

THE BOARD OF EDUCATION OF COOK COUNTY,  
BELLWOOD SCHOOL DISTRICT NO. 88, BELLWOOD,  
ILLINOIS



AND

SUPPORT STAFF SERVICE EMPLOYEES  
INTERNATIONAL UNION LOCAL 73

FOR THE SCHOOL YEARS

July 1, 2024 - June 30, 2028

## TABLE OF CONTENTS

DEFINITION OF TERMS .....	1
1. Agreement.....	1
2. Administration .....	1
3. Board.....	1
4. District .....	1
5. Employees.....	1
6. Classified Employees.....	1
7. Superintendent.....	1
8. Union .....	1
9. Work Days .....	1
ARTICLE I - RECOGNITION.....	2
ARTICLE II - NON-DISCRIMINATION .....	2
ARTICLE III - NO STRIKES AND EMPLOYEE CONDUCT.....	2
ARTICLE IV - MANAGEMENT RIGHTS.....	3
ARTICLE V - DUES DEDUCTION AND REMITTANCE .....	4
ARTICLE VI - SENIORITY .....	5
6.1 Definition .....	5
6.2 Application of Seniority.....	5
6.3 Loss of Seniority .....	5
6.4 Suspension of Seniority .....	5
6.5 Breaking Ties .....	5
6.6 Access to Employee Lists .....	6
6.7 Vacancies .....	6
6.8 Probationary Period .....	6
ARTICLE VII - WORKSHOP .....	6
ARTICLE VIII - HEALTH AND SAFETY .....	7
ARTICLE IX - WORKERS COMPENSATION .....	7
ARTICLE X - OTHER CONDITIONS OF EMPLOYMENT .....	7
10.1 Bulletin Boards and Use of Buildings .....	7
10.2 Union Elections .....	7
10.3 Change in Union Status .....	7
10.4 Call Back Pay.....	8

10.5	Searches .....	8
10.6	Use of Gender.....	8
10.7	Subcontractors of Food Services .....	8
10.8	Rights of Bus Drivers .....	8
10.9	Summer Positions .....	8
10.10	Labor Management Meetings .....	8
10.11	Uniforms/Food Service Employees .....	9
10.12	Bonding of Specific Employees .....	9
10.13	Supervision of Students .....	9
10.14	Limitation on Supervisory Duties.....	9
10.16	Information to Union .....	10
10.17	Storage of Personal Materials .....	10
10.18	Drug and Alcohol Testing.....	10
10.19	New Employee Orientation.....	10
10.20	.....	11
ARTICLE XI - DISCIPLINE .....		11
11.1	Types of Discipline .....	11
11.2	Pre-Disciplinary Meeting.....	12
11.3	Notification and Measure of Discipline .....	12
11.4	Removal of Discipline .....	12
ARTICLE XII - GRIEVANCES .....		13
12.1	Definitions .....	13
12.2	Right to Representation .....	13
12.3	Time Limits.....	14
12.4	Informal Decision .....	14
12.5	Initiating A Grievance .....	14
12.6	STEP 1 - Immediate Supervisor First Stage .....	14
12.7	STEP 2 - Second Stage .....	15
12.8	STEP 3 - Third Stage.....	15
12.9	STEP 4 - Arbitration.....	15
12.10	Release Time.....	16
12.11	No Reprisals.....	16
12.12	Forum for Action .....	16

12.13	Withdrawal of Grievance.....	16
12.14	Grievance File.....	16
ARTICLE XIII WAGES - HOURS OF WORK AND OVERTIME .....		16
13.1	Rate .....	16
13.2	New Employees .....	17
13.3	Lunch and Break Period .....	17
13.4	Overtime .....	17
13.5	Job Descriptions.....	17
13.7	Perfect Attendance Stipend.....	18
13.8	Sick Days Stipend.....	18
13.9	Secretaries & Building Assistants.....	18
13.10	Teacher Assistants/Building/Media Assistants/Bilingual Teacher Assistants .....	18
13.11	Steps Are Not Transferable Between Categories .....	18
13.12	Required Attendance at School Related Activities.....	19
13.13	Pay Periods .....	19
13.14	Temporary Assignment to Another Position .....	19
13.15	Longevity .....	19
ARTICLE XIV - INSURANCE. SICK LEAVE. PERSONAL LEAVE .....		19
14.1	Bereavement Leave.....	19
14.2	Insurance/Fringe Benefits .....	20
14.3	Personal Leave .....	22
ARTICLE XV - JURY DUTY .....		22
ARTICLE XVI - HOLIDAYS AND VACATION .....		22
16.1	Holidays .....	22
16.2	Vacation With Pay for Full-Time 12 Month Employees .....	23
ARTICLE XVII - UNPAID LEAVES OF ABSENCE .....		24
ARTICLE XVIII - REDUCTION IN FORCE/LAY OFFS .....		25
18.1	Layoffs .....	25
18.2	Recall .....	26
ARTICLE XIX - DURATION .....		27
ARTICLE XX - EXECUTION.....		28
APPENDIX 1.....		29

## DEFINITION OF TERMS

The following terms as used in this Agreement are defined as follows:

1.     Agreement  
The term Agreement shall mean the Contract for Academic Support Personnel between the Board of Education of Cook County, Bellwood School District No. 88, Bellwood, Illinois and Local No. 73, Service Employees International Union, for the School Years July 1, 2024 through June 30, 2028.
2.     Administration  
The term Administration shall mean all District administrative and supervisory positions as established by the Board in accordance with state law and regulations. The general duties and authority of each administrative or supervisory position are approved by the Board upon the Superintendent's recommendation and contained in the respective position's job description.
3.     Board  
The term Board shall mean the Board of Education of Cook County, Bellwood School District No. 88, Bellwood, Illinois.
4.     District  
The term District shall mean the Board of Education of Cook County, Bellwood School District No. 88, Bellwood, Illinois.
5.     Employees  
The term Employees shall have the meaning contained in Article I- Recognition.
6.     Classified Employees  
The term Classified Employees shall mean all positions that do not require a State of Illinois Professional Educator License as per the State of Illinois School Code.
7.     Superintendent  
The term Superintendent shall mean the District's Executive Officer who is responsible for the Administration and Management of the District's schools in accordance with Board Policies, directives and procedures in accordance with State and Federal law. The Superintendent is authorized to develop rules and procedures to implement Board Policy.
8.     Union  
The term Union shall mean Local No. 73, Service Employees International Union.
9.     Work Days  
The term workdays shall mean school days according to the Official School Calendar when school is in session. When school is not in session, workdays shall consist of all weekdays when the District Administrative Service Center is open.

## ARTICLE I - RECOGNITION

The Board of Education of Cook County, Bellwood School District No. 88, Bellwood, Illinois (hereinafter "Employer" or "Board") recognizes Local No. 73, Service Employees International Union, (hereinafter "Union") as the exclusive representative of the following employees:

Whenever used in this Agreement, the term "employees" shall include classified employees including, regularly employed Personnel Substitutes Secretary, Secretaries, Bilingual Office Clerk, Bilingual Teacher Assistants, Teacher Assistants, Building Assistants, Media Assistants, Licensed Practical Nurses (LPN), Certified Nurse Assistants (CNA), Lunchroom Supervisors, School Community Relations Assistant (S.C.R.A), Bus Drivers, Bus Assistants, Technology Technician, Parenting Educator and any and all supportive staff employed by the District at any of its facilities; but excluding supervisors, managers and confidential employees, e.g. Executive Assistant to the Superintendent, Executive Assistant for Financial Services, District Food Service Manager, Coordinator of Transportation, and custodial, maintenance and security employees.

## ARTICLE II - NON-DISCRIMINATION

Neither the Board nor the Union shall discriminate against any employee on the basis of race, color, creed or national origin, sex, age, ancestry, marital status, military status or unfavorable military discharge, citizenship status, use of lawful products while not at work, physical or mental handicap or disability, if otherwise able to perform the essential job functions of the job with reasonable accommodation, and other legally protected categories.

The Board shall not discriminate against any employee for Union activity or functioning as a steward, committee member, or Union official.

## ARTICLE III - NO STRIKES AND EMPLOYEE CONDUCT

- 3.1 During the term of this Agreement, the Union, any employee on behalf of the Union, or any employee acting on his/her own shall not engage in or in any way encourage, sanction, or condone any strike, picketing, slow down, sympathy strike, or concerted stoppage of work or any other disruption or interference with the operation of the schools in the District.

The Board shall have the sole and unilateral discretion to discipline any employee who violates Article III, 3.1.

- 3.2 Should any strike, slow down, picketing or other curtailment, restriction or interference with Board functions or operations occur which the Union has not caused or sanctioned either directly or indirectly, the Unions shall immediately:
- a. Publicly disavow such action by the employees or other persons involved;
  - b. Advise the Board in writing that such action has not been caused or sanctioned by the Union;
  - c. Post notices on Union bulletin boards stating that it disapproves of such action and instructing all employees to cease such action and return to work immediately;

- d. Take such other steps as are reasonably appropriate to bring about the observance of the provisions of this Article.
- 3.3 The Board agrees that it will not lock out its employees during the term of this Agreement or any extension thereof.

#### ARTICLE IV - MANAGEMENT RIGHTS

The Board retains and reserves the ultimate responsibility for proper management of the District conferred upon and vested in it by the statutes and constitutions of the State of Illinois and the United States, including, but not limited to, the responsibility for and the right;

- 4.1 To maintain executive management and administrative control of the District, its properties, facilities, and the professional activities of its employees as related to the conduct of school affairs.
- 4.2 To hire all employees subjected to the provisions of the law, to determine their qualifications, the conditions for their continued employment, dismissal or demotion, and to assign, promote or transfer all such employees;
- 4.3 To give the affected employees and the Union notice of all Board approved transfers of all such employees and reasons for the transfers;
- 4.4 To delegate authority through recognized administrative channels for the development and organization of the means and methods of governance of the District according to current written Board policy or subsequently amended Board policy;
- 4.5 To determine work schedules, the hours of work, including the requirement of overtime assignments, and the duties, responsibilities and assignments of employees with respect thereto;
- 4.6 To suspend the services of any number of employees such that no service shall be rendered by or required of the employees and the salary of the employees shall not accrue, becoming owing or due for the period or periods during which if any or all of the following occur: the schools, or any of the schools, or the District building plants are closed for causes incident to or resulting from because of present or prospective emergency conditions, or other causes beyond reasonable control of the Board, such as, but without limitation to strikes, and Acts of God.

