

COLLECTIVE BARGAINING AGREEMENT

BETWEEN

SPECIAL EDUCATION COUNCIL 2445, LOCAL 943
ILLINOIS FEDERATION OF TEACHERS/AFT/AFL-CIO

AND

SOUTHWEST COOK COUNTY COOPERATIVE
ASSOCIATION FOR SPECIAL EDUCATION

2025 - 2026

2026 - 2027

2027 - 2028

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PREAMBLE

THIS AGREEMENT is entered into on the date hereinafter set forth by and between Special Education Teachers and Support Staff Council 2445, Local 943, American Federation of Teacher, AFL-CIO, (hereinafter, "the Union"), and the Board of Directors (hereinafter, "the Board") of the Southwest Cook County Cooperative Association for Special Education (hereinafter, "SWCCCASE").

ARTICLE I.

RECOGNITION AND DEFINITIONS

A. Recognition

The Board recognizes the Union as the sole and exclusive bargaining agent for salaries, economic benefits, and other items the parties mutually agree to negotiate for members of the bargaining unit.

The bargaining unit is defined as full time:

TRS Employees

- School Nurses (PEL)
- Social Workers (PEL)
- Speech-Language Pathologists (PEL)
- Teachers (PEL)

IMRF Employees

- Board Certified Behavior Analysts (BCBA)
- Clerical Employees
- Licensed Occupational Therapists (OT)
- Licensed Occupational Therapy Assistants (COTA)
- Licensed Physical Therapists (PT)
- Licensed Physical Therapy Assistants (PTA)
- Licensed Sign Language Interpreters
- Custodians
- Non-School Licensed Nurses
- Paraeducators (PEL w/Stipulations)
- Registered Art Therapists

B. Definitions

1. Employee: Any member of the bargaining unit employed by SWCCCASE.
2. Professional Educator License without Stipulations: A professional employee including teachers, speech-language pathologists, social workers, and school nurses (PEL) hold this type of license.
3. Educational support personnel ("ESP") or support staff employee: An employee who does not hold a position requiring a Professional Educator License without restrictions under Article 21 of the Illinois School Code.
4. Licensed ESP: An ESP who holds a license issued by the Illinois Department of Financial and Professional Regulation that is required for the performance of their duties and responsibilities as an employee.

5. Other ESP: An ESP who does not hold a license or other certification required for the performance of their duties and responsibilities as an employee.
6. Paraeducator: An ESP who holds a Professional Educator License with Stipulations. The paraeducator's assignment primarily consists of assisting a teacher in the instruction of students or providing other assistance to benefit students during the school day.
7. Union Representative: A bargaining unit employee or agent of the Union that provides aid and/or assistance to employees regarding their rights under the Illinois Educational Labor Relations Act and this Agreement.
8. Continuing Employee: An ESP who has completed the applicable probationary period for their position as set forth in this Agreement.
9. Probationary Employee: An ESP employee who has not yet completed the applicable probationary period for their position as set forth in this Agreement.

ARTICLE II.

UNION RIGHTS

A. Organizational Rights

Members of the bargaining unit shall have the right to organize or not to organize, join or not to join, to assist or to refrain from assisting professional employees' organizations, to participate or not to participate in professional negotiations with the Board through representatives of their own choosing, and to engage in other activities not prohibited by law, individually or in concert for the purpose of establishing, maintaining, protecting or improving conditions of professional service and the educational program.

B. Non-discrimination

Neither the Board nor the Union shall interfere with the right of employees covered in this Agreement to become or not to become members of the Union and no employee shall be discriminated against due to their lawful right to join or not to join the Union. The parties agree that alleged violations of this Section shall not be subject to the arbitration provisions of the grievance procedure.

C. Communications

The Board and the Union recognize that it is desirable to maintain communication and understanding between them. Therefore, the Union and the Board agree that their designated representative(s) shall meet at mutually agreeable times for the purpose of attempting to resolve any matter of mutual concern. The parties agree that such meetings shall not require negotiations over matters governed by this contract.

D. Use of SWCCCASE Facilities and Equipment

The Union and its representatives shall have the right to use or meet in any classroom which SWCCCASE has leased from a member district, or any Cooperative owned/operated buildings for the transaction of official business on said property at all reasonable times provided that such business does not interfere with or interrupt normal school operations, and provided that the Union agrees to pay any costs normally charged any group for the similar use of said property, and provided further that there is no contractual conflict between a member district and another employee organization regarding the exclusive use of a building facility or a conflict with local School District policy regarding such use. The Union shall have the right to use SWCCCASE office equipment.

E. Use of SWCCCASE Bulletin Boards

The Union shall be provided with a space for a bulletin board at its own cost in the employees' lounge of any Cooperative owned/operated buildings. No person except a Union designee shall add or remove material from the Union bulletin board.

F. Use of Employee Mailboxes

The Union shall have the right to use, where not currently otherwise restricted by local agreement or local School District policy, employee mailboxes for Union communications identified as such.

G. Request for Information

The Board agrees to make available, upon advance written and reasonable requests, any and all information, statistics, or records of a non-confidential nature. The Union President shall be furnished regularly with the same public and non-confidential information furnished the Board concerning the financial condition of the SWCCCASE, and a copy of the adopted budget. In addition, copies of the Board's approved minutes of the previous meeting will be provided monthly to the Union President. Nothing in this Section shall be construed to require the Board or any of its employees to assemble information not already compiled for such requests.

H. Personnel File

Only one (1) official file shall be kept for each employee and it shall be in the custody of the SWCCCASE Office. Each employee shall have the right, upon reasonable request, to review the contents of their personnel file. At the employee's request, a representative of their choice may accompany the employee in this review. Any employee shall have the right to attach a written response or to add material to any item in their official file. Any item to be placed in the employee's file which might negatively affect the employee's continued employment shall be placed in the file, and the employee shall be requested to sign and date a copy of the same. An employee's signature shall not necessarily mean agreement with what has been written, but rather shall only indicate the employee's awareness of the material to be filed. Nothing in this Section shall be construed to give the employee access to any item which, by law, is confidential.

Each employee will have the right to have inserted in their official file, material relevant to their service in the schools, or their qualifications in general. The employee shall have the right to attach dissenting or explanatory material to any item in their file. Upon request, an employee will be provided copies of any or all of the material in the file available to the employee. No materials relevant to any employee's participation in a grievance shall be made part of their personnel file. Nothing relating to the employee's performance is to be added to or deleted from an employee's personnel folder without notification in writing to the employee.

I. Copies of Agreement

Within sixty (60) days of ratification, the Board shall post the Agreement on the SWCCCASE website.

J. Right to Address Staff

A Union representative may address employees at employee orientation and SWCCCASE in-service days during the program. Employees shall be notified of such address.

K. Notice of Vacancy

The Director or designee shall inform the Union President of any vacancy of employment as soon as practicable, and except in cases of an emergency, prior to the position being filled. Any grievance filed which alleges a violation of this Section shall not be grievable beyond Step III (Board of Directors) of the grievance procedure.

L. Employment Postings

The Human Resources office will share all employment postings with SWCCCASE employees via email.

M. Bargaining Unit Membership and Dues Collection

1. A "Bargaining Unit Member" is an individual who is covered by the collective bargaining agreement. An individual can be a bargaining unit member, but not pay dues to the union or be a member of the union.
2. A "Dues Payer" is an individual who is in the bargaining unit and has signed a dues authorization card with the union, allowing the employer to deduct dues from their paycheck to remit to the union. An individual can be a dues payer and not be a member of the union.
3. A "Union Member" is an individual who has signed a membership card with the union.
4. At the start of each school year, the Union shall furnish the Business Office with a listing of all bargaining unit members who have elected to become union members and thus, dues payers. The business office shall begin to deduct dues deductions from all union members within thirty (30) days of the receipt of the member roster. Such dues deductions remain valid until an employee leaves the position within the bargaining unit or when the employer receives notice from the union that an employee has revoked their authorization, in writing in accordance with the terms of authorization. All membership revocation requests made to the union shall be immediately reported to the Business Office.
5. The business office shall provide to the union, each month or upon request, bargaining unit lists and employee contact information
6. SWCCCASE will provide the Union with information regarding employees in the bargaining unit, as required by Section 3 of the Illinois Educational Labor Relations Act. Names and assignments of newly hired employees will be supplied to the Union on a monthly basis.

7. The Union and its affiliates agree that, it will save, indemnify and hold harmless the Board, its members, employees and agents from any liability for damages and costs imposed by a final judgment of a court or administrative agency as a result of any claim arising out of action taken by the Board for the purposes of complying with the above provisions of this section or any other dues deduction provisions of this agreement, or in reliance on any list, roster, notice, or authorization furnished by the Union under any such provisions.
8. It is expressly understood and agreed that the defense and indemnification covenants that are expressed herein shall not apply to any claim, demand or suit which may arise as a result of any type of willful misconduct by the Board (other than any necessary action required to be performed by the Board in this Article); however, such defense and indemnification covenants shall not protect the Board in any action which solely alleges a violation on the part of the Board of this Article.

N. Federation Leave

In the event that the Federation desires to send representatives to local, state or national conferences, or any other business pertinent to Federation affairs, these representatives shall be excused without loss of salary providing the Federation reimburses the SWCCCASE for the cost of substitutes. Such requests for Federation Leave shall be forwarded to the Director through the President of the Federation. Ten (10) days per school year will be available to the Federation, provided that written request for such leave has been submitted to the Director two (2) weeks in advance of such leave. Unused Federation Leave shall accumulate up to a maximum of ten (10) days and may be used during the following school year according to the provisions of this paragraph. The Union may also utilize the foregoing Federation Leave days for up to two (2) representatives to attend SWCCCASE Board of Director meetings or other Board of Director Committee meetings subject to the Open Meetings Act that are held during the school day.

ARTICLE III.

MANAGEMENT RIGHTS

- A. The Board retains and reserves the ultimate responsibility for proper management of SWCCCASE 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:
1. To maintain executive management and administrative control of SWCCCASE and its properties and facilities and the professional activities of its employees as related to the conduct of school affairs.
 2. To hire all employees and, subject to the provisions of the law, to determine their qualifications, and the conditions for their continued employment, or their dismissal or demotion, their assignment, and to promote and transfer all such employees.
 3. To establish programs and course of instruction including special programs, and to provide for athletic, recreational and social events for students, all as deemed necessary or advisable by the Board.
 4. To delegate authority through recognized administrative channels for the development and organization of the means and methods of instruction according to current written Board Policy or as the same may from time-to-time be amended, the selection of textbooks and other teaching materials, and the utilization of teaching aids of all kinds.
 5. To determine class schedules, the hours of instruction, schedules and the duties, responsibilities and assignments of teachers and other employees with respect thereto, and non-classroom assignments.
- B. The exercise of the foregoing powers, rights, authorities, duties and responsibilities by the Board shall be limited by the specific and express terms of this Agreement.

ARTICLE IV.

CONDITIONS OF EMPLOYMENT

A. Academic Freedom

In the event of adverse criticism by non-SWCCCASE employees of books, teaching methods or materials used in the SWCCCASE, and petitions for censorship, removal or expurgation of content deemed by a critic to be offensive on moral, political, religious, or other grounds, the procedure shall be as follows:

1. Any criticism shall be submitted to the Director in writing and signed. A copy of the written criticism shall be delivered to the teacher involved.
2. The employee with a representative of their choosing shall have the right to meet with the author of any criticism and the Director or their designee prior to any action being taken by the Board.
3. In the event the Board wishes to review the criticism, the employee and employee's representative shall have the right to be present and to speak in defense at such review.
4. Unless a meeting takes place among the parties involved, no reference to any such criticism shall be entered in the employee's file and it shall have no weight in an employee's final written evaluation.

B. Staff Absences

An employee will report their absence to a web-based attendance program by 6:45 a.m. of each day of absence. Except in cases of emergency, the employee shall notify their supervisor as early as possible.

C. E-Learning Days

E-Learning Days are instructional days for students regulated by the Illinois School Code. On these days, bargaining unit members will be assigned instructional duties and/or activities to complete by their program supervisor. These will be paid work days for bargaining unit members given they complete their assigned instructional duties and/or activities and provide required documentation to their program supervisor.

D. Student Placement

1. The teacher will be notified of the enrollment of a new student in their class. At the time of enrollment the teacher will be provided available IEP information. The SWCCCASE administration will use its best efforts to obtain appropriate past school records.

2. If the administration requires a teacher to attend an IEP meeting within the workday, then appropriate supervision for the teacher's students, if necessary, will be provided.

E. Vacancies/Voluntary Transfers

1. A vacancy is defined as an open position resulting from a resignation or termination from employment, or a new bargaining unit position.
2. When vacancies occur, currently employed and qualified SWCCCASE employees, upon written application, shall be given consideration for filling such vacancies. The Board may, however, fill all such positions on an emergency and/or temporary basis.
3. Any employee who desires a change in position shall request the same in writing to the Director or designee no later than May 15 of each school year and at other times during the school year which may be appropriate.
4. When a new bargaining unit position is created, notice thereof shall be published in the job bank on the SWCCCASE website.
5. Any grievance filed alleging a violation of this Section shall not be grievable beyond Step III of the grievance procedure (Board of Directors).

F. Reassignment

1. A reassignment is defined as a change in the program or location of a job assignment after the first required day of staff attendance.
2. The Administration will attempt to avoid reassignments. In the event of reassignment, upon the request of the employee, the supervisor and employee shall meet and discuss the reasons for such reassignment.
3. Employees who have been reassigned, may view vacancies from the SWCCCASE website and may request a transfer.
4. Any employee reassigned shall be allowed to resign without penalty from SWCCCASE employment.
5. Any grievance filed alleging a violation of this Section shall not be grievable beyond Step III of the grievance procedure (Board of Directors).

G. Assignments

1. An employee has a right to request in writing to be assigned or not to be assigned to any position for which he/she is qualified. Such applications shall be submitted to the Director or their designee, stating the reasons therefore.
2. Tentative notification of assignment for all employees shall be posted on the SWCCCASE website, except in cases of emergency, at least thirty (30) days prior to the start of the school year. Such notice will include the district of assignment, school building and program.

3. Any grievance filed alleging a violation of this Section shall not be grievable beyond Step III of the grievance procedure (Board of Directors).

H. Materials/Supplies

Each teacher shall receive instructional materials for their classroom. Additional requests for materials may be submitted to the program supervisor and will be purchased at their discretion.

Any grievance filed alleging a violation of this Section shall not be grievable beyond Step II of the grievance procedure (Executive Director).

I. Consulting Teacher

In the event that a teacher receives an evaluation rating of "unsatisfactory," SWCCCASE shall develop and commence a remediation plan to correct the remediable deficiencies cited in the evaluation. The Director and the Union shall develop a list of eligible consulting teachers ("consultant") from those teachers employed by SWCCCASE. The Union shall select from the developed list a roster containing the names of at least five (5) teachers, each of whom meet the criteria for a consultant with regard to the teacher being evaluated, and supply the roster to the Director. The Director or designee shall thereafter select the consultant from the roster.

In the event that there are not five (5) teachers on the developed list who are qualified to serve as a consultant, the Union's roster shall contain the names of all teachers so qualified. If no teachers are qualified to serve as a consulting teacher, SWCCCASE shall locate a consultant who is certified in the same area as the teacher under remediation.

Consultants shall be provided with release time as pre-approved by the Director for observation and consultation as needed. The consultant will be paid for mileage expenses incurred. A consultant employed from within SWCCCASE will be paid \$200.00 per assigned teacher under remediation.

J. Extended School Year ("ESY") / Extra Summer Work

In the event that the Board establishes ESY or summer work, and the hiring of individuals who are disabled or minorities is not mandated, employment for such positions shall be first offered to qualified employees from the bargaining unit who are assigned to the program. However, in cases where a child's paraeducator is employed by a member school district, or a child who does not attend a SWCCCASE program during the regular school term attends a SWCCCASE ESY program, SWCCCASE may first offer the ESY program or summer work positions to the employees of SWCCCASE member school districts who work with the child during the regular school term.

K. Paraeducator Professional Development (PPD)

Beginning in the 2025-2026 school year, paraeducators shall be required to earn PPD credits outside their normal work day for the purpose of professional development. One PPD

credit will be awarded for each hour of attendance at a designated PPD offering. The dates and descriptions of such meetings will be published by September 30 and January 30 each school year. PPD credits must be completed by March 15th.

The number of PPD credits an employee must earn is dependent on the number of years they have been employed by SWCCCASE. The following table indicates the number of PPD credits an employee must complete in a given year:

Years 1-4	Years 5-7	Years 8+
4	2	0

The Administration shall provide offerings which are meaningful to the attendees. The Cooperative Administration shall provide in-person and virtual course offerings.

