

MEMORANDUM OF AGREEMENT

Between

The Board of Education of

School District 68

And

The Oak Grove Education Association, IEA-NEA

The Board and Association agree add the ESP language to their current Collective Bargaining Agreement in the following places:

ARTICLE 1 RECOGNITION

The Board recognizes the Association as the sole and exclusive bargaining agent for all regularly employed certificated personnel; all persons regularly employed by Oak Grove School District 68 in the following job titles or classifications: Paraeducator; Building Secretary; Extended Day Care Aide; Maintenance Employee; Technology Assistant excluding all superintendents; all principals; all district office secretaries; all accounts payable specialists; all benefits/payroll specialists; all supervisory, managerial, confidential and/or short-term employees as defined in Section 2 of the Illinois Educational Labor Relations Act, 115 ILCS 5/1, *et seq.* All as found in the IELRB Order of Certification, Case No. 2024-RS-0037-C, dated May 23, 2024.

5.3 Dues Deduction

C. The amount of dues to be deducted for each employee will be based on FTE and IEA's dues tables for that school year.

8.1 Work Day

The length of the Employee Work Day will be 7.5 hours, beginning twenty (20) minutes before and extending ten (10) minutes after the student day. with starting and ending times on a job classification basis.

The Board and the Association recognize that the length of the Employee Work Day, the amount of daily/weekly preparation time and student contact time are of great importance in the District. Changes in practices in effect at the start of the then current agreement on these items will not be made without bargaining with the Association.

The length of the workday for non-certified employees will be a minimum of five and half (5.5) hours.

8.2 Work Year

The work year may consist of up to 188 Employee Work Days. The calendar will consist of 176 pupil attendance days usually, four (4) institute days, three (3) parent-teacher conference days and five (5) emergency days. Part-time Employees will

attend professional obligations in consultation with their supervisor. If any emergency days are used as Employee Work Days, pupils must be in attendance. If an Employee is required to work more than 183 days they will be paid at the rate of 1/183 of their salary for each day worked.

The work year for non-certified employees that work in the following categories will consist of:

- Paraeducator: 176 pupil attendance days
- Building Secretary: 205 or 260 Employee Work Days
- Extended Day Care Aide: 176 pupil attendance days
- Maintenance: 260 Employee Work Days

12-month non-certified employees, will work 247 Employee Work Days, and will be paid for the following holidays:

- 4th of July
- Labor Day
- Indigenous Peoples Day
- Election Day
- The day before, the day of, and the day after Thanksgiving
- Christmas Day
- New Years Day
- Martin Luther King
- Presidents Day
- Good Friday
- Juneteenth

8.5 Duty-Free Lunch

As per the School Code, all Employees will receive a duty-free lunch period of no less than thirty (30) minutes each day. The Administration agrees not to schedule meetings or conferences which would require the Employee's attendance during such time.

Full time, non-certified employees will receive one (1) 30 minute, unpaid, duty-free lunch, and two (2) fifteen (15) minute unpaid breaks. Building secretaries may combine their breaks for a one (1) hour lunch to support the front office, when necessary.

Non-certified employees that work less than six (6) hours per day are entitled to one (1) fifteen (15) minute unpaid break.

10.1 Evaluation Plan

The Evaluation of Employees is the "Teacher Professional Development and Evaluation System" to be referred to as the "Evaluation Plan."

Non-certified employees will be evaluated pursuant to Board Policy 5:320

11.5 Bereavement Leave

Leave will be granted to an Employee due to the death of a member of the immediate family, upon written request to the Superintendent or designee. Immediate family is defined as wife, husband, child, grandchild, grandparents, sibling, parent, in-laws or cohabiter. Each employee will be granted three (3) Employee Work Days and may extended the leave up to a total of ten (10) days of unpaid leave pursuant to the Illinois Family Bereavement Leave Act. With the above language, three (3) of the ten (10) days will be paid, seven (7) will be unpaid (unless the employee chooses to use available sick/personal leave.)

11.12 Vacation Leave

Pursuant to Board Policy 5:330, Twelve-month employees shall be eligible for paid vacation days according to the following schedule:

<u>Length of Employment Maximum</u>	<u>Vacation Leave Earned Per Year</u>
Up to 5 years	2 weeks annually
Year 6-10	3 weeks annually
Year 11 and beyond	4 weeks annually
Supervisor	4 Weeks

Part-time twelve-month employees who work at least half-time are entitled to vacation days on a pro-rated basis. Vacation days earned in one fiscal year must be used by the end of the following fiscal year; they do not accumulate. Employees resigning or whose employment is terminated are entitled to the monetary equivalent of all earned vacation.

12.1 Salary

- A. The salary schedules are set forth for certified employees is in Appendix A. Non-certified employees will receive a 5.5% increase to their base for the 2025-2026 and 2026-2027 school years.
- B. Payroll checks for certified employees will be issued twenty-four (24) times each year. Employees will receive their summer period salary in separate checks on or before July 1st.
- C. If a regular pay date during the school year falls on a day when school is not in session, Employees will receive pay on the last day school is in session. Any changes to this will be agreed upon between the Business Office and the OGEA on an ad hoc basis.
- D. Payroll checks for non-certified employees will be:
 - 1. Paraeducator: twenty-one (21) times each year
 - 2. Secretary/Maintenance/Technology Assistant/Technology Specialist [Technology Specialist is not in the Order of Certification]: twenty-four (24) times each year

3. Extended Day Care Aide: twenty (20) times each year

- E. Any newly hired non-certified employee hired during the 2025-2027 school years at a higher hourly rate than a current employee/s with the same amount of experience, will trigger a request from the Board to the Association to allow the Board to adjust wages of the current employee/s within that category.

12.5 Retirement

A. Financial Wellness

All employees shall receive an annual financial wellness contribution of \$1,250, deposited into a 457 Plan, with contribution made on or about December 5th. Each teacher shall receive the financial wellness contribution at an amount equal to his/her full-time equivalence (FTE).— There will only be one district selected provider of the 457 Plan.

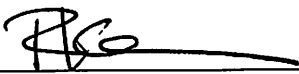
B. Retirement Incentive Program not applicable to non-certified employees

Duration of Agreement

This Agreement will be effective as of August 18, 2024 and will continue in effect until the day before the first day of school in the 2027-2028 school year. This Agreement will expire at such expiration date unless it is extended for a specific period or periods by mutual written agreement of the parties or is replaced by a Successor Agreement.

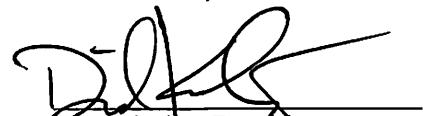
All other language of the current Collective Bargaining Agreement remains unchanged.

For the Board of Education
School District 68


Board President

October 22, 2024

For the Oak Grove Education
Association, IEA-NEA


Association President

October 22, 2024