

# Albers Elementary SD#63

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# IEA / NEA CONTRACT

2024-2025

2025-2026

2026-2027

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## **ARTICLE I - RECOGNITION**

The Board of Education of the Albers Elementary School District #63, Clinton County, Illinois, hereinafter referred to as the "Board," recognizes the Albers Education Association-IEA-NEA, hereinafter referred to as the "Association," as the sole and exclusive bargaining agent for all full and part-time certified and non-certified, except for the Superintendent, Principals, Superintendent's secretary, and all managerial, confidential and short-term employees as defined by the Educational Labor Relations Act.

### **Definitions:**

- The term employee refers to both teachers and support staff.
- The term support staff refers to non-certified personnel.
- The term teacher refers to employees who possess a teaching certificate and who teach.
- For the purpose of this Agreement, full-time regularly employed shall mean an employee who works five (5) days per week and at least thirty-five (35) weeks per year.
- For the purpose of this Agreement, a full-time employee must work at least 7 hours per day.
- For the purpose of this Agreement, a part-time employee must work less than 7 hours per day or fewer than 5 days per week, and at least two (2) hours per day.

## **ARTICLE II - NEGOTIATION PROCEDURE**

- 2.1 The parties shall commence bargaining for a successor agreement on or before April 15 and shall bargain as per the Illinois Educational Labor Relations Act and its Rules and Regulations.
- 2.2 It is agreed that the parties will jointly request the Federal Mediation and Conciliation Service (FMCS) if the services of a mediator become necessary. Should the FMCS be unavailable, the Illinois Educational Labor Relations Board shall be notified.
- 2.3 Within thirty (30) days of the ratification of the Agreement by the parties, copies of the Agreement shall be printed for each teacher at no cost to the Association.

## **ARTICLE III - GRIEVANCE PROCEDURE**

- 3.1 A grievance shall be defined as any claim by the Association, an employee or a group of employees that there has been a violation, misrepresentation, or misapplication of any of the provisions of this Agreement.
- 3.2 All time limits shall consist of school days except when a grievance is submitted fewer than ten (10) days before the close of the current school term. Then time limits shall consist of all week days. Timelines may be extended by mutual written consent.
- 3.3 **Procedures**  
The parties acknowledge that an employee and an administrator may resolve problems through free and informal communications. The informal disposition of problems in no way prohibits the Association from filing a grievance, nor does it establish a precedent. However, a grievance shall be processed as follows:

### **Step I**

The grievant shall present the grievance in writing, signed, dated and specifying the remedy sought, to the administrator within ten (10) days of the occurrence, of the date the grievant had knowledge of the occurrence, whichever is later, stating the Article and Section of the Agreement alleged to have been violated. The administrator will arrange for a meeting to take place within ten (10) days of receipt of the grievance. Within ten (10) days of the meeting, the grievant shall be provided with the administrator's written response, including reasons for the decision.

### **Step II**

Failing to reach an amicable resolution at Step I, the grievant may request a hearing on the grievance with the Albers Board of Education. The request for a Step II hearing with the Board of Education shall be submitted to the Board of Education President within ten (10) days of the administrator's written response at Step I, or the grievance shall be deemed to have been withdrawn.

Within twenty (20) days of the request for a hearing, the Board of Education shall commence a meeting to hear the issue. Each party shall have the right to include in its representation such witnesses as it deems necessary. Within ten (10) days of the hearing, the grievant shall be provided with the Board's written response, including the reasons for the decision.

### **Step III**

If the Association is not satisfied with the disposition of the grievance at Step II, the Association may submit the grievance to binding arbitration with the American Arbitration Association which shall act as the administrator of the proceedings. If a demand for arbitration is not filed with the Board within thirty (30) days of the date of the Step II answer, then the grievance shall be deemed to have been withdrawn.

- A. Neither the Board nor the Association shall be permitted to assert any grounds of evidence before the arbitrator which were not previously disclosed to the other party.
- B. The arbitrator shall have no power to alter the terms of this Agreement.
- C. Each party shall bear the full costs for its representation in the grievance procedure.
- D. The fees and expenses of the arbitrator shall be shared equally by the parties.
- E. If only one party requests the presence of a court reporter, that party shall bear the cost of the reporter. If both parties request a court reporter, they shall share the costs.
- F. If only one party requests the postponement of an arbitration hearing, that party shall bear the cost of such postponement.

**3.4 Bypass**

By mutual agreement in writing, any step of the grievance procedure may be bypassed.

**3.5 Class Grievance**

Class grievances involving two or more employees may be initially filed by the Association by following the procedures outlined above.

**3.6 Grievance Withdrawal**

A grievance may be withdrawn at any level without establishing precedent.

**3.7 No Reprisals**

No reprisals shall be taken against any employee because of the employee's participation in a grievance.

**3.8 Precedent**

By mutual agreement, a grievance may be settled at any step without establishing precedent.

**3.9 Representation**

At all steps of the grievance procedure, a grievant has the right to have an Association representative present.

**3.10 Grievance File**

Information on individual grievances shall be kept in a separate file from the individual's personnel file.

**ARTICLE IV - ASSOCIATION RIGHTS**

**4.1 Meetings, Notices, and General Information**

The Association shall be allowed the following:

- A. The use of the school building for meetings with the approval of the administration.
- B. The use of employee mailboxes and a faculty bulletin board for the purpose of internal communications.
- C. The use of school equipment (e.g. computer/word processing equipment and duplicating/copy machines).
- D. All use of school facilities will be requested of and authorized by the administrator pursuant to other school activity scheduling.
- E. Any costs incurred by the Association will be fully reimbursed to the District (e.g. paper, janitorial service, if applicable).

**4.2 Board Agendas and Minutes**

- A. The Association President will be given written notice and agendas for all regular and special meetings of the Board of Education at the same time as the Board members.
- B. A copy of the Board minutes, excluding executive session minutes, along with the monthly financial report and presentation of bills, will be provided to the Association President following Board approval.

**4.3 Financial Information**

The District will provide the Association with one (1) copy annually of the following financial documents at no cost to the Association:

- A. ISBE 50-35: Annual Financial Report
- B. ISBE 50-36: Annual Budget

**4.4 Payroll Deduction for Association Dues**

The Board shall deduct from each employee the current dues of the Association, provided that the Board has an employee-executed authorization for the continuing dues deduction, the amount of which shall annually be certified by the Association. An authorization form shall be signed yearly and kept on file. If an employee resigns prior to September 1 of any year, the Board shall deduct the unpaid portion of the annual dues from the employee's final paycheck.

