**

**1)The teacher shall have a minimum of fifteen (15) years of continuous full-time service in the Westville C.U.S.D. #2 on the intended date of retirement.**

**2)The teacher shall be at least sixty (60) years of age on or before December 31 of the year of retirement or will be at least fifty-five (55) years of age and will have at least thirty-five (35) years of creditable service and will not retire before full retirement pension eligibility.**

**3)The teacher shall have tendered to the Board a binding, irrevocable resignation for a date certain in the future. The teacher's notice may be given up to four (4) years prior to retirement or by September 1<sup>st</sup> during the year up to and including the school year of retirement. The pre-retirement period may be from one (1) to four (4) years in length depending upon the date the letter of resignation is received by the Board and the specified date of retirement.**

##### Creditable Earnings

**"TRS creditable earnings," wherever that phrase is used in the entirety of this provision (Retirement Incentive Award Payment), shall mean total TRS creditable earnings including pension payment.**



### **Full Performance of Duties**

This agreement presumes the teacher will fully perform all his or her duties during the term of this agreement. Any reduction in teaching performance (dock days or leave of absence without pay, for example) during the term of this agreement shall result in a corresponding reduction in salary and benefit amount.

If a teacher fails to complete the pre-retirement period, leaves the District prior to the designated retirement date or otherwise retires in a manner that causes the District to have to pay a penalty or other monies not contemplated herein to TRS, the teacher shall reimburse the District the cost of the incentive payments paid over what was due. Upon complete reimbursement of such amount to the District, the teacher shall be entitled to any general wage increase that would have been applicable during the pre-retirement period.

In no event will a teacher subject to this provision receive an increase in any year covered by this provision of TRS creditable earnings in excess of six percent (6%) of the prior year's TRS creditable earnings.

### **Increased Earnings**

In exchange for the teacher's binding, irrevocable resignation on a date certain, the District agrees to remove the teacher from the salary schedule and for each year of eligibility, the teacher's TRS creditable earnings will be increased by six percent (6%) over the teacher's TRS creditable earnings for the prior year of employment except as otherwise provided herein.

#### **Examples:**

A teacher applies for the award one year before retirement. The teacher's TRS creditable earnings for 2023-2024 were \$40,000. The teacher's final year TRS creditable earnings (2024-2025) will be \$42,400 ( $\$40,000 \times 1.06 = \$42,400$ ).

A teacher applies for the award three years before retirement. The teacher's TRS creditable earnings for the 2023-2024 school year were \$40,000. The teacher's first year TRS creditable earnings will be \$42,400 ( $\$40,000 \times 1.06 = \$42,400$ ). The teacher's second year TRS creditable earnings will be \$44,944 ( $\$42,400 \times 1.06 = \$44,944$ ). The teacher's final year TRS creditable earnings will be \$47,640 ( $\$44,944 \times 1.06 = \$47,640$ ).

### **Extra Duties**

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

#### **Example:**

A teacher applies for the award three years before retirement. The teacher's creditable earnings for the 2023-2024 school year were \$40,000. The teacher's first year creditable earnings will be \$42,400 ( $\$40,000 \times 1.06 = \$42,400$ ). The teacher's second year creditable earnings will be \$44,944 ( $\$42,400 \times 1.06 = \$44,944$ ). The teacher ceases to perform an extra duty assignment in his or her final year of employment for which he or she would have been paid \$2,000 (TRS creditable earnings). The teacher's final year creditable earnings will be \$45,640 ( $\$44,944 \times 1.06 = \$47,640 - \$2,000 = \$45,640$ ).

Once an irrevocable letter of retirement is submitted, the employee will not be assigned, nor may an employee apply for or assume any additional duty (extra duty or additional work hours, days, weeks or months) that would increase the employee's TRS gross income above the six percent (6%) provided for herein.

### **Status Quo**

**Status quo in the event of a change in the law or a rules change or interpretation by TRS subsequent to the incorporation of this provision into any contract shall be compliance with this provision (to the extent possible without penalty or additional cost to the District) but under no circumstances shall status quo be interpreted to require the District to incur any assessment or penalty not contemplated by the parties at the time this provision was bargained. No penalty of any kind except as expressly and explicitly provided for herein was contemplated by the parties at the time this provision was bargained. If and when bargaining begins pursuant to a demand to bargain (resulting from a change in the law, rules change or interpretation by TRS) and if and when no agreement can be reached on the issue, the employer shall not be required to distribute any monies in a fashion that would result in any increased cost to the District due to a TRS assessment or penalty resulting from the change in the law or a rules change or interpretation by TRS or legislative change beyond the negotiated contribution amount paid on behalf of the employee (9.0% of creditable earnings up to 106% of the previous year's TRS gross; all as permitted without penalty) including any incentive amount that would not result in additional assessment or penalty.**

**This provision is tentatively agreed to and ratified with the understanding that it will be submitted to TRS for review to obtain reasonable assurance from TRS that the District will incur no penalties or additional assessments resulting from it, and that it is not otherwise problematic to TRS. If TRS should have objections or advises that the District will incur penalties by reason of this paragraph, then before this provision becomes effective it shall be revised through the negotiation process as necessary based upon findings from TRS and resubmitted and revised until reasonable assurance from TRS is obtained.**

**Upon completion of retirement, each teacher shall be paid a one-time stipend of \$3,000 which shall become payable no earlier than thirty (30) days following issuance of the teacher's final paycheck.**

**The Parties agree that such payment in recognition of a one-time stipend shall become due and payable no earlier than thirty (30) days *after* the completion of the teacher's service to the District and issuance of the final paycheck therefor, whichever is later, and is intended by the parties to be post-retirement income, and not wages for services rendered to the District. The Parties agree that such payment is intended to be exempt from any creditable earnings calculations conducted by the Teachers' Retirement System of Illinois (TRS); *Status quo* is explicitly waived for the purpose of this agreement, so that if there is change to the Illinois Pension Code, administrative rules, interpretation by TRS, guidance documents from TRS, or any other notification from TRS which would cause this payment for recognition for years of service to be considered creditable earnings or otherwise cause a contribution to TRS, penalty, or other cost not explicitly contemplated herein, this section of the Agreement shall be severed and rendered unenforceable, and the Parties shall meet to negotiate new terms and conditions for payment for recognition of years of service. In such event, *status quo* shall be as though this language never existed and was never a part of the agreement.**

### **5.1D Retirement Notification and Incentive for Support Staff**

#### **Eligibility**

**An employee tendering an irrevocable letter of resignation to an Illinois Municipal Retirement Fund (IMRF) Retirement program on a date certain in the future in conformance with the following conditions shall be eligible for a retirement incentive in up to each of his or her final four years of service subject to the following conditions:**

1) The employee shall have a minimum of fifteen (15) years of continuous full-time service in the Westville C.U.S.D. #2 on the intended date of retirement.

2) The employee shall be at least sixty (60) years of age on or before December 31 of the year of retirement or will be at least fifty-five (55) years of age and will have at least thirty-five (35) years of creditable service to IMRF.

3) The employee shall have tendered to the Board a binding, irrevocable resignation for a date certain in the future. The employee's notice may be given up to four (4) years prior to retirement or by September 1st during the year up to and including the school year of retirement. The pre-retirement period may be from one (1) to four (4) years in length depending upon the date the letter of resignation is received by the Board and the specified date of retirement. Upon the tender of such letter, the employee shall meet with the employee's supervisor to establish the hours anticipated for the following year with a goal to establish that the hours will mirror those of the prior year absent a reduction in force or hours or intervening termination event.

#### **Creditable Earnings**

"IMRF creditable earnings," wherever that phrase is used in the entirety of this provision (Retirement Incentive Award Payment), shall mean total IMRF creditable earnings including pension payment.

#### **Full Performance of Duties**

This agreement presumes the employee will fully perform all his or her duties during the term of this agreement. Any reduction in teaching performance (dock days or leave of absence without pay, for example) during the term of this agreement shall result in a corresponding reduction in benefit amount. Under no circumstances shall the District be required to increase or inflate rate or hours for an employee who fails to fully perform assigned duties during the term of the pre-retirement period.

If an employee fails to complete the pre-retirement period, leaves the District prior to the designated retirement date causing the District to have to pay a penalty or other monies not contemplated herein to IMRF, the employee shall reimburse the District the cost of the incentive payments paid over what was due. Upon complete reimbursement of such amount to the District, the employee shall be entitled to any general wage increase that would have been applicable during the pre-retirement period.

In no event will an employee subject to this provision receive an increase in an any year covered by this provision of IMRF creditable earnings in excess of six percent (6%) of the prior year's IMRF creditable earnings. The employee and the employee's supervisor shall meet no later than 30 days before the end of each school year to review hours and compensation to ensure compliance with this provision.

#### **Increased Base Wage Rate**

In exchange for the employee's binding, irrevocable resignation on a date certain, the District agrees to increase the employee's base wage rate for each year of eligibility by six percent (6%) over the employee's base wage rate for the prior year of employment except as otherwise provided herein.