A year of service shall be determined by the hire date of the paraprofessional. A year of service will count if a paraprofessional is hired before November 1st. Paraeducators hired on November 1st through February 28 shall complete two (2) PPD credits.

The Union may request a meeting with the Executive Director or their designee after the conclusion of a school year to offer suggestions or related concerns, if any, regarding PPD offerings.

An employee who serves as a presenter shall be compensated at a rate of \$75.00 per credit for the first offering of the program and \$50.00 per credit for each repeat of the program content thereafter, including preparation time.

In the event that a course is canceled (for any other reason than the request of the presenter) and not rescheduled, the presenter shall be compensated at 50% of the rate of payment for the presentation. If the event is rescheduled, the presenter shall be compensated at the full rate after the completion of the presentation.

Other employees who are required to obtain professional development hours to maintain their licenses will not be required to obtain their professional development credit through SWCCCASE, however; SWCCCASE will continue to offer opportunities for professional development for all staff.

L. Mandated Training

All mandated training must be completed within the designated timeline. Employees shall be provided with four hours annually during the work day to complete mandated training. For employees that are assigned to classrooms in member districts, the program supervisor may authorize employees to complete up to four hours of mandated training outside of the work day at their extra duty rate.

M. Meetings

Employees may be required to attend up to two (2) one-hour meetings outside the school day per year with additional compensation at the extra duty rate. A fourteen (14) calendar day notice will be provided for the meeting.

Additionally, any teacher, speech-language pathologist, social worker, nurse, BCBA, OT, COTA, PT, PTA, art therapist, and interpreter (if requested), is required to attend "Open House" with additional compensation at the extra duty rate.

N. Required Conferences

Whenever an employee is required by the Board or the Administration to participate during working hours in a conference or a meeting, the employee shall suffer no loss of pay for such participation.

O. Call Back Time

Call back to work during a non-assigned time for custodians shall be at a minimum of two hours clock time. Nothing in this provision shall be interpreted as requiring the Director or their designee to require such employee to be in said attendance for two hours.

P. Related Services - Training

When an employee is directed to perform related service procedures (i.e., CIC, tube feeding), he/she will receive training therein from appropriate personnel.

A copy of the Health Plan will be shared with an employee who is the primary or alternate service provider.

Q. Work Day

1. Secretaries: Secretaries shall work seven (7) hours a day exclusive of lunch. Secretaries shall have a one (1) hour lunch break.
2. Custodians: Custodians shall work eight (8) hours per day exclusive of lunch. Custodians shall have a thirty (30) minute lunch break.
3. Sign Language Interpreters and Paraeducators: Sign Language Interpreters and Paraeducators shall follow the work day of the teachers to whom they are assigned, unless otherwise directed by their supervisor.
4. Employees shall receive a thirty (30) minute* unpaid, duty-free lunch break, unless the employee is assigned to a school that operates on an alternative schedule or the parameters of the employee's work day are otherwise noted in this Section. If an employee does not receive their duty-free lunch, they should report it to their supervisor immediately so it can be addressed.

In the event the employee does not receive their duty-free lunch, the employee can choose to be paid at the hourly rate established in the extra duty section of the contract or upon mutual agreement of the employee and supervisor, the employee may be released early at the end of that school day.

* This Section shall apply to staff who hold a PEL without stipulations who work at least four (4) hours per day and staff who hold a PEL with stipulations who work at least five (5) hours per day.

5. Staff who are assigned in multiple districts with different calendars may establish a flexible work year schedule with the approval of their supervisor.

R. Determination of Hourly Rates of Pay

1. Hourly rates of pay for custodians shall be determined by dividing their annual salary by a factor of 2,080.
2. Hourly rates for secretaries shall be determined by dividing their annual salary by a factor of 1,820.
3. Hourly rates for staff not addressed above shall be determined by dividing their annual salary by a factor of 1,274.

S. Overtime

1. Overtime for custodians shall be paid at the rate of 1-1/2 times the hourly rate for all overtime worked in excess of forty (40) hours per week.
2. For all secretaries, overtime shall be paid at a straight time rate for hours in excess of thirty-five (35) but less than forty (40) hours per week; all time worked in excess of forty (40) hours per week shall be paid at the rate of 1-1/2 times their hourly wage.
3. All overtime must be pre-approved in writing by the Director or designee.
4. All employees shall be required to accurately fill out and obtain the Director or designee prior written permission for overtime on overtime sheets, and provide the same for payment to the Business office.
5. Overtime assignment shall be mandatory for all employees as directed by the Director or designee.
6. Except as may otherwise be provided by law, at the employee's request, but not the request of the Director or designee, overtime may be compensated for by the use of compensatory time, earned at the rate specified above. Said time will be scheduled, as requested by the employee, with the agreement of the Director or designee.

T. Probationary / Continuing ESP

A new ESP shall be designated a "probationary" employee. The probationary period shall begin on the first day of employment. Having completed the probationary period, an ESP

shall be considered a continuing employee. A continuing employee may resign or be laid-off only in accordance with the provisions of this Agreement. A continuing employee may be terminated or suspended without pay only for just cause. A probationary employee may be discharged without recourse at any time prior to the end of the probationary period.

All ESP's shall have a probationary period of two (2) consecutive school terms; the first day worked must be before November 1 in the first probationary year for that year to count towards the probationary period. Any OT, PT or BCBA hired on or after November 1, 2022 will have a two (2) year probationary period.

U. Reduction in Force – ESP Employees

1. If, in the opinion of the Board of Directors it is necessary to honorably dismiss, layoff or reduce the number of ESPs or hours of work, the Board shall utilize the following procedures:
2. The Board shall first implement any such changes as to probationary ESPs in a category before the employment status of any continuing ESP in a category is so changed. In implementing this provision, the Board shall layoff probationary ESP before reducing the hours of continuing employees.
3. The Board in its discretion and judgment shall then implement any such changes as to continuing ESPs in a category, with the ESP with less seniority being dismissed first. However, such adherence to seniority shall not be utilized if an ESP has received a rating of unsatisfactory on their last two evaluations, and in such case the Board may disregard that ESP 's seniority in the event of a reduction.
4. The preceding provisions shall not apply to the reduction of more senior ESP(s) where less senior ESP(s) are retained within a category because the more senior ESP(s) is (are) not qualified to hold the remaining position(s).
5. In the event of a reduction-in-force, the Union and all affected ESPs shall be given written notice of honorable dismissal no less than thirty (30) days prior to the effective date of dismissal as provided by Section 5/10-23.5 of the School Code.
6. Continuing ESPs shall be entitled to recall for a period of twelve (12) months. Continuing ESPs on layoff shall maintain a current address and phone number in the Personnel Office. An ESP on layoff shall be reinstated to a position in their former category, where qualified to hold such a position, where within the ESP's former category the Board increases the number of ESPs, and/or a vacancy occurs for any reason (such as when the Board grants a leave of absence or an ESP resigns) and the Board decides that a replacement is needed. ESPs shall be recalled in reverse order of their layoff.
7. All benefits to which an ESP was entitled at the time of their layoff, including unused accumulated sick leave and seniority, will be restored to the ESP upon their return to active employment and the ESP will be placed on the salary schedule for the current position on the basis of the ESP 's previous experience.

V. Categories of ESP

<u>Licensed / Registered ESP</u>	<u>Professional Educator License w/Stipulations</u>	<u>Other ESP</u>
Art Therapist OT PT COTA PTA Non-School Licensed Nurses Sign Language Interpreter BCBA	Paraeducators	Secretary Custodian

W. Reduction of Force – Teachers, Speech-Language Pathologists, Social Workers, and School Nurses (PEL)

If, in the opinion of the Board of Directors, it is necessary to honorably dismiss, layoff or reduce the number of Teachers, Speech-Language Pathologists, Social Workers, and School Nurses (PEL), the Board shall utilize the “Sequence of Honorable Dismissal” list to make its determinations.

X. Resignation

A teacher, as defined in Section 24-11 of the IL School Code, may resign any time by obtaining the approval of the Board of Directors. This includes teachers, social workers, and speech-language pathologists. During the school term, no teacher may resign, without the approval of the Board of Directors, in order to accept another teaching assignment. Outside of a school term, a resignation submitted by any teacher, after the completion of a school year, must be submitted in writing to the Executive Director a minimum of thirty (30) calendar days prior to the first day of student attendance of the following school year or else the teacher will be deemed to have resigned during the school year. The first day of student attendance will be determined by the SWCCCASE buildings’ school calendar. If a teacher resigns during the school term, the Board of Directors may take action to suspend the teacher’s license for one calendar year (105 ILCS 5/24-14).

An ESP who provides services to students shall give at least fourteen (14) days written notice of resignation.

Y. Planning Time

Teachers, Art Therapists, OTs, PTs, COTAs, PTAs, SLPs and Social Workers shall meet with their supervisors at the beginning of each school year and schedule a minimum of two hundred (200) minutes per week planning time. The number of planning minutes per week will decrease by 40 minutes for each student non-attendance workday and each day that plan time was missed due to field trip attendance.

It is the desire and intent of the Administration to allot each educator a minimum planning time of 200 minutes per week. Each planning period shall be a minimum of 20 minutes. It is

understood that in some cases this requirement may be difficult to arrange because of the differing school schedules in member school districts. Plan time will be subject to the following guidelines.

Educators, in collaboration with their supervisors, will establish weekly schedules, including plan time, within approximately two weeks after the start of the school year.

If an educator does not receive their plan time, they must report it in writing to their supervisor on the day the plan time was missed. If the reason the plan time was missed is approved by the supervisor (eg: attending an IEP meeting, addressing a student crisis, etc), the supervisor may provide the plan time during the same week. If the plan time cannot be provided to the educator within the same week, the employee will be compensated at the extra duty rate.

A teacher, as defined in Section 24-11 of the IL School Code, may request additional time during the work day or compensation at the "extra duty" rate to complete assignments related to their caseloads. These requests will be approved or denied at the sole discretion of the program supervisor and are not grievable.

Z. Collaboration Time

Sign Language Interpreters shall meet with their supervisors at the beginning of each school year to schedule 100 minutes of collaboration time per week. Collaboration time is intended to be used to discuss the instruction for their student(s) with teachers, prepare for their interpreting duties, and allow for hands down time during the work week.

AA. School Rules

SWCCCASE employees shall abide by the rules of the District to which they are assigned unless otherwise directed by the Director or designee.

BB. Work Year

1. All Employees Working Less Than Twelve Months:

All employees shall teach/work according to the schedule adopted by the District to which they are assigned, and shall work for the duration of such calendar, plus one additional day scheduled as an institute for SWCCCASE, usually scheduled for the beginning of the school year.

In the event an employee is docked for non-attendance, the loss of pay shall be equivalent to 1/182 of the compensation to be paid to each such employee as set forth herein (See Compensation Schedules).

The work year for employees who work less than twelve months shall be 182 days in length and shall follow the school calendar of the District to which they are assigned. Any days worked in excess of 182 days shall be compensated on a per diem basis for each additional day actually worked. In extenuating circumstances, the administration may amend the scheduled work days in a member district or SWCCCASE school

calendar for the purposes of providing required professional development. This would not increase the number of days an employee works.

In the event of an employee strike or work stoppage occurring in a district to which a SWCCCASE employee is assigned and SWCCCASE classes are canceled, SWCCCASE employees may be excused from attendance, and shall suffer no loss of pay for any such days of absence. Employees may be required to make up days lost due to the strike or work stoppage. An employee will not be entitled to additional pay unless they are required to work in excess of 182 days for the school term.

2. Twelve Month Secretaries and Custodians:

The work year for 12-month secretaries and custodians shall be 260 days annually, inclusive of holidays and vacations, but exclusive of Saturdays and Sundays.

ARTICLE V.

EVALUATIONS

A. In General

While it is the intent of an evaluation procedure to assist in the improvement of instruction, it is recognized by the parties that the observation/evaluation process shall not be regarded as limiting the Board's plenary and exclusive power to hire, discharge, transfer, promote, assign or discipline staff. Therefore, any alleged violation of this Article shall not be deemed grievable beyond Step III of the grievance procedure (Board of Directors).

The Executive Director or designee shall notify the Union President prior to implementing a change in the existing evaluation instrument or written evaluation procedures. Upon the Union President's request, the Executive Director or designee shall meet with the Union to review the change. If the Union submits a written request to review the change within fourteen (14) days of notice thereof, the change shall not be implemented prior to such review; otherwise, absent such timely request for review, the change shall be implemented.

B. Evaluation of Employees who hold a PEL w/o stipulations, Art Therapists, OTs and PTs, and BCBAs

1. The employee's supervisor shall be usually responsible for the evaluation of all employees assigned to such supervisor.
2. Within twenty (20) work days after the beginning of each school term, or after the employee's first work day if the employee does not commence employment at the beginning of the school term, the evaluator shall acquaint employees under their supervision with the applicable evaluation procedures, standards and instruments which are to be used. Normally, such orientation should take place during the pre-school institute days.
3. All formal observations and evaluations of the performance of an employee will be conducted openly and with full knowledge of the employee. At least three (3) workdays prior to any formal observation, the evaluator will notify the employee of intent to observe except in cases of emergencies, or except by mutual agreement. Formal observations of classroom performance or provision of the employee's related service will normally not take place during the first and last weeks of the school year except in cases of emergency.
4. For each full-time tenured or continuing employee:
 - a. If the employee's performance is rated as either "excellent" or "proficient":
 - i. A summative evaluation must be conducted at least once in the course of the 3 school years after receipt of the rating, and

- ii. At least one informal observation must be conducted in the course of the 2 school years after receipt of the rating; and
 - iii. At least one formal observation must be conducted during the evaluation cycle.
 - b. If the employee's performance is rated as either "needs improvement" or "unsatisfactory":
 - i. A summative evaluation must be conducted in the school year following receipt of the rating; and
 - ii. At least three observations must be conducted during the school year, two of which must be formal observations.
5. Each probationary employee will receive a formal summative evaluation at least once during each probationary year of SWCCCASE employment. A minimum of three (3) observations are required during the evaluation cycle, at least two (2) of which must be a formal observation.
6. A draft copy of each formal written observation summary and/or evaluation will be given to the employee at the post-observation conference or evaluation conference (as may be applicable).
- A post-observation conference will be held between the employee and the evaluator within fifteen (15) school days following the formal observation. A final copy of the formal written observation summary, and the evaluation, as applicable, will be given to the employee within ten (10) school days of the conference at which discussion has been concluded. A copy signed by both parties will be retained by the employee.
- All copies of evaluations will be signed and dated by the employee indicating said evaluations have been discussed, but not necessarily agreed to. A copy of the evaluation will be put in the employee's personnel file.
7. A professional development plan will be developed for a tenured or continuing employee who receives an overall rating of "needs improvement" on their summative evaluation. A remediation plan will be developed for these employees who receive an overall unsatisfactory rating on their summative evaluation.
8. When a teacher is evaluated by a supervisory staff person who does not possess certification in the teacher's discipline, the teacher shall be entitled to request, within ten (10) days of the written evaluation and shall receive within sixty (60) days of the request, a subsequent evaluation according to the above procedure performed by an evaluator other than the original. The teacher may suggest names of possible evaluators; however, the Director shall select the subsequent SWCCCASE evaluator.

C. Evaluation of COTAs, PTAs, Non-School Licensed Nurses, Sign Language Interpreters, Paraeducators, Secretaries, and Custodians

1. The teacher, OT, PT, or supervisor shall usually be responsible for the evaluation of all ESPs assigned to work with them. Supervisor input may be included in the evaluation.
2. Within twenty (20) work days after the beginning of each school term, or after the ESP's first work day if the ESP does not commence employment at the beginning of the school term the evaluator shall acquaint ESPs under their supervision with the applicable evaluation procedures, standards and instruments which are used.
3. Each probationary ESP shall have a written evaluation at least once each year.
4. Each continuing ESP shall have a written evaluation as follows:
 - a. If the continuing ESP's most recent evaluation rating was either "excellent" or "proficient," an evaluation will be conducted at least once in the course of the 3 school years after receipt of the rating.
 - a. If the continuing ESP's most recent evaluation rating was either "needs improvement" or "unsatisfactory" and the ESP remains employed by SWCCCASE, an evaluation will be conducted during the school year following receipt of the rating.
5. All copies of evaluations will be signed and dated by the employee indicating said evaluations have been discussed, but not necessarily agreed to. A copy of the evaluation will be put in the employee's personnel file.
6. An Improvement Plan will be developed for a continuing ESP who receives an overall "needs improvement" or unsatisfactory rating on their evaluation.

ARTICLE VI.

GRIEVANCE PROCEDURE

A. Definitions

1. The term "grievance" shall mean a dispute concerning the interpretation or application of a specific term or provision of this Agreement, subject to those inclusions appearing in other Articles of this Agreement.
2. The term "grievant" shall mean an employee, group of employees or the Union, in a dispute over a term or provision of this Agreement as it relates to them or the Union as an organization.