The exercise of the foregoing powers, rights, authorities, duties and responsibilities by the Board, the adoption of policies, rules, regulations, procedures and practices, in furtherance thereof, shall be limited by the specific and express terms of this Agreement.

## ARTICLE V - DUES DEDUCTION AND REMITTANCE

- 5.1 Upon written confirmation by the Union that an employee covered by this agreement has authorized checkoff of dues or fees, the Employer shall deduct such dues and fees from wages owed to that employee, unless the authorization is revoked by the employee in accordance with the terms set forth on the employee's checkoff authorization and contained in this section.
- 5.2 In the event any employee commences a legal action against the Board in court or through an administrative agency because of the Board's compliance with this Article, the Union and its affiliates agree to defend and indemnify the Board in such action, at its own expense and through counsel of its own choice provided:
- a. The Board gives immediate notice of such action in writing to the Union and permits the Union to intervene as a party; and
  - b. The Board gives full and complete cooperation to the Union and its counsel in obtaining evidence, securing witnesses, and making relevant information available at any stage, hearing or argument of said legal action.
- 5.3 The Union and its affiliates agree that in any such action, it will save, indemnify, and hold harmless the Board, its members, employees, and agents from any liability for damages and costs imposed by a final administrative ruling or judgment of a court.
- 5.4 The Employer agrees to deduct from the pay of those members who individually request it voluntary contributions to the SEIU Local 73 COPE Fund. The Union shall notify the Employer of the per pay period amount that is to be deducted. Such amounts shall be remitted to the Union every pay period.
- 5.5 Recognition of Web-Based and Electronically Recorded Sign-Ups. The Union will provide to the Employer verification that dues deductions have been authorized by the employee. Employees may express such authorization by submitting to the Union a written membership application form, through electronically recorded telephone calls, by submitting to the Union an online deduction form authorization, or by any other means of indicating agreement allowable under state and federal law.

The parties acknowledge and agree that the term "written authorization" and any similar terms used in this Agreement includes authorizations created and maintained by use of electronic records and electronic signatures consistent with state and federal law. The Union, therefore, may use electronic records to verify Union membership, authorization for voluntary deduction of Union dues and fees from wages or payments for remittance to the Union, and authorization for voluntary deductions from wages or payments for remittance to COPE Funds, subject to the requirements of state and federal law. The Employer shall accept confirmations from the Union that the Union possesses electronic records of such



membership and give full force and effect to such authorizations as "written authorization" for purposes of this Agreement.

## ARTICLE VI - SENIORITY

### 6.1 Definition

District seniority shall mean an employee's length of continuous service with the District, measured in calendar days from the first day the employee actually worked from the District on or after the employee's most recent date of hire. Category seniority shall mean an employee's length of service within a District's job category, starting from the first day the employee actually works in the job category. When the annual seniority list is posted, employees will have two seniority dates, namely District and Category (Classification).

In the case of ten (10) month employees, the two (2) months not worked during the summer shall not constitute a break in service.

### 6.2 Application of Seniority

Qualifications, past evaluations, and job skills required for a position shall be considered when promoting, filling permanent openings or vacancies in categories, shift assignments, lateral assignments, and transfers. If all qualifications, past evaluations, and job skills are substantially equal as determined by Administration, seniority shall be the determining factor.

### 6.3 Loss of Seniority

A prior employee shall lose his/her seniority and step designation based upon the following:

1. Resignation
2. Dismissal
3. Retirement

### 6.4 Suspension of Seniority

Seniority is retained and shall not accrue during District-approved leave of absence or lay off. Category seniority is retained when an employee accepts a promotional position or transfers to a position in the District which is outside of the bargaining unit. All relevant state and federal labor laws apply to the retention of seniority.

### 6.5 Breaking Ties

In the event more than one employee has the same seniority status, the affected employees shall have a lottery to break the tied seniority status. The Union and the affected employees will be notified prior to the lottery and may be present.

#### 6.6 Access to Employee Lists

Within five business days after each month's regular Board meeting, the Employer will send the Union a list of all current employees, which shall include each employee's name, job title, job number, department, work location, home address, work email addresses, personal cell number if on file with the Employer, base hourly pay rate and identification number, hours worked in the prior month, gross pay, and Union dues payment. The list will be provided in an agreed-upon format and transmitted electronically.

#### 6.7 Vacancies

When any and all bargaining unit positions become vacant or available, notice of such positions will be posted by Administration in all District buildings on all Union bulletin boards for a minimum of five (5) working days and an email with the posting will be sent to all current employees on the first day of posting. Positions shall be filled on the basis of seniority and qualifications. Qualifications of applicants being equal, as determined by the Administration, seniority will be the sole determining factor. A copy of any and all postings shall be sent to the Union steward at the time of posting.

In the event a twelve (12) month Administrative Services Center (ASC) employee is selected for an eleven (11) month school and/or health secretary position in one of the schools as a result of applying for said position from a posting or is transferred to such a position, he/she shall revert to the established step for said position as listed in the posting.

#### 6.8 Probationary Period

Newly hired employees hired after the signing of this Agreement shall serve a probationary period of three (3) calendar months. No matter concerning the discipline, layoff or termination of a probationary employee shall be subject to the grievance and arbitration procedures. Probationary employees have no seniority. Upon the completion of the probationary period the employee will acquire seniority from the date of hire. Evaluation of a probationary employee's work performance shall be made on a proper form developed by the Human Resource Office. Employee evaluation must be reviewed with the employee and submitted to the Human Resource Office. Upon satisfactory completion of the probationary period and upon the recommendations of the respective supervisor and the Human Resource Office or designee and the approval of the Superintendent, the individual shall become a permanent employee. The Superintendent shall act on the recommendation within thirty (30) calendar days of the receipt of the recommendation. Employment shall continue until termination by resignation, retirement or dismissal.

### ARTICLE VII - WORKSHOP

The Superintendent or his/her designee may require an employee to attend in-service and/or training sessions. A written request for reimbursement for expenses must be submitted to the Administration along with receipts for said expenses. Any expenses required of the employee by the Administration

shall be reimbursed. The Board will pay the employee wages for employee's enhancing job skills when they are required to attend the workshops to enhance skills.

## ARTICLE VIII - HEALTH AND SAFETY

If an employee has a justifiable reason to believe that his/her own safety and health are in danger due to an alleged unsafe working condition, he/she shall inform his/her supervisor who shall have the responsibility to determine what action, if any, shall be taken. It is agreed that this Article of the Agreement is not arbitral. Managers will ensure that at least two employees are available to lift materials in excess of 25 pounds.

## ARTICLE IX - WORKERS COMPENSATION

An employee who is eligible to receive Illinois Workers' Compensation temporary disability benefits for a period of absence from employment may elect whether to take sick leave benefits or Workers' Compensation benefits during the period of disability. If the employee elects to take paid sick leave during the period of disability, employee shall turn over to the District the amount of Workers' Compensation benefits he/she has received. If the employee elects to take the Workers' Compensation benefits during the period of disability, the employee shall not have any reduction of sick leave credit accrued. An employee who has exhausted his/her sick leave accumulation shall not receive a salary and shall not be required to turn over to the District any Workers' Compensation benefits, which he/she has received.

## ARTICLE X - OTHER CONDITIONS OF EMPLOYMENT

### 10.1 Bulletin Boards and Use of Buildings

The District will provide a designated area on existing bulletin boards in each department Building for the Union's use. The use of this space is restricted to noncontroversial matters, such as notices of meetings or announcements concerning Union activities.

### 10.2 Union Elections

The Union may reserve District facilities to conduct Union elections at school, upon notification and approval by Superintendent, in accordance with the District's room utilization and rental procedures for use of facilities, There will be no electioneering during school hours in locations where students are or may be present.

### 10.3 Change in Union Status

In the event that the Union should affiliate with another labor organization before the termination of this Agreement, such other labor organization will then be recognized as the exclusive bargaining agency to the extent permitted by law. Any labor agreement then in effect shall continue in effect for the period of this Agreement stated herein.

10.4 Call Back Pay

An employee having finished his/her workday, having left the work site and called back to work, will be guaranteed one (1) hour minimum pay.

10.5 Searches

Employees shall not be required to search for explosive devices.

10.6 Use of Gender

In this Agreement, unless explicitly stated otherwise, the masculine and feminine genders will be used interchangeably and will include all gender identities.

10.7 Subcontractors of Food Services

During the term of this Agreement, there will be no subcontracting of food services.

10.8 Rights of Bus Drivers

All bus drivers employed as of July 1, 2005 shall remain a District employee, with full rights to contractual benefits and Illinois Municipal Retirement Fund (IMRF) during the term of this Agreement. If the bus routes for these employees are eliminated during the term of this Agreement, the employees shall be given other employment in the District with wages. If at any time, the District subcontracts any bus route and elects to eliminate the subcontractor and hire District employees, those employees shall receive the full benefits of this Agreement.

10.9 Summer Positions

The District will consider qualified employees for summer positions before considering non-bargaining unit members for such positions. Summer positions include only those positions covered under this Agreement.

Employees who are assigned to continue to work in their regular position during the summer shall be paid no less than the hourly rate earned during the school year. However, as an exception, summer positions that are funded by grants shall be paid at the rate provided for in the grant. If an employee is interested in other summer positions not covered by this Agreement, he/she shall inform, in writing, the immediate supervisor as to which position(s) they would like to be considered for, with the final decision on any such requests remaining the exclusive decision of the Administration.

10.10 Labor Management Meetings

The Administration and the Union shall meet for labor management meetings on a quarterly basis. The purpose of these meetings is to discuss issues other than grievances or any specific terms and conditions of the Agreement. The Union and the Board shall be limited to five (5) representatives each at all meetings, unless mutually agreed to allow more. The request for a meeting shall be made to the Superintendent, and he/she shall designate a representative for any such labor management meeting. The Union shall submit to the

Superintendent, no later than five (5) working days prior to the meeting, the proposed agenda for the meeting. All such meetings shall be limited to ninety (90) minutes unless each side mutually agrees to a longer period for each specific meeting. These meetings shall not be held on District time, and as such any employee who attends shall be uncompensated for his/her time spent in these meetings,

10.11 Uniforms/Food Service Employees

Food service and bus driver employees shall receive five (5) uniforms per year. Each employee is responsible for cleaning and caring for their respective uniforms. All uniforms shall be delivered to employees by October 1 of each year. Employees may bring in uniforms that wear out before the end of the year for replacement at the employer's expense, upon approval by the Director of Operations.