**4.5 Association Leave**

In the event the Association desires to send representatives to local, state, or national conferences, those representatives shall be excused without loss of salary provided that the total amount of time so taken does not exceed a maximum of five (5) days per school year and provided the Association reimburses the District for the cost of a substitute. The Association will give at least five (5) days notice before the leave begins and no more than two employees may be absent on Association leave at any one time.

## **ARTICLE V - EMPLOYEE RIGHTS AND WORKING CONDITIONS**

### **5.1 School Calendar**

The Board shall establish a school calendar in accordance with requirements by the State. Teacher responsibility days shall not exceed 180 days, of which 176 shall be student attendance days and 4 shall be institute/in-service days.

### **5.2 Work Day**

A teacher's normal workday shall be from 8:15am until 3:30pm.

With the administrator's approval, a teacher may leave before the scheduled teacher dismissal time. Exceptions to this workday may be made for scheduled faculty meetings (starting no earlier than 7:45am and ending no later than 4:00pm), parent conferences, curriculum meetings, and other unforeseen emergencies. No more than two (2) faculty meetings, one meeting with certified employees and one grade level meeting, shall be scheduled monthly before or after the normal workday unless mutually agreed upon by Association and Administration.

Teachers may, with Superintendent approval shift the hours of their workday no more than 20 minutes to accommodate for after school obligations. This will in no way be allowed to affect the student learning day or allow the teacher to leave before student dismissal. Teachers must submit a written request to the superintendent two weeks before they wish to alter their schedule, and the Superintendent must issue their written response within one week of the request.

Example: Teacher has a coaching obligation at another district. With written approval from the Superintendent, the teacher may adjust their workday to 7:55am to 3:10pm, leaving after student dismissal.

Example: Teacher has a recurring after school appointment. With written approval from the Superintendent, the teacher may adjust their workday to 7:55am to 3:10pm, leaving after student dismissal.

In the event that students are not in attendance or dismissed early, teacher's aides, cooks, and secretaries may leave early unless needed for supervision of students as requested by the administrator.

It is the duty and responsibility of each Association member to devote their full services to the District during the term of this agreement. The nature and responsibility of teacher's assignments require a portion of individual preparatory work to be performed outside of the normal workday, without further compensation. Such preparatory work includes, but is not limited to, the grading of papers and preparation for future school days.

5.2 a Half school day shall be scheduled as starting at 8:15 am and ending at 11:45 am or starting at 11:45 am and ending at 3:30 pm.

### **5.3 Duty-free Lunch**

Each teacher will be given a duty-free lunch period equal in length to the student lunch period but not less than thirty (30) consecutive minutes.

### **5.4 Parent-Teacher Conferences**

Conferences will be held once each school year at the end of the first quarter. Teachers shall have a mandatory thirty (30) minute break. The goal for each teacher is 100% of parent contact for the week of the parent teacher conferences.

### **5.5 Right of Representation**

When an employee is required to appear before the Administration or the Board concerning any matter of discipline, dismissal or other matter which could adversely affect his/her continued employment or result in a loss of salary, the employee shall have forty-eight (48) hours written notice with the reasons clearly stated and shall have the right to have a representative present.

### **5.6 Personnel File**

Upon twenty-four (24) hours advance written notice to the administrator, employee shall have the right to review his/her personnel file. Such review shall take place during regular office hours. The administrator shall be present during the review. The employee shall have the right to attach a response to any item(s) in the file. The employee shall have the right to have a representative present when viewing the file. Established copy charges shall be charged for any copies of materials in the file requested by the employee. Such cost shall not exceed the usual and customary charge by an outside vendor.

### **5.7 Pay Periods**

Teachers may elect to be paid over a twelve (12) month period or over a nine (9) month period. Payroll will be issued by direct deposit, bi-monthly. Pay dates will be on the 15<sup>th</sup> and the last day of the month.

### **5.8 Assignments**

5.8 a If a teacher's assignment is to be changed for the forthcoming school year, the teacher shall be notified in writing of the change by the end of the current school year. In the event of a justifiable change, the teacher shall be notified as early as possible.

In the event of a summer school program, the teaching positions will first be filled by teachers employed by the Albers School District to the extent they are certified to teach the courses and to the extent they desire such positions.

5.8 b Vacancy

A vacancy shall be defined as a position/assignment the employer desires to fill and created by resignation, retirement, death, dismissal, transfer, non-renewal, or a newly created position/assignment. Certified staff can submit a written request to the

superintendent/principal. All district employees shall be interviewed before any non-district applicants. Qualifications, seniority, experience, and job performance, will be considered in filling the vacancy. If the most senior among the qualified employees who bid on a posted vacancy is not awarded the position, a letter should be provided describing the reason the employee was not awarded the position. The letter shall be given to the employee and the Association President. The administration responsible for the denial of awarding the most senior employee the vacancy shall meet with the employee and the Association President, if requested.

Vacancies occurring within the District, including newly created positions shall be posted on a designated bulletin board. Notices of vacancies shall be emailed to employees and the Association President. Qualification and job descriptions shall be sent to the Association President and provided to others upon request. All transfers shall be posted for informational purposes only. The position(s) as described above shall be posted at least ten (10) days prior to being permanently filled or posted outside the District if possible.

## 5.9 **Teacher Evaluation**

Albers Teacher Evaluation Plan Overview

Evaluations:

The Albers Teacher Evaluation Plan will be based upon the Framework and Guidebook developed by the PERA/Joint Committee in accordance with school code and ISBE guidelines and regulations. Albers Elementary PERA/Joint Committee shall meet in accordance with school code and ISBE's timelines/deadlines with equal representation from the board and union members.

Any trained administrator may perform a formal or informal observation. Evaluators must complete all training required by ISBE.

Evaluators must provide a written notice to all teachers subject to evaluation each school year within 30 days of the beginning of the school year. The number of evaluations for tenured and non-tenured teachers shall follow timelines in accordance with the school code and the Albers Teacher Evaluation Guidebook.

All observations shall be done with the full knowledge of the teacher observed. Informal observations do not need advance notification of the teacher. The teacher shall be notified of a weakness that might be used in the summative evaluation within three (3) days of the observation. Prior to the first formal observation of the year, the evaluator shall meet with the teacher and explain the evaluation procedure and instrument. The parties shall agree on a date and time for the actual observation and evaluation. Within ten (10) days following a formal evaluation, the evaluator shall meet with the teacher to discuss the observation. The teacher shall be provided a written report on the formal observation at least three (3) days prior to the post-formal observation meeting. The teacher has the right to secure union representation for any evaluation meeting.

