

Mundelein Consolidated High School  
District 120  
1350 West Hawley Street  
Mundelein, Illinois 60060

**Agreement**

This Agreement is made and entered into by and between the Board of Education of Mundelein Consolidated High School District 120, hereinafter referred to as the "Board" and the Mundelein Education Association, hereinafter referred to as the "Association," for itself and on behalf of District employees covered by this Agreement.

Whenever a school year is referred to, it shall mean to encompass the period beginning July 1 and ending June 30.

The effective date of this Agreement shall be July 1, 2022

The termination date of this Agreement shall be June 30, 2026.

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## **ARTICLE 1: Recognition and Scope**

### **1.1 Recognition**

The Board shall recognize the Association as the sole and exclusive negotiation agent for all certificated employees providing the foregoing shall not include administrative personnel (directors, executive administrators), substitute teachers, instructional aides, or clerical aides.

### **1.2 Scope**

Negotiations on behalf of the above employees shall be conducted only between the officially designated representatives of the Association and members of the Board. Nothing in this Agreement shall prohibit the Board from proper and orderly exercise of its responsibilities, privileges, and prerogatives under law.

### **1.3 Definitions**

- A. ADMINISTRATION/ADMINISTRATOR - Superintendent, Assistant Superintendent, Business Manager, Chief of Staff, Principal, Associate Principal, Assistant Principal, Department Chair, Director
- B. SUPERINTENDENT OR DESIGNEE - Superintendent, Assistant Superintendent, Business Manager, Chief of Staff, Principal, Associate Principal, Assistant Principal, Department Chair, Director
- C. CERTIFICATED EMPLOYEE – Employee who holds a 4-year degree and is certificated by the State of Illinois
- D. SCHOOL DISTRICT OFFICIAL – an individual given authority by a Board of Education.
- E. SUPERINTENDENT - District's Executive Officer responsible for the administration and management of the District's school in accordance with Board of Education policies and directives, and state and federal law.
- F. EMPLOYER – District 120
- G. DISTRICT - Mundelein Consolidated High School District 120 and the D120 Transition Center

- H. IMMEDIATE SUPERVISOR – Department Chair/Director
- I. PRINCIPAL – Employed by the Board of Education as instructional leader of assigned School.
- J. PRESIDENT OF THE BOARD OF EDUCATION – Individual Board member appointed as president by Board of Education members
- K. BOARD OF EDUCATION – Consists of seven members whose powers and duties include the authority to adopt, enforce, and monitor all policies for the management and governance of the District’s schools
- L. ASSOCIATION PRESIDENT – Mundelein Education Association President
- M. ASSOCIATION PRESIDENT OR DESIGNEE – Mundelein Education Association President or Vice President
- N. HIGHLY QUALIFIED TEACHER – as defined by the federal definition of “qualified” per Title 1 of the Elementary and Secondary Education Act
- O. ASSOCIATION – Mundelein Education Association (MEA); Chapter of Illinois Education Association (IEA)

**ARTICLE 2: Employee, Association, and Management Rights**

**2.1 Non-Discrimination**

The Board shall not discriminate against any certificated employee for any reason as delineated by any provisions of the Civil Rights Act and the Illinois Human Rights Act.

**2.2 Right of Representation**

When a certificated employee is required to appear before the Administration concerning any matter that may adversely affect the certificated employee's employment, the certificated employee shall be notified of the purpose of the meeting and the individuals to be in attendance. The certificated employee shall be entitled to have an Association representative present. Any certificated employee can seek the advice of the Superintendent or designee as to the advisability or necessity of having an Association representative present.

When any certificated employee is required to appear before the Board concerning any matter which could adversely affect the certificated employee's employment, the certificated employee's position, or the certificated employee's salary, the certificated employee shall be entitled to have a representative present.

The certificated employee may be represented by the individual of their choice, provided the Superintendent or designee is notified at least twenty-four (24) hours in advance of the identity of the employee's representative. The twenty-four (24) hours advance notification may be waived by mutual agreement should circumstances create undue hardship on either party.

**2.3 Personnel File**

**A. Conditions and Procedures for Placement of Materials in File.**

Only one official personnel file shall be maintained. No material shall be placed in the file unless the certificated employee has had an opportunity to read such material. The

certificated employee shall acknowledge that they have read any material by affixing their signature on the copy to be filed.

However, any material which has not been reduced to writing within thirty (30) calendar days following the event or occurrence may not be added to the file. Only materials contained in the certificated employee's personnel file may be used to evaluate or discipline the certificated employee in any manner.

**B. Right to Respond to Materials in File**

The certificated employee shall have the right to respond to any material which is entered into their file and the certificated employee's response shall be attached to the file.

**C. Right to Examine File**

A certificated employee shall have the right to a) examine their personnel file within twenty-four (24) hours of request and b) to have a representative of the Association accompany the certificated employee in such review.

**D. Right to Reproduce Materials in File**

Upon request, the Superintendent or designee will reproduce any materials in their personnel file.