**Examples:**

**An employee applies for the award one year before retirement. The employee's base wage rate was \$20/hour. The employee's base wage rate for the final year before retirement will be \$21.20/hour ( $\$20 \times 1.06 = \$21.20$ ).**

**An employee applies for the award three years before retirement. The employee's base wage rate was \$20/hour. The employee's base wage rate for the first year of incentive will be \$21.20 ( $\$20 \times 1.06 = \$21.20$ ). The employee's base wage rate for the second year of incentive will be \$22.47 ( $\$21.20 \times 1.06 = \$22.47$ ). The employee's base wage rate for the final year of incentive will be \$23.81 ( $\$22.47 \times 1.06 = \$23.81$ ).**

**No other rates will be increased, and stipends or overloads will continue unaltered.**

**Status Quo**

**Status quo in the event of a change in the law or rules change or interpretation by IMRF subsequent to the incorporation of this provision into any contract shall be compliance with this provision (to the extent possible without penalty or additional cost to the District) but under no circumstances shall status quo be interpreted to require the District to incur any assessment or penalty not contemplated by the parties at the time this provision was bargained. No penalty of any kind except as expressly and explicitly provided for herein was contemplated by the parties at the time this provision was bargained. If and when bargaining begins pursuant to a demand to bargain (resulting from a change in the law, rules change or interpretation by IMRF) and if and when no agreement can be reached on the issue, the employer shall not be required to distribute any monies in a fashion that would result in any increased cost to the District due to a IMRF assessment or penalty resulting from the change in the law or a rules change or interpretation by IMRF or legislative change beyond the negotiated contribution amount paid on behalf of the employee including any incentive amount that would not result in additional assessment or penalty.**

**This provision is tentatively agreed to and ratified with the understanding that it will be submitted to IMRF for review to obtain reasonable assurance from IMRF that the District will incur no penalties or additional assessments resulting from it, and that it is not otherwise problematic to IMRF. If IMRF should have objections or advises that the District will incur penalties by reason of this paragraph, then before this provision becomes effective it shall be revised through the negotiation process as necessary based upon findings from IMRF and resubmitted and revised until reasonable assurance from IMRF is obtained.**

**Upon completion of retirement, each support staff shall be paid a one-time stipend of \$3,000 which shall become payable no earlier than thirty (30) days following issuance of the employee's final paycheck.**

The Parties agree that such payment in recognition of a one-time stipend shall become due and payable no earlier than thirty (30) days *after* the completion of the employee's service to the District and issuance of the final paycheck therefor, whichever is later, and is intended by the parties to be post-retirement income, and not wages for services rendered to the District. The Parties agree that such payment is intended to be exempt from any creditable earnings calculations conducted by the Illinois Municipal Retirement Fund (IMRF); *Status quo* is explicitly waived for the purpose of this agreement, so that if there is change to the Illinois Pension Code, administrative rules, interpretation by IMRF, guidance documents from IMRF, or any other notification from IMRF which would cause this payment for recognition for years of service to be considered creditable earnings or otherwise cause a contribution to IMRF, penalty, or other cost not explicitly contemplated herein, this section of the Agreement shall be severed and rendered unenforceable, and the Parties shall meet to negotiate new terms and conditions for payment for recognition of years of service. In such event, *status quo* shall be as though this language never existed and was never a part of the agreement.

#### 5.2 SICK LEAVE - ANNUAL STATEMENT

Each year prior to September 21, Sick Leave Statements showing the Sick Leave Days accumulated as of the first day of the fiscal year shall be distributed to each employee. The total number of sick leave days accumulated shall include **eleven, twelve, or thirteen (11, 12 or 13)**; whichever is applicable based on Article 5.1A sick leave days of the current year.

#### 5.3 PERSONAL LEAVE

The Board shall grant each employee two (2) days of personal leave each school year without loss of pay. Except in the case of an emergency, written notice of the necessity for personal leave shall be submitted one day in advance of said leave to the Principal, but no reason for requesting the leave need be given. Personal leave shall not be granted the day preceding or following a holiday, vacation period or when final exams are scheduled without prior approval of the building principal. In case of emergency, the principal may, at his discretion, grant the leave, provided the reason for granting leave is documented to the principal by the employee either before or no later than ten (10) working days following the request. No more than fifteen (15) percent of the teaching staff in any building may take a personal leave on the same day, with some latitude for emergencies at the discretion of the principal. Said determination shall be made on the basis of the first requests. If a sick day is used before or after a personal leave is granted, the district may request a doctor's note. Any unused personal leave shall be accumulated as sick leave. Each year one-half (1/2) or up to two (2) unused personal leave days may accumulate to the next year. A maximum of five (5) personal leave days will be available in any given year. Personal days will be prorated in the same manner as they are prorated in 6.1 A.

#### 5.4 PROFESSIONAL LEAVE

With prior approval of the Board, employees shall be allowed to take professional leave. Expenses for food, lodging, travel, and registration shall be reimbursed by the Board. Estimated expenses shall be paid in advance if submitted with the request. In all cases, itemized receipts for expenses shall be supplied by the employee within seven (7) working days to verify reimbursement requests. The Association agrees to assist the Administration in acquiring receipts which are considered by the Administration to be delinquent. The employee shall receive full salary and benefits for professional leave. Those failing to supply itemized receipts within the required time period, shall be denied professional leave until such time as either the receipts are returned or reimbursement is made.

## 5.5 EXTENDED LEAVE OF ABSENCE

### A. ADVANCED STUDY LEAVE

Employees may apply for leave of absence to pursue advanced study. Requests for this leave must be submitted on or before March 1 or November 1 preceding the school semester when the leave is to begin and shall include the line of study to be pursued and the college or university to be attended. The Board will make their decision in accordance with the best interest of the school district as far as programs, students, and staff is concerned.

### B. MATERNITY/CHILD-REARING LEAVE

Employees shall be granted a leave of absence, not to exceed one year, because of the forthcoming birth of a child or for the care of a child resulting from either a birth or adoption. Employees shall be allowed sick leave during a period of maternity /child rearing leave. The parties also agree they will reopen Article 6.5.B of the CBA for further negotiations in the event Article 24-6 of the Illinois School Code is amended during the life of the CBA as the amendment pertains to the clarification of the language addressing birth, adoption or placement for adoption.

### C. REQUESTED PERSONAL EXTENDED LEAVE

Employees may apply for a leave of absence for personal reasons. Such applications shall be submitted to the Board of Education at its next regularly scheduled meeting.

## 5.6 EXTENDED LEAVE OF ABSENCE

The following conditions shall apply to all extended leaves of absence unless otherwise indicated.

### A. REQUEST FOR EXTENDED LEAVE

A request for extended leave of absence shall be in writing to the Superintendent.

### B. ELIGIBILITY FOR EXTENDED LEAVE

To be eligible for an extended leave of absence, an employee must have completed a minimum of two (2) full school years of continuous employment in the district. Teachers must have attained tenure status.

### C. GRANTING OF EXTENDED LEAVE

Granting of an extended leave of absence shall be at the discretion of the Board, and maternity leave as per the law.

### D. TIME LIMITATION FOR EXTENDED LEAVE

Leaves shall be limited to one year from the effective date of the leave. Further extension of extended leave of absence shall be at the discretion of the Board.

### E. PHYSICIAN'S STATEMENT

The Board may require an employee on an extended leave of absence to furnish a statement from a physician or a psychiatrist.

### F. EXTENSION OF BENEFITS

#### 1. PAY AND INCREMENTS

Extended leaves of absence will be without pay and salary increments will not accrue the leave of absence.

## 2. ACCRUED BENEFITS

Accrued benefits earned at the time the leave begins shall be retained but no additional benefits shall accrue during the period of the leave. Accrued benefits shall be defined to mean tenure status, accumulated sick leave, placement on the salary schedule, seniority and other accumulated leave.

## 3. INSURANCE BENEFITS

Employees on extended leave shall, upon written request, be permitted to continue in the District's group insurance programs for a period of one (1) year from the date the leave begins, providing the employee pays the premium.

## RETURN FROM EXTENDED LEAVE

### A. RETURN DATE

The employee shall return from an extended leave of absence at either the beginning of the school year, the beginning of the second semester or a date as approved by the Board.

### B. WRITTEN NOTICE

Written notice of intention to either return or resign shall be given to the Superintendent no less sixty (60) days prior to the expiration of the leave. Failure to furnish such written notice shall constitute a notice of resignation.

### C. COMPARABLE POSITION

Employees returning from an extended leave of absence cannot be assured of placement in the same position which they held prior to going on leave of absence, but will be placed in a comparable position. However, still subject to the provisions of 5.5 - Reduction in Force.

## 5.7 MILITARY LEAVE

Employees inducted into the military service of the United States shall be granted a military leave. Leave shall not exceed the maximum single enlistment in effect at the time of the employee enlistment.

## 5.8 JURY DUTY

Employees summoned to jury duty shall be paid their full salary. The amount received for such duty (not including expenses) for each working day of absence that is paid to the employee, shall be reimbursed to the District. All requests for jury duty leave shall be accompanied by a copy of the request to appear.

## 5.9 SUPPORT STAFF VACATION

All vacations shall be requested by the employee through the use of a vacation request form and must have the prior approval of the buildings and grounds supervisor. All requests for vacation **are encouraged to be submitted by April 1**, so that district schedules can be planned and maintained. **However, vacation requests submitted at least thirty (30) days prior to the time of the leave shall not be unreasonably denied.** Senior employees shall be given preference in the choice of vacations. Employees may request vacation time which would occur when school is not in session.

To be eligible for a vacation in any calendar year, an employee must have worked a minimum 1,500 hours the preceding calendar year. Part-time 12 month custodial staff would receive prorated vacation. The work year is July 1 – June 30. Vacation for newly hired employees will be prorated for the portion of the work year preceding July 1 of the employee's second year of employment. Beginning July 1, 2014 all vacation time must be used in the work year it is awarded. Vacation days not used by July 1 will convert to sick days.

Vacation time for all full time (12 month) support personnel will be determined by the following:

After one (1) year - 5 days vacation

After two (2) years through **five (5)** years - 10 days vacation

**After 6 years = 11 days**

**After 10 years = 15 days**

**After 14 years = 19 days**

**After 7 years = 12 days**

**After 11 years = 16 days**

**After 15 and more = 20 days**

**After 8 years = 13 days**

**After 12 years = 17 days**

**After 9 years = 14 days**

**After 13 years = 18 days**

**Vacation time, sick time, and personal time will be earned and credited to each employee upon completion of the first day the employee actually works in each new fiscal year. No employee shall earn annual leave entitlement until the employee actually attends and performs work for the fiscal year in which such leave is to be granted.**

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## ARTICLE VI

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### EMPLOYMENT CONDITION

#### 6.1 EMPLOYEE WORKDAY

##### A. TEACHER

The workday for teachers shall be seven (7) hours and forty-five (45) minutes including a duty free lunch period of not less than thirty (30) minutes. The standard starting time in each building will not be altered except in times of emergency. The ending time may not be shortened or extended without mutual agreement.