Teacher Practice and Process:

The Albers Framework for Teaching is based upon the Charlotte Danielson Framework for Teaching. Teacher practice will be assessed by an evaluator, taking into account evidence collected throughout the year(s) during formal observations, informal observations, teacher submissions and conferences. The Albers Framework for Teaching will be referenced during all observations and conferences and should be used as the basis for any evidence collected.

Summative Reports:

All summative reports will be discussed with the teacher during the summative, End-of-Year Conference and delivered to the teacher in writing at least three (3) days prior to the summative conference. All non-tenured and tenured summative evaluations reports will be completed prior to the March Board Meeting. The teacher shall have the opportunity to enter into discussion any additional data and/or evidence which could positively alter the outcome of a summative report.

At any time in the evaluation process, if the evaluator determines that the evidence collected to date may result in the teacher receiving either a "Needs Improvement" or an "Unsatisfactory" rating the evaluator shall notify the teacher within ten days. If the summative evaluation is Unsatisfactory or Needs Improvement, the district office must receive all paperwork prior to the March Board Meeting.

Remediation and professional development plans and procedures are to be determined and developed by the PERA/Joint Committee. Any professional development provided as part of a professional development or remediation plan under 24A-5 of the School Code shall align to Standards for Professional Learning.

## 5.10 **Teacher Reduction-In-Force**

If it is deemed necessary by the Board of Education to reduce personnel, the reductions shall be made in accordance with the Illinois School Code. The district shall by February 1<sup>st</sup> provide to the Association president and post in each school building the certified teacher seniority list including each teacher date of hire and areas of certification. Each teacher will be informed of his/her RIF group and the certification categories in a manner to maintain confidentiality of the teacher's information by seventy-five (75) days before the end of the school year.

## 5.11 **Required Evening Activities**

The Board requires attendance at Open House. If the Board elects to hold a required attendance evening activity, with the exception of fall concert, spring concert, and graduation; the Board shall pay each teacher or non-certified employee the sum of \$40 per night thereof. Junior high teachers shall attend the Junior High spring dance in lieu of the fall and spring concerts. When an employee is required to complete trainings outside of school hours, the employee shall be paid his/her per diem rate for one and one-half (1.5) day. Per diem rate is 1/180<sup>th</sup> of the teacher's schedule salary. The per diem rate for non-certified staff will be their regular daily rate times one and one-half (1.5)

## 5.12 **Non-certified Probationary Period**

Non-certified employees shall serve a probationary period of six (6) months.

**5.13 Non-certified Work Day**

- A. Non-certified hourly employees: janitors, cafeteria, and aides' personnel shall work daily except holidays during the school year according to a daily schedule established by the Administration. During summer months janitors and maintenance personnel shall work according to a daily schedule established by the Administration.
- B. Each full-time non-certified employee shall receive a thirty (30) minute lunch break.
- C. Each full-time non-certified employee shall receive a fifteen (15) minute break for every four hours (4) scheduled.

**5.14 Non-certified Discipline or Dismissal**

- A. The employment of an employee may be terminated for cause upon action of the Board of Education. Discipline shall be limited to oral warning, written warning, and suspension without pay or discharge. The Board retains the right to determine the level at which to implement discipline.

**5.15 Non-certified Employee Job Descriptions**

Official job descriptions for each position shall be given to each employee and to the Association President. Said descriptions shall be developed by the Administration. The descriptions will include at a minimum:

- A. Job Title and Description

**5.16 Field Trips**

If a teacher is required to attend an overnight field trip, the teacher shall be compensated \$75 per trip in addition to reimbursement for expenses for the overnight trip.

**5.17 Planning**

Junior High teachers will be required to plan for no more than six (6) classes or grade levels including RTI in a school year.

**5.18 After School Detentions**

Teachers or staff members assigned to do after-school detention duty shall be compensated at a rate of twenty-five dollars (\$25.00) per session. Detention sessions shall be held after school between 3:15 pm and 4:15 pm.

**ARTICLE VI - LEAVES**

**6.1 Sick Leave**

- A. Full-time employees shall be entitled to eleven (11) sick leave days per school year.
  - i. An employee with eight (8) years of experience in the school district shall be entitled to twelve (12) sick leave days per school year.
  - ii. An employee with eighteen (18) years of experience in the school district shall be entitled to thirteen (13) sick leave days per school year.
  - iii. An employee with twenty-three (23) years of experience shall be entitled to fourteen (14) sick leave days per school year.
  - iv. An employee with twenty-eight (28) years of experience shall be entitled to fifteen (15) sick leave days per school year.
  - v. Unused sick leave may be accumulated up to 340 days for the contract year 2012-2013 and thereafter.
- B. In the event an employee suffers a catastrophic illness or accident and has exhausted
  - i. his/her accumulated sick leave and personal leave, each other employee shall be allowed to contribute a maximum of five (5) sick leave days to said employee. Such contributions shall be voluntary and confidential. Any days contributed and unused shall be pooled for future use.
- C. Use of sick leave shall be defined by the Illinois School Code. In addition to the definition of immediate family as defined in the Illinois School Code, the definition shall also include father, mother, spouse, child, step-child, grandchild, sister, step-sister, brother, step-brother, grandmother, grandfather, domestic partner, father-in-law, sister-in-law, brother-in-law, aunt, niece, nephew and any person living in the household of the employee.
- D. After three (3) consecutive sick days, a doctor's note may be required.
- E. In the event of a situation where an employee must attend an appointment at the beginning or the end of the school day, a request may be made to arrive after 8:15 AM or leave before 3:30 PM. The Staff Absence Request must be completed prior to the absence, approved, and signed by the superintendent or their designee. The employee's absence will be recorded in 30-minute intervals. Upon arrival to, or departure from school, the employee must check in at the office. The arrival/departure time will be recorded in the office. Any time used beyond 30 minutes will be recorded as another 30 minutes.
  - i. When 3 clock hours, or 180 minutes, have accumulated, the employee will have a half day absence recorded in their file. The employee may choose to use sick or personal leave.
- F. Bereavement leave – Three (3) bereavement leave days will be given upon request for a death of an immediate family member including

Employee's child, stepchild, spouse, domestic partner, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent or step-parent

This leave will not count as personal days or sick days and is non-accumulative.

One (1) bereavement leave day will be given upon request for a death of an extended family member including aunts, uncles, niece, nephew, any other person living in the employee household. Proof of death may be required.