B. Purpose

The Board and Union encourage the informal resolution of grievances and agree that problems should be resolved before the filing of a grievance and encourage open communication so that resorting to the formal grievance procedure will not normally be necessary. The purpose of this Article is to promote a prompt and efficient procedure for the investigation and resolution of grievances. The procedures hereinafter set forth shall be the sole and exclusive method for resolving the grievances of employees for the remedy of any alleged violation of this Agreement.

C. Representation

The Union may, with the consent of the employee, represent an employee in a grievance filed under this Article. An employee may also represent himself in a grievance filed under this Article. If an employee chooses to represent himself, they shall so inform the Union and the Director with which the grievance is filed at the time of filing. No resolution of any individually processed grievance shall be inconsistent with the terms of this Agreement and for this purpose the Union shall have the right to have an observer present at all meetings called for the purpose of discussing grievances. The Union grievance officer shall be notified at least twenty four (24) hours in advance of any such meeting. No employee shall be required to meet with an administrator at any stage of processing a grievance without a representative of their choice. Any and all documents dealing with the processing of a grievance shall be filed separately from the employee's personnel file.

D. Resort to Other Procedures

If prior to filing a grievance hereunder, or while a grievance proceeding is in progress, an employee seeks resolution of the matter in any other forum, whether administrative or judicial, the Board or the SWCCCASE shall have no obligation to entertain or proceed further with the matter pursuant to this grievance procedure. Further, since the Board and the Union do not intend that this grievance procedure be a device for appellate review, a response by the Board or its representatives, or by SWCCCASE or its representatives, to a recommendation

of a hearing officer or other individual or group having appropriate jurisdiction in any other procedure shall not give rise to a grievance under this procedure.

E. Grievance Forms

All grievances and requests for review must be submitted in writing and signed by the grievant or grievants.

F. Compliance with Procedure

All grievances must be filed in accordance with the procedures in this Article. The Board shall be under no obligation to process or consider a grievance which is not filed in accordance with the procedures of this Article.

G. General Principles

1. The failure of an employee or the Union to act within the time limits will act as a bar to any further appeal and an administrative failure to give a decision within the time limits shall permit the grievant to proceed to the next step. The time limits, however, may be extended by mutual agreement.
2. Days shall mean days the Administrative Office is open.
3. The employee (or the representative of the grieving employees in a group grievance) shall be present at any grievance discussion when the Administration and the Union deem it necessary. When the presence of an employee at a grievance hearing is requested by either party, illness or other incapacity of the employee shall be grounds for any necessary extension of grievance procedure time limits. All grievances shall take place, except as parties mutually agree otherwise, after school hours.
4. In any instance where the Union is not represented in the grievance procedure, the Union will be notified of the disposition of the grievance at each formal step of the procedures. No disposition of any grievance shall be in conflict with any of the terms or conditions of this Agreement, except by mutual agreement by the grievant and the Board.
5. By mutual agreement, lower steps in the grievance procedure may be by-passed.

H. Procedure

1. Informal Meeting: An employee may attempt to resolve any grievance by means of an informal, verbal discussion between the complainant and the appropriate administrator as designated by the Director.
2. First Step (Appropriate Administrator): If the grievance cannot be resolved informally, the aggrieved employee shall file the grievance in writing and at a mutually agreeable time, discuss the matter with the appropriate administrator in the presence of a representative, if so desired, with the objective of resolving the matter. The filing of the grievance must be thirty (30) school days from the date of the event giving rise to the

grievance. The appropriate administrator who has authority to make a decision on the grievance shall make such decision and communicate it in writing to the employee within ten (10) days of the filing of the grievance.

3. Second Step (Appeal to the Director): In the event a grievance has not been satisfactorily resolved at the first step, the aggrieved employee shall file, within ten (10) days of the appropriate administrator's written decision or answer at the first step, an appeal to the Director of the SWCCCASE. Within ten (10) days after such written grievance is filed, the aggrieved, representative of the aggrieved as desired, the appropriate administrator, and the Director, or designee, shall meet to resolve the grievance. The Director, or designee, shall file an answer within ten (10) days of the second step grievance meeting and communicate it in writing to the employee, the appropriate administrator and the Union.
4. Third Step (Appeal to the Board): If the grievance cannot be settled at the second step, the aggrieved employee shall submit the grievance to the Board of Directors within ten (10) days of the written decision of the Executive Director. The aggrieved and/or the grievance committee will present a statement of position in writing to the Board. It will be the practice of the Board to consider such grievance at the regularly scheduled meeting next following submission of the grievance to the Board level. In no event, however, will such grievance be considered later than the second regularly scheduled meeting following submission. The Board will hold an oral hearing on the grievance. The Board of Directors shall file an answer within ten (10) days of the Board Meeting and communicate it in writing to the employee, the appropriate administrator and the Union.
5. Fourth and Final Step (Arbitration): If the decision at Step Three is not satisfactory to the grievant, there shall be available a fourth (4th step) of impartial arbitration. The grievant must submit in writing, within ten (10) school days after receiving the Board's decision in Step Three, a request to enter into such arbitration. The arbitration shall be conducted by an arbitrator to be selected by the two parties within ten (10) school days after said notice is given. If the two parties fail to reach agreement on an arbitrator within the above ten-day period, the American Arbitration Association will immediately be requested to provide an arbitrator in accordance with the voluntary labor arbitration rules of said arbitration. The arbitrator shall be without power or authority to make any decision which is contrary to, inconsistent with or which modifies or varies the terms of this Agreement; or which limits or interferes with the Board's duties, powers or responsibilities under applicable law. The sole power of the arbitrator shall be to determine if the terms of this Agreement have been violated, misinterpreted or misapplied. The decision and/or award of the arbitrator, if made in accordance with their jurisdiction and authority under this Agreement and rendered consistent with the terms of this Agreement, shall be binding upon the parties. Expenses for the arbitrator's service and expenses which are common to both parties shall be borne equally by the Board and the Union.

I. Multiple Remedies

Should any member of the bargaining unit commence an 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 as aforesaid with any alleged violation of any of the rights granted to or enumerated herein, said proceeding shall act as an exclusive remedy for said alleged violation, and shall further act as a bar to the commencement or further proceeding of any grievance file herein which alleges as its subject matter any violation of any rights specifically enumerated herein.

ARTICLE VII.

ESP SENIORITY

Seniority is the length of the ESP's continuous service by category starting with the first day on which duties are performed in the ESP's category. In the case of 10-month ESP, the two months not worked during the summer shall not constitute a break in service. Seniority credit shall be computed on the initial hire date for full time employment that an ESP accrues according to the following criteria:

A. Seniority is lost upon the following:

Resignation

Dismissal

Retirement

Part-time Employment

B. Seniority continues to accrue during the following:

Leave of absence

Temporary disability (IMRF)

C. By February 1 annually, the Board shall publish an ESP seniority list that is prepared according to the provisions herein.

ARTICLE VIII.

PAID LEAVES

A. Sick Leave

Each employee shall be entitled to the following number of paid sick leave days annually as set forth more fully below irrespective of any requirements which may be imposed by interpretations of law, such leave shall be earned annually. Sick leave shall be used for personal illness, quarantine at home, or serious illness or death in the immediate family or household, or birth, adoption, or placement for adoption. "Immediate family" shall mean parents, spouse, brothers, sisters, children, grandparents, grandchildren, parents-in-law, brothers-in-law, sisters-in-law, and legal guardians.

The Board may require a certificate from a physician licensed in Illinois to practice medicine and surgery in all its branches, a chiropractic physician licensed in Illinois, an advanced practice nurse who has a written collaborative agreement with a collaborating physician that authorizes the advanced practice nurse to perform health examinations, or a physician assistant who has been delegated the authority to perform health examinations by their supervising physician, or, if the treatment is by prayer or spiritual means, that of a spiritual adviser or practitioner of the employee's faith, as a basis for pay during leave after an absence of three (3) days for personal illness or thirty (30) days for birth, or as the Board it may deem necessary in other cases. If the Board does require a certificate as a basis for pay during leave of less than three (3) days for personal illness, the Board shall pay, from school funds, the expenses incurred by the employee in obtaining the certificate. For paid leave for adoption or placement for adoption, the Board may require that the employee provide evidence that the formal adoption process is underway, and such leave is limited to thirty (30) days.

In the case of leave under the Family and Medical Leave Act for birth or adoption, the employee may, at their option, utilize sick leave as permitted under this Section provided the employee submits medical certification, if required, from their (or their spouse's) medical provider. In the case of adoption, the employee may, at their option, utilize sick leave as permitted under this Section during a FMLA leave after submission of evidence that the formal adoption process is underway.

Employees may review their accumulated leave at any time using the web-based attendance program.

1. For the Following Employees:

- School Nurses (PEL)
- Social Workers (PEL)
- Speech-Language Pathologists (PEL)
- Teachers (PEL)
- Licensed Occupational Therapists
- Licensed Physical Therapists
- Registered Art Therapists
- Board Certified Behavior Analysts

	10-Month (Yr 1-4)	10-Month (Yr 5+)
Sick	11	14
Personal	3	3

2. For the Following Employees:

- Clerical Employees
- Licensed Occupational Therapy Assistants
- Licensed Physical Therapy Assistants
- Licensed Sign Language Interpreters
- Custodians
- Non-School Licensed Nurses
- Paraeducators (PEL w/Stipulations)

	10-Month (Yr 1-4) Other ESP	10-Month (Yr 5+) Other ESP	12-Month ESP
Sick	11	12	14
Personal	3	3	3

a. Probationary Employees:

All probationary employees shall accrue their annual allotment of sick leave days on a pro rata basis in equal installments on four (4) accrual dates during their work year, as follows:

- July 1 (for 12 month employees) or the first day actually worked (for 10 month employees), whichever comes first.
- November 1
- January 1
- April 1

If a probationary employee's first actual day worked is November 1 or after, the annual allotment of sick leave days shall be prorated. The prorated annual award shall accrue, in equal installments, on the first day actually worked and the accrual dates which remain in that school year.

b. **Non-probationary Employees:**

All non-probationary employees shall accrue their full year's allotment of sick leave days on the first day actually worked in their new work year.

3. **Accumulation:** Unused sick leave will accumulate without limitation.

4. An employee who exhausts their sick leave and fails to present a statement from their physician or spiritual advisor (see Section 24-6 of the Illinois School Code) that justifies their absence from work, or who fails to request and be granted an unpaid leave of absence by the Board, shall be subject to dismissal for just cause from their employment for such absenteeism.

On the first occasion that an employee is absent from work after the exhaustion of sick and personal leave, he/she shall be provided with notice that a further absence may result in dismissal from employment.

This section is not intended to cause the dismissal of an employee who may have exhausted their accumulated sick and personal leave as a result of an extended personal or immediate family illness and who is thereafter absent due to a personal illness or immediate family illness wherein the employee's absence is beyond the employee's control. However, a statement from the employee's or immediate family member's physician or spiritual advisor (per Section 24-6 of the Illinois School Code) may be required by the Executive Director or designee in such circumstance, and the employee's failure to provide the same shall be grounds for dismissal.

B. Bereavement Leave

All staff members shall be allowed up to two (2) paid workdays for each incidence of death of a member of the "immediate family" for up to three (3) family members per school year.

The term "immediate family" shall include parents, spouse, brothers, sisters, children, grandparents, grandchildren, parents-in-law, brothers-in-law, sisters-in-law, and legal guardians. Bereavement days should be taken within reasonable proximity following the death. However, more flexibility in scheduling the use of such days may be available with the approval of the Executive Director after explanation by the staff member.

Eligible staff members are entitled to the benefits of the Illinois Bereavement Leave Act. This information is outlined here: <https://labor.illinois.gov/faqs/flbafaqs.html>

C. Personal Leave

Each employee shall be entitled to three (3) days per year for personal leave. Personal leave shall be interpreted as the requirement to attend to those items of a personal nature which

cannot be attended to other than during school hours. After sick leave is exhausted, an employee may use personal leave for purposes of sick leave.

A one (1) week prior request via the SWCCCASE designated software program shall be required except in cases of emergency or unusual circumstance. In cases of emergency, the employee shall complete the personal leave request form as soon as possible after learning of the necessity for the leave. The supervisor will respond to the request for personal leave within a reasonable time frame. If the supervisor does not respond to the request within three (3) days prior to the proposed leave day, the employee may forward the request directly to the Executive Director. If the request for personal leave is denied, a reason will be provided to the employee. An employee may appeal the denial of the personal leave to the Executive Director/Designee.

Personal leave will not be granted in either the first or the last week of the school year, nor the day immediately prior to or following a school holiday or vacation, unless approved by the Executive Director/Designee in their sole discretion.

Unused personal leave days shall be carried over to the following school year and shall accumulate; however, an employee cannot use more than three (3) days during a school year unless used as sick leave.

At the end of their work year, an employee may submit their written election to surrender one or more unused days for compensation to be paid by September 30 at the rate of \$120.00 for each day surrendered. A non-probationary employee who leaves SWCCCASE employment during their work year may elect to surrender unused days for compensation to be paid with their final paycheck or request SWCCCASE to report such unused days to TRS or IMRF as accumulated sick leave. An employee retiring under TRS or IMRF may surrender one or more unused days and receive a post-retirement lump sum severance payment not sooner than sixty (60) days following retirement, provided (1) the employee shall not be compensated for days applied towards TRS creditable service or IMRF service credit; and (2) the payment shall not cause the Board to be responsible for any employer contribution or other payment to TRS or IMRF.

D. Religious Leave

An employee shall be entitled to use up to two (2) days of their sick leave per year to observe a religious holiday. As in the case of Personal Leave, the employee will notify their supervisor as to the necessity for such leave one (1) week prior to the leave.

E. Vacation

Each support staff employee scheduled to work a twelve (12) month year shall be awarded their annual allotment of vacation days on July 1st. Vacation days will be prorated for employees hired after July 1st. Vacation days must be approved by the employee's immediate supervisor.

Years of Consecutive Service at SWCCCASE**Vacation Entitled**

1-5 Years

2 Weeks
(.83 days per month)

6-10 Years

3 Weeks
(1.25 days per month)

11+ Years

4 Weeks
(1.66 days per month)

An employee's first day worked must occur prior to November 1st of the school year to be credited as a year of service. If an employee does not complete a full year of employment, the value of the vacation days which would not otherwise have accrued using the schedule above shall be deducted from the employee's final paycheck. Vacation days must be used before June 30 of the school year allotted or they will be forfeited.

F. Holidays

Each twelve month support staff employee shall be granted a day off on each of the following holidays observed on a regularly scheduled work day:

New Year's Day

Labor Day

Martin Luther King

Columbus Day

Lincoln's Birthday or

4th of July

President's Day

Veterans Day

Casmir Pulaski's Birthday

Thanksgiving and Day After

Friday Spring Holiday

Christmas Eve and Day

Memorial Day

New Year's Eve

Juneteenth

If the above days fall on an assigned work day, the day will be a holiday; if the day does not fall on an assigned work day there shall be no release from work unless the day is legally celebrated on a day when the SWCCCASE Administrative Office is closed.

G. Sabbatical Leave

A teacher may be granted a sabbatical leave in the sole judgment of the Board. The terms and conditions of such leave shall be subject to the provisions of law.

If the teacher has taught in excess of ninety (90) days for a school term during which she/he departs on leave, she/he shall receive credit on the salary schedule for completion of the year of service. Subject to the approval of the insurance carrier, the teacher may make arrangements for maintaining insurance benefits at her/his own expense. The teacher may make themselves available for substitute teaching during the leave.

If during the leave, the purpose for such leave terminates and the teacher wishes to return to service prior to the expiration of such leave, subject to the teacher's qualifications, scheduling efficiency, continuity of instruction and the Director's consent, the teacher will be assigned to an available vacancy for which she/he is qualified.

H. Waiver of Cook County Paid Leave Ordinance

Pursuant to Section 42-5 of the Cook County Paid Leave Ordinance, enacted by the Cook County Board of Commissioners on December 14, 2023, as compiled into the Cook County Code of Ordinances at Chapter 42, Article I, Division 1, effective December 31, 2023, and as amended from time to time thereafter ("the Ordinance"), the Union, on behalf of itself and the members of the bargaining unit, hereby waives its/their rights under the Ordinance.

ARTICLE IX.

UNPAID LEAVES

A. Tenured Employees with a PEL without Stipulations and Continuing Occupational Therapists, Physical Therapists, and Art Therapists and BCBAs

1. Child Rearing Leave:

A tenured employee with a PEL without Stipulations or continuing Occupational Therapist, Physical Therapist, Art Therapist, or BCBA may request a leave, not to exceed the balance of the school semester plus one additional school year (but in no event shall such leave exceed three semesters), for purposes of child rearing.