##### B. SCHEDULED LUNCH PERIODS (SUPPORT STAFF)

All support staff working more than four (4) hours will receive a thirty-minute paid lunch period during their work day. Paying for lunches will be the employee's responsibility.

##### C. SCHEDULED BREAK PERIODS (SUPPORT STAFF)

Each support staff working six hours or more a day will receive two (2) fifteen minute break during the day. Each support staff working at least four (4) but less than six (6) hours each day will be entitled to one (1) fifteen minute break, All break periods will be scheduled by the principal. Employees interrupted for any emergency will not lose any scheduled break time.

##### D. OVERTIME (SUPPORT STAFF)

Overtime will be paid on all hours assigned and approved to be worked beyond a support staff's forty (40) hour work week. The rate for overtime will be one and one-half times the support staff's regular hourly rate. Pre-approved Overtime will be paid unless it is mutually agreed by the employee and the district to use comp time. **If called in for an emergency situation, the employee shall be paid a minimum of two hours.**

#### 6.2 PLANNING PERIODS

Building principals shall assign each full time teacher one planning period per day to be equal in length to one teaching period, but not less than thirty (30) minutes.



### 6.3 INTERNAL SUBSTITUTION

Employees may be asked, but not required to serve as substitutes except in cases of emergency. An effort will always be made to secure qualified substitute employees if practical. **Internal substitutes shall be paid in half-day or full-day increments, so that any portion of any half day (up to four hours total) shall entitle the employee to a half day increment, and any portion more than four hours total shall entitle the employee to a full day increment. The parties acknowledge and agree that no employee shall have the right to “reject” an assignment, and that assignment to internal substitution positions shall be within the Board’s sole and exclusive right and discretion.**

### 6.4 EMPLOYEE ASSIGNMENT/TRANSFERS

#### A. ASSIGNMENTS

A schedule of employee's tentative assignments will be posted 10 school days prior to the end of the school year. In the event of a major change in assignment, the employee shall be notified, in writing, as soon as possible. Every effort shall be made to adhere to these tentative assignments. **Assignment shall be defined as changes in grade level which results in curricular changes or content area.**

#### B. VOLUNTARY TRANSFERS

Any employee may request in writing a transfer to any building where a vacancy occurs for a position for which (s)he is legally qualified. If the request is denied, the employee shall receive written notification of the reason for this denial within ten (10) work days of filling the position.

#### C. INVOLUNTARY TRANSFERS

The Board shall retain the right to involuntarily transfer an employee to a different position, either temporarily or permanently. Employees involuntarily transferred will be given in writing the reasons for the transfer and be given a minimum of fifteen (15) work days notice before the effective date of the transfer, except in an emergency as determined by the Board.

### 6.5 SCHOOL CALENDAR

The Board of Education shall propose and adopt a school calendar after conferring with designated representative of the Westville Education Association. WEA input must be to the Superintendent by March 1.

### 6.6 CLASS SIZE

The Board and Administration will attempt to balance and maintain desirable class size averages, subject to space, availability, installation or experimental or innovative programs and budgetary limitations. All decisions concerning class size will be made by the Board of Education acting in the best interest of the teacher and students with WEA input.

### 6.7 DAILY PREPARATIONS

Every effort will be made to insure high school teachers have no more than four daily preparations with input from teacher(s) affected.

### 6.8 PROBATIONARY PERIOD - SUPPORT STAFF

Support staff will be regarded as probationary employees for the first 120 calendar days of employment in the District and will receive no continuous service credit during such period. Probationary employees: continued in the service of this school district beyond 120 calendar days shall receive full continuous service credit from the date they started to work. Probationary support staff may be discharged as exclusively determined by the Board. This does not include temporary employees.

## 6.9 EARLY BIRD CLASSES

Early bird classes will be determined by the schedule requirements. Any teaching assignments for the early bird classes will be from available staff chosen from volunteers. Assignments for early bird classes will be made if there are no properly certified volunteers. The day will begin at 7:00 a.m. for those teachers teaching the early bird classes. Their day will consist of seven hours and 45 minutes and will end at 2:45 p.m.

With building principal approval teachers may choose to take their planning period before school, beginning at 7:00 a.m., or at the regular time after dismissal of students. The decision of the principal to approve/disapprove the early bird planning period is not subject to the grievance procedure. This planning period will be at the same time daily, unless a teacher's meeting is called for after school. Any coach who chooses to begin practice at 2:30 p.m. will be expected to start his/her day at 7:00 a.m. with a fifty-minute planning period.

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## ARTICLE VII

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### SALARY AND ECONOMIC ITEMS

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## 7.1 CONTRACT DAYS

### A. TEACHERS

The salary schedule for teachers shall be based on a 180 day school year. Salary adjustments for days not worked shall be at the rate of 1 /180th of the contracted amount. The school calendar shall consist 185 days.

### B. SUPPORT PERSONNEL

Days of employment for classroom aides will be the same as required teacher attendance days. If a split position is held by an aide, part of which is classroom aide, then the classroom aide guaranteed employment days will prevail. All other support staff, except ten (10) to twelve (12) month employees, will be employed to work no fewer than the number of student attendance days which could be affected by Act of God days. In the event of an early dismissal, support staff will be compensated only for the hours worked.

If the need for a personal aide ceases due to the student's extended illness, but the student has not withdrawn from the District, the aide will maintain the same pay and number of hours per day had the student not left the District. The Administration will have the right to assign the employee work for which said employee is qualified as an aide for the remainder of the student attendance days for the said school year.

### 7.1C Support Staff Holiday Schedule

Independence Day	Christmas Eve
Labor Day	Christmas Day
Columbus Day/ <b>Indigenous Peoples' Day</b>	New Year's Eve Day
Veteran's Day	New Year's Day
Thanksgiving Day	M.L. King Birthday
Day after Thanksgiving	President's Day
<b>Juneteenth</b>	Spring Holiday (Good Friday)
	Memorial Day

Except for July 4th, Christmas Eve, Christmas, New Year's Eve, and New Year's, any holiday that falls on a weekend will not be paid except by special ruling of the Board. Support staff will receive paid holidays that fall within their work year. The work days that precede and follow a paid holiday must be worked (or a doctor's excuse/funeral verification presented) to receive these paid benefits. For the purpose of this article, an approved personal business day will be viewed as a day of work

## 7.2 PAYROLL

### A. PAYROLL INSTALLMENTS

Employees may choose the number of pay periods per year and method of payment as follows:

9 month <b>PEL</b> employee:	21 or 26 pays
9 month support staff employee:	21 actual, 21 prorata, or 26 prorata
9 1/2 month <b>PEL</b> employee:	22 or 26 pays
9 1/2 month support staff employee:	22 actual, 22 prorata, or 26 prorata
10 month <b>PEL</b> employee:	23 or 26 pays
10 month support staff employee:	23 actual, 24 prorata, or 26 prorata
11 month support staff employee:	24 actual, 24 prorata, or 26 prorata
12 month support staff employee:	26 pays

### B. PAYROLL DEDUCTIONS

The Board shall forward all payroll deductions that have been authorized by employees for annuities on the same day of the second pay date or the following workday. The Board shall forward all payroll deductions that have been authorized by employees to the Landmark Credit Union and the IEA Credit Union on the same day of each pay date or the following workday.

All employees shall be required to have his/her monthly payroll amount deposited directly to the bank of their choice, subject to the following:

1. Each employee electing the direct deposit option shall execute an authorization form developed by the Board and file the form with the unit office no later than September 1st of each year.
2. The Board shall not be liable and the employee shall hold the Board harmless for any errors or omissions of the direct depository so long as they are not occasioned by negligent acts of the Board's agents.

## 7.3 CO-CURRICULAR PAY

Employees who agree to assume co-curricular duties will have the option to receive their co-curricular pay on a pro rata basis or receive the entire sum for such work. Should the employee choose to receive the pay in a lump sum, she/he will be paid no later than the next regular payroll period after the conclusion of the activity. To insure payment at this time the employee must request their pay through their building principal. This request must reach the business office one week before the scheduled pay date. Employee choice - prorata or lump sum - will become a part of the employee information form.

#### 7.4 MILEAGE

Employees shall be reimbursed at the **current Internal Revenue Service (IRS) rate at the time of travel** per mile for approved travel of school business, **excluding regular travel between academic buildings as a function of assignment. For the high school band, chorus, athletic director, and nurse positions a yearly stipend in the amount of \$375.00 will be paid to compensate such travel. Employees receiving such stipends are ineligible to request mileage reimbursement for travel intended to be covered by the stipend (eg travel between buildings), but remain eligible for mileage reimbursement for other approved purposes (eg, a trip to an academic conference in their personal vehicle).** Such reimbursement shall be approved for payment at the second regularly scheduled monthly meeting of the Board of Education following the occurrence. **Any new positions created by the Board during the term of this Agreement which may require regular travel between buildings as a function of assignment shall be similarly eligible for the stipend in accordance with the terms of this Section.**

#### 7.5 INSURANCE

##### A. GROUP HEALTH AND ACCIDENT INSURANCE

The Board shall pay the cost of the hospitalization and major medical insurance coverage for each full time employee. The Board will contribute the following amounts each year for the life of the contract towards family hospitalization and major medical insurance: **\$3,800** per year.

**Employees who are eligible to be covered within a family medical plan with other employees may utilize the eligible amount of coverage to which they are each entitled toward a full family plan instead of two single plans. No employee shall be entitled to a cash-in-lieu benefit for unused health insurance allotment.**

**For example, if two full-time teachers are married, and health insurance is \$10,000 annually for single and \$30,000 annually for family coverage, then each employee is entitled to \$10,000 apiece for single and an additional \$3,800 toward family coverage. Instead of two single and 2 family plans, the teachers may be entitled to a Board-paid benefit of \$27,600  $(\$10,000 \times 2) + (\$3,800 \times 2)$  toward a family health plan. The teachers shall therefore be responsible for a sum-total health insurance cost of \$2,400 between them.**

Insurance coverage shall continue through August for eligible employees who complete the calendar school year. Any employee who quits during the school year or is discharged will have their insurance canceled at the end of that month. Employees may convert insurance according to Inversion privileges.