If additional bereavement time is needed, employees may use up to 5 sick days for bereavement purposes for immediate family members.

If additional bereavement time is needed, employees may use up to 2 sick days for bereavement purposes for extended family members.

## 6.2 **Personal Leave**

Full-time employees shall be entitled to three (3) personal leave days per school year. The unused personal leave days may, at the teacher's option, be accumulated as unused sick leave or the employee may receive compensation in the amount of sub rate compensation.

1. Unless an unforeseen emergency exists, at least forty-eight (48) hours prior written notice must be given to the principal.
2. No more than two (2) employees may be granted leave for the same day. This provision may be waived by the Superintendent.

## 6.3 **Leave of Absence**

Leaves of absence without pay may be granted to employees who have rendered satisfactory service to the District and who desire to return to employment in a similar capacity at a time mutually consistent with the needs of the District.

Reasons for a leave of absence:

- A. to advance education
- B. maternity / paternity
- C. child rearing
- D. university approved educationally-related travel
- E. military service
- F. other reasons acceptable to the Board

Each approved leave of absence shall be of the shortest possible duration required to meet the purpose for the leave.

Leaves of absence without pay for up to one (1) school year may be granted to employees at the Board's sole discretion.

- A. Written request for leave of absence without pay should be made at least forty-five (45) days before the leave is desired.
- B. Dates of departure and return must be acceptable to the administration and determined prior to initiating the request.
- C. The employee shall inform the Superintendent of his/her intent to return to a similar position not later than March 1.
- D. At no less than 5 working days of an employee's leave of absence expiration date, they shall receive a certified letter requesting the employee's intent to return.
- E. Failure of an employee to return to work at the expiration date of an approved leave of absence can result in discharge unless an extended leave is granted by the Board or Superintendent.

## 6.4 **Professional Leave**

Each employee may request professional leave with full pay to attend a professional conference, meeting, or workshop of an educational nature, subject to the approval of the Superintendent. Approval to use professional leave must be requested a minimum of five (5) days in advance of the date of the conference, workshop, or meeting. The Superintendent's decision shall be final.

The District will reimburse an employee using professional leave for mileage, registration fees, and the cost of banquet or luncheon fees.

## 6.5 **Accident or Injury Leave**

If an employee receives payments under the Illinois Worker's Compensation Act for injuries suffered while in the employment of the District, the employee must collect the Worker's Compensation payments.

## 6.6 **Jury Duty or Other Related Appearances**

Any employee called to jury duty or who is subpoenaed to testify during work hours on a school related matter shall be paid his/her full compensation for such time with no loss of any leaves, seniority, or other benefits. This provision is not applicable if the employee is a witness against the District, the Board of Education, or its representatives as a result of any action commenced by or on behalf of the employee. If an employee is subpoenaed to testify during work hours on a matter unrelated to school, the employee must apply to and receive approval from the Board to be paid his/her full compensation for such time with no loss of pay, leaves, seniority, or other benefits.

Daily rates received for such duties or appearances shall be reimbursed to the District for those days when the employee was absent, with the exception that there shall be no reimbursement for compensation received for food or travel.

## 6.7 **Holidays for Non-certified Personnel**

- A. All salaried non-certified employees shall be paid their regular rate of pay for the following holidays; unless it is a student attendance day:



New Year's Day  
Martin Luther King Jr.'s Birthday  
President's Day  
Veteran's Day  
Good Friday  
Easter Monday  
Memorial Day  
Juneteenth  
Independence Day

Labor Day  
Columbus Day  
General Election Day  
Thanksgiving Day  
Friday after Thanksgiving  
Christmas Eve  
Christmas Day

Hourly employees shall be paid their regular rate for any of the above holidays that fall during their normal work year.

**6.8 Vacation**

The Board shall provide paid vacation leave to all 12-Month non-certified full-time employees according to the following schedule:

After 1 year of service	6 days
After 2 years of service	7 days
After 4 years of service	10 days
After 5 years of service	11 days

**ARTICLE VII - COMPENSATION**

**7.1 Salary Schedule**

Teachers shall be compensated in accordance with the provisions of this agreement and the salary schedule attached as Appendix A.

Non-certified employees shall be compensated in accordance with the provisions of this agreement and the salary schedule attached as Appendix B.

**7.2 Retirement Contribution**

According to authority granted by the Pension Reform Act of 1974, Section 414 (h) (2) of the Internal Revenue Code, the Board of Education agrees to pay on behalf of each teacher's gross salary (scheduled salary plus extra duty, if any) up to 9.4% directly to the TRS as a tax-sheltered contribution. Any increase above the current rate shall be shared equally by the Board and Association.

**Retirement Incentive Plan**

An employee tendering an irrevocable letter of resignation in conformance with the following conditions shall be eligible for a retirement incentive in his or her final three years, final two years or final year of employment, subject to the following conditions.

- 1) The teacher shall have a minimum of fifteen (15) years of continuous fulltime service in the school district by the intended date of retirement.
- 2) The teacher shall be at least fifty-eight (58) years of age or will have at least thirty-five (35) years of creditable service upon his or her last day of service to the District and will not retire under the statutory Early Retirement Option causing the District to have to pay a penalty or other monies constituting a contribution or surcharge to the Teacher's Retirement System.
- 3) The teacher shall have tendered the Board a binding, irrevocable resignation in order to receive the incentive. The teacher's notice may be provided up to August 31st three (3) years prior to the year of retirement, two (2) years prior to the year of retirement, or one (1) year prior to the year of retirement.

In exchange for the teacher's binding, irrevocable resignation, the district agrees to remove the teacher from the salary schedule and provide the teacher with an increase that will be 6% per year for up to three years.

The board agrees to pay from each non-certified employee's gross salary the district's annual contribution rate as directed by IMRF.

**7.3 Placement on the Salary Schedule**

Full-time teaching consisting of ninety (90) days or more and daily part-time teaching consisting of ninety (90) or more of a school year shall count as one (1) full year of experience. Teachers hired on a non-daily part-time basis (i.e. two days per week) shall be granted one (1) year of experience if they complete one-half (1/2) of the total number of days for which they were hired.

When, by reason of additional coursework, a teacher is eligible to advance to a lane beyond the B.A. lane, the teacher shall present written verification of such coursework by September 1 for credit in the first semester of the school year, or by March 1 for credit in the 2<sup>nd</sup> semester, of any school year. An official transcript from an accredited and approved institution of higher education issued following course completion shall serve as successful completion and official verification for purposes of salary schedule placement. Special circumstances may be taken into account with a written request to the Superintendent and School Board.