10.12 Bonding of Specific Employees

The District shall bond all classified employees required by job duty to handle money. The Union and the Board agree that non-bonded bargaining unit members employees may be required to transport money or negotiable instruments to the bank on behalf of the District.

10.13 Supervision of Students

Non-certified employees shall not be required to supervise students without a certified employee present. Any non-certified employee who does so is in violation of the state law.

10.14 Limitation on Supervisory Duties

In no event should an employee covered by this collective bargaining agreement be assigned to complete the duties of a supervisor such as disciplining other employees, establishing policy, or enacting reductions in force.

10.15 New Hires/Job Descriptions

A newly hired employee shall be furnished a copy of his/her job description, as well as the step and salary schedule at which he/she was hired. Each new hire shall be given a copy of this Agreement.

Annually, the District shall give each employee a sheet stating their workdays, rate of pay and other compensation which they will receive for the year.

A committee of 3 Union stewards and 3 District administrators will convene annually to review job descriptions and make recommended changes to the Administration. Job descriptions will not be changed without the committee meeting to discuss the changes. If there are significant changes to a job description then the Union will be given the opportunity to conduct impact bargaining over the changes before they are implemented.

10.16 Information to Union

The District shall provide the following information to the Union, with a copy to the Chief Steward, for all newly hired employees.

- a. Name
- b. Job title
- c. Hourly rate
- d. Work location
- e. Hours per week
- f. Cell number (if on file)
- g. Home address
- h. Work email
- i. Home email (if on file)
- j. Work number
- k. Employee ID number

The Union shall be required to notify the District which employee is the Chief Steward, and if that employee should change, the Union must give the District notice within two (2) weeks of the change.

10.17 Storage of Personal Materials

The District will provide secured facilities for the storage of employee's personal and school related materials.

10.18 Drug and Alcohol Testing

Bargaining unit members shall be subject to controlled substances and alcohol testing policies that all other District employees are subject to. In addition, all bus drivers shall be subject to Department of Transportation (DOT) provisions regarding drug and alcohol testing. Transportation employees are required to perform the physical capabilities needed to perform job requirements in accordance with the duties and responsibilities of the job classification.

10.19 New Employee Orientation

The Union Steward shall be permitted to have a meeting with newly hired employee collectively during the workday one time after hiring provided that the scheduling for such meeting is for the orientation of such employees and does not disrupt the District's operations. The orientation will be during the regular work day and without a loss of pay, but will only be permitted for up to one (1) hour at a mutually agreed upon time and place.

The Board shall have the right to hire persons for temporary employment positions, in order to provide substitute workers for employees on Workers' Compensation, Sick Leave or other approved leaves. The person so hired shall not be considered an employee in the bargaining unit. The agreement in this section shall not conflict with the provisions of the Illinois Educational Labor Act.

- 10.20 The Union and the Board agree that no employee shall be required to use their personal vehicles to do any errands for the District, excluding an employee whose job description explicitly states that use of a personal vehicle is required to perform his/her job.

## ARTICLE XI - DISCIPLINE

### 11.1 Types of Discipline

At all times, supervisors and employees are encouraged to communicate with one another and to resolve any problems that may arise. However, the Board and the Union recognize that, from time to time, circumstances will arise which require just dispensation of discipline. The parties agree that disciplinary action shall be for just cause shown and will be performed in a timely manner. Where applicable, discipline will be performed in a progressive manner. The types of discipline agreed to by the parties as follows: using the following order as a guideline:

A. Oral Warning

The oral warning shall be delivered to the employee by the supervisor. The supervisor shall draft a memorandum of oral warning. A copy of such memorandum shall be served upon the employee who shall sign a copy to acknowledge receipt thereof and to further acknowledge the employee understands that the signed copy shall be retained by the supervisor. Such memoranda may be used as evidence in future disciplinary actions with regard to said employee.

B. Written Warning and Conference

Where the unsatisfactory performance or conduct giving the oral warning has not been resolved, the employee and supervisor shall meet with Human Resources to discuss the problem. The Union shall be notified and shall have a right to be present at the meeting. At said meeting, acceptable performance shall also be discussed. A written memorandum shall be prepared and given to the employee with copies to the supervisor and to Human Resources. All persons present shall sign said memorandum.

C. Suspension

If the unsatisfactory performance or behavior has not been corrected within the time frame established in the written warning and conference step, a second meeting shall be held with the Supervisor and Human Resources wherein the reasons for a suspension shall be discussed. The Union shall be notified and shall have a right to be present at the meeting.

D. Discharge

If the unsatisfactory performance or behavior has not been corrected after the suspension of the employee, the employee may be discharged from employment with the District. The employee shall be given written notice of the reasons for such

discharge and be provided with an opportunity to respond to the Superintendent prior to a decision regarding the anticipated discharge. The Union shall be notified and shall have a right to be present for the meeting with the Superintendent.

E. Exceptions to Progressive Steps

Nothing herein shall limit the right of the District to affect an emergency suspension, with or without pay, of an employee where the conduct of the employee is flagrant, grossly insubordinate, or otherwise non-remediable, Conduct of the employee that is flagrant, grossly insubordinate or otherwise non-remediable may result in the suspension of progressive discipline and the imposition of a more serious penalty.

11.2 Pre-Disciplinary Meeting

For discipline other than oral and written warnings, an agent of the Superintendent shall notify the Union and schedule a mandatory pre-disciplinary meeting with the employee and the Union. The employee has the right to have Union representation at this meeting. At this meeting the agent of the Superintendent shall inform the employee of the reason(s) for potential or contemplated discipline. The employee and the Union designated person shall have the right to rebut or clarify the reasons for such discipline.

The persons present at this meeting shall be limited to the employee, the (1) Union designated representative, the supervisor involved, Human Resources, and the agent of the Superintendent. No other persons shall be present.

There shall be compliance with the provisions of this Section prior to the imposition of any discipline provided for in Section 1, subparagraphs C and D thereof.

11.3 Notification and Measure of Discipline

Once the Superintendent has determined the measure of discipline, for that offense only, it shall not be increased for such offense. All levels of disciplinary action against an employee shall be reduced to writing with full reasons stated therein. A copy of such disciplinary action shall be served upon the employee and the Union.

11.4 Removal of Discipline

Any disciplinary action other than dismissal shall be removed from an employee's file after two (2) years for an oral and written warning, and three (3) years for a suspension, if the employee has received no additional discipline. If an employee has repeated disciplinary action after one has been removed from his/her file, a repeat offender notation will be placed in the employee's file and disqualifies him/her from the exclusion of prior removal of disciplinary actions. Discipline related to illegal drug offenses (charges), harassment or discrimination, or a warning or information regarding allegations or findings related to an incident of misconduct as defined by 105 ILCS 5/22-85.5 or any information or documentation required to be maintained



pursuant to Section 8 of the Personnel Record Review Act shall be kept on file indefinitely.

## ARTICLE XII - GRIEVANCES

### 12.1 Definitions

The following terms used in this Section are defined as follows:

#### A. Grievance

A grievance is defined as a written complaint or claim by the Union that there has been a violation, misinterpretation or misapplication of specific provisions (by Article and Section) of this Agreement. The grievance shall specify the facts supporting the Union's position.

#### B. Days

Days shall mean school days according to the Official School Calendar except when a grievance is submitted less than ten (10) school days before the close of the current school term. If a grievance is submitted less than ten (10) school days before the close of the current school term, days shall consist of all weekdays when the District's business office is open in order to resolve the matter before the close of the school term or as soon thereafter as possible.

#### C. Grievant

Grievant is the Union on behalf of an employee under this Agreement.

#### D. Immediate Supervisor

Immediate Supervisor shall mean the supervisory employee (Supervisor or Principal) directly in charge of the employee for whom the grievance is asserted.

### 12.2 Right to Representation

#### A. Assistance

The Board acknowledges the right of the Union to assist a grievant at any level of the grievance procedure if it obtains the grievant consent. The Union acknowledges the right of any member of the Administration to receive assistance, as desired, in any step of the grievance procedure.

#### B. Presence

At any level of the grievance procedure, the Board shall give the Union the opportunity to be present.

### 12.3 Time Limits

Failure of the Union to act upon a grievance within the prescribed time limits will act as a bar to any further appeal and an Administration's failure to give a decision within the prescribed time limits shall permit the grievance to proceed to the next step. The time limits, however, may be extended by mutual consent.

### 12.4 Informal Decision

The Union and the Board agree that it is incumbent upon an employee and his/her immediate supervisor to resolve a grievance through free and informal communications. When requested by an employee, a Union representative may accompany the employee to assist in the informal resolution of the grievance.

An employee shall commence an informal discussion with his/her immediate supervisor within ten (10) days after the occurrence of the incident, which brought about the grievance. Within ten (10) days after receiving notice that the employee desires an informal discussion of the grievance, the supervisor shall promptly discuss all relevant circumstances with the employee and consider and examine the causes of the grievance, attempting to resolve it within the limits of his/her authority. If not satisfied with the immediate supervisor's response within five (5) days, the Union may initiate a formal grievance.

### 12.5 Initiating A Grievance

#### A. Grievance at Building Level

If a problem cannot be resolved informally, the Union shall present the grievance in writing on the Grievance Form, Exhibit A Appendix I. If the grievance involves the act of an immediate supervisor, the grievance shall be filed at Step 1.

#### B. Grievance at Other than Building Level

If the grievance involves an act of an Administrator other than the immediate supervisor, the grievance shall initially be filed at Step 2 of the grievance procedure after the grievant has first advised the Administrator involved.

### 12.6 STEP 1 - Immediate Supervisor First Stage

In the event of an unsatisfactory response or no response from the immediate supervisor within the allowed timeframe, the Union shall file a formal grievance in writing—with the Principal/Supervisor—within twenty (20) working days.—The Principal/Supervisor has the authority to make a decision on grievances and shall make a decision and communicate it in writing to the employee, Superintendent and the Union representative within twenty (20) working days after the conclusion of the grievance meeting. In the event a time limit expires without the issuance of a written decision by the Principal/Supervisor or in the event they elects to not hear the grievance, the Union may proceed to the second stage of the grievance process. In the event the grievance is of a nature that affects more than one (1) school, the

grievance may be moved immediately to the second stage by mutual consent of the Superintendent and Union representative.