For purposes of interpreting this Article, full time shall mean any teacher working half time or more and any support staff working six (6) hours or more per day. Furthermore, the parties agree that any employee enrolled in and having benefits paid by the Board prior to August 24, 1987, shall continue to be covered by this Article.

Prior to any change in the carrier of this insurance, the Association will be given advanced notice and asked to make recommendations to the Board concerning the proposed change. Prior to any change in benefits, the Association will be informed by the Board concerning the change(s). The Board shall act so not to violate Article II, 2.6. Changes in benefits made universally by a group benefits provider, whether traditional or HMO, and are beyond control of the District, will not constitute a violation of this Agreement

##### B. GROUP TERM LIFE INSURANCE

The Board will provide and pay for group life insurance for each full time employee in the District in the sum of \$30,000, Prior to any change in coverage or carrier of this insurance, the Association will be allowed to make recommendations to the Board concerning these changes.

## 7.6 BOARD SHELTERED RETIREMENT

### A. TEACHERS

The Board shall pay to TRS for and on behalf of each teacher a portion of the Teacher's retirement contribution up to nine and four-tenths percent (9.4%) of the Teacher's total creditable earnings, as a Board paid contribution. Should the required Teacher's retirement contribution be increased during the effective term of this agreement, then Board shall pay up to 10.4% of the Teacher's total creditable earnings for the first year in which the increase goes into effect. For the first year thereafter, the Board shall pay up to 11.4% of the Teacher's total creditable earnings. For the second year thereafter, the Board shall pay up to 12.4% of the Teacher's creditable earnings.

The Board shall pick up and pay to TRS for and on behalf of each Teacher the Teacher's T.H.I.S contribution up to **five percent (5.0%)** of the Teacher's total creditable earnings, as a Board paid contribution.

### B. SUPPORT STAFF

During the life of this Contract, the Board will pay on behalf of each support staff that is qualified to participate in IMRF, the required employer contribution. An employee's IMRF contribution shall be tax-sheltered and deducted from the support staff's gross wages.

### C. SERVICE PAYMENT-EMPLOYEE

Upon retirement from the District, the Board will make a one-time payment for each year of service in the District in the amount of \$65 for teachers or full-time support staff with at least 10 (ten) years of service, \$80 for teachers or full-time support staff with at least 20 years of service, and \$100 for teachers or support staff with 25 or more years of **completed** service, **which amount shall become due and payable no earlier than thirty (30) days following retirement from service to the District.**

Support staff with 10 (ten) or more years of service in the District, employed less than six hours, shall receive a one time payment for each year of service in the District in the amount of \$35 for at least ten (10) years of service, \$40 for at least 20 years of service, and \$50 for 25 or more years of service. This shall be paid in a lump sum after July 1 of the school year the employee retires.

**The Parties agree that such payment in recognition of years of service, shall become due and payable no earlier than thirty (30) days after the completion of the teacher or support staff person's service to the District and issuance of the final paycheck therefor, whichever is later, and is intended by the parties to be post-retirement income, and not wages for services rendered to the District. The Parties agree that such payment is intended to be exempt from any creditable earnings calculations conducted by the Teachers' Retirement System of Illinois (TRS) or Illinois Municipal Retirement Fund (IMRF); *Status quo* is explicitly waived for the purpose of this agreement, so that if there is change to the Illinois Pension Code, administrative rules, interpretation by IMRF or TRS, guidance documents from IMRF or TRS, or any other notification from IMRF or TRS which would cause this payment for recognition for years of service to be considered creditable earnings or otherwise cause a contribution to IMRF or TRS, penalty, or other cost not explicitly contemplated herein, this section of the Agreement shall be severed and rendered unenforceable, and the Parties shall meet to negotiate new terms and conditions for payment for recognition of years of service. In such event, *status quo* shall be as though this language never existed and was never a part of the agreement.**

## 7.7 SALARY SCHEDULE ADVANCEMENT/COLLEGE CREDITS

### A. SUPPORT STAFF

Should a support staff employee transfer (voluntarily or involuntarily) to a new position, the support staff employee will be paid either the salary of his or her last position given years of service or the base salary for the new position, whichever is greater. Support staff employees who voluntarily transfer to a new position will enter the new classification as the least senior staff member in the category. Support staff employees involuntarily transferred to a new position will retain their years of service in their current category and carry those years of service to the new category. In the Maintenance and Nurse classification, **the Board may, upon receiving written concurrence from the Association President, offer a higher rate of pay than the premium outlined herein to candidates for either position. The Association President must offer written concurrence prior to the Board gaining authority to formally offer such wages.** Support staff that have completed 30 credit hours or more shall receive an extra **25** cents per hour. Support staff that have been awarded **at least** an associates degree will also receive an additional **50** cents per hour.

### B. TEACHERS

Teachers shall advance horizontally on the salary schedule for credits earned subject to the following conditions. Hours earned could count toward both re-certification and advancement on the salary schedule provided the conditions for salary movement are met.

#### GRADUATE CREDIT

1. With advance approval of the Superintendent, graduate credit in the teacher's teaching area, or in a related field.

#### UNDERGRADUATE CREDIT

2. With advance approval of the Superintendent up to sixteen (16) hours of undergraduate credit in a program leading to qualification to teach in a subject area different than the one in which the faculty member is presently qualified to teach. The purpose of this requirement is to encourage staff members to become qualified in teaching areas in which they have an interest and for which there is a need within the District. Approved undergraduate credits shall not be counted for advancement on the salary schedule until the teacher has completed all qualification requirements in the new teaching area as set forth in the Illinois Program for Evaluation Supervision and Recognition of Schools-Part 1.

#### HORIZONTAL MOVEMENT

3. College/university credit completed before the district's fall starting date shall advance the employee horizontally on the salary schedule.

#### CONDITIONS FOR SALARY MOVEMENT

4. Once advance approval for the course is given and the course is taken, the following conditions must be met prior to the teacher receiving the appropriate salary schedule placement:

- All hours must be earned at an accredited university/college
- An official transcript from the university/college demonstrating successful completion must be on file in the district's administrative office no later than October 1. (Any delay at the university/college level will not void acceptance). The District Administrative office will temporarily accept an official grade slip as proof until the official transcript arrives.

#### EMERGENCY APPROVAL

5. In the case of an emergency, the Superintendent has the right to waive advance approval.

### 7.8 TEACHING CREDIT

Teachers in Westville will receive one (1) year's experience on the salary schedule if they perform services for at least **ninety-one (91)** days of each school term. Paid leave shall be recognized as performance of services. **Nothing in the foregoing shall be read to extend any continuing employment right, acceleration of or acquisition of service credit toward tenure.**

### 7.9 MILITARY CREDIT

A military leave of absence shall be granted to any employee who shall be drafted for military duty in any branch of the armed forces of the United States. Upon return from such leave, the employee shall be placed at the same position on the salary schedule as she/he would have been had she/he worked in the District during such period.

### 7.10 SUMMER EMPLOYMENT

The Board and the Association agree that employees shall make their interest in summer employment known by April 1. Both parties agree that consideration will be given to qualified applicants presently employed by the Westville School District.

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## ARTICLE VIII

### EVALUATION

#### 8.1 EVALUATION

##### A. TEACHER EVALUATION

Each teacher shall be evaluated using the evaluation plan which was developed by the WEA and the administrative staff which satisfied Section 24A-4 of the Illinois School Code. Should a teacher have assignments in multiple buildings, the teacher will be notified within two weeks of the opening of school which administrator will prepare and process his/her evaluation. Specific written contents of a teacher's evaluation shall not be subject to the grievance procedure. Central Office will include the instrument in each new employee's packet. **The PERA Joint Evaluations Committee shall meet by December 15th of each year in order to review the evaluation plan and instrument and recommend any changes for the coming year.**

##### B. SUPPORT STAFF EVALUATION

All support staff shall be evaluated at least every other year using the evaluation form presently being used and agreed to by both parties. Should a support staff employee have assignments in multiple buildings, the employee will be notified within two weeks of the opening of school which administrator will prepare and process his/her evaluation. Specific written contents of a support staff's evaluation shall not be subject to grievance procedure. Central Office will include the instrument in each new employee's packet. In the event the evaluation instruments are changed, each employee will be issued a copy of the new instrument.

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## ARTICLE IX

### GRIEVANCE PROCEDURE

#### 9.1 DEFINITION

A grievance shall be any complaint, claim or request of an employee or the Association which involves the interpretation, application or violation of the provisions of this Agreement.

## 9.2 REPRESENTATION

The Board recognizes the right of the Association representation in the processing of a grievance any level. No employee shall be required to discuss any grievance without an Association representative desired by that employee. If the employee is not represented by the Association, the Association reserves the right to have a representative present to state the views of the Association at any stage of the grievance procedure.

## 9.3 PROCEDURE

### STEP 1

An attempt shall be made to resolve any grievance in informal, verbal discussion between the complainant and his/her principal.

### STEP 2

If the grievance cannot be resolved informally, the grievant shall, within seven (7) school days of the alleged violation put the grievance in writing to the building principal.

### STEP 3

When the building principal receives a written grievance, he shall reply, in writing, within seven school days. If the grievance is not satisfactorily resolved at this level, then the grievant may proceed to step four.

### STEP 4

In the event a grievance has not been satisfactorily resolved at the third step, the grievant shall file the grievance with the Superintendent or his designee within seven (7) school days after the receipt of the building principal's written response.

### STEP 5

Within seven (7) school days after the receipt of the grievance, the grievant and the Superintendent or his designee shall meet to resolve the grievance.