Arrangements for such leave shall be made by discussing the same with the Director. The employee and the Director shall determine the commencement and termination of such leave, taking into consideration maintenance of continuity of instruction and medical factors to the maximum possible degree, and the pertinent time factors related thereto. Every effort shall be made to have such leave terminate immediately prior to the start of a new school term or not later than the first day of school after winter recess or at the high school level at the semester break. Any leave which requests a commencement date prior to October 15 shall commence on the first day of the school term, excepting emergencies. The Director may waive any of the conditions of this Section in their sole discretion, and any such waiver shall not be precedential in any respect.

Nothing in this Section shall be deemed to prohibit a tenured or continuing employee who is disabled due to pregnancy, from working until such disability, utilizing whatever sick leave benefits she may have accrued (if any) during such disability, and then returning to work when she is physically able. If however, such employee desires a child rearing leave when she is physically able to work, she must notify the Director no later than the commencement of the seventh (7th) month of pregnancy (except in cases of emergency) of such a desire, with approximate beginning dates of disability and leave.

If the tenured or continuing employee has taught/worked in excess of ninety (90) days for a school term during which they are on leave, they shall receive credit on the salary schedule for completion of the year of service. Subject to the approval of the insurance carrier, the employee may make arrangements for maintaining insurance benefits at her/his own expense. The employee may make themselves available for substitute teaching/working during the leave.

If during the leave, the purpose for such leave terminates and the tenured or continuing employee wishes to return to service prior to the expiration of such leave, subject to the employee's qualifications, scheduling efficiency, continuity of instruction and the Director's consent, the employee will be assigned to an available vacancy for which they are qualified.

2. Extended Personal Leave:

Tenured or continuing employees may apply for, and in the sole judgment of the Board, may be granted a leave of absence for compelling personal reasons such as, but not limited to extended personal illness or illness in the immediate family, additional education, travel, study, or other career alternatives. Such leave shall be without pay or advancement on the pay schedule. The terms and conditions of such leave shall be subject to the recommendation of the Director and approval by the Board.

If the employee has taught in excess of ninety (90) days for a school term during which they depart on leave, they shall receive credit on the salary schedule for completion of the year of service. Subject to the approval of the insurance carrier, the employee may make arrangements for maintaining insurance benefits at her/his own expense. The employee may make themselves available for substitute teaching during the leave.

If during the leave, the purpose for such leave terminates and the tenured or continuing employee wishes to return to service prior to the expiration of such leave, subject to the employee's qualifications, scheduling efficiency, continuity of instruction and the Director's consent, the employee will be assigned to an available vacancy for which they are qualified.

3. Professional Leave:

A tenured or continuing employee may apply for and shall be granted a leave of absence for a period of time not less than one full school semester and not greater than one full school term, for purposes of advanced study bearing some direct relationship to the employee's field of teaching, or to Educational Administration of Special Education.

If during the leave, the purpose of such leave terminates and the employee wishes to return to service prior to the expiration of such leave, subject to the teacher's qualifications, scheduling efficiency, continuity of instruction and the Director's consent, the employee will be assigned to an available vacancy for which they are qualified.

4. Leave Changes:

Any tenured or continuing employee granted a leave under A. 1., 2., and 3. of this Article (Child Rearing, Extended Personal, Professional) shall submit any request for a change in the commencement or termination dates thereof in writing to the Director not less than fifteen (15) calendar days prior to the effective date of the proposed change. The Director may waive the requirements of this paragraph.

B. Leaves for Nontenured Teachers, Speech-Language Pathologists, Social Workers, Certified School Nurses, and Probationary Occupational Therapists, Physical Therapists, Art Therapists and BCBAs

These employees may request a Child Rearing Leave, Professional Leave or an Extended Personal Leave under this Article. If the Board grants such leave, the employee will lose the continuous employment which they have accrued towards tenure / continuing status.

C. All Other Continuing Groups of ESP's

1. A continuing ESP shall be granted, according to the conditions set forth herein, leave of absence for child rearing or extended illness. Other leave for all other employees and such leave for probationary employees shall be granted in the sole and non-reviewable discretion of the Director.
2. Leave may be granted for study, relocation, and other reasons as otherwise approved in the sole and non-reviewable discretion of the Director.
3. Application for leave shall be made sixty (60) calendar days prior to the requested commencement of the leave, in writing, with a copy to the employee's supervisor and to the Director.
4. Such a request shall state the purpose of the leave, the requested beginning and ending dates, and shall be accompanied by any other pertinent information, for example, in the case of child rearing, a medical certificate of pregnancy, pleadings in adoption proceeding, certificate of disability or illness, etc.
5. All such leave shall be without pay and without the accumulation of benefits. Employees shall continue to accrue seniority during such leave, and shall not rescind the employee's continuing status.
6. Subject to the approval of the insurance carrier, an employee may continue any insurance program by timely payments of the premiums to a place designated by the Business Office.
7. The time for all leaves shall usually be either the length or remainder of a full semester, a full school term, or one consecutive calendar year (365) excepting extended illness. Leaves may be granted for less time, if the reason for such leave warrants it. Extended illness leave shall be for a guaranteed period of 90 consecutive calendar days, which may be extended for additional similar periods of time at the sole and non-reviewable discretion of the Director.
8. An employee who is granted a leave must give the Director written notice of their intent to return for the following school year by not later than February 1. The failure of an employee to provide said written notice of intent to return may be accepted by the Board as a resignation from their employment. The Director or designee's written notice to the employee that their request for leave was granted shall include a statement informing the employee of the requirement to provide the written notice of intent to return.

9. Return from leave shall entitle the continuing employees to a position but not necessarily the same position held at the time of such leave. The return to a position shall not exempt an employee from a reduction-in-force then in effect or announced by the Board.
10. During a leave the Board shall be entitled to replace the employee on a temporary basis with a contract employee for a term not to exceed twelve (12) months, and said contract employee shall not be subject to the terms and conditions of this Agreement, and shall not be a member of the bargaining unit as defined herein.
11. The Director, in their sole and non-reviewable discretion, is permitted to waive any limitation expressed herein, and the exercise of such discretion vested in the Director shall not be precedential and the exercise of such discretion shall not constitute past practice.

ARTICLE X.

FAMILY AND MEDICAL LEAVE ACT LEAVE

Leave under the federal Family and Medical Leave Act ("FMLA") is available to an "eligible employee" as defined in the FMLA statute and its implementing regulations. An employee who has been employed by the Board for at least twelve (12) months, and is either a twelve month employee or has worked at least 1,000 hours during the preceding twelve (12) months is eligible for medical and/or family leave in accordance with the Family and Medical Leave Act ("FMLA"). FMLA leave is unpaid except that SWCCCASE will substitute any applicable accrued paid leave for FMLA leave. In this event, paid leave (i.e., sick or personal) shall run concurrently with FMLA leave. Except as otherwise required with respect to leave to care for a covered service member, the total FMLA leave shall not exceed twelve (12) weeks during a twelve (12) month period. For purposes of FMLA leave, the twelve (12) month period begins on July 1 and ends on June 30 of the following year. In all other respects, FMLA leaves (including but not limited to employee and employer rights and obligations) shall be in accordance with the provisions of the FMLA statute and its implementing regulations.

Link to Federal FMLA Eligibility and Rules: <https://www.dol.gov/agencies/whd/fmla>

ARTICLE XI.

ECONOMIC BENEFITS

A. Sick Leave Banks

Teachers, Speech-Language Pathologists, Social Workers, School Nurses (PEL), Occupational and Physical Therapists, Art Therapists and BCBA's with an accumulated minimum of eighteen (18) sick days shall be eligible to participate voluntarily in a "Sick Leave Bank" at the beginning of their second year of employment. Paraeducators, Clerical Employees, Non-School Licensed Nurses, Occupational and Physical Therapy Assistants, Sign Language Interpreters and Custodians with an accumulated minimum of eighteen (18) sick days shall be eligible to participate voluntarily in a "Sick Leave Bank" at the beginning of their third year of employment. There shall be two Sick Leave Banks. Accumulations that existed for each of such Sick Leave Banks at the end of a year shall be carried forward to the following school year. Employees who desire to participate in a Sick Leave Bank shall submit written notice of intent to participate on a provided form. Said notice shall be given to the Sick Leave Bank Committees to administer the provision of said Sick Leave Banks prior to October 1 of each year. All accumulated paid leaves should be exhausted (sick, personal and vacation) before accessing the Bank. The Sick Leave Bank Committees shall provide the Director with a list of sick leave bank participants by October 15 of each year.

Participating members shall have deducted from accumulated sick leave, two (2) days of credited sick leave upon enrollment and one (1) day every year thereafter until each bank accumulates a balance of 200 days. The Sick Leave Bank retains the right to request additional days when necessary per both banks.

Authorized withdrawals by participating employees from the applicable Sick Leave Bank shall be made only upon approval of the majority members of the Sick Leave Bank Committees and their decision shall be final, and only when the participating employee applying for such withdrawal has, in fact, depleted sick leave credit and has been absent without wage for two (2) days. Maximum sick leave credit withdrawn from the Sick Leave Bank for any continuing illness shall not exceed the difference between the accumulated sick leave of the applicant at the date of such illness and a total of 185 working days (total aggregate sick leave shall include accrued sick leave and approved sick leave withdrawal from the appropriate Sick Leave Bank).

Each Sick Leave Bank Committee referred to herein shall be composed of seven (7) participating employees appointed by Special Education Council 2445, Local 943, American Federation of Teachers, AFL-CIO. Operating rules and regulations for the Sick Leave Banks shall be developed, implemented and altered when necessary by the Committees.

Membership in the Banks shall be voluntary. The Union agrees on behalf of itself and on behalf of all members of the bargaining unit that it shall indemnify and hold harmless the Board and all member districts from any and all claims, demands, actions and suits arising from the existence and/or administration of the Banks, including the costs of defense therefore.

Any member who is receiving benefits from the Illinois Teachers' Retirement System or the Illinois Municipal Retirement Fund, or who is absent for illness due to a work-related injury (which is compensable under the Illinois Workers' Compensation Act) may not avail themselves of any benefits of the Banks. Any costs and labor necessary for the operation of the Banks shall be the exclusive responsibility of the Union.

B. Permanent Disability

An employee who remains disabled after the expiration of the Illinois Teachers' Retirement System or the Illinois Municipal Retirement System non-occupational disability benefits, said employee shall conclusively be determined to be totally and permanently disabled and their employment shall cease. In such case, the Board shall cooperate with the employee in assisting the employee with the Illinois Teachers' Retirement System or the Illinois Municipal Retirement System in securing any disability retirement benefits or retirement annuity the employee may be entitled to receive.

C. Work-Related Injury

1. In the event that an employee receives workers' compensation payments as a result of a SWCCCASE work-related injury, for each day of workers' compensation paid the employee may request that the Board pay an additional one-third (1/3) of the employee's per diem rate of pay. In the event of such request, the Board shall pay the additional one-third (1/3) and the employee's accumulated sick leave, vacation leave, or personal leave shall be similarly reduced. If the employee has exhausted their sick, vacation and personal leave, he/she will receive no payment from SWCCCASE in addition to workers' compensation.
2. Whenever an employee is absent from school as a result of personal injury as the result of physical contact with a student, he/she shall continue to receive their regular salary for a period of time equal to thirty (30) school days plus a number of school days equal to their accumulated sick leave days if needed. Such absence shall not be charged to their annual sick leave. In no event shall the employee receive their salary if he/she is declared physically able to return to work by a Board designated physician. Any amount of salary payable pursuant to this Section shall be reduced by the amount of any Workers' Compensation and/or Teacher Pension or IMRF disability payments for temporary disability due to the said assault and/or battery injury for the period in which such salary is paid.

D. Tuition Reimbursement

Each employee may apply for permission to enroll in college or graduate credit courses, and subject to the sole and non-reviewable permission of the Director or designee, may receive an agreed-upon amount of reimbursement.

The Board shall establish one fund for the designated school years for tuition reimbursement.

Any employee who receives the approval of the Director or their designee within two (2) weeks of enrolling in graduate course work applicable towards an advanced degree or in

course work for support staff shall be entitled to receive reimbursement for actual tuition costs not to exceed a maximum per course hour as indicated below, provided that the employee receives a grade of “B” or better and further subject to the provisions set forth below. Course work must be applicable towards further certification in special education, school administration, relevant to the employee's assignment or toward an existing position in the Cooperative .

Employees requesting reimbursement must submit an official transcript and evidence of payment by the employee or the employee's lender before September 30 of the school year following completion of the applicable-level course work. Failure to submit the request for reimbursement by September 30 will result in the inability of the employee to receive reimbursement.

To qualify for tuition reimbursement the employee must return as a regular employee of SWCCCASE the September following completion of the course work. The employee will be reimbursed fifty percent (50%) of the tuition reimbursement after the first year the coursework is completed and will receive the remaining fifty percent (50%) of tuition reimbursement when they return the following year.

From the funds designated by the Board, if the requests for reimbursements from the applicable fund do not exceed —¹—, then and only then shall employees submitting reimbursement requests receive the actual cost of tuition to the maximum designated per semester hour reimbursement. For courses with a start date of July 2025 or later the maximum reimbursement will be \$350 per semester hour for courses leading to an initial special education teaching license (LBS1, TVI, DHH). These employees must have a course of study leading to the licensure approved by the Director or their designee prior to enrolling in coursework. For all other pre-approved courses, the maximum reimbursement will be \$250 per semester hour. If, however, the sum total of reimbursement requests from the applicable fund exceed —¹— then all employees will receive a proportionate share of their actual costs provided the entire reimbursement from the applicable fund does not exceed said sums.

Notwithstanding the foregoing, no employee shall receive reimbursement for the completion of greater than twelve (12) hours of coursework during any given school year.

The maximum fund amounts set forth herein shall be available for tuition reimbursement for course work completed during the years indicated. However, actual tuition reimbursement for course work completed during a given school year shall be made from the applicable fund for that year subsequent to September 30 of the following school year.

Employees receiving reimbursement for tuition under this paragraph agree that they should not apply for student loan forgiveness from the Federal Loan Forgiveness Program for loans applied to tuition credit for which reimbursement under this paragraph was received.

1.	<u>School Year</u>	<u>Reimbursement Fund</u>	<u>Reimbursement Years</u>
	2025-2026	\$70,000	2026-2027, 2027-2028
	2026-2027	\$75,000	2027-2028, 2028-2029
	2027-2028	\$80,000	2028-2029, 2029-2030

E. Professional Meetings

The Board shall reimburse employees for actual, receipted costs related to attendance at professional meetings, conferences, workshops or other professional growth activities and seminars in and out of state, all as pre-approved by the Director or designee. Any employee who desires to attend any professional meeting, conference, workshop or other professional growth activities or seminar shall submit their written request (on the appropriate agreed-upon form) to the Director or designee which shall indicate the nature of such meeting, conference, workshop or other professional growth activities or seminar, the dates and times thereof, and an itemization of the anticipated costs related to attendance, not less than twenty-one (21) days prior to the date of the meeting/conference/workshop/or other professional growth activities/seminar. The Director or designee shall respond to the written request to attend a professional meeting/conference/workshop/or other professional growth activities/seminar not less than seven (7) days prior to the date of the professional meeting/conference/workshop/or professional growth activities/seminar. In determining whether an employee may attend such meetings, the Director and the individual employee may agree that the individual employee shall bear some of the total cost of attendance when such costs exceed \$75.00. When the employee submits proof of attendance and payment to their supervisor and if the supervisor approves the request by the end of a month, the request for reimbursement will be submitted to the Board and the Administrative District for approval of payment by the end of the next month.

F. Travel Allowance

Expenses for travel which are related to the performance of duties either within the SWCCCASE boundaries while traveling between assignments or outside of SWCCCASE boundaries while involved in approved extraordinary travel related to work shall be reimbursed at the rate approved by the Internal Revenue Service. Any change in the IRS rate shall be applied to all travel beginning on the first day of the month following the change, or the first day of the month if that day is the effective date of the change. Any changes in the IRS rate shall be posted on the Cooperative website.

G. Internal Substitutes

1. Every reasonable effort will be made to hire qualified substitutes in the place of absent teachers.

Paraeducators or Interpreters with a Substitute License:

Paraeducators or Interpreters with a Substitute License required by a supervisor to teach a class for at least 30 minutes will be compensated \$18.00 per hour in addition to their regular pay.