#### 12.7 STEP 2 - Second Stage

In the event a grievance has not been resolved at the First Stage, the Union may file, within ten (10) working days of the Principal/Supervisor's written decision or reply an appeal with the Superintendent. Within ten (10) working days after such written grievance is filed, the aggrieved, the Union representative and the Principal involved at the First Stage, and the Superintendent shall meet to resolve the grievance.

The Superintendent shall file a reply within twenty (20) working days of the termination of the meetings or, in the event a meeting is not held, within twenty (20) working days of the receipt of the grievance, and communicate it in writing to the employee, Principal, Union representative and Board President.

#### 12.8 STEP 3 - Third Stage

If the grievance is not resolved by the Superintendent, the Union may file, within ten (10) working days of the receipt of the Superintendent's response, an appeal to the President of the Board of Education. The Board of Education shall hold a meeting of the parties and respond within twenty (20) working days of the receipt of the grievance.

#### 12.9 STEP 4 - Arbitration

##### A. Binding Arbitration

If the grievance is not resolved by the procedure outlined in the Stage, within thirty (30) working days of the receipt of the Superintendent's written reply, the Union may submit the grievance to arbitration to the Federal Mediation and Conciliation Service (FMCS), which shall act as administrator of the proceedings. If a demand for arbitration is not filed within thirty (30) working days from the conclusion of the Third Stage, then the grievance shall be deemed withdrawn, and therefore, not eligible for further review or consideration.

##### B. Indemnification of the District

The Union shall indemnify the District against Duty of Fair Representation suits for the Union's failure to take a grievance to arbitration.

##### C. Conditions of Arbitration

Neither party to the grievance will be permitted to assert grounds not previously introduced in the grievance process. Each party shall be entitled to representation and witnesses. The arbitrator shall have no power to alter, nullify or ignore the terms of this Agreement.

##### D. Cost of Arbitration

Cost of the arbitrator shall be borne equally between the Union and the District. Should either party request a transcript of the arbitration proceedings, that party will

bear the cost of the transcript. Any additional costs shall be borne by either party incurring the cost.

E. Arbitrator Decision

The arbitrator's decision must be based solely and only upon his or her interpretation of the meaning or application of the express, relevant language of this Agreement.

12.10 Release Time

Should the investigation of any grievance require, in the judgment of the Superintendent, that an employee be released from his/her regular assignment, he/she will be released without loss of pay or benefits.

12.11 No Reprisals

The Board agrees not to take any reprisal against any person for his/her participation or refusal to participate in the grievance process. The Union agrees not to take any reprisals against any person because of his/her participation or refusal in the grievance process.

12.12 Forum for Action

Should any member of the bargaining unit commence any action against the Board and/or any of its members, individually or collectively, before any state or federal administrative agency, court or tribunal, charging the Board or any of its members with a violation of any of the rights granted to or enumerated in this Agreement, said action shall act as a bar to the commencement or further processing of the grievance.

12.13 Withdrawal of Grievance

The grievant shall notify the Superintendent in writing if the grievance has been withdrawn.

12.14. Grievance File

All documents, communications, and records dealing with the processing of a grievance shall be filed in a separate grievance file and shall not be kept in the personnel file of any of the participants.

## ARTICLE XIII WAGES - HOURS OF WORK AND OVERTIME

13.1 Rate

During the 2024-2025 and 2025-2026 school years, Employees shall be paid the appropriate hourly rate for their classification as set forth on the attached salary schedules in Appendix 1. During the 2026-2027 and 2027-2028 school years, Employees shall receive a pay increase equal to CPI-U with a floor of 2% (inclusive of step increase) and a ceiling of 5% (inclusive of step increase).

During all 4 years of this Agreement, Employees who have reached Step 30 on their respective scales shall receive a 3% increase over their prior year's hourly rate in lieu of any other increase.

Employees shall not be required to work before or after their assigned working hours unless they are paid for the additional time worked at the applicable rate.

### 13.2 New Employees

New employees without prior work experience in the type of job for which they are employed shall be hired at Step One. New employees with prior work experience in the type of job for which they are employed shall be given credit not to exceed Step 8.

Newly hired bus drivers who possess a CDL with passenger endorsement and prior experience shall be given credit at up to Step 8 of the salary schedule. The department will bid Transportation routes every two (2) years based upon seniority.

### 13.3 Lunch and Break Period

Employees working in excess of five (5) consecutive hours or seven and one-half hours (7 1/2 ) a day shall be given a thirty minute duty-free, unpaid lunch period, assigned by his/her supervisor but no later than five (5) hours after the start of the work day.

All employees who work five (5) consecutive hours or more per day shall have two (2) 15 minute paid breaks during their workday as assigned by their immediate supervisor.

Employees may, with the permission from their immediate supervisor, combine their unpaid lunch with their two (2) paid 15 minute break periods. In no event will Employees be unpaid for the break period regardless of how the period is utilized.

### 13.4 Overtime

All ten and eleven month (10-11) employees shall be given overtime pay at the rate of time and a half for any time worked in excess of forty (40) hours a week, provided that the overtime worked was approved in advance by the Superintendent or his/her designee. Employees shall be paid the rate of time and a half for hours worked on a Holiday, Saturday, or Sunday if approved in advance by the Superintendent or designee.

### 13.5 Job Descriptions

A job description for each position in the bargaining unit by the Personnel Department shall be given to the Union and to each employee upon hire, transfer or promotion.

### 13.6 No Guarantee of Hours

No provision in this Agreement shall be construed as a guarantee of hours of work per day or per week, or of days of work per week or per year. No employee shall be required nor

instructed to work prior to work and/or after the hours of work without proper compensation.

13.7 Perfect Attendance Stipend

Employees who are eligible for paid sick leave under this Agreement and who have 100% perfect attendance during each semester of this Agreement shall be given a \$100.00 stipend each semester. The stipend shall be distributed to the employee in January for perfect attendance through December, and in July for perfect attendance during the second semester.

13.8 Sick Days Stipend

The Board will grant a stipend to employees leaving District employment in good standing and as a reward for good attendance on the following basis; \$35.00 per day for each accumulated sick day for a maximum of twenty-five (25) days with eight (8) or more years of service in the district. This stipend is not to be construed as payment for unused sick days, but as a reward for those employees leaving the district in good standing and with good attendance.

13.9 Secretaries & Building Assistants

Bargaining unit secretaries/building assistants required to work past his/her scheduled work hours up to and including eight (8) hours in any work day will receive one-quarter (1/4) hours pay for any fraction of a quarter hour worked. Bargaining unit secretaries/building assistants shall receive time and one half their regular straight time hourly rate for all hours worked in excess of eight (8) hours in any day or in excess of forty (40) hours in a calendar week. There shall be no pyramiding of overtime. Their schedule is the same as their building Principal's. No employee will be harmed nor lower their scheduled work hours during the school year.

13.10 Teacher Assistants/Building/Media Assistants/Bilingual Teacher Assistants

Teacher Assistant/Building/Media/Bilingual Teacher Assistants who wish to move from the sixty (60) hours credit lane to the ninety (90) hours credit lane and the ninety (90) hours credit lane to the one hundred and twenty (120) hours credit lane must have their course related classes pre-approved by the Superintendent in order to qualify for the lane change.

13.11 Steps Are Not Transferable Between Categories

When an employee moves to another category within the bargaining unit the employee will be placed on the step at the next highest pay rate compared to what the employee is currently making. If the current pay rate is less than the first step in the new category, then that employee will be placed on the first step. If the current pay rate is greater than the last step in the new category, then the employee will be placed on a step based upon seniority and not to exceed other bargaining members in a similar category/classification.

### 13.12 Required Attendance at School Related Activities

When an employee is required by the Superintendent or designee to work a Parent Teacher Conference and/or school related activities which will, for that day, alter the start and end time (shift) for that secretary, he/she shall be paid ten dollars (\$10.00) an hour or their hourly rate, whichever is higher. Such approval by the Superintendent or designee shall be rendered at least ten (10) days in advance of the scheduled event. Employees shall not be required to alter their work schedules for the day in order to avoid paying the hourly rate for the assigned activity.

### 13.13 Pay Periods

Ten month employees can elect to have their pay prorated over twenty four (24) pay periods, provided that such election is made once a year on a date designated by the District. If twenty four (24) pay periods are not elected, employees will be paid in accordance with the standard twenty (20) pay periods.

### 13.14 Temporary Assignment to Another Position

An employee, who is temporarily assigned for more than ten (10) consecutive work days to another job classification, will be paid from the first day of working out of classification. They will be paid the minimum hourly rate for a higher pay classification or their current hourly rate, whichever is higher. At no time shall the employee make less than they are currently receiving. Such documentation covering a temporary assignment shall be recorded on the employee's daily time sheet in the event such documentation is needed.

### 13.15 Longevity

For the duration of this contract, those employees covered by this Agreement who have been consecutively employed by the district, will receive a one-time only check for their service following their anniversary date; however, it is only for employees who have completed 10, 15, 20 and 25+ years of service.

<b>Years</b>	<b>Amount</b>
10	\$ 250.00
15	\$500.00
20	\$500.00
25	\$750.00

## ARTICLE XIV - INSURANCE. SICK LEAVE. PERSONAL LEAVE

### 14.1 Bereavement Leave

In the case of a qualifying event, an employee will be granted leave at full pay for a period not to exceed three (3) days that requires travel of less than 250 miles and five (5) days for a death in the immediate family that requires more than 250 miles of travel.

A qualifying event shall be defined as any event that would entitle an employee to take unpaid bereavement leave under the Family Bereavement Leave Act, or the death of a parent, step-parent, spouse, civil union partner, brother, sister, child, step-child, grandparent, grandchild, parent-in-law, brother-in-law, sister-in-law, legal guardian, son-in-law, daughter-in-law or legal dependent. A civil union is defined as a legal relationship between two (2) persons of either the same or opposite sex, established pursuant to the Illinois Religious Freedom Protection and Civil Union Act.

Employees may use one (1) day of bereavement leave for attendance at the funeral or visitation of close personal friends or other family members not identified as “Immediate Family” above, with explanation of the relationship to the principal, up to a maximum of three (3) such bereavement leave days per year.

The Parties agree to abide by the Family Bereavement Leave Act (“FBLA”) and all other State and Federal laws that govern bereavement leave.