### STEP 6

The Superintendent shall file an answer within seven (7) school days after the meeting and communicate the decision in writing to the grievant.

### STEP 7

Should the grievant or the Association not be satisfied with the decision of the Superintendent (s)he shall, within seven (7) school days after receiving the Superintendent's decision, request the presentation of the grievance at the next regularly scheduled Board meeting. The Superintendent will then place said grievance on the Board agenda **during closed session** for the next regular meeting.

### STEP 8

The Board will render a decision in writing within seven (7) school days following the presentation. The written decision will be given to the grievant and the Association. For the purposes of Section 10.3, "school days" shall mean teacher employment days except during the summer recess shall mean days on which the District business office shall be open.



#### 9.4 ARBITRATION

A notice to arbitrate shall be presented in writing to the Superintendent or his designated representative within fifteen (15) school days following the decision of the Superintendent concerning a grievance. Following receipt of the Association's notice to the Superintendent or his designated representative, he will promptly meet for the purpose of selecting an arbitrator. In the event the parties are unable to reach agreement on the selection of an arbitrator a request shall be made to the American Arbitration Association or the Federal Mediation and Conciliation Service. The arbitrator shall have no authority to add to, subtract or modify in any way provisions of this Agreement. The arbitrator's authority shall be limited to interpret, applying and determining compliance of this Agreement. The decision of the arbitrator shall be final and binding on both the Board and the Association.

#### 9.5 NO REPRISALS

No reprisals shall be taken against any employee by the Board or Administration because of participation in any grievance.

#### 9.6 GRIEVANCE WITHDRAWAL

A grievance may be withdrawn at any step.

#### 9.7 GRIEVANCE MATERIALS

Records pertaining to a grievance shall be filed separately from the personnel records of the employee.

#### 9.8 ARBITRATION FEES

Each party shall pay its own expenses and the Board and the Association shall share equally the expenses and compensation of the arbitrator.

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### ARTICLE X

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#### AGREEMENT AND DURATION OF AGREEMENT

##### 10.1 DURATION OF AGREEMENT

This Agreement shall become effective on July 1, **2023** and shall continue in effect until June 30, **2027**. This Agreement shall expire at such expiration date unless it is extended for a specific period or periods by mutual written agreement of the parties or is replaced by a successor Agreement.

##### 10.2 NO STRIKE

The Association agrees not to strike, or engage in, or support or engage any concerted refusal to render full and complete services to the school district or to engage in or support any activity whatsoever which would disrupt in any manner the operation of the school.

##### 10.3 COPIES OF FINAL AGREEMENT

There shall be two (2) signed copies of the final agreement. One copy shall be retained by the Board and one copy by the Association.

##### 10.4 DISTRIBUTION

Within thirty (30) days after the Agreement has been signed, **the District will make an electronic copy of the Agreement available on the District website.**

**SUPPORT STAFF**

The straight time hourly entry level for each job classification will be as follows:

General/District Wide

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Custodian	<b>\$15.00</b>
Bus Driver	<b>\$15.00</b>
Printer	<b>\$15.00</b>
Maintenance	<b>\$20.00</b>
Nurse	<b>\$30.00</b>

Office

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Secretary	<b>\$16.00</b>
Clerk	<b>\$15.00</b>

Aide

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Personal	<b>\$15.00</b>
LPN/Personal	<b>\$15.00</b>
Classroom	<b>\$16.00</b>
Speech	<b>\$15.00</b>
Playground	<b>\$15.00</b>

Food Service

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Helper	<b>\$15.00</b>
Cook	<b>\$15.00</b>
Head Cook	will receive <b>\$2.00</b> /hour additional

Entry rates may change based on meeting any minimum wage law. No employee will make less than the entry salary rate.

**2023-2027 Support Staff Salary Rate Increases**

2023-24		2024-25		2025-26		2026-27	
Experience	Raise	Experience	Raise	Experience	Raise	Experience	Raise
0-5 Years	\$2.05	0-5 Years	\$0.75	0-5 Years	\$0.85	0-5 Years	\$0.95
6-10 Years	\$2.10	6-10 Years	\$0.80	6-10 Years	\$0.90	6-10 Years	\$1.00
11-15 Years	\$2.15	11-15 Years	\$0.85	11-15 Years	\$0.95	11-15 Years	\$1.05
16-20 Years	\$2.20	16-20 Years	\$0.90	16-20 Years	\$1.00	16-20 Years	\$1.10
21-25 Years	\$2.25	21-25 Years	\$0.95	21-25 Years	\$1.05	21-25 Years	\$1.15
26-30 Years	\$2.30	26-30 Years	\$1.00	26-30 Years	\$1.10	26-30 Years	\$1.20
31-35 Years	\$2.35	31-35 Years	\$1.05	31-35 Years	\$1.15	31-35 Years	\$1.25

## Memorandum of Agreement

Any employee hired to work less than the required hours or days for a full-time position will have his/her sick and personal days prorated by the following formula.

Place the number of days hired over 180 and multiply by 10 for sick days and 2 for personal days to calculate the sick and personal days for that year.

If an employee increases or decreases his/her time of days, the accumulated days will be recalculated by the accumulated days times the hours or part of days then dividing the new hours or part of days to coincide with the new position or classification. Fractions of .5 or more will round to the next whole number.

The District and Association will work together to address excessive absences beyond the employee's discretionary leave (i.e. personal time, sick time, or vacation time). The progressive discipline system will be used to address these concerns.

Article 8.6 of the collective bargaining agreement provides as follows: "The Board shall pay to TRS for and on behalf of each teacher a portion of the Teacher's retirement contribution up to nine and four-tenths percent (9.4%) of the Teacher's total creditable earnings, as a Board paid contribution. Should the required Teacher's retirement contribution be increased during the effective term of this agreement, then Board shall pay up to 10.4% of the Teacher's total creditable earnings for the first year in which the increase goes into effect. For the first year thereafter, the Board shall pay up to 11.4% of the Teacher's total creditable earnings. For the second year thereafter, the Board shall pay up to 12.4% of the Teacher's creditable earnings. The Board shall pick up and pay to TRS for and on behalf of each Teacher the Teacher's T.H.I.S contribution up to **5%** percent (**5%**) of the Teacher's total creditable earnings, as a Board paid contribution.

Since the aforesaid, provision was drafted, the General Assembly has enacted legislation (Public Act 98-599, the "Pension Reform Act") which reduces the total employee contribution due to TRS for Tier I teachers from 9.4% of the teacher's salary to 8.4%, of the teacher's salary for the salary earned on or after July 1, 2014. The parties are aware that multiple lawsuits have been filed, challenging the constitutionality of the Pension Reform Act, the outcome of which challenges is unlikely to be resolved prior to the beginning of the 2014-15 school year, and that the enforcement of the Pension Reform Act has been stayed by order of Court. Unless and until the Illinois Supreme Court has issued a final decision regarding the constitutionality of the Pension Reform Act, has refused to hear an appeal of a lower court decision, regarding the same, or time for filing an appeal of a lower court decision regarding the same has expired, the Board shall pick up and pay on behalf of each teacher the percentage of the teacher's taxable earnings to TRS as then required by law. In the event the Illinois Supreme Court issues a final decision upholding the constitutionality of the Pension Reform Act, refuses to hear an appeal of a lower court decision upholding the Act's constitutionality, or the time for filing an appeal of a lower court decision upholding the Act's constitutionality has expired, the Board and the Association shall meet and bargain over the means by which the Tier 1 teachers will receive an amount equal to the one percent (1%) reduction in required Tier 1 member contribution to TRS: so long as the same does not create or cause any TRS penalty or fine.