Short-term Substitute Teacher License:

An individual with a Short-term Substitute License must hold an Associate's Degree or have completed at least 60 credit hours from a regionally accredited institution of higher education and must have completed the training program under 10-20.67 or 34-18.60 of the code to be eligible to teach in a public school. Individuals with a

Short-term Substitute License may teach no more than 5 consecutive days per licensed teacher who is under contract. Short-term substitutes and staff members who hold a short-term substitute teacher license and are required by a supervisor to teach a class for at least 30 minutes will be compensated \$18.00 per hour in addition to their regular pay. This section of the contract is valid while authorized by ISBE or as otherwise permitted through statute.

TRS Employees:

TRS employees required by SWCCCASE to teach a class due to a supervisor - approved absence of the assigned teacher from work for at least one-half (1/2) hour, shall be compensated based on the hourly rate of the substituting TRS employee. Internal substitute compensation is only intended for TRS employees that forgo contractual guaranteed duty free or planning time.

An approved absence of the assigned teacher from work shall be defined as sick leave, personal leave, Federation Leave, IEP meeting, or any other absence approved by the Executive Director or designee.

Paraeducators who do not hold either a substitute teaching license, a short-term substitute license or have been trained by the Cooperative as a short-term substitute shall not be placed in charge of a class.

2. Employees who substitute shall be compensated on a monthly basis.

H. Paraeducator Leave for Practicum Completion

1. This section applies to Paraeducators enrolled in an Approved Program through an institution of higher education (an "Eligible Paraeducator").
2. For purposes of this section, the term "Approved Program" means a program approved for the preparation of teachers, school social workers, or speech-language pathologists.
3. An Eligible Paraeducator may be granted a leave of absence from their Paraeducator position, in order to complete required practicum work for the Approved Program (i.e., student teaching or an internship) in SWCCCASE. The Executive Director shall have the sole discretion to determine whether to recommend the leave of absence and, if the leave of absence is recommended, the Board shall have the sole discretion to approve or deny the leave of absence.
4. If the Eligible Paraeducator is granted a leave of absence and if the institution of higher education approves payment during the student teaching assignment or internship, the Board may choose to continue to pay the Eligible Paraeducator's regular salary during the leave of absence. In that event, all other economic benefits set forth in this Agreement, including internal substitute compensation, will continue to be available during the leave.
5. In the event that the student teaching assignment or internship ends early (i.e., before the scheduled end date) for any reason, the Eligible Paraeducator's leave of absence

will terminate and the Eligible Paraeducator will be required to return to their Paraeducator duties in order to continue to be paid.

6. This section ("Paraeducator Leave for Practicum Completion") is not subject to the grievance/arbitration provisions in this Agreement and, therefore, any alleged violation of this section shall not be grievable.

I. Student Teachers, Related Service Interns and Interpreter Interns

SWCCCASE prides itself on providing high quality innovative programs for students with disabilities. The supervision of student teachers and interns may be viewed as a professional responsibility. Each semester, universities seek to place students in our programs to fulfill their certification requirements.

Upon the approval of the Executive Director, or designee, when a SWCCCASE educator accepts a student teacher or intern, they will be compensated at the rate designated in the "Extra Duties" section of the contract.

If any fund or credits are given by the institutions of higher education for supervision they shall be paid/given to the supervising employee.

J. Jury Duty

No employee shall suffer a loss in salary because of jury duty provided that the employee reimburses the Board for the jury duty appearance fee and provides the Executive Director with a copy of jury duty attendance verification form. The employee can retain any travel stipend paid by the court.

K. Pay Periods / Direct Deposit

All employees shall be paid over a 24-pay period on the 15th and the last day of the month. If these dates fall on a weekend or holiday, the pay date will be the prior business day. The first pay period is July 15th for 12-month employees and August 31st for 10-month employees. 10-month employees will receive five separate paychecks in June, in lieu of checks in July and August.

Employees hired after the start of the school year shall have their payment schedule prorated. Payroll deductions permitted by law, including Union dues and credit unions, may be made by employees on forms supplied by the Board. Notwithstanding the foregoing, no employee shall be permitted to participate in more than one credit union by payroll deduction.

Each employee shall designate a bank or other institution for purposes of direct deposit.

L. Insurance Benefits

1. Life Insurance:

The Board provides a \$15,000 term life insurance policy to bargaining unit employees. Additional voluntary group term life insurance will be available to employees at their own expense.

2. Voluntary Group Insurance Options:

The Board provides employees the opportunity to enroll in the following voluntary group insurance plans:

- Accident
- Critical Illness
- Term Life
- Vision

These group insurance plans will be available to employees at their own expense.

3. Health and Dental Insurance:

For each year of the Agreement, each employee shall be entitled to the amounts paid by the Board on the employee's behalf for the cost of insurance coverage as specified below. Health insurance for a new employee will commence the first day of the month following their first day of employment.

In all events, and in order to receive the Board's contribution towards insurance, each employee has authorized the appropriate deductions to be made from the employee's salary for their portion of payments for such plans.

Each employee for themselves and upon request, for any dependents (as defined by the benefit contract then in effect) shall be entitled to receive group major medical, hospitalization and dental insurance protection from the program operated by the Board. To be eligible to participate, each employee must enroll by May 31 of each school year or, for a new employee who begins work during or after open enrollment, within thirty-one (31) days of the employee's start date.

M. Board Contributions

1. Individual Medical and Dental Coverage: The Board contribution to the cost of individual medical insurance including individual or family dental insurance will be one hundred percent (100%) of the cost of the lowest single-coverage HMO insurance premium and individual dental plan.

2. Family Medical and Dental Coverage: The Board contribution to the cost of family medical insurance including individual or family dental insurance will be the maximum of the following amounts:

<u>School Year</u>	<u>Amount</u>
2025-2026	\$16,500
2026-2027	\$17,250
2027-2028	\$18,250

3. Dental Coverage Only: If an employee declines to participate in the Board's medical insurance program, the Board shall pay the full annual cost of the employee's individual or family dental insurance premium.
4. In the event that an employee elects not to participate in the SWCCCASE group major medical and hospitalization insurance and dental insurance programs during a given school year of this Agreement, such employee shall be provided group term life insurance and be compensated by the Board in the following amounts for the years indicated:

<u>School Year</u>	<u>Amount</u>
2025-2026	\$1,000
2026-2027	\$1,000
2027-2028	\$1,000

This compensation will be paid in the same method as the annual salary and shall be pro-rated if the employee does not work a full school term or fiscal year. 10 month employees will receive \$50.00 per pay period from September to June. The final four of the twenty-four paychecks for 10 month employees will not include the insurance waiver payment. 12 month employees will receive \$41.67 per pay period from July to June. TRS employees that take insurance will still receive the corresponding creditable earnings amount and be responsible for their portion of the TRS contribution.

5. Insurance Committee:

The Board and the Union shall establish a joint committee to review the SWCCCASE group health insurance plan and consider options to obtain alternative health insurance coverage at the lowest available premium cost for agreed-upon benefits. The Board and the Union shall each designate up to four (4) representatives to serve on the committee and shall each be responsible for the attendance and participation of their respective representatives. Representatives of other bargaining units, as well as members of the Administration, may also serve on the committee. The committee will meet annually, with the first meeting occurring not later than March 31 of each school year.

The committee's written recommendation, if any, shall be presented to the Board at the Board meeting in June of each school year. Unless otherwise agreed by the Board, the Union and the representative(s) of the other participating bargaining unit(s), the committee's work for a school year shall be complete once the recommendation is provided to the Board.

N. Retirement Program for All Employees

1. It shall be a goal of SWCCCASE to provide an incentive for eligible employees to retire if, at the sole and non-reviewable discretion of the Board, said retirement would be in the best interest of SWCCCASE.

2. Eligibility:

The retirement program shall be available for an employee with a retirement date no later than June 30, 2032 who meets all of the following eligibility criteria:

- a. On the date of retirement, must be eligible and have applied to retire under the Illinois Teachers' Retirement System ("TRS") or Illinois Municipal Retirement Fund;
- b. Must have completed fifteen (15) years of full-time employment with the SWCCCASE before beginning the retirement program.
- c. On the date of retirement be at least fifty-five (55) years of age (or attain fifty-five (55) years of age within six (6) months thereafter as required by TRS for retirement eligibility);
- d. If retirement shall be under TRS, submits a service credit report obtained from TRS. The report must indicate the employee's total years of service as of the retirement date and projected creditable earnings for the highest four years of creditable earnings over the past ten years of service;
- e. Submits a Letter of Intent to Retire and request to participate in the retirement program as required below by May 1 for retirement program salary increases to begin the following school term; and
- f. Must not have received an increase in TRS creditable earnings or IMRF earnings exceeding 6% during any school year (July 1 to June 30) that TRS or IMRF will use to calculate the employee's pension unless the increase is otherwise permitted by this Agreement.

As a condition of participating in the Retirement Program, an employee who retires under IMRF will voluntarily cease work on June 30 or the end of the school term, and will be paid their remaining salary for the school year in the month of June.

3. Eligibility Exception:

The retirement program shall not be available to any employee whose retirement requires the Cooperative to make an additional employer/Board contribution or payment of any kind to TRS or IMRF due to the employee's retirement.

4. Letter of Intent to Retire and Request to Participate in Retirement Program:

In order to be eligible to participate in the retirement program, an employee must submit their irrevocable letter of intent to retire and request to participate in the retirement program to the Executive Director setting forth a retirement date at the end of a school year not later than June 30, 2032. The letter of intent to retire must be received by the Executive Director by May 1 for retirement program salary increases to begin the following school term.

5. Irrevocability:

- a. An employee's letter of intent to retire may only be rescinded by the employee for reasons of compelling emergency as determined solely by the Board. The Board's decision is not reviewable and said reasons shall be non-precedential with respect to granting or denying requested changes in retirement election.
- b. If the retirement is rescinded, the employee will repay the retirement enhancement through a reduction of their pay over the next school year. The reduction in pay shall be the difference between the amount paid to the employee as retirement enhancements and the amount the employee would have received without the retirement enhancements.

6. Acceleration of Retirement Date:

An employee may accelerate the retirement date stated in their letter of intent to retire without affecting their participation in the retirement program so long as the change in the retirement date does not require the Cooperative to make an additional employer/Cooperative contribution or payment of any kind to TRS or IMRF as a result of the change.

In the event that an employee accelerates the retirement date stated in their letter of intent to retire and the change will require the Cooperative to make an additional employer/Cooperative contribution or payment of any kind to TRS or IMRF as a result of the change, the employee forfeits their participation in the retirement program. In addition, the Cooperative shall reduce such employee's pay for the remainder of their employment by the amount necessary to recover retirement enhancements paid to the employee. The reduction in pay shall be the difference between the amount paid to the employee as retirement enhancements and the amount the employee would have received without the retirement enhancements. If the employee retires before the Cooperative recovers the retirement salary increases, such former employee shall repay any retirement salary increases to the Board within thirty (30) days of their retirement. In the event that the former employee fails to repay the Cooperative within such time, the Cooperative retains all rights and remedies against the former employee to recover the unpaid amount.

7. Retirement Program Salary Increase(s):

An employee who is eligible and elected to participate in the retirement program shall receive an increase of 5% over their prior year's salary from the Cooperative for each of up to four (4) remaining years of the employee's employment by the Cooperative. The increase(s) shall be in lieu of any other raise, step, or other creditable earnings increase to which the employee may otherwise have been entitled under this Agreement.

A retiring employee may receive no more than four (4) years of such creditable earnings increases under this retirement program. It is the intent of the parties that the increases will be paid in the employee's final years of employment. Extra duty pay will not be included in the 5% increase. Employees may perform extra duty but under no circumstances may an employee participating in this program receive a creditable earnings increase for more than 6% over the employee's prior year's creditable earnings unless the increase is otherwise permitted by this Agreement.

8. In addition to the salary increase(s) above, as a post-retirement lump sum severance payment following the employee's retirement, the Board shall also pay to the retiring employee by August 15 following the school year wherein the employee's retirement is effective:
 - a. A payment of \$50.00 for each unused sick leave day not used for TRS or IMRF credit, up to a maximum of \$5,000.00
 - b. In lieu of a contribution towards the cost of TRS or IMRF health insurance coverage, the Board will pay to the retiring employee a lump sum payment of \$6,500.00.
9. The number of employees who may be awarded a retirement incentive under this Section in any year may be limited at the Board's option to ten percent (10%) of those eligible, with the right to participate to be allocated among those applying on the basis of seniority in SWCCCASE employment.
10. The Union acknowledges that the terms contained in this Agreement with respect to this Section are the result of full, frank and arms-length negotiations between the parties. Accordingly, the Union accepts equal responsibility for the inclusion of each and every provision in this Section.
11. An employee receiving a retirement incentive who has completed the school year shall continue receiving their Insurance Benefits until the commencement of the following school term.

ARTICLE XII.

COMPENSATION SCHEDULES AND PRINCIPLES

A. Teachers, Speech-Language Pathologists, Social Workers, Art Therapists and BCBAs

The Teachers Salary Schedules for each school year of this Agreement are attached hereto as Appendices A, B and C.

The Speech-Language Pathologists ("SLP"), Social Workers and Art Therapists Salary Schedules for each school year of this Agreement are attached hereto as Appendices D, E and F.

The Board Certified Behavioral Analysts (BCBA) Salary Schedules for each year of this Agreement are attached hereto as Appendices G, H and I.

B. Physical/Occupational Therapists

The Physical Therapists ("PT") / Occupational Therapists ("OT") Salary Schedules for each year of this Agreement are attached hereto as Appendices J, K and L. A newly-employed OT or PT with less than a MA degree in OT or PT who was grand-parented under prior Illinois licensing laws and is not required to hold at least a MA degree as a condition of licensure will be placed in the MA lane or equivalent.

C. Nurses

The Nurses Salary Schedules for each year of this Agreement are attached hereto as Appendices M, N and O.

D. Sign Language Interpreters

The Sign Language Interpreters Salary Schedules for each year of this agreement are attached hereto as Appendices P, Q and R.

E. COTAs and PTAs

The COTAs and PTAs Salary Schedules for each year of this Agreement are attached hereto as Appendices S, T and U.

F. Salary Schedules for Paraeducators, Secretaries and Custodians

The Paraeducators Salary Schedules for each year of this Agreement are attached hereto as Appendices V, W and X. A paraeducator with a Bachelor's Degree will be placed in the BA lane on the Paraeducator Salary Schedule if they hold a teaching or Substitute Teaching License and agree to serve as a substitute teacher in their program.

The Secretaries Salary Schedules for each year of this Agreement are attached hereto as Appendices Y, Z and AA.

The Custodians Salary Schedules for each year of this Agreement are attached hereto as Appendices BB, CC and DD. Custodians assigned to work in the afternoon/evening will be placed in the second shift column of the salary schedule.

G. Initial Placement on Salary Schedule

Employees shall be placed on Step 1 of the salary schedule for their position if they have no previous experience. New employees may be credited with years of documented related employment experience and placed on the salary schedule accordingly.

The Board, upon recommendation of the Director, shall have the sole prerogative of placing new employees on the applicable salary schedule in consideration of their years of documented related employment experience.

H. Vertical Movement on Salary Schedule

Employees may progress on the schedule only one step vertically in any one school year. An employee who works at least ninety (90) days during their first year of employment will move vertically on the schedule at the beginning of the next school year. Completion of another year of employment by SWCCCASE does not assure that the employee will move vertically on the schedule; however, unless otherwise provided in this Agreement, only an employee issued a formal letter of remediation by the Board may be held on step.

I. Horizontal Movement on Salary Schedule

To move horizontally on the schedule, all coursework for which credit is earned must be at the undergraduate or graduate level from an accredited institution and must bear some direct relationship to the field of teaching: Special Education or Educational Administration or to some aspect to the employee's job assignment.

Employees may be required to provide adequate rationale for the inclusion of course work for credit to the Director, or Designee. Requests for the granting of any exceptions to the above criteria shall be made to the Director prior to enrollment in applicable courses.

Employees must present official transcripts and the "Request for Salary Schedule Advancement" form to the Human Resources Office no later than September 30th to receive a salary adjustment for the first semester, and no later than January 25th to receive a salary adjustment for second semester. The Human Resources Office shall process the salary adjustment no later than the second pay period following the mandatory submission date. The salary adjustment shall be made retroactive to the beginning of the school year for adjustment requests submitted by September 30th or retroactive to the midpoint of the school year for adjustment requests submitted by January 25th.

J. Illinois Teachers' Retirement System.

The Board shall remit for each TRS eligible employee a sum equal to nine percent (9%) of the amount due such employee as set forth on the compensation schedule for the State of Illinois Teachers' Retirement System to be applied for the account of such employee.