**E. Right to Grieve Materials in File**

In the event any file materials are determined to be inaccurate or unfair as a result of legal or grievance proceedings, such portion of materials will be removed from the certificated employee's personnel file.

**F. Release of Information**

1. A certificated employee or former certificated employee shall not divulge any of the contents of the personnel file including a disciplinary report, letter of reprimand or other disciplinary action to any person or party other than the certificated employee except as follows:
  - a. A School District official in a need-to-know capacity.
  - b. The certificated employee has specifically waived written notice as part of a written, signed employment application with another employer.
  - c. The disclosure is ordered to a party in a legal action or arbitration proceeding.
  - d. The information is requested by a government agency as a result of a claim or complaint, or as a result of a criminal investigation.
2. The employer shall review a personnel record before releasing information to any party other than the certificated employee (including School district officials) or except where ordered to a party in a legal action or arbitration proceeding. The Employer shall delete disciplinary reports, letters of reprimand or other records of disciplinary action which are more than two (2) years old.

**2.4 Right to Organize**

Certificated employees shall have the right to join and assist the Association and to participate in professional negotiations with the Board. The Board shall not discriminate against any certificated employee with respect to hours, wages, terms and conditions of employment for any reason of membership in the Association, participation in negotiations with the Board or the institution of a grievance, complaint, or proceeding under this Agreement.

## **2.5 Dues Deduction**

The Board shall deduct from each certificated employee's pay the current dues of the Association, provided that the certificated employee has executed an annual authorization for continuing dues deduction. The amount of the deduction shall be annually provided by the Association. The employee may revoke automatic dues deduction by a written statement to the Superintendent. The Superintendent shall inform the Association of such revocation within ten (10) days of receipt.

## **2.6 Meetings, Notices and General Information**

The Association shall not be denied the following, provided the Association has written pre-approval from the Superintendent.

- A. Use of the school buildings for meetings.
- B. Use of the employee mailboxes, inter-school mail, and school bulletin boards for the purpose of internal communication.
- C. Use of school equipment, typewriters, and duplicating machines.
- D. Use of school computers, email, and internet access, provided that the Association adheres to the Board's computer, email and internet policies.

In all matters pertaining to the use of facilities, notices, and general information, appropriate charges may be assessed to and paid by the Association.

The Association can meet up to four (4) times per year with its membership during the scheduled work day. These meetings may be scheduled on late start days (before school when students are not present), or student early release days (after school). None of these meetings will use more than twenty (20) minutes of the scheduled work day. The specific days and times used will be mutually agreed upon by the Association and the Administration in advance of the meetings.

## **2.7 Fair Share**

- A. As a result of the Supreme Court decision in *Janus v AFSCME* (2018), the below language (2.7, B-H) is not applicable. Should this legal decision be reversed, the below language (2.7, B-H) will be applicable from that point forward.
- B. Each certificated employee, as a condition of employment, on or before thirty (30) days from the date of commencement of duties or the effective date of this Agreement, whichever is later, the certificated employee shall join the Association or pay a fair share fee to the Association. The fair share fee shall be equivalent to the amount of dues uniformly required of members of the Association, including local, state and national dues.
- C. In the event that the certificated employee does not pay their fair share fee directly to the Association by a specific date as established by the Association, the Board shall deduct the fair share fee from the wages of the non-member.
- D. The Fair Share provisions of the Agreement shall be in effect for all certificated employees hired after July 1, 1988. All employees hired before July 1, 1988, who were not Association members as of July 1, 1988, are exempted from this Fair Share provision. Such certificated



employees shall be subject to Fair Share if they choose to become Association members or voluntarily elect to pay the fair share.

- E. The fair share fee shall be paid to the Association by the Board no later than ten (10) days following deduction.
- F. In the event of any legal action against the Board brought in a court or administrative agency because of its compliance with this Article, the Association agrees to defend such action, at its own expense and through its own counsel, provided:
  - 1. The Employer gives immediate notice of such action in writing to the Association, and permits the Association intervention as a party if it so desires; and,
  - 2. The Employer gives full and complete cooperation to the Association and its counsel in securing and giving evidence, obtaining witnesses and making relevant information available at both trial and all appellate levels.
- G. The Association agrees that in any action so defended, it will indemnify and hold harmless the Employer from any liability for damages and costs imposed by a final judgment of a court or administrative agency as a direct consequence of the Employer's compliance with this Article.

It is expressly understood that this hold harmless provision will not apply to any claim, demand, suit or other form of liability which may arise as a result of any type of willful misconduct by the Board or the Board's imperfect execution of the obligations imposed upon it by this Article.
- H. The obligation to pay a fair share fee will not apply to any certificated employee who, on the basis of a bona fide religious tenet or teaching of a church or religious body of which such certificated employee is a member, objects to the payment of a fair share fee to the Association. Upon proper substantiation and collection of the entire fee, the Association will make payment on behalf of the certificated employee to a mutually agreeable non-religious charitable organization as per Association policy and the Rules and Regulations of the Illinois Educational Labor Relations Board.