PEL Salary Schedule –

**All teachers will receive full credit for all full time teaching experience in other accredited public schools.**

2023-24							
Step	BS	BS+8	BS+16	BS+24	MS	MS+8	MS+16
0 years	\$ 40,200.05	\$ 41,003.37	\$ 41,806.70	\$ 42,610.03	\$ 43,413.36	\$ 44,216.69	\$ 45,020.02
1 year	\$ 41,002.09	\$ 41,805.41	\$ 42,608.74	\$ 43,412.07	\$ 44,215.40	\$ 45,018.73	\$ 45,822.06
2 years	\$ 41,804.13	\$ 42,607.46	\$ 43,410.79	\$ 44,214.12	\$ 45,017.44	\$ 45,820.77	\$ 46,624.10
3 years	\$ 42,606.17	\$ 43,409.50	\$ 44,212.83	\$ 45,016.16	\$ 45,819.49	\$ 46,622.82	\$ 47,426.15
4 years	\$ 43,408.22	\$ 44,211.55	\$ 45,014.87	\$ 45,818.20	\$ 46,621.53	\$ 47,424.86	\$ 48,228.19
5 years	\$ 44,210.26	\$ 45,013.59	\$ 45,816.92	\$ 46,620.25	\$ 47,423.57	\$ 48,226.90	\$ 49,030.23
6 years	\$ 45,012.30	\$ 45,815.63	\$ 46,618.96	\$ 47,422.29	\$ 48,225.62	\$ 49,028.95	\$ 49,832.28
7 years	\$ 45,814.35	\$ 46,617.68	\$ 47,421.00	\$ 48,224.33	\$ 49,027.66	\$ 49,830.99	\$ 50,634.32
8 years	\$ 46,616.39	\$ 47,419.72	\$ 48,223.05	\$ 49,026.38	\$ 49,829.70	\$ 50,633.03	\$ 51,436.36
9 years	\$ 47,418.43	\$ 48,221.76	\$ 49,025.09	\$ 49,828.42	\$ 50,631.75	\$ 51,435.08	\$ 52,238.41
10 years	\$ 48,220.48	\$ 49,023.81	\$ 49,827.13	\$ 50,630.46	\$ 51,433.79	\$ 52,237.12	\$ 53,040.45
11 years	\$ 49,089.36	\$ 49,892.69	\$ 50,696.01	\$ 51,499.34	\$ 52,302.67	\$ 53,106.00	\$ 53,909.33
12 years	\$ 49,958.24	\$ 50,761.57	\$ 51,564.90	\$ 52,368.22	\$ 53,171.55	\$ 53,974.88	\$ 54,778.21
13 years	\$ 50,827.12	\$ 51,630.45	\$ 52,433.78	\$ 53,237.10	\$ 54,040.43	\$ 54,843.76	\$ 55,647.09
14 years	\$ 51,696.00	\$ 52,499.33	\$ 53,302.66	\$ 54,105.98	\$ 54,909.31	\$ 55,712.64	\$ 56,515.97
15 years	\$ 52,564.88	\$ 53,368.21	\$ 54,171.54	\$ 54,974.86	\$ 55,778.19	\$ 56,581.52	\$ 57,384.85
16 years	\$ 53,433.76	\$ 54,237.09	\$ 55,040.42	\$ 55,843.75	\$ 56,647.07	\$ 57,450.40	\$ 58,253.73
17 years	\$ 54,302.64	\$ 55,105.97	\$ 55,909.30	\$ 56,712.63	\$ 57,515.95	\$ 58,319.28	\$ 59,122.61
18 years	\$ 55,171.52	\$ 55,974.85	\$ 56,778.18	\$ 57,581.51	\$ 58,384.83	\$ 59,188.16	\$ 59,991.49
19 years	\$ 56,040.40	\$ 56,843.73	\$ 57,647.06	\$ 58,450.39	\$ 59,253.72	\$ 60,057.04	\$ 60,860.37
20 years	\$ 56,909.28	\$ 57,712.61	\$ 58,515.94	\$ 59,319.27	\$ 60,122.60	\$ 60,925.92	\$ 61,729.25
21 years	\$ 57,845.00	\$ 58,648.33	\$ 59,451.66	\$ 60,254.98	\$ 61,058.31	\$ 61,861.64	\$ 62,664.97
22 years	\$ 58,780.72	\$ 59,584.04	\$ 60,387.37	\$ 61,190.70	\$ 61,994.03	\$ 62,797.36	\$ 63,600.69
23 years	\$ 59,716.43	\$ 60,519.76	\$ 61,323.09	\$ 62,126.42	\$ 62,929.75	\$ 63,733.08	\$ 64,536.41
24 years	\$ 60,652.15	\$ 61,455.48	\$ 62,258.81	\$ 63,062.14	\$ 63,865.46	\$ 64,668.79	\$ 65,472.12
25 years	\$ 61,587.87	\$ 62,391.20	\$ 63,194.52	\$ 63,997.85	\$ 64,801.18	\$ 65,604.51	\$ 66,407.84
26 years	\$ 62,523.58	\$ 63,326.91	\$ 64,130.24	\$ 64,933.57	\$ 65,736.90	\$ 66,540.23	\$ 67,343.56
27 years	\$ 63,459.30	\$ 64,262.63	\$ 65,065.96	\$ 65,869.29	\$ 66,672.62	\$ 67,475.95	\$ 68,279.27
28 years	\$ 64,395.02	\$ 65,198.35	\$ 66,001.68	\$ 66,805.01	\$ 67,608.33	\$ 68,411.66	\$ 69,214.99
29 years	\$ 65,330.74	\$ 66,134.07	\$ 66,937.39	\$ 67,740.72	\$ 68,544.05	\$ 69,347.38	\$ 70,150.71
30 years	\$ 66,266.45	\$ 67,069.78	\$ 67,873.11	\$ 68,676.44	\$ 69,479.77	\$ 70,283.10	\$ 71,086.43
31 years	\$ 67,202.17	\$ 68,005.50	\$ 68,808.83	\$ 69,612.16	\$ 70,415.49	\$ 71,218.81	\$ 72,022.14
32 years +	\$ 68,137.89	\$ 68,941.22	\$ 69,744.55	\$ 70,547.87	\$ 71,351.20	\$ 72,154.53	\$ 72,957.86

PEL Salary Schedule –

**All teachers will receive full credit for all full time teaching experience in other accredited public schools.**

2024-25							
Step	BS	BS+8	BS+16	BS+24	MS	MS+8	MS+16
0 years	\$42,200.05	\$43,003.37	\$43,806.70	\$44,610.03	\$45,413.36	\$46,216.69	\$47,020.02
1 year	\$43,002.09	\$43,805.41	\$44,608.74	\$45,412.07	\$46,215.40	\$47,018.73	\$47,822.06
2 years	\$43,804.13	\$44,607.46	\$45,410.79	\$46,214.12	\$47,017.44	\$47,820.77	\$48,624.10
3 years	\$44,606.17	\$45,409.50	\$46,212.83	\$47,016.16	\$47,819.49	\$48,622.82	\$49,426.15
4 years	\$45,408.22	\$46,211.55	\$47,014.87	\$47,818.20	\$48,621.53	\$49,424.86	\$50,228.19
5 years	\$46,210.26	\$47,013.59	\$47,816.92	\$48,620.25	\$49,423.57	\$50,226.90	\$51,030.23
6 years	\$47,012.30	\$47,815.63	\$48,618.96	\$49,422.29	\$50,225.62	\$51,028.95	\$51,832.28
7 years	\$47,814.35	\$48,617.68	\$49,421.00	\$50,224.33	\$51,027.66	\$51,830.99	\$52,634.32
8 years	\$48,616.39	\$49,419.72	\$50,223.05	\$51,026.38	\$51,829.70	\$52,633.03	\$53,436.36
9 years	\$49,418.43	\$50,221.76	\$51,025.09	\$51,828.42	\$52,631.75	\$53,435.08	\$54,238.41
10 years	\$50,220.48	\$51,023.81	\$51,827.13	\$52,630.46	\$53,433.79	\$54,237.12	\$55,040.45
11 years	\$51,089.36	\$51,892.69	\$52,696.01	\$53,499.34	\$54,302.67	\$55,106.00	\$55,909.33
12 years	\$51,958.24	\$52,761.57	\$53,564.90	\$54,368.22	\$55,171.55	\$55,974.88	\$56,778.21
13 years	\$52,827.12	\$53,630.45	\$54,433.78	\$55,237.10	\$56,040.43	\$56,843.76	\$57,647.09
14 years	\$53,696.00	\$54,499.33	\$55,302.66	\$56,105.98	\$56,909.31	\$57,712.64	\$58,515.97
15 years	\$54,564.88	\$55,368.21	\$56,171.54	\$56,974.86	\$57,778.19	\$58,581.52	\$59,384.85
16 years	\$55,433.76	\$56,237.09	\$57,040.42	\$57,843.75	\$58,647.07	\$59,450.40	\$60,253.73
17 years	\$56,302.64	\$57,105.97	\$57,909.30	\$58,712.63	\$59,515.95	\$60,319.28	\$61,122.61
18 years	\$57,171.52	\$57,974.85	\$58,778.18	\$59,581.51	\$60,384.83	\$61,188.16	\$61,991.49
19 years	\$58,040.40	\$58,843.73	\$59,647.06	\$60,450.39	\$61,253.72	\$62,057.04	\$62,860.37
20 years	\$58,909.28	\$59,712.61	\$60,515.94	\$61,319.27	\$62,122.60	\$62,925.92	\$63,729.25
21 years	\$59,845.00	\$60,648.33	\$61,451.66	\$62,254.98	\$63,058.31	\$63,861.64	\$64,664.97
22 years	\$60,780.72	\$61,584.04	\$62,387.37	\$63,190.70	\$63,994.03	\$64,797.36	\$65,600.69
23 years	\$61,716.43	\$62,519.76	\$63,323.09	\$64,126.42	\$64,929.75	\$65,733.08	\$66,536.41
24 years	\$62,652.15	\$63,455.48	\$64,258.81	\$65,062.14	\$65,865.46	\$66,668.79	\$67,472.12
25 years	\$63,587.87	\$64,391.20	\$65,194.52	\$65,997.85	\$66,801.18	\$67,604.51	\$68,407.84
26 years	\$64,523.58	\$65,326.91	\$66,130.24	\$66,933.57	\$67,736.90	\$68,540.23	\$69,343.56
27 years	\$65,459.30	\$66,262.63	\$67,065.96	\$67,869.29	\$68,672.62	\$69,475.95	\$70,279.27
28 years	\$66,395.02	\$67,198.35	\$68,001.68	\$68,805.01	\$69,608.33	\$70,411.66	\$71,214.99
29 years	\$67,330.74	\$68,134.07	\$68,937.39	\$69,740.72	\$70,544.05	\$71,347.38	\$72,150.71
30 years	\$68,266.45	\$69,069.78	\$69,873.11	\$70,676.44	\$71,479.77	\$72,283.10	\$73,086.43
31 years	\$69,202.17	\$70,005.50	\$70,808.83	\$71,612.16	\$72,415.49	\$73,218.81	\$74,022.14
32 years +	\$70,137.89	\$70,941.22	\$71,744.55	\$72,547.87	\$73,351.20	\$74,154.53	\$74,957.86