The amount of gross wages due a teacher in the form of salary shall be the sum specified on the compensation schedule less the nine percent (9%) payment by the Board, paid in installments as otherwise provided herein, provided the Board shall deduct there from all sums as required by law or as authorized by the employee pursuant to Section 414(h) of the Internal Revenue Code of 1954, as amended. The employee shall have no right or claim to the funds so remitted except as they may subsequently become available upon retirement or resignation from the State of Illinois Teachers' Retirement System. The Board does not warrant that the deductions made in the amounts as listed on the compensation schedule by the Board for the employees as set forth in paragraph one (1) above are deemed excludable from the employees' gross wages, and as such, the Union and each individual employee shall and does hereby indemnify and hold harmless the Board of Education, its members, its agents, and its employees from any and all claims, demands, actions, complaints, suits, assessments and deficiencies or other liability by reason of the payments of contributions to the Teachers' Retirement System pursuant to the provisions of this Section.

K. Salary Tax Shelter – Support Staff Employees

The Board shall remit for each employee a sum equal to four and one-half percent (4.5%), or such other amount as may be required by law, of the amount due such employee as set forth on the compensation schedule for the State of Illinois Municipal Retirement Fund to be applied for the account of such employee. The amount of gross wages due an employee in the form of salary shall be the sum specified on the compensation schedule less the requisite payment to IMRF by the Board, paid in installments as otherwise provided herein, provided the Board shall deduct therefrom all sums as required by law or as authorized by the employee pursuant to Section 414(h) of the Internal Revenue Code of 1954, as amended. The employee shall have no right or claim to the funds so remitted except as they may subsequently become available upon retirement or resignation from the Illinois Municipal Retirement Fund. The Board does not warrant that the deductions made in the amounts as listed on the compensation schedule by the Board for the employees as set forth above are deemed excludable from the employees' gross wages, and as such, the Union and each individual employee shall and do hereby indemnify and hold harmless the Board, its members, its agents, and its employees from any and all claims, demands, actions, complaints, suits, assessments and deficiencies or other liability by reason of the payments of contributions to the IMRF pursuant to the provisions of this Section.

L. Extra Duties

Extra Duty pay in the amount indicated will be paid to a bargaining unit member fulfilling the requirements of the following extra duty positions, as recommended by the Executive Director:

Position	Extra Duty Pay
Department Chair	\$1,800 / year
Club Sponsor (Jr. IAD-Drama Club, etc.)	\$1,200 / year
Special Olympics	\$1,200 / season
Alternative Parking	\$50 / month
Supervision of Student Teacher / Related Service / Interpreter Interns and BCBAs	\$10 / day
CAAEL	\$400 / sport
Maintenance	\$5,000 / year
Van Drivers	\$500 / year and \$10 / each driving day
CPI Instructor	\$75 / training
Mentoring	\$180 / mentee and "extra duty" pay / hour
Transportation Coordinator	\$2,400 / year
Sign Language Interpreter with IDHHC License*	\$500 / year

* This stipend will be provided for Sign Language Interpreters who hold an Illinois Deaf and Hard of Hearing Commission (IDHHC) licence and agree to utilize it in the course of their employment.

	2025-2026 \$46/hour
TRS Employees Extra Duty	2026-2027 \$48/hour
	2027-2028 \$50/hour

Notwithstanding past practice, TRS employees are ineligible for overtime compensation.

IMRF Employees Extra Duty	Hourly Rate
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IMRF Employees are eligible for overtime after 40 hours in a work week.

If the Director determines that there shall be more than one position, each of the employees shall be paid the stated stipend amount. If the Director determines that more than one employee can share a position, the stipend will be split proportionately. As new/vacant stipend positions become available, they will be posted on the SWCCCASE web page.

M. Extended School Year (“ESY”)

	<u>ESY 2026</u>	<u>ESY 2027</u>	<u>ESY 2028</u>
OT / PT / SLP / BCBA	\$59	\$60	\$61
COTA / PTA / LPNs	\$47	\$48	\$49
Teachers, Social Workers, School Nurses (PEL), RN, RN w/BA and Art Therapists	\$54	\$55	\$56
Paraeducators	\$32	\$33	\$34
Interpreters	\$39	\$40	\$41

ARTICLE XIII.

NO STRIKE

The Union and its members agree, in accordance with the statutes of the State of Illinois, not to strike, not to engage in work stoppages and not to picket in any manner which would tend to disrupt the operation of any program or the Administrative offices of the SWCCCASE.

Should any member of the bargaining unit be assigned to work in a member district and the employees of said member district are engaged in a work stoppage or strike, the SWCCCASE employee shall perform those duties assigned by the SWCCCASE during said strike. Provided, however, that bargaining unit members shall not be required to perform non-SWCCCASE activities in the place of striking employees.

ARTICLE XIV.

EFFECT OF AGREEMENT

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

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

- A. This Agreement embodies the complete and final understanding reached by the parties as to the wages, hours, and terms and conditions of employment for employees covered by this Agreement.
- B. This Agreement may not be supplemented or amended during its term except by the written, mutual agreement of the Board and the Union.
- C. The Union voluntarily waives any rights which might otherwise exist under law to negotiate with the Board during the term of this Agreement with respect to any matter pertaining to or having an impact on wages, hours, and 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 this Agreement.
- D. This Article shall not preclude negotiations during the term of this Agreement provided that the parties mutually agree in writing to negotiate an item of mutual concern.

ARTICLE XV.

DURATION

THIS AGREEMENT shall be effective, except as otherwise provided herein, on July 1, 2025 and shall remain in effect until June 30, 2028. Negotiations for the 2028-2029 school year shall begin by April 15, 2028.

If during this Agreement the legislature amends the Pension Code to increase Employer contributions to TRS or IMRF, the Board may notify the Union in writing that this Agreement's retirement provisions must be immediately re-negotiated. In such case, the parties shall begin negotiations within thirty (30) days of the Board's notice and the retirement provisions of the Agreement shall no longer be in force or effect.

Either the Board of the Union may notify the other in writing that negotiations shall be re-opened during this Agreement regarding any new Illinois or federal laws or regulations. In such case, the parties shall begin negotiations within thirty (30) days of the requesting party's written notice to the other.

**SPECIAL EDUCATION COUNCIL 2445,
LOCAL 943, ILLINOIS FEDERATION
OF TEACHERS, AFL-CIO**



President



Secretary

4.16.2025

Date

BOARD OF DIRECTORS, SWCCCASE



Chairperson



Secretary

4-16-25

Date

APPROVED:

**BOARD OF EDUCATION OF FOREST RIDGE
SCHOOL DISTRICT 142, COOK COUNTY,
ILLINOIS**, solely in its capacity as legal and fiscal
agent and Administrative District for SWCCCASE



President



Secretary

5-20-2025

Date

2025-26 Salary Schedule
Teacher

<u>STEP</u>	<u>BA</u>	<u>BA+15</u>	<u>MA</u>	<u>MA+15</u>	<u>MA+30</u>
1	53,363	54,834	57,866	59,474	61,129
2	54,647	56,154	59,259	60,905	62,600
3	55,828	57,370	60,549	62,233	63,968
4	57,017	58,596	61,847	63,571	65,346
5	58,215	59,829	63,155	64,917	66,733
6	59,420	61,070	64,470	66,272	68,129
7	60,631	62,318	65,793	67,635	69,532
8	61,848	63,572	67,122	69,004	70,942
9	63,071	64,831	68,457	70,379	72,358
10	64,298	66,095	69,796	71,758	73,779
11	65,528	67,362	71,140	73,142	75,204
12	66,761	68,632	72,486	74,528	76,632
13	67,996	69,904	73,834	75,917	78,062
14	69,231	71,176	75,183	77,306	79,494
15	70,467	72,449	76,532	78,696	80,925
16	71,702	73,721	77,880	80,085	82,355
17	72,935	74,991	79,226	81,471	83,783
18	74,165	76,258	80,570	82,855	85,208
19	75,392	77,521	81,909	84,234	86,629
20	76,613	78,780	83,243	85,608	88,044
21	77,829	80,032	84,570	86,975	89,453
22	78,400	81,278	85,891	88,335	90,853
23	78,912	82,516	87,203	89,687	92,245
24		83,744	88,505	91,028	93,627
25		84,963	89,797	92,359	94,998
26		86,171	91,077	93,677	96,356
27		87,366	92,344	94,983	97,700
28		88,549	93,597	96,273	99,030
29		89,717	94,836	97,549	100,343
30		90,869	96,057	98,807	101,639
31		91,930	97,262	100,048	102,917
32		92,672	98,448	101,269	104,175
33		93,988	99,614	102,470	105,412
34		95,036	100,759	103,650	106,627
35		96,086	101,915	104,807	107,819
36		97,136	103,199	106,103	109,094
37		98,186	104,690	107,518	110,441
38		99,235	106,292	109,169	112,132
39		100,284	107,899	110,824	113,836
40		101,319	109,507	112,481	115,543

2026-27 Salary Schedule
Teacher

<u>STEP</u>	<u>BA</u>	<u>BA+15</u>	<u>MA</u>	<u>MA+15</u>	<u>MA+30</u>
1	56,239	57,676	60,638	62,209	63,826
2	57,563	59,034	62,066	63,674	65,329
3	58,847	60,354	63,459	65,105	66,800
4	60,028	61,570	64,749	66,433	68,168
5	61,217	62,796	66,047	67,771	69,546
6	62,415	64,029	67,355	69,117	70,933
7	63,620	65,270	68,670	70,472	72,329
8	64,831	66,518	69,993	71,835	73,732
9	66,048	67,772	71,322	73,204	75,142
10	67,271	69,031	72,657	74,579	76,558
11	68,498	70,295	73,996	75,958	77,979
12	69,728	71,562	75,340	77,342	79,404
13	70,961	72,832	76,686	78,728	80,832
14	72,196	74,104	78,034	80,117	82,262
15	73,431	75,376	79,383	81,506	83,694
16	74,667	76,649	80,732	82,896	85,125
17	75,902	77,921	82,080	84,285	86,555
18	77,135	79,191	83,426	85,671	87,983
19	78,365	80,458	84,770	87,055	89,408
20	79,592	81,721	86,109	88,434	90,829
21	80,813	82,980	87,443	89,808	92,244
22	82,029	84,232	88,770	91,175	93,653
23	82,600	85,478	90,091	92,535	95,053
24	83,112	86,716	91,403	93,887	96,445
25		87,944	92,705	95,228	97,827
26		89,163	93,997	96,559	99,198
27		90,371	95,277	97,877	100,556
28		91,566	96,544	99,183	101,900
29		92,749	97,797	100,473	103,230
30		93,917	99,036	101,749	104,543
31		95,069	100,257	103,007	105,839
32		96,130	101,462	104,248	107,117
33		96,872	102,648	105,469	108,375
34		98,188	103,814	106,670	109,612
35		99,236	104,959	107,850	110,827
36		100,286	106,115	109,007	112,019
37		101,336	107,399	110,303	113,294
38		102,386	108,890	111,718	114,641
39		103,435	110,492	113,369	116,332
40		104,484	112,099	115,024	118,036

2027-28 Salary Schedule
Teacher

<u>STEP</u>	<u>BA</u>	<u>BA+15</u>	<u>MA</u>	<u>MA+15</u>	<u>MA+30</u>
1	58,003	59,485	62,540	64,160	65,828
2	59,332	60,848	63,973	65,630	67,336
3	60,729	62,281	65,480	67,176	68,922
4	62,084	63,673	66,949	68,686	70,474
5	63,330	64,956	68,310	70,087	71,917
6	64,584	66,250	69,680	71,498	73,371
7	65,848	67,551	71,060	72,918	74,834
8	67,119	68,860	72,447	74,348	76,307
9	68,397	70,176	73,843	75,786	77,787
10	69,681	71,499	75,245	77,230	79,275
11	70,971	72,828	76,653	78,681	80,769
12	72,265	74,161	78,066	80,136	82,268
13	73,563	75,498	79,484	81,596	83,771
14	74,864	76,838	80,904	83,058	85,278
15	76,167	78,180	82,326	84,523	86,786
16	77,470	79,522	83,749	85,989	88,297
17	78,774	80,865	85,172	87,455	89,807
18	80,077	82,207	86,594	88,921	91,316
19	81,377	83,547	88,014	90,383	92,822
20	82,675	84,883	89,432	91,843	94,325
21	83,970	86,216	90,845	93,298	95,825
22	85,258	87,544	92,252	94,747	97,317
23	86,541	88,865	93,652	96,190	98,804
24	87,143	90,179	95,046	97,624	100,281
25	87,683	91,485	96,430	99,051	101,749
26		92,781	97,804	100,466	103,207
27		94,067	99,167	101,870	104,654
28		95,341	100,517	103,260	106,087
29		96,602	101,854	104,638	107,505
30		97,850	103,176	105,999	108,908
31		99,082	104,483	107,345	110,293
32		100,298	105,771	108,672	111,660
33		101,417	107,042	109,982	113,008
34		102,200	108,294	111,270	114,336
35		103,588	109,524	112,537	115,641
36		104,694	110,732	113,782	116,922
37		105,802	111,951	115,002	118,180
38		106,909	113,306	116,370	119,525
39		108,017	114,879	117,862	120,946
40		109,124	116,569	119,604	122,730

2025-26 Salary Schedule
SLP, Social Worker, Art Therapist

<u>STEP</u>	<u>MA</u>	<u>MA+15</u>
1	61,532	62,763
2	63,013	64,185
3	64,390	65,590
4	65,778	67,006
5	67,175	68,430
6	68,580	69,864
7	69,994	71,306
8	71,414	72,754
9	72,840	74,209
10	74,271	75,668
11	75,706	77,132
12	77,144	78,599
13	78,585	80,068
14	80,026	81,539
15	81,468	83,009
16	82,908	84,478
17	84,346	85,945
18	85,781	87,409
19	87,212	88,868
20	88,637	90,322
21	90,056	91,769
22	91,466	93,208
23	92,868	94,638
24	94,260	96,057
25	95,640	97,465
26	97,008	98,860
27	98,362	100,241
28	99,701	101,607
29	101,023	102,956
30	102,329	104,287
31	103,616	105,600
32	104,883	106,892
33	106,129	108,163
34	107,352	109,411
35	108,553	110,636
36	109,824	111,893
37	111,180	113,276
38	112,858	114,907
39	114,574	116,658
40	116,293	118,411

2026-27 Salary Schedule
SLP, Social Worker, Art Therapist

<u>STEP</u>	<u>MA</u>	<u>MA+15</u>
1	64,150	65,433
2	65,732	66,963
3	67,213	68,385
4	68,590	69,790
5	69,978	71,206
6	71,375	72,630
7	72,780	74,064
8	74,194	75,506
9	75,614	76,954
10	77,040	78,409
11	78,471	79,868
12	79,906	81,332
13	81,344	82,799
14	82,785	84,268
15	84,226	85,739
16	85,668	87,209
17	87,108	88,678
18	88,546	90,145
19	89,981	91,609
20	91,412	93,068
21	92,837	94,522
22	94,256	95,969
23	95,666	97,408
24	97,068	98,838
25	98,460	100,257
26	99,840	101,665
27	101,208	103,060
28	102,562	104,441
29	103,901	105,807
30	105,223	107,156
31	106,529	108,487
32	107,816	109,800
33	109,083	111,092
34	110,329	112,363
35	111,552	113,611
36	112,753	114,836
37	114,024	116,093
38	115,380	117,476
39	117,058	119,107
40	118,774	120,858

2027-28 Salary Schedule
SLP, Social Worker, Art Therapist

<u>STEP</u>	<u>MA</u>	<u>MA+15</u>
1	66,088	67,410
2	67,678	69,032
3	69,347	70,646
4	70,910	72,146
5	72,362	73,628
6	73,827	75,122
7	75,301	76,625
8	76,783	78,138
9	78,275	79,659
10	79,773	81,186
11	81,277	82,721
12	82,787	84,261
13	84,301	85,805
14	85,818	87,353
15	87,338	88,903
16	88,858	90,455
17	90,380	92,005
18	91,899	93,555
19	93,416	95,103
20	94,930	96,647
21	96,440	98,187
22	97,943	99,721
23	99,440	101,247
24	100,928	102,765
25	102,407	104,274
26	103,875	105,771
27	105,331	107,257
28	106,774	108,728
29	108,203	110,185
30	109,616	111,626
31	111,010	113,050
32	112,388	114,454
33	113,746	115,839
34	115,083	117,202
35	116,397	118,543
36	117,687	119,860
37	118,954	121,152
38	120,295	122,478
39	121,726	123,937
40	123,496	125,658

**2025-26 Salary Schedule
BCBA**

<u>STEP</u>	<u>AMOUNT</u>
1	60,145
2	61,498
3	62,811
4	64,135
5	65,470
6	66,814
7	68,167
8	69,529
9	70,898
10	72,274
11	73,655
12	75,043
13	76,434
14	77,830
15	79,228
16	80,628
17	82,029
18	83,430
19	84,830
20	86,229
21	87,625
22	89,017
23	90,405
24	91,787
25	93,163
26	94,531
27	95,890
28	97,239
29	98,578
30	99,905
31	101,219
32	102,519
33	103,805
34	105,074
35	106,327
36	107,561
37	108,776
38	109,971
39	111,145
40	112,297