Newly hired certified employees shall be granted credit for all years of public or private school experience.

Newly hired non-certified employees shall be placed on the salary schedule based upon the school board and administration's discretion according to related work experience.

**7.4 Insurance**

A tax shelter is available but not contributed to by the Board.

Insurance is available through Egyptian Trust at the employee's own expense.

**7.5 Building Checks**

If the administration requires a custodian to check the buildings during vacation periods, the custodian will be paid his/her regular rate of pay or at the overtime rate if he/she meets the requirement of overtime pay as provided in this agreement. The minimum calls out time shall be ½ hour.

**7.6 Sub Coverage**

In the event a teacher is asked by the building administrator to substitute in another class during his/her preparation period or absorb another teacher's class into his/her existing class, the teacher will be compensated at \$15.00 per hour or portion thereof.

**7.7 Recess Duty**

In the event the Administrator is not available to do noon duty, a staff member will take on those duties and will be compensated at the rate of or equal to that of a playground supervisor.

**7.8 Lunch**

School Code guarantees a 30-minute duty-free lunch period, or the equivalent of the student lunch period, whichever is greater. If a full-time non-certified employee does not receive the one fifteen-minute break per day and a 30-minute duty-free lunch due to the direction of the superintendent, the employee shall receive additional pay at his/her hourly rate. If teachers are required to supervise, the Board shall pay them \$13.00 per day or hire playground supervision.

**7.9 Professional Growth**

Application for tuition reimbursement shall be submitted to the Superintendent before coursework begins. Reimbursement shall be subject to request and approval. Teachers shall receive reimbursement provided approval is obtained for additional college courses in the field of education at the rate of Three Hundred Dollars (\$300.00) per semester hour / credit hour / equivalent (Competency Unit), not to exceed Nine Hundred Dollars (\$900.00).

Any teacher may apply for a tuition reimbursement grant. To receive such a grant, the teacher shall:

- A. Apply in writing to the Superintendent no later than the date of enrollment in the course for which the tuition grant is sought. Approval, which shall be at the sole and exclusive discretion of the Superintendent, must be obtained before the remainder of the conditions herein are met;
  1. Demonstrate enrollment in an accredited and approved institution of higher education (correspondence courses are not acceptable); and
  2. Demonstrate successful completion with a grade of "A" – 100% reimbursement; "B" – 90% reimbursement; "C" or lower – 0% reimbursement, by official transcript from an accredited and approved institution of higher education.
  3. Upon successful completion of course work, which is valid with an official transcript from an accredited and approved institution of higher education, advancement to the appropriate level on the salary schedule will be made at the beginning of the academic year.

If the above conditions are met, a teacher approved for a tuition reimbursement grant shall receive such grant in the amount not to exceed Nine Hundred Dollars (\$900.00) in any one school year (September 1 – August 31).

Non-certified employees who are required to be certified or licensed shall have the cost of any associated training reimbursed by the District not to exceed \$150 per year.

**7.10 Head Teacher**

If the Board elects to create and fill the position of head teacher, such teacher shall be paid the sum of \$1,000 per year provided, however, such compensation shall be prorated if such position is filled mid-year. If the district creates and fills the position of head teacher, the position shall be posted with the responsibilities included with the posting. Tenured teachers shall be given priority in assignment as the Head Teacher.

**7.11 Longevity Bonus**

This bonus will be paid each year with the November 15 payroll.

Employees with 10-14 years of full-time continuous service with the Albers district will receive \$ 500/employee.

Employees with 15-19 years of full-time continuous service with the Albers district will receive \$ 700/employee.

Employees with 20+ years of full-time continuous service with the Albers district will receive \$ 900/employee.

**7.12 Mileage**

The Board shall reimburse Albers SD#63 employees for approved mileage to and from meetings, conferences, workshops or other District business at the current IRS mileage rate. Employees who are required to travel in their personal vehicle to another institution during normal working hours as part of their regular schedule shall be reimbursed for all mileage above and beyond their normal commute at the current IRS mileage rate. If the employee is under contract with Albers SD#63 and a second institution, the District will reimburse the employee for the percentage of all mileage equal to the percentage of their FTE employment status with the District. All mileage should be turned in to the district bookkeeper on a district-provided mileage reimbursement request form within 30 calendar days of occurrence. For those employees who incur business mileage on a frequent basis, one form per month is considered sufficient.

**ARTICLE VII - MANAGEMENT RIGHTS**

The board retains the statutory rights governing inherent managerial rights, through its management officials including but not limited to the following: Determine the overall budget of the Board;  
Set standards for service to the public;  
Determine the function of the Board;  
Determine its organizational structure;  
Selection of new employees;  
Direction of employees according to school code

**ARTICLE IX - DURATION AND EFFECT OF THE AGREEMENT**

- 8.1 The terms and conditions set forth in this Agreement represent the full and complete understanding and commitment between the parties.
- 8.2 This Agreement may be altered, changed, added to, deleted from, or modified only through the voluntary mutual consent of the parties.
- 8.3 Should any article, section, or clause of this Agreement be declared illegal by a court of competent jurisdiction, then that article, section, or clause shall be deleted from this Agreement to the extent that it violates the law. The remaining articles, sections, and clauses shall remain in full force and effect for the duration of this Agreement.
- 8.4 The Association agrees that it shall not strike in any form or manner during the term of this Agreement.
- 8.5 This Agreement shall be effective as August 31, 2024, and shall remain in effect until August 30, 2027.

This Agreement is signed this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

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President, Albers SD# 63 Board of Ed

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President, Albers IEA / NEA

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Secretary, Albers SD# 63 Board of Ed

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Secretary, Albers IEA / NEA

# ALBERS ELEMENTARY DISTRICT #63 REQUEST FOR SALARY SCHEDULE CREDIT FOR ATTENDING A WORKSHOP

TO: District Superintendent

SCHOOL: Albers Elementary School

FROM: \_\_\_\_\_

DATE: \_\_\_\_\_

\_\_\_\_\_ I request that I be given salary schedule credit for the following workshop, which will be held on (date) \_\_\_\_\_ at (location) \_\_\_\_\_

I plan to be in attendance at the workshop for \_\_\_\_\_ hours. The title of the workshop and content summary are as follows:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signed: \_\_\_\_\_

\*\*\*\*\*

Your request for credit on the salary schedule for attending a workshop is:

- Approved  Disapproved

Explanation of disapproval: \_\_\_\_\_

The number of workshop hours needed for semester hour credit is as follows:

Workshop hours	Semester hour credit for salary purposes
5 - 9	0.5
10 - 19	1
20 - 29	1.5
30 - 39	2
40 - 49	2.5
50 - 59	3

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Date

The workshop instructor should complete this form below to verify your attendance.