PEL Salary Schedule –

**All teachers will receive full credit for all full time teaching experience in other accredited public schools.**

2025-26							
Step	BS	BS+8	BS+16	BS+24	MS	MS+8	MS+16
0 years	\$44,200.05	\$45,003.37	\$45,806.70	\$46,610.03	\$47,413.36	\$48,216.69	\$49,020.02
1 year	\$45,002.09	\$45,805.41	\$46,608.74	\$47,412.07	\$48,215.40	\$49,018.73	\$49,822.06
2 years	\$45,804.13	\$46,607.46	\$47,410.79	\$48,214.12	\$49,017.44	\$49,820.77	\$50,624.10
3 years	\$46,606.17	\$47,409.50	\$48,212.83	\$49,016.16	\$49,819.49	\$50,622.82	\$51,426.15
4 years	\$47,408.22	\$48,211.55	\$49,014.87	\$49,818.20	\$50,621.53	\$51,424.86	\$52,228.19
5 years	\$48,210.26	\$49,013.59	\$49,816.92	\$50,620.25	\$51,423.57	\$52,226.90	\$53,030.23
6 years	\$49,012.30	\$49,815.63	\$50,618.96	\$51,422.29	\$52,225.62	\$53,028.95	\$53,832.28
7 years	\$49,814.35	\$50,617.68	\$51,421.00	\$52,224.33	\$53,027.66	\$53,830.99	\$54,634.32
8 years	\$50,616.39	\$51,419.72	\$52,223.05	\$53,026.38	\$53,829.70	\$54,633.03	\$55,436.36
9 years	\$51,418.43	\$52,221.76	\$53,025.09	\$53,828.42	\$54,631.75	\$55,435.08	\$56,238.41
10 years	\$52,220.48	\$53,023.81	\$53,827.13	\$54,630.46	\$55,433.79	\$56,237.12	\$57,040.45
11 years	\$53,089.36	\$53,892.69	\$54,696.01	\$55,499.34	\$56,302.67	\$57,106.00	\$57,909.33
12 years	\$53,958.24	\$54,761.57	\$55,564.90	\$56,368.22	\$57,171.55	\$57,974.88	\$58,778.21
13 years	\$54,827.12	\$55,630.45	\$56,433.78	\$57,237.10	\$58,040.43	\$58,843.76	\$59,647.09
14 years	\$55,696.00	\$56,499.33	\$57,302.66	\$58,105.98	\$58,909.31	\$59,712.64	\$60,515.97
15 years	\$56,564.88	\$57,368.21	\$58,171.54	\$58,974.86	\$59,778.19	\$60,581.52	\$61,384.85
16 years	\$57,433.76	\$58,237.09	\$59,040.42	\$59,843.75	\$60,647.07	\$61,450.40	\$62,253.73
17 years	\$58,302.64	\$59,105.97	\$59,909.30	\$60,712.63	\$61,515.95	\$62,319.28	\$63,122.61
18 years	\$59,171.52	\$59,974.85	\$60,778.18	\$61,581.51	\$62,384.83	\$63,188.16	\$63,991.49
19 years	\$60,040.40	\$60,843.73	\$61,647.06	\$62,450.39	\$63,253.72	\$64,057.04	\$64,860.37
20 years	\$60,909.28	\$61,712.61	\$62,515.94	\$63,319.27	\$64,122.60	\$64,925.92	\$65,729.25
21 years	\$61,845.00	\$62,648.33	\$63,451.66	\$64,254.98	\$65,058.31	\$65,861.64	\$66,664.97
22 years	\$62,780.72	\$63,584.04	\$64,387.37	\$65,190.70	\$65,994.03	\$66,797.36	\$67,600.69
23 years	\$63,716.43	\$64,519.76	\$65,323.09	\$66,126.42	\$66,929.75	\$67,733.08	\$68,536.41
24 years	\$64,652.15	\$65,455.48	\$66,258.81	\$67,062.14	\$67,865.46	\$68,668.79	\$69,472.12
25 years	\$65,587.87	\$66,391.20	\$67,194.52	\$67,997.85	\$68,801.18	\$69,604.51	\$70,407.84
26 years	\$66,523.58	\$67,326.91	\$68,130.24	\$68,933.57	\$69,736.90	\$70,540.23	\$71,343.56
27 years	\$67,459.30	\$68,262.63	\$69,065.96	\$69,869.29	\$70,672.62	\$71,475.95	\$72,279.27
28 years	\$68,395.02	\$69,198.35	\$70,001.68	\$70,805.01	\$71,608.33	\$72,411.66	\$73,214.99
29 years	\$69,330.74	\$70,134.07	\$70,937.39	\$71,740.72	\$72,544.05	\$73,347.38	\$74,150.71
30 years	\$70,266.45	\$71,069.78	\$71,873.11	\$72,676.44	\$73,479.77	\$74,283.10	\$75,086.43
31 years	\$71,202.17	\$72,005.50	\$72,808.83	\$73,612.16	\$74,415.49	\$75,218.81	\$76,022.14
32 years +	\$72,137.89	\$72,941.22	\$73,744.55	\$74,547.87	\$75,351.20	\$76,154.53	\$76,957.86

PEL Salary Schedule –

**All teachers will receive full credit for all full time teaching experience in other accredited public schools.**

2026-27							
Step	BS	BS+8	BS+16	BS+24	MS	MS+8	MS+16
0 years	\$46,400.05	\$47,203.37	\$48,006.70	\$48,810.03	\$49,613.36	\$50,416.69	\$51,220.02
1 year	\$47,202.09	\$48,005.41	\$48,808.74	\$49,612.07	\$50,415.40	\$51,218.73	\$52,022.06
2 years	\$48,004.13	\$48,807.46	\$49,610.79	\$50,414.12	\$51,217.44	\$52,020.77	\$52,824.10
3 years	\$48,806.17	\$49,609.50	\$50,412.83	\$51,216.16	\$52,019.49	\$52,822.82	\$53,626.15
4 years	\$49,608.22	\$50,411.55	\$51,214.87	\$52,018.20	\$52,821.53	\$53,624.86	\$54,428.19
5 years	\$50,410.26	\$51,213.59	\$52,016.92	\$52,820.25	\$53,623.57	\$54,426.90	\$55,230.23
6 years	\$51,212.30	\$52,015.63	\$52,818.96	\$53,622.29	\$54,425.62	\$55,228.95	\$56,032.28
7 years	\$52,014.35	\$52,817.68	\$53,621.00	\$54,424.33	\$55,227.66	\$56,030.99	\$56,834.32
8 years	\$52,816.39	\$53,619.72	\$54,423.05	\$55,226.38	\$56,029.70	\$56,833.03	\$57,636.36
9 years	\$53,618.43	\$54,421.76	\$55,225.09	\$56,028.42	\$56,831.75	\$57,635.08	\$58,438.41
10 years	\$54,420.48	\$55,223.81	\$56,027.13	\$56,830.46	\$57,633.79	\$58,437.12	\$59,240.45
11 years	\$55,289.36	\$56,092.69	\$56,896.01	\$57,699.34	\$58,502.67	\$59,306.00	\$60,109.33
12 years	\$56,158.24	\$56,961.57	\$57,764.90	\$58,568.22	\$59,371.55	\$60,174.88	\$60,978.21
13 years	\$57,027.12	\$57,830.45	\$58,633.78	\$59,437.10	\$60,240.43	\$61,043.76	\$61,847.09
14 years	\$57,896.00	\$58,699.33	\$59,502.66	\$60,305.98	\$61,109.31	\$61,912.64	\$62,715.97
15 years	\$58,764.88	\$59,568.21	\$60,371.54	\$61,174.86	\$61,978.19	\$62,781.52	\$63,584.85
16 years	\$59,633.76	\$60,437.09	\$61,240.42	\$62,043.75	\$62,847.07	\$63,650.40	\$64,453.73
17 years	\$60,502.64	\$61,305.97	\$62,109.30	\$62,912.63	\$63,715.95	\$64,519.28	\$65,322.61
18 years	\$61,371.52	\$62,174.85	\$62,978.18	\$63,781.51	\$64,584.83	\$65,388.16	\$66,191.49
19 years	\$62,240.40	\$63,043.73	\$63,847.06	\$64,650.39	\$65,453.72	\$66,257.04	\$67,060.37
20 years	\$63,109.28	\$63,912.61	\$64,715.94	\$65,519.27	\$66,322.60	\$67,125.92	\$67,929.25
21 years	\$64,045.00	\$64,848.33	\$65,651.66	\$66,454.98	\$67,258.31	\$68,061.64	\$68,864.97
22 years	\$64,980.72	\$65,784.04	\$66,587.37	\$67,390.70	\$68,194.03	\$68,997.36	\$69,800.69
23 years	\$65,916.43	\$66,719.76	\$67,523.09	\$68,326.42	\$69,129.75	\$69,933.08	\$70,736.41
24 years	\$66,852.15	\$67,655.48	\$68,458.81	\$69,262.14	\$70,065.46	\$70,868.79	\$71,672.12
25 years	\$67,787.87	\$68,591.20	\$69,394.52	\$70,197.85	\$71,001.18	\$71,804.51	\$72,607.84
26 years	\$68,723.58	\$69,526.91	\$70,330.24	\$71,133.57	\$71,936.90	\$72,740.23	\$73,543.56
27 years	\$69,659.30	\$70,462.63	\$71,265.96	\$72,069.29	\$72,872.62	\$73,675.95	\$74,479.27
28 years	\$70,595.02	\$71,398.35	\$72,201.68	\$73,005.01	\$73,808.33	\$74,611.66	\$75,414.99
29 years	\$71,530.74	\$72,334.07	\$73,137.39	\$73,940.72	\$74,744.05	\$75,547.38	\$76,350.71
30 years	\$72,466.45	\$73,269.78	\$74,073.11	\$74,876.44	\$75,679.77	\$76,483.10	\$77,286.43
31 years	\$73,402.17	\$74,205.50	\$75,008.83	\$75,812.16	\$76,615.49	\$77,418.81	\$78,222.14
32 years +	\$74,337.89	\$75,141.22	\$75,944.55	\$76,747.87	\$77,551.20	\$78,354.53	\$79,157.86