**2026-27 Salary Schedule
BCBA**

<u>STEP</u>	<u>AMOUNT</u>
1	62,929
2	64,345
3	65,698
4	67,011
5	68,335
6	69,670
7	71,014
8	72,367
9	73,729
10	75,098
11	76,474
12	77,855
13	79,243
14	80,634
15	82,030
16	83,428
17	84,828
18	86,229
19	87,630
20	89,030
21	90,429
22	91,825
23	93,217
24	94,605
25	95,987
26	97,363
27	98,731
28	100,090
29	101,439
30	102,778
31	104,105
32	105,419
33	106,719
34	108,005
35	109,274
36	110,527
37	111,761
38	112,976
39	114,171
40	115,345

**2027-28 Salary Schedule
BCBA**

<u>STEP</u>	<u>AMOUNT</u>
1	64,930
2	66,390
3	67,884
4	69,311
5	70,697
6	72,093
7	73,502
8	74,920
9	76,347
10	77,784
11	79,228
12	80,680
13	82,137
14	83,601
15	85,069
16	86,542
17	88,017
18	89,494
19	90,972
20	92,450
21	93,927
22	95,403
23	96,875
24	98,344
25	99,808
26	101,266
27	102,718
28	104,161
29	105,595
30	107,018
31	108,431
32	109,831
33	111,217
34	112,589
35	113,945
36	115,284
37	116,606
38	117,908
39	119,190
40	120,450

2025-26 Salary Schedule
OT PT

<u>STEP</u>	<u>MA</u>	<u>MA+15</u>	<u>MA+30</u>	<u>OTD/DPT</u>
1	63,933	65,722	67,564	69,461
2	65,238	67,063	68,943	70,879
3	66,455	68,316	70,234	72,209
4	67,673	69,571	71,526	73,540
5	68,892	70,826	72,819	74,872
6	70,110	72,081	74,111	76,203
7	71,327	73,334	75,403	77,533
8	72,541	74,586	76,691	78,860
9	73,753	75,834	77,977	80,184
10	74,960	77,077	79,258	81,503
11	76,163	78,316	80,533	82,817
12	77,359	79,548	81,802	84,124
13	78,548	80,773	83,064	85,424
14	79,729	81,989	84,317	86,715
15	80,902	83,197	85,561	87,995
16	82,064	84,394	86,793	89,265
17	83,215	85,579	88,014	90,523
18	84,353	86,752	89,223	91,767
19	85,479	87,912	90,417	92,997
20	86,591	89,057	91,596	94,212
21	87,687	90,186	92,759	95,410
22	88,767	91,299	93,905	96,591
23	89,831	92,393	95,033	97,752
24	90,875	93,470	96,142	98,894
25	91,901	94,526	97,230	100,015
26	92,906	95,562	98,296	101,113
27	93,891	96,575	99,340	102,189
28	94,853	97,566	100,361	103,240
29	95,791	98,533	101,357	104,266
30	96,706	99,475	102,328	105,266
31	97,596	100,392	103,272	106,238
32	98,460	101,282	104,188	107,182
33	99,303	102,144	105,076	108,097
34	100,241	103,057	105,956	108,981
35	101,158	104,001	106,929	109,945
36	102,159	104,922	107,878	110,922
37	103,324	106,070	108,940	111,896
38	104,874	107,578	110,362	113,231
39	105,502	108,355	111,294	114,321
40	106,596	109,482	112,454	115,516

2026-27 Salary Schedule
OT PT

<u>STEP</u>	<u>MA</u>	<u>MA+15</u>	<u>MA+30</u>	<u>OTD/DPT</u>
1	66,770	68,524	70,329	72,188
2	68,133	69,922	71,764	73,661
3	69,438	71,263	73,143	75,079
4	70,655	72,516	74,434	76,409
5	71,873	73,771	75,726	77,740
6	73,092	75,026	77,019	79,072
7	74,310	76,281	78,311	80,403
8	75,527	77,534	79,603	81,733
9	76,741	78,786	80,891	83,060
10	77,953	80,034	82,177	84,384
11	79,160	81,277	83,458	85,703
12	80,363	82,516	84,733	87,017
13	81,559	83,748	86,002	88,324
14	82,748	84,973	87,264	89,624
15	83,929	86,189	88,517	90,915
16	85,102	87,397	89,761	92,195
17	86,264	88,594	90,993	93,465
18	87,415	89,779	92,214	94,723
19	88,553	90,952	93,423	95,967
20	89,679	92,112	94,617	97,197
21	90,791	93,257	95,796	98,412
22	91,887	94,386	96,959	99,610
23	92,967	95,499	98,105	100,791
24	94,031	96,593	99,233	101,952
25	95,075	97,670	100,342	103,094
26	96,101	98,726	101,430	104,215
27	97,106	99,762	102,496	105,313
28	98,091	100,775	103,540	106,389
29	99,053	101,766	104,561	107,440
30	99,991	102,733	105,557	108,466
31	100,906	103,675	106,528	109,466
32	101,796	104,592	107,472	110,438
33	102,660	105,482	108,388	111,382
34	103,503	106,344	109,276	112,297
35	104,441	107,257	110,156	113,181
36	105,358	108,201	111,129	114,145
37	106,359	109,122	112,078	115,122
38	107,524	110,270	113,140	116,096
39	109,074	111,778	114,562	117,431
40	109,702	112,555	115,494	118,521

2027-28 Salary Schedule
OT PT

<u>STEP</u>	<u>MA</u>	<u>MA+15</u>	<u>MA+30</u>	<u>OTD/DPT</u>
1	69,034	70,847	72,713	74,635
2	70,442	72,293	74,197	76,158
3	71,880	73,768	75,711	77,712
4	73,257	75,182	77,166	79,208
5	74,541	76,504	78,528	80,611
6	75,826	77,828	79,891	82,016
7	77,112	79,152	81,255	83,421
8	78,397	80,476	82,618	84,825
9	79,681	81,798	83,981	86,228
10	80,962	83,119	85,340	87,628
11	82,240	84,436	86,697	89,025
12	83,514	85,747	88,048	90,417
13	84,783	87,054	89,393	91,803
14	86,045	88,354	90,732	93,182
15	87,299	89,647	92,064	94,553
16	88,545	90,929	93,385	95,915
17	89,783	92,204	94,698	97,266
18	91,009	93,467	95,998	98,606
19	92,223	94,717	97,286	99,933
20	93,423	95,954	98,561	101,245
21	94,611	97,178	99,821	102,543
22	95,785	98,386	101,065	103,825
23	96,941	99,577	102,292	105,089
24	98,080	100,751	103,501	106,335
25	99,203	101,906	104,691	107,559
26	100,304	103,042	105,861	108,764
27	101,387	104,156	107,009	109,947
28	102,447	105,249	108,133	111,105
29	103,486	106,318	109,235	112,240
30	104,501	107,363	110,312	113,349
31	105,491	108,383	111,363	114,432
32	106,456	109,377	112,387	115,487
33	107,395	110,345	113,383	116,512
34	108,306	111,284	114,349	117,508
35	109,196	112,193	115,286	118,473
36	110,185	113,156	116,215	119,406
37	111,153	114,152	117,241	120,423
38	112,209	115,124	118,242	121,454
39	113,438	116,335	119,363	122,481
40	115,073	117,926	120,863	123,890

2025-26 Salary Schedule
Nurse

<u>STEP</u>	<u>LPN</u>	<u>RN</u>	<u>RN w BA</u>	<u>Nurse PEL</u>	<u>PEL w MA</u>
1	42,019	53,331	54,802	57,831	59,437
2	42,920	54,475	55,978	59,072	60,712
3	43,825	55,652	57,190	60,357	62,036
4	44,737	56,838	58,411	61,651	63,369
5	45,655	58,031	59,640	62,954	64,711
6	46,578	59,232	60,877	64,265	66,061
7	47,507	60,439	62,120	65,584	67,419
8	48,440	61,653	63,370	66,908	68,784
9	49,378	62,871	64,625	68,238	70,154
10	50,318	64,093	65,884	69,573	71,529
11	51,261	65,320	67,147	70,912	72,907
12	52,206	66,548	68,413	72,254	74,289
13	53,153	67,779	69,680	73,597	75,673
14	54,100	69,010	70,949	74,942	77,058
15	55,048	70,242	72,217	76,286	78,443
16	55,994	71,472	73,485	77,630	79,827
17	56,939	72,701	74,750	78,971	81,208
18	57,882	73,927	76,013	80,310	82,587
19	58,823	75,149	77,272	81,644	83,962
20	59,759	76,367	78,526	82,974	85,331
21	60,692	77,441	79,774	84,297	86,694
22	61,619	78,136	81,016	85,613	88,049
23	62,540	79,544	82,249	86,920	89,396
24	63,454	80,956	83,474	88,218	90,733
25	64,361	82,350	84,688	89,506	92,059
26	65,260	83,518	85,892	90,781	93,373
27	66,150	84,675	87,083	92,044	94,674
28	67,030	85,819	88,262	93,293	95,960
29	67,899	86,949	89,426	94,527	97,231
30	68,757	88,064	90,574	95,745	98,485
31	69,603	89,164	91,707	96,945	99,721
32	70,517	90,246	92,822	98,127	100,939
33	71,450	91,311	93,918	99,289	102,136
34	72,374	92,356	94,995	100,431	103,311
35	73,289	93,506	96,114	101,550	104,465
36	74,195	94,683	97,347	102,834	105,742
37	75,170	95,847	98,546	104,105	107,051
38	76,296	96,997	99,730	105,360	108,343
39	77,425	98,131	100,898	106,598	109,619
40	78,556	99,249	102,049	108,007	110,981

2026-27 Salary Schedule
Nurse

<u>STEP</u>	<u>LPN</u>	<u>RN</u>	<u>RN w BA</u>	<u>Nurse PEL</u>	<u>PEL w MA</u>
1	45,304	56,392	57,834	60,803	62,377
2	46,219	57,531	59,002	62,031	63,637
3	47,120	58,675	60,178	63,272	64,912
4	48,025	59,852	61,390	64,557	66,236
5	48,937	61,038	62,611	65,851	67,569
6	49,855	62,231	63,840	67,154	68,911
7	50,778	63,432	65,077	68,465	70,261
8	51,707	64,639	66,320	69,784	71,619
9	52,640	65,853	67,570	71,108	72,984
10	53,578	67,071	68,825	72,438	74,354
11	54,518	68,293	70,084	73,773	75,729
12	55,461	69,520	71,347	75,112	77,107
13	56,406	70,748	72,613	76,454	78,489
14	57,353	71,979	73,880	77,797	79,873
15	58,300	73,210	75,149	79,142	81,258
16	59,248	74,442	76,417	80,486	82,643
17	60,194	75,672	77,685	81,830	84,027
18	61,139	76,901	78,950	83,171	85,408
19	62,082	78,127	80,213	84,510	86,787
20	63,023	79,349	81,472	85,844	88,162
21	63,959	80,567	82,726	87,174	89,531
22	64,892	81,641	83,974	88,497	90,894
23	65,819	82,336	85,216	89,813	92,249
24	66,740	83,744	86,449	91,120	93,596
25	67,654	85,156	87,674	92,418	94,933
26	68,561	86,550	88,888	93,706	96,259
27	69,460	87,718	90,092	94,981	97,573
28	70,350	88,875	91,283	96,244	98,874
29	71,230	90,019	92,462	97,493	100,160
30	72,099	91,149	93,626	98,727	101,431
31	72,957	92,264	94,774	99,945	102,685
32	73,803	93,364	95,907	101,145	103,921
33	74,717	94,446	97,022	102,327	105,139
34	75,650	95,511	98,118	103,489	106,336
35	76,574	96,556	99,195	104,631	107,511
36	77,489	97,706	100,314	105,750	108,665
37	78,395	98,883	101,547	107,034	109,942
38	79,370	100,047	102,746	108,305	111,251
39	80,496	101,197	103,930	109,560	112,543
40	81,625	102,331	105,098	110,798	113,819

2027-28 Salary Schedule
Nurse

<u>STEP</u>	<u>LPN</u>	<u>RN</u>	<u>RN w BA</u>	<u>Nurse PEL</u>	<u>PEL w MA</u>
1	46,840	58,304	59,795	62,864	64,492
2	47,796	59,494	61,015	64,147	65,808
3	48,761	60,695	62,247	65,443	67,137
4	49,712	61,902	63,488	66,752	68,482
5	50,666	63,144	64,766	68,108	69,879
6	51,629	64,395	66,055	69,473	71,285
7	52,597	65,654	67,351	70,847	72,701
8	53,571	66,921	68,656	72,231	74,125
9	54,551	68,194	69,968	73,622	75,558
10	55,535	69,475	71,286	75,019	76,998
11	56,525	70,760	72,610	76,422	78,443
12	57,516	72,049	73,939	77,831	79,894
13	58,511	73,344	75,271	79,243	81,348
14	59,508	74,639	76,607	80,659	82,806
15	60,507	75,938	77,943	82,076	84,266
16	61,507	77,237	79,282	83,495	85,727
17	62,507	78,536	80,620	84,913	87,188
18	63,505	79,834	81,958	86,331	88,648
19	64,502	81,131	83,292	87,745	90,105
20	65,497	82,424	84,625	89,158	91,560
21	66,489	83,713	85,953	90,565	93,011
22	67,477	84,998	87,276	91,969	94,455
23	68,461	86,131	88,593	93,364	95,893
24	69,439	86,864	89,903	94,753	97,323
25	70,411	88,350	91,204	96,132	98,744
26	71,375	89,840	92,496	97,501	100,154
27	72,332	91,310	93,777	98,860	101,553
28	73,280	92,542	95,047	100,205	102,940
29	74,219	93,763	96,304	101,537	104,312
30	75,148	94,970	97,547	102,855	105,669
31	76,064	96,162	98,775	104,157	107,010
32	76,970	97,339	99,987	105,442	108,333
33	77,862	98,499	101,182	106,708	109,637
34	78,826	99,641	102,358	107,955	110,922
35	79,811	100,764	103,514	109,181	112,184
36	80,786	101,867	104,651	110,386	113,424
37	81,751	103,080	105,831	111,566	114,642
38	82,707	104,322	107,132	112,921	115,989
39	83,735	105,550	108,397	114,262	117,370
40	84,923	106,763	109,646	115,586	118,733

2025-26 Salary Schedule
Interpreters

<u>STEP</u>	<u>BASE</u>	<u>BA+15</u>	<u>MA</u>	<u>MA+15</u>	<u>MA+30</u>
1	39,280	40,366	42,604	43,790	45,012
2	40,246	41,359	43,652	44,867	46,119
3	41,118	42,257	44,604	45,847	47,128
4	42,001	43,167	45,568	46,840	48,151
5	42,895	44,087	46,543	47,845	49,186
6	43,799	45,018	47,530	48,862	50,233
7	44,713	45,960	48,529	49,890	51,292
8	45,638	46,913	49,539	50,930	52,364
9	46,573	47,876	50,559	51,981	53,446
10	47,517	48,848	51,590	53,043	54,540
11	48,471	49,831	52,632	54,116	55,645
12	49,434	50,823	53,683	55,199	56,761
13	50,406	51,824	54,744	56,292	57,887
14	51,387	52,834	55,815	57,395	59,022
15	52,376	53,852	56,895	58,507	60,168
16	53,373	54,879	57,983	59,628	61,322
17	54,377	55,914	59,080	60,758	62,486
18	55,389	56,956	60,184	61,895	63,658
19	56,407	58,005	61,296	63,041	64,838
20	57,433	59,061	62,416	64,194	66,025
21	58,464	60,123	63,542	65,354	67,220
22	59,501	61,192	64,674	66,520	68,421
23	60,544	62,265	65,812	67,692	69,628
24	61,591	63,344	66,956	68,870	70,842
25	62,643	64,428	68,104	70,053	72,060
26	63,699	65,515	69,257	71,241	73,283
27	64,759	66,607	70,414	72,432	74,511
28	65,821	67,701	71,575	73,627	75,742
29	66,887	68,799	72,738	74,825	76,976
30	67,954	69,898	73,903	76,026	78,212
31	69,024	71,000	75,071	77,228	79,451
32	70,094	72,102	76,239	78,432	80,691
33	71,165	73,206	77,409	79,637	81,931
34	72,236	74,309	78,578	80,841	83,172
35	73,307	75,412	79,748	82,046	84,412
36	74,377	76,514	80,916	83,249	85,652
37	75,446	77,614	82,082	84,450	86,889
38	76,512	78,713	83,246	85,649	88,124
39	77,576	79,808	84,408	86,846	89,356
40	78,636	80,901	85,566	88,038	90,585