Leave under the FBLA is only available to employees who qualify for unpaid leave under the federal Family Medical Leave Act and all first-year employees who might not otherwise qualify for FMLA leave. The FBLA does not create a right for an employee to take unpaid leave that exceeds the unpaid leave time allowed under, or is in addition to, the unpaid leave time permitted by the federal FMLA.

## 14.2 Insurance/Fringe Benefits

### A. Employees - 33 Hours or More Per Week

Employees who are regularly scheduled to work for more than thirty-three (33) hours or more per week shall have the following insurance and fringe benefits:

#### 1. Sick Days

Twelve month employees shall have twelve (12) sick days per year. Ten month employees shall have ten (10) sick days per year. Sick days are accumulated from year to year to the maximum allowed by IMRF laws for the year to the maximum allowed by IMRF laws for the credit of accumulated sick leave toward retirement.

#### 2. Personal Days

An employee shall have two (2) personal days per year. Employees with eleven (11) or more years of uninterrupted experience with the District shall have three (3) personal days per year. Unused personal days are converted to sick days at the end of the fiscal year, which are subject to the same IMRF laws for credit of accumulated personal days toward retirement. Refer to 14.3 for procedures.



3. Insurance - Health

The Board of Education will offer health insurance coverage to full-time employees with each employee paying a 5% contribution to the premium cost for single coverage for the term of the Agreement.

2024-2028

5.0%

4. Dental Coverage

The Board shall provide a group dental insurance plan for employees and their dependents. The Board shall contribute \$160.00 per employee per year toward the cost of individual employee coverage under the dental insurance plan for those employees who elect coverage.

B. Employees 25 Hours per Week. But Less Than 33 Hours Per Week

Employees who are regularly scheduled to work for at least 25 hours per week but less than 33 hours per week shall have the following fringe benefits:

1. Personal Days

An employee shall have one (1) personal day per year. Employees with eleven (11) or more years of uninterrupted experience with the District shall have two (2) personal days per year. If the personal day(s) are unused, it shall be converted to sick days at the end of the fiscal year.

C. Employees 600 Hours A Year Eligible for IMRF

All employees who work 600 hours a year but do not qualify for the twelve (12) sick days shall receive ten (10) sick days per year, accumulative to 180 days.

D. Employees - Employed by the District - Twenty Years of More

Employees who have been continuously employed by the District for 20 years or more and who retire from the District through IMRF shall be eligible for full single Health Insurance paid by the district until eligible for Medicare. Employees electing family coverage shall pay the difference between policy costs.

E. Employees Tuition Reimbursement

An employee voluntarily taking courses from an accredited college or university (or approved CEU's) approved by the Superintendent—prior to enrollment, shall be reimbursed the cost of the course, but not to exceed \$2,000.00 per school year.

Where applicable, successful completion of non-graded courses will be required to be reimbursed. Transcripts submitted prior to October 5 of each school year shall be reimbursed on November 15. Transcripts submitted prior to March 5 of each school year shall be reimbursed in March. It shall be the responsibility of the employee seeking reimbursement to submit a transcript or other satisfactory documentation verifying a passing grade of "B" or better or where applicable successful completion

of assignment or anticipated assignment, with such course(s), being from a recognized and accredited educational institution.

#### 14.3 Personal Leave

Personal leave is available for employees to conduct personal business which cannot be accomplished outside of the regular work day. Each request for personal business leave is to be submitted, in writing, with reason(s) to the Superintendent or his/her designee for his/her approval three (3) work days prior to the date of the requested leave. Such reasons shall be kept strictly confidential.

Personal leave shall be granted at the discretion of the Superintendent or his/her designee.

Except in extraordinary circumstances (which shall be explained in writing to the Superintendent or his/her designee) personal leave shall not be granted during the first five (5) or last five (5) pupil attendance days of the school year. In addition, personal leave will not be granted on a Friday, Monday or on the workday immediately preceding or following a holiday or recess period.

### ■ ARTICLE XV - JURY DUTY

Any employee called for jury duty during working hours shall be paid his/her full salary for such time and suffer no loss of benefits for contractual advantage.

Daily rates received for such duties shall be reimbursed to the District only for those workdays when the employee was absent and does not include any compensation for food or travel. Immediately upon return to work, the employee must include the jury summons and check.

### ARTICLE XVI - HOLIDAYS AND VACATION

#### 16.1 Holidays

Juneteenth

July 4

Labor Day

Columbus Day

Thanksgiving Day

Day after Thanksgiving Day

Christmas Day

New Year's Day

Martin Luther King's Birthday

Lincoln's and/or Presidents' Birthday

Pulaski's Birthday

Good Friday

Memorial Day

Employees shall receive the paid holidays that fall on days when they are regularly schedule to work as mandated by Section 24-2 of the Illinois School Code, 105 ILCS 5/24-2. When any of the above holidays fall on a weekend, a day off during the week shall be given In observance of the same. The Board will determine when that day off will occur.

All non-twelve (12) month employees shall receive all paid holidays during their work schedule as mandated by Section 24-2 of the Illinois School Code, (ILCS) 105 ILCS 5/24.2.

Twelve (12) month employees shall also be given Veteran's Day, Christmas Eve and New Year's Eve as paid holidays but only if they occur during the work week.

In the event the state legislature determines that any of the holidays is no longer a holiday where a day off is required, that holiday will no longer be observed as a paid holiday under this Agreement.

#### 16.2 Vacation With Pay for Full-Time 12 Month Employees

Full-time 12-month employees are granted paid earned vacation. Vacation days shall accrue as follows:

<b>Length of Service as of July 1</b>	<b>Vacation</b>
Less than 1 year	Prorated based upon ten (10) days
After 1 - 4 fiscal years	Ten (10) days
After 5 - 9 fiscal years	Fifteen (15) days
After 10 fiscal years	Twenty (20) days

Vacation shall be scheduled at least 14 days in advance through the District's online portal and approved in writing by the Central Administration. Responses to requests shall not be unreasonably withheld or delayed. Vacation time shall not be granted during the first two (2) weeks prior to the opening of school, the first opening week of school or the last week of school prior to closing. Employees may take no more than ten (10) consecutive vacation days, and requests for vacation shall be processed on a first come first served basis. The Administration may deny a vacation request based on the District's operational needs. Requests for the same date that come in on the date shall be awarded based on seniority. The superintendent or designee shall have discretion to permit more than ten (10) days of consecutive vacation days provided the dates are submitted at least 6 months in advance and are not annually occurring. The Superintendent/designee's decision shall not be subject to the grievance procedures.

Employees who have five (5) or fewer days of vacation time at the end of a fiscal year will be permitted to roll over those days to be used by October 1 of the next fiscal year. Days in excess of five vacation days not used by June 30 and/or the five rolled over vacation days not used by October 1 shall be lost. Days not used because the Administration has denied a vacation request shall convert to sick leave by June 30 and/or October 1.

## ARTICLE XVII - UNPAID LEAVES OF ABSENCE

An employee may request, and the Board, in its sole discretion, may choose to grant such employee, an unpaid leave of absence as generally described in this Section, The terms and conditions governing such request for leave, if granted, shall be as follows:

- 17.1 The granting or denial of any leave shall not be deemed precedential in any respect. An employee or the Union shall have no cause of action against the Board for granting or denying such request in whole or in part.
- 17.2 Such leave shall be limited for purposes of application and consideration to bargaining unit members.
- 17.3 The reasons for leave may include the following:
  - a. Educational purposes;
  - b. Foreign, military or governmental work;
  - c. Health and hardship;
  - d. Child rearing whether by reason of maternity, child delivery or adoption;
  - e. Any other reason as determined solely by the Board.
- 17.4 Educational leave shall be granted only to take course work approved by the Superintendent or his/her designee. Such course work must be identified in the written request for leave. The Union agrees that the Board has the sole discretion to grant educational leave for employees. In granting educational leaves, the Board will consider the Superintendent's recommendations and the staffing needs of the District. Nothing in this Agreement requires the Board to grant a leave for educational purposes.
- 17.5 A request for leave shall be submitted in writing to the Superintendent at least sixty (60) calendar days before the requested leave is to commence, stating the following:
  - a. The purpose or purposes for such leave;
  - b. The requested commencement date and termination date;
  - c. Any applicable supporting documents.

The above time shall not apply to emergency situations which shall be explained in writing in addition to a, b and c above.

- 17.6 The Superintendent or his/her designee shall meet with each individual employee to discuss the requested leave, and shall make, if appropriate, suggestions concerning such leave and recommendations relevant thereto.
- 17.7 The Superintendent shall communicate his/her recommendations, provisional acceptance or denial of said leave to the employee within thirty (30) days after receiving the request for leave.
- 17.8 The Board shall consider the request and the Superintendent's recommendation in determining whether to grant the leave. The Board shall give its decision to the employee and the Union if the Union requests written notice of its decision.
- 17.9 All employees who are granted leaves shall return on the date specified in the leave request as approved by the Board. Any extension in the leave must be preceded by a written request for such extension filed at least thirty (30) days prior to the return date specified in the original leave request.
- 17.10 An employee returning to work from an unpaid leave of absence of more than forty (40) working days in length shall not be guaranteed his/her original job or assignment. An employee returning from an unpaid leave of forty (40) working days or less shall be guaranteed his/her previous job or assignment. However, in neither case shall the employee be exempted from the effects of any reduction or cutbacks which may be occurring at the time of the return from leave.
- 17.11 Unpaid leaves of absence are not counted toward continuous service or employment by the Board. Paid leave days and personal days shall not accrue during said leave. The employee may make arrangements with the IMRF for pension credit at his/her own expense. Any fringe benefit programs offered by the Board, in whole or in part, may be continued at the employee's sole expense, subject to approval of any third-party provider of benefits then in effect

## ARTICLE XVIII -REDUCTION IN FORCE/LAY OFFS

### 18.1 Layoffs

In the event that the Board determines to decrease the number of employees or to eliminate some particular category of position, the following method shall be used to determine the sequence of honorable dismissal:

#### A. Layoffs

Layoffs will be made according to seniority within job classifications/category (primary assignment). Employees whose positions have been eliminated shall be assigned to positions of a less senior employee in the same classification. An employee being displaced from his/her current job shall be able to bump the least

senior employee in another classification covered by this Agreement if the employee has had previous experience in that job classification, previously worked in that position and is still qualified to hold the position and has been in the current position more than a year. If any employee returns to a previously held position, said employee will be compensated at the pay scale for the previously held position.