Extra-Curricular Schedule –

<b>Extra-Curricular Schedule</b>	<b>2023-24</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>
<b>AD Giacomia</b>	\$2,300.00	\$2,369.00	\$2,440.07	\$2,513.27
AD WHS	\$4,386.51	\$4,518.10	\$4,653.65	\$4,793.26
AD WJHS	\$3,342.52	\$3,442.79	\$3,546.08	\$3,652.46
Art Club WHS	\$1,148.86	\$1,183.32	\$1,218.82	\$1,255.39
Band - Junior High	\$1,148.86	\$1,183.32	\$1,218.82	\$1,255.39
Band Ast	\$1,723.26	\$1,774.96	\$1,828.21	\$1,883.06
Band Head	\$3,342.12	\$3,442.38	\$3,545.65	\$3,652.02
Band/Chorus GIA	\$702.97	\$724.06	\$745.78	\$768.15
Baseball Ast WHS	\$3,585.14	\$3,692.69	\$3,803.47	\$3,917.57
Baseball Ast WJHS	\$1,566.61	\$1,613.61	\$1,662.02	\$1,711.88
Baseball Head Boys WHS	\$5,166.82	\$5,321.82	\$5,481.47	\$5,645.92
Baseball Head Boys WJHS	\$2,193.27	\$2,259.07	\$2,326.84	\$2,396.65
Basketball Asst Boys GIA	\$1,414.81	\$1,457.25	\$1,500.97	\$1,546.00
Basketball Asst Girls GIA	\$1,414.81	\$1,457.25	\$1,500.97	\$1,546.00
Basketball Ast Boys WHS	\$5,692.02	\$5,862.78	\$6,038.66	\$6,219.82
Basketball Ast Boys WJHS	\$3,028.77	\$3,119.64	\$3,213.23	\$3,309.62
Basketball Ast Girls WHS	\$5,692.03	\$5,862.79	\$6,038.67	\$6,219.83
Basketball Ast Girls WJHS	\$3,028.77	\$3,119.64	\$3,213.23	\$3,309.62
Basketball Head Boys GIA	\$2,358.01	\$2,428.75	\$2,501.61	\$2,576.66
Basketball Head Boys WHS	\$7,937.50	\$8,175.62	\$8,420.89	\$8,673.52
Basketball Head Boys WJHS	\$4,490.95	\$4,625.68	\$4,764.45	\$4,907.38
Basketball Head Girls GIA	\$2,358.01	\$2,428.75	\$2,501.61	\$2,576.66
Basketball Head Girls WHS	\$7,937.50	\$8,175.62	\$8,420.89	\$8,673.52
Basketball Head Girls WJHS	\$4,490.97	\$4,625.70	\$4,764.47	\$4,907.41
<b>Bass Fishing Head WHS</b>	\$1,500.00	\$1,545.00	\$1,591.35	\$1,639.09
BLT Committee GIA 4	\$731.09	\$753.03	\$775.62	\$798.89
Cheerleading Asst WHS	\$2,831.90	\$2,916.86	\$3,004.37	\$3,094.50
Cheerleading Head WHS	\$4,719.84	\$4,861.44	\$5,007.28	\$5,157.50
Cheerleading WJHS	\$1,357.73	\$1,398.46	\$1,440.42	\$1,483.63
Chorus WHS	\$731.09	\$753.03	\$775.62	\$798.89
Chorus WJHS	\$1,096.64	\$1,129.53	\$1,163.42	\$1,198.32
<b>Cross Country Head WHS (1 Boys&amp;Girls)</b>	\$2,000.00	\$2,060.00	\$2,121.80	\$2,185.45
Dance Asst WHS	\$1,737.03	\$1,789.14	\$1,842.82	\$1,898.10
Dance Head WHS	\$3,012.61	\$3,102.99	\$3,196.08	\$3,291.96
Department Head/Head Teacher	\$731.09	\$753.03	\$775.62	\$798.89
<b>E-Sports WHS</b>	\$3,000.00	\$3,090.00	\$3,182.70	\$3,278.18
Football Ast WHS	\$5,692.02	\$5,862.78	\$6,038.66	\$6,219.82
Football Head Boys WHS	\$7,937.50	\$8,175.62	\$8,420.89	\$8,673.52
Freshman Class Spon WHS	\$469.97	\$484.07	\$498.60	\$513.55
General Music Concerts (2)	\$675.93	\$696.21	\$717.09	\$738.60
Golf Head WHS	\$3,215.47	\$3,311.93	\$3,411.29	\$3,513.63
Junior Class Sponsor WHS	\$2,193.27	\$2,259.07	\$2,326.84	\$2,396.65
National Honor Soc WHS	\$522.22	\$537.88	\$554.02	\$570.64
<b>Newspaper WHS</b>	\$731.09	\$753.02	\$775.61	\$798.88
Newspaper WJHS	\$731.09	\$753.03	\$775.62	\$798.89
Owl Society	\$502.13	\$517.19	\$532.70	\$548.69



Extra-Curricular Schedule **Continued** –

<b>Extra-Curricular Schedule</b>	<b>2023-24</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>
Paw Pack WHS (4)	\$850.25	\$875.76	\$902.03	\$929.09
<b>PBIS Committee GIA (5)</b>	\$532.76	\$548.74	\$565.21	\$582.16
Play/Drama WHS (2)	\$1,566.61	\$1,613.61	\$1,662.02	\$1,711.88
RTI Committee 4 GIA	\$702.97	\$724.06	\$745.78	\$768.15
Scholastic Bowl GIA	\$1,775.49	\$1,828.75	\$1,883.61	\$1,940.12
Scholastic Bowl WHS	\$3,550.99	\$3,657.52	\$3,767.25	\$3,880.27
Scholastic Bowl WJHS	\$1,775.49	\$1,828.75	\$1,883.61	\$1,940.12
Senior Class Spon WHS	\$1,217.71	\$1,254.24	\$1,291.86	\$1,330.62
Softball Ast Girls WHS	\$3,585.14	\$3,692.69	\$3,803.47	\$3,917.57
<b>Softball Ast WJHS</b>	\$1,566.61	\$1,613.61	\$1,662.02	\$1,711.88
Softball Head Girls WHS	\$5,166.82	\$5,321.82	\$5,481.47	\$5,645.92
<b>Softball Head WJHS</b>	\$2,193.27	\$2,259.07	\$2,326.84	\$2,396.65
Sophomore Class Spon WHS	\$469.97	\$484.07	\$498.60	\$513.55
<b>Spanish Club</b>	\$731.09	\$753.02	\$775.61	\$798.88
<b>Student Council WHS (2)</b>	\$2,811.69	\$2,896.04	\$2,982.92	\$3,072.41
Student Council WJHS	\$2,141.06	\$2,205.29	\$2,271.45	\$2,339.59
Track Ast Girls WJHS	\$1,984.38	\$2,043.91	\$2,105.23	\$2,168.39
Track Ast WHS (1 Boy/1 Girl)	\$3,585.14	\$3,692.69	\$3,803.47	\$3,917.57
Track Ast WJHS	\$1,984.38	\$2,043.91	\$2,105.23	\$2,168.39
Track Head Boys WHS	\$5,166.81	\$5,321.82	\$5,481.47	\$5,645.92
Track Head Boys WJHS	\$2,611.02	\$2,689.35	\$2,770.03	\$2,853.13
Track Head Girls WHS	\$5,166.81	\$5,321.82	\$5,481.47	\$5,645.92
Track Head Girls WJHS	\$2,611.02	\$2,689.35	\$2,770.03	\$2,853.13
Transportation Director	\$3,641.60	\$3,750.85	\$3,863.37	\$3,979.28
Volleyball Asst Girls GIA	\$1,414.81	\$1,457.25	\$1,500.97	\$1,546.00
Volleyball Ast WHS	\$3,759.88	\$3,872.68	\$3,988.86	\$4,108.52
Volleyball Ast WJHS	\$3,028.78	\$3,119.64	\$3,213.23	\$3,309.63
Volleyball Head Girls GIA	\$2,358.01	\$2,428.75	\$2,501.61	\$2,576.66
Volleyball Head Girls WHS	\$5,746.75	\$5,919.15	\$6,096.73	\$6,279.63
Volleyball Head Girls WJHS	\$4,490.98	\$4,625.71	\$4,764.48	\$4,907.41
<b>Wrestling Asst WJHS</b>	\$3,028.77	\$3,119.64	\$3,213.23	\$3,309.62
Wrestling Ast WHS	\$4,073.19	\$4,195.38	\$4,321.25	\$4,450.88
Wrestling Head WHS	\$6,109.80	\$6,293.10	\$6,481.89	\$6,676.35
<b>Wrestling Head WJHS</b>	\$4,490.98	\$4,625.71	\$4,764.48	\$4,907.41
Yearbook WHS	\$2,741.58	\$2,823.82	\$2,908.54	\$2,995.79
Yearbooks WJHS	\$685.39	\$705.95	\$727.13	\$748.94
Young Authors	\$717.02	\$738.53	\$760.69	\$783.51
<b>Suspended Positions</b>				
Cheerleading GIA				
Media Director				
National Honor Soc WJHS				
Speech Team WJHS				

Extra Duty Hourly Pay –

<b>Hourly Pay</b>	<b>2023-24</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>
Drivers Ed	\$30.00	\$30.50	\$30.75	\$31.00
Extended Day	\$28.50	\$29.50	\$30.00	\$31.00
Saturday School	\$28.50	\$29.50	\$30.00	\$31.00
Summer School Teacher	\$28.50	\$29.50	\$30.00	\$31.00
Weight Strength Coach	\$28.50	\$29.50	\$30.00	\$31.00

Extra Duty Pay –

<b>Amount Per Event</b>	<b>2023-24</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>
Fan Bus Sponsor	\$35.00	\$36.00	\$37.00	\$38.00
Drama WHS Piano Accomp (2)	\$258.00	\$266.00	\$274.00	\$280.00
Supervision 2 hours or less	\$35.00	\$36.00	\$37.00	\$38.00
Supervision More than 2 hours	\$43.00	\$45.00	\$46.50	\$48.00
Score/Timer	\$35.00	\$36.00	\$37.00	\$38.00
Ticket Taker	\$35.00	\$36.00	\$37.00	\$38.00

Westville School District  
Collective Bargaining Agreement  
July 1, 2023 through June 30, 2027

WEA Negotiating Team

Board of Education

Pat  
Aphani Pearson  
Dan Yang  
Kristi George  
Julie Balgeman  
James Jennings  
Matt Repolke  
Chris Neblan  
   
   
 

Sean Galli  
Douglas C. Miller  
Janet White  
Ruthy B. Shannon  
Shawn Bennett  
Michael Reed  
Robert R. Clifton