I verify that \_\_\_\_\_ attended the workshop described above.

\_\_\_\_\_  
Instructor

\_\_\_\_\_  
Date

2024-2025										
Previous Beginning Salary		\$39,760.00	\$41,350.00	\$1,590.00				39707		\$38,415
Percent		1.05								\$39,760
Cafeteria Plan moved to salary 2021		\$5,250								
Step Increase		\$700								
		500	550	600	650	800	850	900		
Step	B	B+8	B+16	B+24	B+32	M	M+8	M+16		
0	\$41,748	\$42,248	\$42,798	\$43,398	\$44,048	\$44,848	\$45,698	\$46,598	\$46,598	\$46,598
1	\$42,448	\$42,948	\$43,498	\$44,098	\$44,748	\$45,548	\$46,398	\$47,298	\$47,298	\$47,298
2	\$43,148	\$43,648	\$44,198	\$44,798	\$45,448	\$46,248	\$47,098	\$47,998	\$47,998	\$47,998
3	\$43,848	\$44,348	\$44,898	\$45,498	\$46,148	\$46,948	\$47,798	\$48,698	\$48,698	\$48,698
4	\$44,548	\$45,048	\$45,598	\$46,198	\$46,848	\$47,648	\$48,498	\$49,398	\$49,398	\$49,398
5	\$45,248	\$45,748	\$46,298	\$46,898	\$47,548	\$48,348	\$49,198	\$50,098	\$50,098	\$50,098
6	\$45,948	\$46,448	\$46,998	\$47,598	\$48,248	\$49,048	\$49,898	\$50,798	\$50,798	\$50,798
7	\$46,648	\$47,148	\$47,698	\$48,298	\$48,948	\$49,748	\$50,598	\$51,498	\$51,498	\$51,498
8	\$47,348	\$47,848	\$48,398	\$48,998	\$49,648	\$50,448	\$51,298	\$52,198	\$52,198	\$52,198
9	\$48,048	\$48,548	\$49,098	\$49,698	\$50,348	\$51,148	\$51,998	\$52,898	\$52,898	\$52,898
10	\$48,748	\$49,248	\$49,798	\$50,398	\$51,048	\$51,848	\$52,698	\$53,598	\$53,598	\$53,598
11	\$49,448	\$49,948	\$50,498	\$51,098	\$51,748	\$52,548	\$53,398	\$54,298	\$54,298	\$54,298
12	\$50,148	\$50,648	\$51,198	\$51,798	\$52,448	\$53,248	\$54,098	\$54,998	\$54,998	\$54,998
13	\$50,848	\$51,348	\$51,898	\$52,498	\$53,148	\$53,948	\$54,798	\$55,698	\$55,698	\$55,698
14	\$51,548	\$52,048	\$52,598	\$53,198	\$53,848	\$54,648	\$55,498	\$56,398	\$56,398	\$56,398
15	\$52,248	\$52,748	\$53,298	\$53,898	\$54,548	\$55,348	\$56,198	\$57,098	\$57,098	\$57,098
16	\$52,948	\$53,448	\$53,998	\$54,598	\$55,248	\$56,048	\$56,898	\$57,798	\$57,798	\$57,798
17	\$53,648	\$54,148	\$54,698	\$55,298	\$55,948	\$56,748	\$57,598	\$58,498	\$58,498	\$58,498
18	\$54,348	\$54,848	\$55,398	\$55,998	\$56,648	\$57,448	\$58,298	\$59,198	\$59,198	\$59,198
19	\$55,048	\$55,548	\$56,098	\$56,698	\$57,348	\$58,148	\$58,998	\$59,898	\$59,898	\$59,898
20	\$55,748	\$56,248	\$56,798	\$57,398	\$58,048	\$58,848	\$59,698	\$60,598	\$60,598	\$60,598
21	\$56,448	\$56,948	\$57,498	\$58,098	\$58,748	\$59,548	\$60,398	\$61,298	\$61,298	\$61,298
22	\$57,148	\$57,648	\$58,198	\$58,798	\$59,448	\$60,248	\$61,098	\$61,998	\$61,998	\$61,998
23	\$57,848	\$58,348	\$58,898	\$59,498	\$60,148	\$60,948	\$61,798	\$62,698	\$62,698	\$62,698
24	\$58,548	\$59,048	\$59,598	\$60,198	\$60,848	\$61,648	\$62,498	\$63,398	\$63,398	\$63,398
25	\$59,248	\$59,748	\$60,298	\$60,898	\$61,548	\$62,348	\$63,198	\$64,098	\$64,098	\$64,098
26	\$59,948	\$60,448	\$60,998	\$61,598	\$62,248	\$63,048	\$63,898	\$64,798	\$64,798	\$64,798
27	\$60,648	\$61,148	\$61,698	\$62,298	\$62,948	\$63,748	\$64,598	\$65,498	\$65,498	\$65,498
28	\$61,348	\$61,848	\$62,398	\$62,998	\$63,648	\$64,448	\$65,298	\$66,198	\$66,198	\$66,198
29	\$62,048	\$62,548	\$63,098	\$63,698	\$64,348	\$65,148	\$65,998	\$66,898	\$66,898	\$66,898