2026-27 Salary Schedule
Interpreters

<u>STEP</u>	<u>BASE</u>	<u>BA+15</u>	<u>MA</u>	<u>MA+15</u>	<u>MA+30</u>
1	41,308	42,369	44,555	45,714	46,908
2	42,280	43,366	45,604	46,790	48,012
3	43,246	44,359	46,652	47,867	49,119
4	44,118	45,257	47,604	48,847	50,128
5	45,001	46,167	48,568	49,840	51,151
6	45,895	47,087	49,543	50,845	52,186
7	46,799	48,018	50,530	51,862	53,233
8	47,713	48,960	51,529	52,890	54,292
9	48,638	49,913	52,539	53,930	55,364
10	49,573	50,876	53,559	54,981	56,446
11	50,517	51,848	54,590	56,043	57,540
12	51,471	52,831	55,632	57,116	58,645
13	52,434	53,823	56,683	58,199	59,761
14	53,406	54,824	57,744	59,292	60,887
15	54,387	55,834	58,815	60,395	62,022
16	55,376	56,852	59,895	61,507	63,168
17	56,373	57,879	60,983	62,628	64,322
18	57,377	58,914	62,080	63,758	65,486
19	58,389	59,956	63,184	64,895	66,658
20	59,407	61,005	64,296	66,041	67,838
21	60,433	62,061	65,416	67,194	69,025
22	61,464	63,123	66,542	68,354	70,220
23	62,501	64,192	67,674	69,520	71,421
24	63,544	65,265	68,812	70,692	72,628
25	64,591	66,344	69,956	71,870	73,842
26	65,643	67,428	71,104	73,053	75,060
27	66,699	68,515	72,257	74,241	76,283
28	67,759	69,607	73,414	75,432	77,511
29	68,821	70,701	74,575	76,627	78,742
30	69,887	71,799	75,738	77,825	79,976
31	70,954	72,898	76,903	79,026	81,212
32	72,024	74,000	78,071	80,228	82,451
33	73,094	75,102	79,239	81,432	83,691
34	74,165	76,206	80,409	82,637	84,931
35	75,236	77,309	81,578	83,841	86,172
36	76,307	78,412	82,748	85,046	87,412
37	77,377	79,514	83,916	86,249	88,652
38	78,446	80,614	85,082	87,450	89,889
39	79,512	81,713	86,246	88,649	91,124
40	80,576	82,808	87,408	89,846	92,356

2027-28 Salary Schedule
Interpreters

<u>STEP</u>	<u>BASE</u>	<u>BA+15</u>	<u>MA</u>	<u>MA+15</u>	<u>MA+30</u>
1	42,534	43,627	45,877	47,071	48,300
2	43,580	44,699	47,006	48,228	49,488
3	44,605	45,751	48,112	49,363	50,653
4	45,625	46,799	49,218	50,500	51,821
5	46,544	47,746	50,222	51,534	52,885
6	47,476	48,706	51,239	52,581	53,964
7	48,419	49,677	52,268	53,641	55,056
8	49,373	50,659	53,309	54,714	56,161
9	50,337	51,653	54,363	55,799	57,278
10	51,313	52,658	55,429	56,896	58,409
11	52,300	53,674	56,505	58,005	59,551
12	53,295	54,700	57,592	59,125	60,705
13	54,302	55,737	58,692	60,257	61,870
14	55,318	56,783	59,801	61,400	63,048
15	56,343	57,839	60,920	62,553	64,236
16	57,378	58,905	62,050	63,717	65,433
17	58,422	59,979	63,189	64,890	66,642
18	59,474	61,062	64,337	66,073	67,860
19	60,533	62,154	65,494	67,265	69,088
20	61,600	63,254	66,659	68,464	70,324
21	62,674	64,360	67,832	69,673	71,569
22	63,757	65,474	69,014	70,890	72,821
23	64,845	66,595	70,202	72,113	74,082
24	65,939	67,723	71,396	73,344	75,349
25	67,039	68,855	72,597	74,580	76,623
26	68,144	69,993	73,804	75,823	77,903
27	69,253	71,137	75,015	77,071	79,188
28	70,367	72,283	76,231	78,324	80,479
29	71,486	73,435	77,452	79,581	81,774
30	72,606	74,590	78,677	80,841	83,073
31	73,731	75,748	79,904	82,105	84,375
32	74,856	76,907	81,133	83,372	85,679
33	75,985	78,070	82,365	84,641	86,986
34	77,114	79,233	83,597	85,911	88,294
35	78,244	80,397	84,831	87,182	89,602
36	79,374	81,561	86,065	88,452	90,911
37	80,504	82,725	87,299	89,724	92,220
38	81,633	83,887	88,531	90,993	93,528
39	82,761	85,048	89,762	92,260	94,833
40	83,885	86,207	90,990	93,525	96,136

**2025-26 Salary Schedule
COTA PTA**

<u>STEP</u>	<u>AMOUNT</u>
1	41,335
2	42,265
3	43,165
4	44,073
5	44,990
6	45,915
7	46,847
8	47,786
9	48,733
10	49,685
11	50,644
12	51,608
13	52,577
14	53,551
15	54,529
16	55,510
17	56,494
18	57,481
19	58,470
20	59,460
21	60,451
22	61,443
23	62,434
24	63,424
25	64,412
26	65,399
27	66,382
28	67,362
29	68,338
30	69,310
31	70,275
32	71,235
33	72,189
34	73,134
35	74,072
36	75,001
37	75,921
38	76,831
39	77,730
40	78,617

**2026-27 Salary Schedule
COTA PTA**

<u>STEP</u>	<u>AMOUNT</u>
1	43,360
2	44,335
3	45,265
4	46,165
5	47,073
6	47,990
7	48,915
8	49,847
9	50,786
10	51,733
11	52,685
12	53,644
13	54,608
14	55,577
15	56,551
16	57,529
17	58,510
18	59,494
19	60,481
20	61,470
21	62,460
22	63,451
23	64,443
24	65,434
25	66,424
26	67,412
27	68,399
28	69,382
29	70,362
30	71,338
31	72,310
32	73,275
33	74,235
34	75,189
35	76,134
36	77,072
37	78,001
38	78,921
39	79,831
40	80,730

2027-28 Salary Schedule
COTA PTA

<u>STEP</u>	<u>AMOUNT</u>
1	44,738
2	45,745
3	46,773
4	47,755
5	48,704
6	49,662
7	50,629
8	51,605
9	52,589
10	53,579
11	54,578
12	55,583
13	56,594
14	57,611
15	58,634
16	59,661
17	60,693
18	61,728
19	62,766
20	63,807
21	64,851
22	65,895
23	66,941
24	67,987
25	69,033
26	70,077
27	71,120
28	72,161
29	73,198
30	74,232
31	75,262
32	76,287
33	77,305
34	78,318
35	79,324
36	80,321
37	81,311
38	82,291
39	83,262
40	84,222

2025-26 Paraeducator Salary Schedule

<u>STEP</u>	<u>License</u>	<u>+60 HRS</u>	<u>+90 HRS</u>	<u>BA</u>
1	26,835	28,074	29,373	30,739
2	27,271	28,530	29,851	31,239
3	27,712	28,992	30,337	31,749
4	28,151	29,453	30,821	32,257
5	28,589	29,913	31,304	32,764
6	29,024	30,370	31,784	33,268
7	29,458	30,826	32,262	33,770
8	29,889	31,278	32,737	34,269
9	30,317	31,727	33,209	34,764
10	30,741	32,173	33,677	35,256
11	31,162	32,615	34,141	35,743
12	31,579	33,053	34,601	36,226
13	31,992	33,487	35,056	36,704
14	32,400	33,915	35,506	37,176
15	32,803	34,338	35,950	37,643
16	33,201	34,756	36,388	38,103
17	33,592	35,167	36,820	38,556
18	33,978	35,572	37,246	39,003
19	34,358	35,970	37,664	39,442
20	34,730	36,362	38,075	39,874
21	35,096	36,745	38,478	40,297
22	35,454	37,121	38,872	40,711
23	35,804	37,489	39,259	41,116
24	36,146	37,848	39,636	41,512
25	36,480	38,199	40,004	41,899
26	36,804	38,540	40,362	42,275
27	37,120	38,871	40,710	42,640
28	37,427	39,193	41,048	42,995
29	37,723	39,505	41,375	43,339
30	38,010	39,806	41,691	43,671
31	38,287	40,096	41,996	43,991
32	38,553	40,375	42,289	44,299
33	38,808	40,643	42,570	44,594
34	39,052	40,900	42,840	44,877
35	39,285	41,144	43,096	45,146
36	39,506	41,376	43,340	45,402
37	39,716	41,596	43,571	45,645
38	39,913	41,804	43,789	45,873
39	40,098	41,998	43,993	46,088
40	40,271	42,180	44,184	46,288

2024-27 Paraeducator Salary Schedule

<u>STEP</u>	<u>License</u>	<u>+60 HRS</u>	<u>+90 HRS</u>	<u>BA</u>
1	28,374	29,593	30,871	32,215
2	28,835	30,074	31,373	32,739
3	29,271	30,530	31,851	33,239
4	29,712	30,992	32,337	33,749
5	30,151	31,453	32,821	34,257
6	30,589	31,913	33,304	34,764
7	31,024	32,370	33,784	35,268
8	31,458	32,826	34,262	35,770
9	31,889	33,278	34,737	36,269
10	32,317	33,727	35,209	36,764
11	32,741	34,173	35,677	37,256
12	33,162	34,615	36,141	37,743
13	33,579	35,053	36,601	38,226
14	33,992	35,487	37,056	38,704
15	34,400	35,915	37,506	39,176
16	34,803	36,338	37,950	39,643
17	35,201	36,756	38,388	40,103
18	35,592	37,167	38,820	40,556
19	35,978	37,572	39,246	41,003
20	36,358	37,970	39,664	41,442
21	36,730	38,362	40,075	41,874
22	37,096	38,745	40,478	42,297
23	37,454	39,121	40,872	42,711
24	37,804	39,489	41,259	43,116
25	38,146	39,848	41,636	43,512
26	38,480	40,199	42,004	43,899
27	38,804	40,540	42,362	44,275
28	39,120	40,871	42,710	44,640
29	39,427	41,193	43,048	44,995
30	39,723	41,505	43,375	45,339
31	40,010	41,806	43,691	45,671
32	40,287	42,096	43,996	45,991
33	40,553	42,375	44,289	46,299
34	40,808	42,643	44,570	46,594
35	41,052	42,900	44,840	46,877
36	41,285	43,144	45,096	47,146
37	41,506	43,376	45,340	47,402
38	41,716	43,596	45,571	47,645
39	41,913	43,804	45,789	47,873
40	42,098	43,998	45,993	48,088

2027-28 Paraeducator Salary Schedule

<u>STEP</u>	<u>License</u>	<u>+60 HRS</u>	<u>+90 HRS</u>	<u>BA</u>
1	29,441	30,705	32,032	33,426
2	29,935	31,221	32,569	33,987
3	30,421	31,728	33,099	34,540
4	30,881	32,209	33,603	35,067
5	31,346	32,697	34,116	35,605
6	31,809	33,183	34,626	36,141
7	32,271	33,668	35,136	36,676
8	32,730	34,150	35,642	37,208
9	33,188	34,631	36,146	37,737
10	33,643	35,108	36,648	38,264
11	34,094	35,582	37,145	38,786
12	34,542	36,053	37,639	39,305
13	34,986	36,519	38,129	39,819
14	35,426	36,981	38,614	40,328
15	35,862	37,439	39,094	40,833
16	36,292	37,890	39,569	41,331
17	36,717	38,337	40,037	41,823
18	37,137	38,778	40,499	42,309
19	37,550	39,211	40,955	42,787
20	37,957	39,638	41,405	43,258
21	38,358	40,058	41,846	43,721
22	38,750	40,472	42,279	44,177
23	39,136	40,876	42,704	44,623
24	39,514	41,273	43,120	45,060
25	39,883	41,661	43,528	45,487
26	40,244	42,040	43,926	45,905
27	40,596	42,410	44,314	46,313
28	40,938	42,770	44,692	46,710
29	41,272	43,119	45,059	47,095
30	41,595	43,459	45,416	47,470
31	41,908	43,788	45,761	47,833
32	42,211	44,105	46,094	48,183
33	42,503	44,411	46,416	48,521
34	42,783	44,706	46,725	48,845
35	43,052	44,988	47,021	49,157
36	43,310	45,260	47,306	49,455
37	43,556	45,517	47,576	49,739
38	43,789	45,762	47,834	50,009
39	44,010	45,994	48,077	50,265
40	44,218	46,213	48,307	50,506

**2025-26 Salary Schedule
Secretary**

<u>STEP</u>	<u>AMOUNT</u>
1	33,415
2	34,202
3	34,966
4	35,737
5	36,515
6	37,301
7	38,094
8	38,894
9	39,700
10	40,511
11	41,329
12	42,151
13	42,977
14	43,809
15	44,643
16	45,481
17	46,322
18	47,166
19	48,011
20	48,857
21	49,705
22	50,552
23	51,400
24	52,247
25	53,092
26	53,936
27	54,777
28	55,615
29	56,449
30	57,279
31	58,105
32	58,925
33	59,739
34	60,546
35	61,346
36	62,138
37	62,922
38	63,697
39	64,462
40	65,216

**2026-27 Salary Schedule
Secretary**

<u>STEP</u>	<u>AMOUNT</u>
1	34,863
2	35,665
3	36,452
4	37,216
5	37,987
6	38,765
7	39,551
8	40,344
9	41,144
10	41,950
11	42,761
12	43,579
13	44,401
14	45,227
15	46,059
16	46,893
17	47,731
18	48,572
19	49,416
20	50,261
21	51,107
22	51,955
23	52,802
24	53,650
25	54,497
26	55,342
27	56,186
28	57,027
29	57,865
30	58,699
31	59,529
32	60,355
33	61,175
34	61,989
35	62,796
36	63,596
37	64,388
38	65,172
39	65,947
40	66,712

**2027-28 Salary Schedule
Secretary**

<u>STEP</u>	<u>AMOUNT</u>
1	35,935
2	36,780
3	37,627
4	38,457
5	39,263
6	40,076
7	40,897
8	41,726
9	42,563
10	43,407
11	44,257
12	45,113
13	45,976
14	46,843
15	47,714
16	48,592
17	49,472
18	50,356
19	51,243
20	52,134
21	53,025
22	53,918
23	54,813
24	55,706
25	56,601
26	57,494
27	58,386
28	59,276
29	60,163
30	61,048
31	61,927
32	62,803
33	63,675
34	64,540
35	65,398
36	66,250
37	67,094
38	67,929
39	68,756
40	69,574

**2025-26 Salary Schedule
Custodian**

<u>STEP</u>	<u>1st Shift</u>	<u>2nd Shift</u>
1	37,682	38,202
2	38,569	39,089
3	39,474	39,994
4	40,391	40,911
5	41,322	41,842
6	42,266	42,786
7	43,223	43,743
8	44,192	44,712
9	45,174	45,694
10	46,169	46,689
11	47,176	47,696
12	48,194	48,714
13	49,225	49,745
14	50,266	50,786
15	51,319	51,839
16	52,383	52,903
17	53,458	53,978
18	54,543	55,063
19	55,638	56,158
20	56,743	57,263

**2026-27 Salary Schedule
Custodian**

<u>STEP</u>	<u>1st Shift</u>	<u>2nd Shift</u>
1	39,034	39,554
2	39,932	40,452
3	40,819	41,339
4	41,724	42,244
5	42,641	43,161
6	43,572	44,092
7	44,516	45,036
8	45,473	45,993
9	46,442	46,962
10	47,424	47,944
11	48,419	48,939
12	49,426	49,946
13	50,444	50,964
14	51,475	51,995
15	52,516	53,036
16	53,569	54,089
17	54,633	55,153
18	55,708	56,228
19	56,793	57,313
20	57,888	58,408

**2027-28 Salary Schedule
Custodian**

<u>STEP</u>	<u>1st Shift</u>	<u>2nd Shift</u>
1	40,234	40,754
2	41,181	41,701
3	42,128	42,648
4	43,064	43,584
5	44,019	44,539
6	44,986	45,506
7	45,968	46,488
8	46,964	47,484
9	47,974	48,494
10	48,996	49,516
11	50,032	50,552
12	51,082	51,602
13	52,144	52,664
14	53,218	53,738
15	54,306	54,826
16	55,404	55,924
17	56,515	57,035
18	57,638	58,158
19	58,772	59,292
20	59,917	60,437