B. Layoff Classifications

The classifications (categories) for purposes of layoff are:

1. Bus Drivers (full time)
2. Bus Drivers (part time)
3. Bus Assistants
4. School Secretary
5. Building Assistant
6. Teacher Assistant
7. Bilingual Teacher Assistant
8. Media Assistant
9. Certified Nurse Assistants
10. Licensed Practical Nurses
11. Lunchroom Supervisors
12. ASC Receptionist
13. SCRA Office Clerk
14. Parent Educators
15. Technology Technicians

C. Alternative Method

The Union and Board hereby agree that this Section constitutes an alternative method of determining the sequence of dismissals as provided for in 105 ILCS 5/10-23.5.

18.2 Recall

Employees laid off, as set forth above in 18.1, shall be entitled to recall in their respective classification of time not more than one (1) year from the first day of the school term following the effective date of the honorable dismissal. Recall will be consistent with Article 6.1 and Article 6.2 of the contract and/or State law. Employees who are honorably dismissed shall maintain a current address and phone number on file with the District Office.

A. Notice of Recall

Notice of recall shall be sent by certified mail to the employee's address which is on file with the District Office and shall state the time and date on which the employee is to return to work. The employee has seven (7) calendar days from receipt of the notice to report his/her intent to return to work. An employee who fails to timely respond to a proper notice of recall shall be deemed to have resigned from employment with the District.

B. Benefits

All accrued benefits not paid out to an employee at the time of his/her layoff, including accumulated sick leave, seniority, will be restored to the employee upon his/her return to active employment. No such benefits shall accrue during the time period between honorable dismissal and recall. The employee will be placed on the salary schedule on the basis of their prior step.

## ARTICLE XIX - DURATION

The Board and the Union acknowledge that during the negotiations which resulted in this Agreement, each had the unlimited opportunity to make demands and proposals with respect to any subject or matter not removed by law from the area of collective bargaining.

Accordingly, the Board and Union hereby understand and agree that:

1. This Agreement embodies the complete and final understanding reached by the parties as to the wages, hours, terms and conditions of employment for employees covered by this Agreement.
2. All past practices not herein set forth are canceled.
3. Agreement may not be supplemented or amended during its term except by the written, mutual agreement of the Board and Union.
4. The Union agrees that the Board shall not be obligated to bargain collectively with the Union during the term of this Agreement with respect to any matter pertaining to or having an impact on wages, hours, terms and conditions of employment, whether or not such matter may have been within the knowledge or contemplation of either or both of the parties at the time they negotiated or signed with Agreement, and the Union hereby, specifically waives any right which it might otherwise have to request or demand such bargaining.
5. If any term or provision of this Agreement, at any time during the term of this Agreement, is adjudged by a court or administrative agency of competent jurisdiction to be in conflict with any law, such term or provision shall become

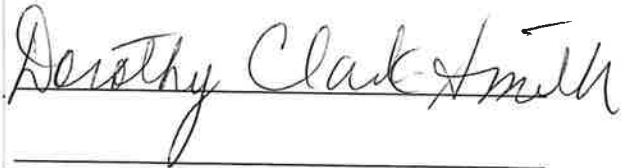
3. Agreement may not be supplemented or amended during its term except by the written, mutual agreement of the Board and Union.
4. The Union agrees that the Board shall not be obligated to bargain collectively with the Union during the term of this Agreement with respect to any matter pertaining to or having an impact on wages, hours, terms and conditions of employment, whether or not such matter may have been within the knowledge or contemplation of either or both of the parties at the time they negotiated or signed with Agreement, and the Union hereby, specifically waives any right which it might otherwise have to request or demand such bargaining.
5. If any term or provision of this Agreement, at any time during the term of this Agreement, is adjudged by a court or administrative agency of competent jurisdiction to be in conflict with any law, such term or provision shall become invalid and unenforceable, but such invalidity or unenforceability shall not impair or effect any other term or provision of this Agreement.

#### ARTICLE XX - EXECUTION

This Agreement shall become effective as of July 1, 2024, and shall remain in full force and effect until and including June 30, 2028.

In witness thereof, signed this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

THE BOARD OF EDUCATION OF BELLWOOD SCHOOL DISTRICT NO. 88,  
BELLWOOD, COOK COUNTY, ILLINOIS



LOCAL NO. 73 SUPPORT STAFF SERVICE EMPLOYEES INTERNATIONAL UNION





Bellwood School District 88  
Classified (Non-Certified) Support Staff  
Union Scales - Hourly Rates

APPENDIX 1

Scale 1 SCRA: Office Clerk

Step	FY 25	FY 26	FY 27*	FY 28*
1	\$17.25	\$17.42		
2	\$17.60	\$17.77		
3	\$17.95	\$18.13		
4	\$18.31	\$18.49		
5	\$18.68	\$18.86		
6	\$19.05	\$19.24		
7	\$19.43	\$19.62		
8	\$19.82	\$20.01		
9	\$20.22	\$20.41		
10	\$20.62	\$20.82		
11	\$21.03	\$21.24		
12	\$21.45	\$21.66		
13	\$21.88	\$22.09		
14	\$22.32	\$22.53		
15	\$22.77	\$22.98		
16	\$23.23	\$23.44		
17	\$23.69	\$23.91		
18	\$24.16	\$24.39		
19	\$24.64	\$24.88		
20	\$25.13	\$25.38		
21	\$25.63	\$25.89		
22	\$26.14	\$26.41		
23	\$26.66	\$26.94		
24	\$27.19	\$27.48		
25	\$27.73	\$28.03		
26	\$28.28	\$28.59		
27	\$28.85	\$29.16		
28	\$29.43	\$29.74		
29	\$30.02	\$30.33		
30	\$30.62	\$30.94		

\* The hourly rates for FY 27 and FY 28 will reflect a pay increase equal to CPI-U with a floor of 2% (Inclusive of step increases) and a ceiling of 5% (inclusive of step increases) over the prior year's pay rate.

Bellwood School District 88  
Classified (Non-Certified) Support Staff  
Union Scales - Hourly Rates

Scale 5      Teacher Assistant - 60 Hours

Step	FY 25	FY 26	FY 27*	FY 28*
1	\$17.25	\$17.42		
2	\$17.60	\$17.77		
3	\$17.95	\$18.13		
4	\$18.31	\$18.49		
5	\$18.68	\$18.86		
6	\$19.05	\$19.24		
7	\$19.43	\$19.62		
8	\$19.82	\$20.01		
9	\$20.22	\$20.41		
10	\$20.62	\$20.82		
11	\$21.03	\$21.24		
12	\$21.45	\$21.66		
13	\$21.88	\$22.09		
14	\$22.32	\$22.53		
15	\$22.77	\$22.98		
16	\$23.23	\$23.44		
17	\$23.69	\$23.91		
18	\$24.16	\$24.39		
19	\$24.64	\$24.88		
20	\$25.13	\$25.38		
21	\$25.63	\$25.89		
22	\$26.14	\$26.41		
23	\$26.66	\$26.94		
24	\$27.19	\$27.48		
25	\$27.73	\$28.03		
26	\$28.28	\$28.59		
27	\$28.85	\$29.16		
28	\$29.43	\$29.74		
29	\$30.02	\$30.33		
30	\$30.62	\$30.94		

\* The hourly rates for FY 27 and FY 28 will reflect a pay increase equal to CPI-U with a floor of 2% (Inclusive of step increases) and a ceiling of 5% (inclusive of step increases) over the prior year's pay rate.

Bellwood School District 88  
Classified (Non-Certified) Support Staff  
Union Scales - Hourly Rates

Scale 6      Teacher Assistant - 90 Hours

Step	FY 25	FY 26	FY 27*	FY 28*
1	\$17.25	\$17.42		
2	\$17.60	\$17.77		
3	\$17.95	\$18.13		
4	\$18.31	\$18.49		
5	\$18.68	\$18.86		
6	\$19.05	\$19.24		
7	\$19.43	\$19.62		
8	\$19.82	\$20.01		
9	\$20.22	\$20.41		
10	\$20.62	\$20.82		
11	\$21.03	\$21.24		
12	\$21.45	\$21.66		
13	\$21.88	\$22.09		
14	\$22.32	\$22.53		
15	\$22.77	\$22.98		
16	\$23.23	\$23.44		
17	\$23.69	\$23.91		
18	\$24.16	\$24.39		
19	\$24.64	\$24.88		
20	\$25.13	\$25.38		
21	\$25.63	\$25.89		
22	\$26.14	\$26.41		
23	\$26.66	\$26.94		
24	\$27.19	\$27.48		
25	\$27.73	\$28.03		
26	\$28.28	\$28.59		
27	\$28.85	\$29.16		
28	\$29.43	\$29.74		
29	\$30.02	\$30.33		
30	\$30.62	\$30.94		

\* The hourly rates for FY 27 and FY 28 will reflect a pay increase equal to CPI-U with a floor of 2% (Inclusive of step increases) and a ceiling of 5% (inclusive of step increases) over the prior year's pay rate.

Bellwood School District 88  
Classified (Non-Certified) Support Staff  
Union Scales - Hourly Rates

Scale 7      Teacher Assistant - 120 Hours

Step	FY 25	FY 26	FY 27*	FY 28*
1	\$18.75	\$18.94		
2	\$19.13	\$19.32		
3	\$19.51	\$19.71		
4	\$19.90	\$20.10		
5	\$20.30	\$20.50		
6	\$20.71	\$20.91		
7	\$21.12	\$21.33		
8	\$21.54	\$21.76		
9	\$21.97	\$22.20		
10	\$22.41	\$22.64		
11	\$22.86	\$23.09		
12	\$23.32	\$23.55		
13	\$23.79	\$24.02		
14	\$24.27	\$24.50		
15	\$24.76	\$24.99		
16	\$25.26	\$25.49		
17	\$25.77	\$26.00		
18	\$26.29	\$26.52		
19	\$26.82	\$27.05		
20	\$27.36	\$27.59		
21	\$27.91	\$28.14		
22	\$28.47	\$28.70		
23	\$29.04	\$29.27		
24	\$29.62	\$29.86		
25	\$30.21	\$30.46		
26	\$30.81	\$31.07		
27	\$31.43	\$31.69		
28	\$32.06	\$32.32		
29	\$32.70	\$32.97		
30	\$33.35	\$33.63		

\* The hourly rates for FY 27 and FY 28 will reflect a pay increase equal to CPI-U with a floor of 2% (Inclusive of step increases) and a ceiling of 5% (inclusive of step increases) over the prior year's pay rate.