**2025-2026**

Previous Beginning Salary	\$41,748.00	\$41,350.00	-	\$398.00			39707		\$38,415
Percent		1.05							\$39,760
Cafeteria Plan moved to salary 2021	\$5,250								
Step Increase	\$700								
		500	550	600	650	800	850	900	
Step	B	B+8	B+16	B+24	B+32	M	M+8	M+16	
0	\$43,835	\$44,335	\$44,885	\$45,485	\$46,135	\$46,935	\$47,785	\$48,685	
1	\$44,535	\$45,035	\$45,585	\$46,185	\$46,835	\$47,635	\$48,485	\$49,385	
2	\$45,235	\$45,735	\$46,285	\$46,885	\$47,535	\$48,335	\$49,185	\$50,085	
3	\$45,935	\$46,435	\$46,985	\$47,585	\$48,235	\$49,035	\$49,885	\$50,785	
4	\$46,635	\$47,135	\$47,685	\$48,285	\$48,935	\$49,735	\$50,585	\$51,485	
5	\$47,335	\$47,835	\$48,385	\$48,985	\$49,635	\$50,435	\$51,285	\$52,185	
6	\$48,035	\$48,535	\$49,085	\$49,685	\$50,335	\$51,135	\$51,985	\$52,885	
7	\$48,735	\$49,235	\$49,785	\$50,385	\$51,035	\$51,835	\$52,685	\$53,585	
8	\$49,435	\$49,935	\$50,485	\$51,085	\$51,735	\$52,535	\$53,385	\$54,285	
9	\$50,135	\$50,635	\$51,185	\$51,785	\$52,435	\$53,235	\$54,085	\$54,985	
10	\$50,835	\$51,335	\$51,885	\$52,485	\$53,135	\$53,935	\$54,785	\$55,685	
11	\$51,535	\$52,035	\$52,585	\$53,185	\$53,835	\$54,635	\$55,485	\$56,385	
12	\$52,235	\$52,735	\$53,285	\$53,885	\$54,535	\$55,335	\$56,185	\$57,085	
13	\$52,935	\$53,435	\$53,985	\$54,585	\$55,235	\$56,035	\$56,885	\$57,785	
14	\$53,635	\$54,135	\$54,685	\$55,285	\$55,935	\$56,735	\$57,585	\$58,485	
15	\$54,335	\$54,835	\$55,385	\$55,985	\$56,635	\$57,435	\$58,285	\$59,185	
16	\$55,035	\$55,535	\$56,085	\$56,685	\$57,335	\$58,135	\$58,985	\$59,885	
17	\$55,735	\$56,235	\$56,785	\$57,385	\$58,035	\$58,835	\$59,685	\$60,585	
18	\$56,435	\$56,935	\$57,485	\$58,085	\$58,735	\$59,535	\$60,385	\$61,285	
19	\$57,135	\$57,635	\$58,185	\$58,785	\$59,435	\$60,235	\$61,085	\$61,985	
20	\$57,835	\$58,335	\$58,885	\$59,485	\$60,135	\$60,935	\$61,785	\$62,685	
21	\$58,535	\$59,035	\$59,585	\$60,185	\$60,835	\$61,635	\$62,485	\$63,385	
22	\$59,235	\$59,735	\$60,285	\$60,885	\$61,535	\$62,335	\$63,185	\$64,085	
23	\$59,935	\$60,435	\$60,985	\$61,585	\$62,235	\$63,035	\$63,885	\$64,785	
24	\$60,635	\$61,135	\$61,685	\$62,285	\$62,935	\$63,735	\$64,585	\$65,485	
25	\$61,335	\$61,835	\$62,385	\$62,985	\$63,635	\$64,435	\$65,285	\$66,185	
26	\$62,035	\$62,535	\$63,085	\$63,685	\$64,335	\$65,135	\$65,985	\$66,885	
27	\$62,735	\$63,235	\$63,785	\$64,385	\$65,035	\$65,835	\$66,685	\$67,585	
28	\$63,435	\$63,935	\$64,485	\$65,085	\$65,735	\$66,535	\$67,385	\$68,285	
29	\$64,135	\$64,635	\$65,185	\$65,785	\$66,435	\$67,235	\$68,085	\$68,985	

**2026-2027**

Previous Beginning Salary	\$43,835.40	\$41,350.00	-52,485.40			39707		\$38,415
Percent	1.05							\$39,760
Cafeteria Plan moved to salary 2021	\$5,250							
Step Increase	\$700							
		500	550	600	650	800	850	900
Step	B	B+8	B+16	B+24	B+32	M	M+8	M+16
0	\$46,027	\$46,527	\$47,077	\$47,677	\$48,327	\$49,127	\$49,977	\$50,877
1	\$46,727	\$47,227	\$47,777	\$48,377	\$49,027	\$49,827	\$50,677	\$51,577
2	\$47,427	\$47,927	\$48,477	\$49,077	\$49,727	\$50,527	\$51,377	\$52,277
3	\$48,127	\$48,627	\$49,177	\$49,777	\$50,427	\$51,227	\$52,077	\$52,977
4	\$48,827	\$49,327	\$49,877	\$50,477	\$51,127	\$51,927	\$52,777	\$53,677
5	\$49,527	\$50,027	\$50,577	\$51,177	\$51,827	\$52,627	\$53,477	\$54,377
6	\$50,227	\$50,727	\$51,277	\$51,877	\$52,527	\$53,327	\$54,177	\$55,077
7	\$50,927	\$51,427	\$51,977	\$52,577	\$53,227	\$54,027	\$54,877	\$55,777
8	\$51,627	\$52,127	\$52,677	\$53,277	\$53,927	\$54,727	\$55,577	\$56,477
9	\$52,327	\$52,827	\$53,377	\$53,977	\$54,627	\$55,427	\$56,277	\$57,177
10	\$53,027	\$53,527	\$54,077	\$54,677	\$55,327	\$56,127	\$56,977	\$57,877
11	\$53,727	\$54,227	\$54,777	\$55,377	\$56,027	\$56,827	\$57,677	\$58,577
12	\$54,427	\$54,927	\$55,477	\$56,077	\$56,727	\$57,527	\$58,377	\$59,277
13	\$55,127	\$55,627	\$56,177	\$56,777	\$57,427	\$58,227	\$59,077	\$59,977
14	\$55,827	\$56,327	\$56,877	\$57,477	\$58,127	\$58,927	\$59,777	\$60,677
15	\$56,527	\$57,027	\$57,577	\$58,177	\$58,827	\$59,627	\$60,477	\$61,377
16	\$57,227	\$57,727	\$58,277	\$58,877	\$59,527	\$60,327	\$61,177	\$62,077
17	\$57,927	\$58,427	\$58,977	\$59,577	\$60,227	\$61,027	\$61,877	\$62,777
18	\$58,627	\$59,127	\$59,677	\$60,277	\$60,927	\$61,727	\$62,577	\$63,477
19	\$59,327	\$59,827	\$60,377	\$60,977	\$61,627	\$62,427	\$63,277	\$64,177
20	\$60,027	\$60,527	\$61,077	\$61,677	\$62,327	\$63,127	\$63,977	\$64,877
21	\$60,727	\$61,227	\$61,777	\$62,377	\$63,027	\$63,827	\$64,677	\$65,577
22	\$61,427	\$61,927	\$62,477	\$63,077	\$63,727	\$64,527	\$65,377	\$66,277
23	\$62,127	\$62,627	\$63,177	\$63,777	\$64,427	\$65,227	\$66,077	\$66,977
24	\$62,827	\$63,327	\$63,877	\$64,477	\$65,127	\$65,927	\$66,777	\$67,677
25	\$63,527	\$64,027	\$64,577	\$65,177	\$65,827	\$66,627	\$67,477	\$68,377
26	\$64,227	\$64,727	\$65,277	\$65,877	\$66,527	\$67,327	\$68,177	\$69,077
27	\$64,927	\$65,427	\$65,977	\$66,577	\$67,227	\$68,027	\$68,877	\$69,777
28	\$65,627	\$66,127	\$66,677	\$67,277	\$67,927	\$68,727	\$69,577	\$70,477
29	\$66,327	\$66,827	\$67,377	\$67,977	\$68,627	\$69,427	\$70,277	\$71,177