Bellwood School District 88  
Classified (Non-Certified) Support Staff  
Union Scales - Hourly Rates

Scale 8      Bus Driver - Part Time

Step	FY 25	FY 26	FY 27*	FY 28*
1	\$22.39	\$22.61		
2	\$22.84	\$23.06		
3	\$23.30	\$23.52		
4	\$23.77	\$23.99		
5	\$24.25	\$24.47		
6	\$24.74	\$24.96		
7	\$25.23	\$25.46		
8	\$25.73	\$25.97		
9	\$26.24	\$26.49		
10	\$26.76	\$27.02		
11	\$27.30	\$27.56		
12	\$27.85	\$28.11		
13	\$28.41	\$28.67		
14	\$28.98	\$29.24		
15	\$29.56	\$29.82		
16	\$30.15	\$30.42		
17	\$30.75	\$31.03		
18	\$31.37	\$31.65		
19	\$32.00	\$32.28		
20	\$32.64	\$32.93		
21	\$33.29	\$33.59		
22	\$33.96	\$34.26		
23	\$34.64	\$34.95		
24	\$35.33	\$35.65		
25	\$36.04	\$36.36		
26	\$36.76	\$37.09		
27	\$37.50	\$37.83		
28	\$38.25	\$38.59		
29	\$39.02	\$39.36		
30	\$39.80	\$40.15		

\* The hourly rates for FY 27 and FY 28 will reflect a pay increase equal to CPI-U with a floor of 2% (Inclusive of step increases) and a ceiling of 5% (inclusive of step increases) over the prior year's pay rate.

Bellwood School District 88  
Classified (Non-Certified) Support Staff  
Union Scales - Hourly Rates

Scale 9      Bus Assistant - Part Time

Step	FY 25	FY 26	FY 27*	FY 28*
1	\$17.25	\$17.42		
2	\$17.60	\$17.77		
3	\$17.95	\$18.13		
4	\$18.31	\$18.49		
5	\$18.68	\$18.86		
6	\$19.05	\$19.24		
7	\$19.43	\$19.62		
8	\$19.82	\$20.01		
9	\$20.22	\$20.41		
10	\$20.62	\$20.82		
11	\$21.03	\$21.24		
12	\$21.45	\$21.66		
13	\$21.88	\$22.09		
14	\$22.32	\$22.53		
15	\$22.77	\$22.98		
16	\$23.23	\$23.44		
17	\$23.69	\$23.91		
18	\$24.16	\$24.39		
19	\$24.64	\$24.88		
20	\$25.13	\$25.38		
21	\$25.63	\$25.89		
22	\$26.14	\$26.41		
23	\$26.66	\$26.94		
24	\$27.19	\$27.48		
25	\$27.73	\$28.03		
26	\$28.28	\$28.59		
27	\$28.85	\$29.16		
28	\$29.43	\$29.74		
29	\$30.02	\$30.33		
30	\$30.62	\$30.94		

\* The hourly rates for FY 27 and FY 28 will reflect a pay increase equal to CPI-U with a floor of 2% (Inclusive of step increases) and a ceiling of 5% (inclusive of step increases) over the prior year's pay rate.

Bellwood School District 88  
Classified (Non-Certified) Support Staff  
Union Scales - Hourly Rates

Scale 10      School Secretary

Step	FY 25	FY 26	FY 27*	FY 28*
1	\$18.00	\$18.18		
2	\$18.36	\$18.54		
3	\$18.73	\$18.91		
4	\$19.10	\$19.29		
5	\$19.48	\$19.68		
6	\$19.87	\$20.07		
7	\$20.27	\$20.47		
8	\$20.68	\$20.88		
9	\$21.09	\$21.30		
10	\$21.51	\$21.73		
11	\$21.94	\$22.16		
12	\$22.38	\$22.60		
13	\$22.83	\$23.05		
14	\$23.29	\$23.51		
15	\$23.76	\$23.98		
16	\$24.24	\$24.46		
17	\$24.72	\$24.95		
18	\$25.21	\$25.45		
19	\$25.71	\$25.96		
20	\$26.22	\$26.48		
21	\$26.74	\$27.01		
22	\$27.27	\$27.55		
23	\$27.82	\$28.10		
24	\$28.38	\$28.66		
25	\$28.95	\$29.23		
26	\$29.53	\$29.81		
27	\$30.12	\$30.41		
28	\$30.72	\$31.02		
29	\$31.33	\$31.64		
30	\$31.96	\$32.27		

\* The hourly rates for FY 27 and FY 28 will reflect a pay increase equal to CPI-U with a floor of 2% (Inclusive of step increases) and a ceiling of 5% (inclusive of step increases) over the prior year's pay rate.

Bellwood School District 88  
Classified (Non-Certified) Support Staff  
Union Scales - Hourly Rates

Scale 10B	School Secretary - Bilingual			
Step	FY 25	FY 26	FY 27*	FY 28*
1	\$20.00	\$20.18		
2	\$20.36	\$20.54		
3	\$20.73	\$20.91		
4	\$21.10	\$21.29		
5	\$21.48	\$21.68		
6	\$21.87	\$22.07		
7	\$22.27	\$22.47		
8	\$22.68	\$22.88		
9	\$23.09	\$23.30		
10	\$23.51	\$23.73		
11	\$23.94	\$24.16		
12	\$24.38	\$24.60		
13	\$24.83	\$25.05		
14	\$25.29	\$25.51		
15	\$25.76	\$25.98		
16	\$26.24	\$26.46		
17	\$26.72	\$26.95		
18	\$27.21	\$27.45		
19	\$27.71	\$27.96		
20	\$28.22	\$28.48		
21	\$28.74	\$29.01		
22	\$29.27	\$29.55		
23	\$29.82	\$30.10		
24	\$30.38	\$30.66		
25	\$30.95	\$31.23		
26	\$31.53	\$31.81		
27	\$32.12	\$32.41		
28	\$32.72	\$33.02		
29	\$33.33	\$33.64		
30	\$33.96	\$34.27		

\* The hourly rates for FY 27 and FY 28 will reflect a pay increase equal to CPI-U with a floor of 2% (Inclusive of step increases) and a ceiling of 5% (inclusive of step increases) over the prior year's pay rate.



Bellwood School District 88  
Classified (Non-Certified) Support Staff  
Union Scales - Hourly Rates

Scale 11      Building Assistants

Step	FY 25	FY 26	FY 27*	FY 28*
1	\$17.25	\$17.42		
2	\$17.60	\$17.77		
3	\$17.95	\$18.13		
4	\$18.31	\$18.49		
5	\$18.68	\$18.86		
6	\$19.05	\$19.24		
7	\$19.43	\$19.62		
8	\$19.82	\$20.01		
9	\$20.22	\$20.41		
10	\$20.62	\$20.82		
11	\$21.03	\$21.24		
12	\$21.45	\$21.66		
13	\$21.88	\$22.09		
14	\$22.32	\$22.53		
15	\$22.77	\$22.98		
16	\$23.23	\$23.44		
17	\$23.69	\$23.91		
18	\$24.16	\$24.39		
19	\$24.64	\$24.88		
20	\$25.13	\$25.38		
21	\$25.63	\$25.89		
22	\$26.14	\$26.41		
23	\$26.66	\$26.94		
24	\$27.19	\$27.48		
25	\$27.73	\$28.03		
26	\$28.28	\$28.59		
27	\$28.85	\$29.16		
28	\$29.43	\$29.74		
29	\$30.02	\$30.33		
30	\$30.62	\$30.94		

\* The hourly rates for FY 27 and FY 28 will reflect a pay increase equal to CPI-U with a floor of 2% (Inclusive of step increases) and a ceiling of 5% (inclusive of step increases) over the prior year's pay rate.

Bellwood School District 88  
Classified (Non-Certified) Support Staff  
Union Scales - Hourly Rates

Scale 13      ASC Receptionist

Step	FY 25	FY 26	FY 27*	FY 28*
1	\$17.25	\$17.42		
2	\$17.60	\$17.77		
3	\$17.95	\$18.13		
4	\$18.31	\$18.49		
5	\$18.68	\$18.86		
6	\$19.05	\$19.24		
7	\$19.43	\$19.62		
8	\$19.82	\$20.01		
9	\$20.22	\$20.41		
10	\$20.62	\$20.82		
11	\$21.03	\$21.24		
12	\$21.45	\$21.66		
13	\$21.88	\$22.09		
14	\$22.32	\$22.53		
15	\$22.77	\$22.98		
16	\$23.23	\$23.44		
17	\$23.69	\$23.91		
18	\$24.16	\$24.39		
19	\$24.64	\$24.88		
20	\$25.13	\$25.38		
21	\$25.63	\$25.89		
22	\$26.14	\$26.41		
23	\$26.66	\$26.94		
24	\$27.19	\$27.48		
25	\$27.73	\$28.03		
26	\$28.28	\$28.59		
27	\$28.85	\$29.16		
28	\$29.43	\$29.74		
29	\$30.02	\$30.33		
30	\$30.62	\$30.94		

\* The hourly rates for FY 27 and FY 28 will reflect a pay increase equal to CPI-U with a floor of 2% (Inclusive of step increases) and a ceiling of 5% (inclusive of step increases) over the prior year's pay rate.

Bellwood School District 88  
Classified (Non-Certified) Support Staff  
Union Scales - Hourly Rates

Scale 13B      ASC Receptionist - Bilingual

Step	FY 25	FY 26	FY 27*	FY 28*
1	\$19.25	\$19.42		
2	\$19.60	\$19.77		
3	\$19.95	\$20.13		
4	\$20.31	\$20.49		
5	\$20.68	\$20.86		
6	\$21.05	\$21.24		
7	\$21.43	\$21.62		
8	\$21.82	\$22.01		
9	\$22.22	\$22.41		
10	\$22.62	\$22.82		
11	\$23.03	\$23.24		
12	\$23.45	\$23.66		
13	\$23.88	\$24.09		
14	\$24.32	\$24.53		
15	\$24.77	\$24.98		
16	\$25.23	\$25.44		
17	\$25.69	\$25.91		
18	\$26.16	\$26.39		
19	\$26.64	\$26.88		
20	\$27.13	\$27.38		
21	\$27.63	\$27.89		
22	\$28.14	\$28.41		
23	\$28.66	\$28.94		
24	\$29.19	\$29.48		
25	\$29.73	\$30.03		
26	\$30.28	\$30.59		
27	\$30.85	\$31.16		
28	\$31.43	\$31.74		
29	\$32.02	\$32.33		
30	\$32.62	\$32.94		

\* The hourly rates for FY 27 and FY 28 will reflect a pay increase equal to CPI-U with a floor of 2% (Inclusive of step increases) and a ceiling of 5% (inclusive of step increases) over the prior year's pay rate.

Bellwood School District 88  
Classified (Non-Certified) Support Staff  
Union Scales - Hourly Rates

Scale 16      Certified Nurse Assistant (C.N.A)

Step	FY 25	FY 26	FY 27*	FY 28*
1	\$18.96	\$19.15		
2	\$19.34	\$19.53		
3	\$19.73	\$19.92		
4	\$20.12	\$20.32		
5	\$20.52	\$20.73		
6	\$20.93	\$21.14		
7	\$21.35	\$21.56		
8	\$21.78	\$21.99		
9	\$22.22	\$22.43		
10	\$22.66	\$22.88		
11	\$23.11	\$23.34		
12	\$23.57	\$23.81		
13	\$24.04	\$24.29		
14	\$24.52	\$24.78		
15	\$25.01	\$25.28		
16	\$25.51	\$25.79		
17	\$26.02	\$26.31		
18	\$26.54	\$26.84		
19	\$27.07	\$27.38		
20	\$27.61	\$27.93		
21	\$28.16	\$28.49		
22	\$28.72	\$29.06		
23	\$29.29	\$29.64		
24	\$29.88	\$30.23		
25	\$30.48	\$30.83		
26	\$31.09	\$31.45		
27	\$31.71	\$32.08		
28	\$32.34	\$32.72		
29	\$32.99	\$33.37		
30	\$33.65	\$34.04		

\* The hourly rates for FY 27 and FY 28 will reflect a pay increase equal to CPI-U with a floor of 2% (Inclusive of step increases) and a ceiling of 5% (inclusive of step increases) over the prior year's pay rate.

Bellwood School District 88  
Classified (Non-Certified) Support Staff  
Union Scales - Hourly Rates

Scale 17 Licensed Practicing Nurse (LPN)

Step	FY 25	FY 26	FY 27*	FY 28*
1	\$22.12	\$22.34		
2	\$22.56	\$22.79		
3	\$23.01	\$23.25		
4	\$23.47	\$23.72		
5	\$23.94	\$24.19		
6	\$24.42	\$24.67		
7	\$24.91	\$25.16		
8	\$25.41	\$25.66		
9	\$25.92	\$26.17		
10	\$26.44	\$26.69		
11	\$26.97	\$27.22		
12	\$27.51	\$27.76		
13	\$28.06	\$28.32		
14	\$28.62	\$28.89		
15	\$29.19	\$29.47		
16	\$29.77	\$30.06		
17	\$30.37	\$30.66		
18	\$30.98	\$31.27		
19	\$31.60	\$31.90		
20	\$32.23	\$32.54		
21	\$32.87	\$33.19		
22	\$33.53	\$33.85		
23	\$34.20	\$34.53		
24	\$34.88	\$35.22		
25	\$35.58	\$35.92		
26	\$36.29	\$36.64		
27	\$37.02	\$37.37		
28	\$37.76	\$38.12		
29	\$38.52	\$38.88		
30	\$39.29	\$39.66		

\* The hourly rates for FY 27 and FY 28 will reflect a pay increase equal to CPI-U with a floor of 2% (Inclusive of step increases) and a ceiling of 5% (inclusive of step increases) over the prior year's pay rate.

Bellwood School District 88  
Classified (Non-Certified) Support Staff  
Union Scales - Hourly Rates

Scale 18      Media Assistant - 60 Hours

Step	FY 25	FY 26	FY 27*	FY 28*
1	\$17.25	\$17.42		
2	\$17.60	\$17.77		
3	\$17.95	\$18.13		
4	\$18.31	\$18.49		
5	\$18.68	\$18.86		
6	\$19.05	\$19.24		
7	\$19.43	\$19.62		
8	\$19.82	\$20.01		
9	\$20.22	\$20.41		
10	\$20.62	\$20.82		
11	\$21.03	\$21.24		
12	\$21.45	\$21.66		
13	\$21.88	\$22.09		
14	\$22.32	\$22.53		
15	\$22.77	\$22.98		
16	\$23.23	\$23.44		
17	\$23.69	\$23.91		
18	\$24.16	\$24.39		
19	\$24.64	\$24.88		
20	\$25.13	\$25.38		
21	\$25.63	\$25.89		
22	\$26.14	\$26.41		
23	\$26.66	\$26.94		
24	\$27.19	\$27.48		
25	\$27.73	\$28.03		
26	\$28.28	\$28.59		
27	\$28.85	\$29.16		
28	\$29.43	\$29.74		
29	\$30.02	\$30.33		
30	\$30.62	\$30.94		

\* The hourly rates for FY 27 and FY 28 will reflect a pay increase equal to CPI-U with a floor of 2% (Inclusive of step increases) and a ceiling of 5% (inclusive of step increases) over the prior year's pay rate.

Bellwood School District 88  
Classified (Non-Certified) Support Staff  
Union Scales - Hourly Rates

Scale 19      Media Assistant - 90 Hours

Step	FY 25	FY 26	FY 27*	FY 28*
1	\$17.25	\$17.42		
2	\$17.60	\$17.77		
3	\$17.95	\$18.13		
4	\$18.31	\$18.49		
5	\$18.68	\$18.86		
6	\$19.05	\$19.24		
7	\$19.43	\$19.62		
8	\$19.82	\$20.01		
9	\$20.22	\$20.41		
10	\$20.62	\$20.82		
11	\$21.03	\$21.24		
12	\$21.45	\$21.66		
13	\$21.88	\$22.09		
14	\$22.32	\$22.53		
15	\$22.77	\$22.98		
16	\$23.23	\$23.44		
17	\$23.69	\$23.91		
18	\$24.16	\$24.39		
19	\$24.64	\$24.88		
20	\$25.13	\$25.38		
21	\$25.63	\$25.89		
22	\$26.14	\$26.41		
23	\$26.66	\$26.94		
24	\$27.19	\$27.48		
25	\$27.73	\$28.03		
26	\$28.28	\$28.59		
27	\$28.85	\$29.16		
28	\$29.43	\$29.74		
29	\$30.02	\$30.33		
30	\$30.62	\$30.94		

\* The hourly rates for FY 27 and FY 28 will reflect a pay increase equal to CPI-U with a floor of 2% (Inclusive of step increases) and a ceiling of 5% (inclusive of step increases) over the prior year's pay rate.

Bellwood School District 88  
Classified (Non-Certified) Support Staff  
Union Scales - Hourly Rates

Scale 20      Media Assistant - 120 Hours

Step	FY 25	FY 26	FY 27*	FY 28*
1	\$18.75	\$18.94		
2	\$19.13	\$19.32		
3	\$19.51	\$19.71		
4	\$19.90	\$20.10		
5	\$20.30	\$20.50		
6	\$20.71	\$20.91		
7	\$21.12	\$21.33		
8	\$21.54	\$21.76		
9	\$21.97	\$22.20		
10	\$22.41	\$22.64		
11	\$22.86	\$23.09		
12	\$23.32	\$23.55		
13	\$23.79	\$24.02		
14	\$24.27	\$24.50		
15	\$24.76	\$24.99		
16	\$25.26	\$25.49		
17	\$25.77	\$26.00		
18	\$26.29	\$26.52		
19	\$26.82	\$27.05		
20	\$27.36	\$27.59		
21	\$27.91	\$28.14		
22	\$28.47	\$28.70		
23	\$29.04	\$29.27		
24	\$29.62	\$29.86		
25	\$30.21	\$30.46		
26	\$30.81	\$31.07		
27	\$31.43	\$31.69		
28	\$32.06	\$32.32		
29	\$32.70	\$32.97		
30	\$33.35	\$33.63		

\* The hourly rates for FY 27 and FY 28 will reflect a pay increase equal to CPI-U with a floor of 2% (Inclusive of step increases) and a ceiling of 5% (inclusive of step increases) over the prior year's pay rate.



Bellwood School District 88  
Classified (Non-Certified) Support Staff  
Union Scales - Hourly Rates

Scale 21      Technology Technician

Step	FY 25	FY 26	FY 27*	FY 28*
1	\$26.58	\$26.85		
2	\$27.11	\$27.39		
3	\$27.65	\$27.94		
4	\$28.20	\$28.50		
5	\$28.76	\$29.07		
6	\$29.34	\$29.65		
7	\$29.93	\$30.24		
8	\$30.53	\$30.84		
9	\$31.14	\$31.46		
10	\$31.76	\$32.09		
11	\$32.40	\$32.73		
12	\$33.05	\$33.38		
13	\$33.71	\$34.05		
14	\$34.38	\$34.73		
15	\$35.07	\$35.42		
16	\$35.77	\$36.13		
17	\$36.49	\$36.85		
18	\$37.22	\$37.59		
19	\$37.96	\$38.34		
20	\$38.72	\$39.11		
21	\$39.49	\$39.89		
22	\$40.28	\$40.69		
23	\$41.09	\$41.50		
24	\$41.91	\$42.33		
25	\$42.75	\$43.18		
26	\$43.61	\$44.04		
27	\$44.48	\$44.92		
28	\$45.37	\$45.82		
29	\$46.28	\$46.74		
30	\$47.21	\$47.67		

\* The hourly rates for FY 27 and FY 28 will reflect a pay increase equal to CPI-U with a floor of 2% (Inclusive of step increases) and a ceiling of 5% (inclusive of step increases) over the prior year's pay rate.

Bellwood School District 88  
Classified (Non-Certified) Support Staff  
Union Scales - Hourly Rates

Miscellaneous Classifications

Scale 22      Parent Educators

	FY 25	FY 26	FY 27*	FY 28*
Step 1	\$34.00	\$35.03		

Scale 23      Lunchroom Supervisors (Hired prior to April 2016)

	FY 25	FY 26	FY 27*	FY 28*
Step 1	\$21.40	\$22.05		

Scale 24      Lunchroom Supervisors (Hired After April 2016)

	FY 25	FY 26	FY 27*	FY 28*
Step 1	\$18.14	\$18.69		

\*The hourly rates for FY 27 and FY 28 will reflect a pay increase equal to CPI-U with a floor of 2% (Inclusive of step increases) and a ceiling of 5% (inclusive of step increases) over the prior year's pay rate.