# 2024-2025

	Certified	Night		Head	Lunch Book-keeper /				
1.020	Aide	Cook	Custodian	Janitor	Custodian	Librarian			
Hours per year	1350	1260	2080		2080	2080			
Replace cafe plan	\$1.93	\$2.07	\$1.25		\$1.25	\$1.25			
A	16.00	16.00	16.00	Minimum	20.48	16.00			
B	16.32	16.32	16.32		20.89	16.32			
C	16.65	16.65	16.65		21.31	16.65			
D	16.98	16.98	16.98		21.73	16.98			
E	17.32	17.32	17.32		22.17	17.32			
F	17.67	17.67	17.67		22.61	17.67			
G	18.02	18.02	18.02		23.06	18.02			
H	18.38	18.38	18.38		23.53	18.38			
I	18.75	18.75	18.75		24.00	18.75			
J	19.12	19.12	19.12		24.48	19.12			
K	19.50	19.50	19.50		24.97	19.50			
L	19.89	19.89	19.89		25.46	19.89			
M	20.29	20.29	20.29		25.97	20.29			
N	20.70	20.70	20.70		26.49	20.70			
O	21.11	21.11	21.11		27.02	21.11			
P	21.53	21.53	21.53		27.56	21.53			
Q	21.96	21.96	21.96		28.11	21.96			
R	22.40	22.40	22.40		28.68	22.40			
S	22.85	22.85	22.85		29.25	22.85			
T	23.31	23.31	23.31		29.84	23.31			
U	23.78	23.78	23.78		30.43	23.78			
V	24.25	24.25	24.25		31.04	24.25			
W	24.74	24.74	24.74		31.66	24.74			
X	25.23	25.23	25.23		32.29	25.23			
Y	25.73	25.73	25.73		32.94	25.73			



# 2025-2026

Step	1.02					
		<b>Certified</b>	<b>Night</b>		<b>Head</b>	<b>Lunch Book-keeper /</b>
1.050	<b>Aide</b>	<b>Cook</b>	<b>Custodian</b>	<b>Janitor</b>	<b>Custodian</b>	<b>Librarian</b>
Hours per year	1350	1260	2080		2080	2080
Replace cafe plan	\$1.93	\$2.07	\$1.25		\$1.25	\$1.25
A	16.80	16.80	16.80	Minimum	21.50	16.80
B	17.14	17.14	17.14		21.93	17.14
C	17.48	17.48	17.48		22.37	17.48
D	17.83	17.83	17.83		22.82	17.83
E	<b>18.18</b>	18.18	18.18		23.28	18.18
F	<b>18.55</b>	18.55	18.55		<b>23.74</b>	18.55
G	18.92	18.92	18.92		24.22	18.92
H	19.30	19.30	19.30		24.70	19.30
I	19.68	19.68	19.68		25.20	19.68
J	20.08	20.08	20.08		25.70	20.08
K	20.48	20.48	20.48		26.21	20.48
L	20.89	20.89	20.89		26.74	20.89
M	21.31	21.31	21.31		27.27	21.31
N	<b>21.73</b>	<b>21.73</b>	21.73		27.82	21.73
O	22.17	22.17	22.17		28.37	22.17
P	22.61	22.61	22.61		28.94	22.61
Q	23.06	23.06	23.06		29.52	23.06
R	23.52	23.52	23.52		30.11	23.52
S	23.99	23.99	23.99		30.71	23.99
T	24.47	24.47	24.47		31.33	24.47
U	24.96	24.96	24.96		31.95	24.96
V	25.46	25.46	25.46		32.59	25.46
W	25.97	25.97	25.97		33.24	25.97
X	26.49	26.49	26.49		33.91	26.49
Y	27.02	27.02	27.02		34.59	27.02

# 2026-2027

Step	1.02					
		<b>Certified</b>	<b>Night</b>		<b>Head</b>	<b>Lunch Book-keeper /</b>
1.050	<b>Aide</b>	<b>Cook</b>	<b>Custodian</b>	<b>Janitor</b>	<b>Custodian</b>	<b>Librarian</b>
Hours per year	1350	1260	2080		2080	2080
Replace cafe plan	\$1.93	\$2.07	\$1.25		\$1.25	\$1.25
A	17.64	17.64	17.64	Minimum	22.58	17.64
B	17.99	17.99	17.99		23.03	17.99
C	18.35	18.35	18.35		23.49	18.35
D	18.72	18.72	18.72		23.96	18.72
E	19.09	19.09	19.09		24.44	19.09
F	<b>19.48</b>	19.48	19.48		24.93	19.48
G	<b>19.87</b>	19.87	19.87		<b>25.43</b>	19.87
H	20.26	20.26	20.26		25.94	20.26
I	20.67	20.67	20.67		26.46	20.67
J	21.08	21.08	21.08		26.98	21.08
K	21.50	21.50	21.50		27.52	21.50
L	21.93	21.93	21.93		28.07	21.93
M	22.37	22.37	22.37		28.64	22.37
N	22.82	22.82	22.82		29.21	22.82
O	<b>23.28</b>	<b>23.28</b>	23.28		29.79	23.28
P	23.74	23.74	23.74		30.39	23.74
Q	24.22	24.22	24.22		31.00	24.22
R	24.70	24.70	24.70		31.62	24.70
S	25.19	25.19	25.19		32.25	25.19
T	25.70	25.70	25.70		32.89	25.70
U	26.21	26.21	26.21		33.55	26.21
V	26.74	26.74	26.74		34.22	26.74
W	27.27	27.27	27.27		34.91	27.27
X	27.82	27.82	27.82		35.61	27.82
Y	28.37	28.37	28.37		36.32	28.37