## **2.8 Management Rights**

The Board hereby retains and reserves unto itself, without limitation, all powers, rights, authority, duties and responsibilities, subject to the terms of the collective bargaining agreement conferred upon and vested in it by the laws and the Constitutions of the State of Illinois and the United States of America, including but without limiting the generality of the foregoing, the rights:

- A. To the exclusive management, organization and administrative control of the District and its properties and facilities;
- B. To direct the work of its certificated employees, and determine the kinds and levels of services to be provided and the methods and means of providing those services including entering into Agreements with private vendors for services;
- C. To hire all certificated employees, and subject to the provisions of law, to determine their qualifications and the condition for their continued employment;
- D. To establish educational policies, goals and objectives; to ensure rights and education opportunities of students; to determine staffing patterns, to determine the number, deployment and kinds of personnel required in order to maintain the efficiency of District operations; and

- E. To build, move or modify facilities; establish budget procedures and determine budgetary allocations.

## **ARTICLE 3: Negotiation Procedure**

### **3.1 Good Faith Negotiations**

The parties agree that their duly designated representatives shall negotiate in good faith with respect to terms and conditions of employment and shall bargain as per the rules and regulations of the Illinois Educational Labor Relations Act.

### **3.2 Negotiation Starting Date**

Negotiations shall begin no earlier than February 15, of the last year of the contract, unless mutually agreed upon by both parties.

### **3.3 Ongoing Administration of Contract**

Representatives of the Board, Administration and the Association agree to meet during each school year for the purpose of reviewing the administration and content of the contract and to resolve problems that may arise. Should such a meeting result in a mutually acceptable amendment to the Agreement, the amendment shall be reduced to writing, ratified by the Board and the Association, signed, and appended to this Agreement.

Situations might arise which will make it necessary for the Board and Association to re-open negotiations to respond to issues which need to be addressed, such as changes in state law that could result in a reduction in force of 15% of certificated employees. The Board, Administration, and the Association agree to meet to discuss the financial situation.

The MEA and Board negotiating teams agree to meet no later than November of the last year of the contract to discuss the possibility of negotiating the extension of the current contract.

## **ARTICLE 4: Employment Conditions**

### **4.1 School Calendar**

Following advisory consultation with the Association, the Board shall establish a 185 day school calendar, of which four (4) may be institute days and five (5) emergency work days.

### **4.2 Employee Work Day**

The certificated employee workday will be eight (8) hours in length. Certificated employees may be assigned non-consecutive work hours on a voluntary basis only. Certificated employees will be available from the beginning of the working day for student contact. If a certificated employee makes an appointment before or after the school day, or an appointment is made with the certificated employee's approval, that certificated employee will honor the said appointment.

### **4.3 Teaching Load**

The standard four-block schedule consists of four ninety-minute blocks of time. Each block of time may be structured to fit a particular division/department, recognizing that the workday for those certificated employees whose primary role is not classroom teaching, does include more than 270 minutes of student contact. In a standard four-block schedule, the normal teaching load shall not exceed three (3) teaching assignments of ninety minutes each per day or 270 minutes per day. Unusual teaching loads of more than three (3) teaching assignments might exist in certain departments, but in no case will the certificated

employee total teaching load exceed 270 minutes per day. If a certificated employee agrees to work additional minutes per day, those minutes will be considered an extra assignment and will follow the guidelines for extra assignments. Supervision time shall be passing periods and washroom supervisions. During homeroom period, certificated employees will facilitate activities.

The certificated employee shall be in the building for the first and last 45 minutes of the school day. During preparation periods in which a certificated employee has no supervisory responsibilities, the certificated employee may leave the school building without loss of pay or leave time. The certificated employee must notify their direct supervisor of the leave before exiting the building. As professionals, certificated employees agree to not use preparation periods away from the building for business that could routinely occur during non-school hours.

In an early/late bird class of less than ninety minutes is offered, the total teaching periods may exceed three teaching periods during a term, without additional compensation, if during another term, the total teaching periods are reduced an equal amount. Over two terms, the total teaching periods may not exceed six (6) teaching periods, for any individual certificated employee. A teaching load cannot exceed 315 minutes a term, nor can the average teaching minutes for a certificated employee exceed 270 minutes over four terms, in a given school year.

The MEA and administration recognize that the Music Department teaching schedules do not meet the parameters of the previous paragraph regarding teaching load. The administration and MEA will meet annually to verify that the Music Department schedules meet the spirit of the language regarding teaching load.

In an eight period schedule, the normal teaching load shall be five (5) teaching periods and one (1) supervisory period. Supervision time shall not include homeroom assignment, passing periods and washroom supervision.

Certificated employees may be assigned teaching periods and supervisory periods less than these maximums without being considered part-time certificated employees, provided they are assigned to other duties, not to exceed three hundred (300) minutes per day.

If there is a need, in any department, for an additional teaching assignment, the staffing of such teaching assignment shall be made as follows:

- A. The Board of Education shall approve the additional teaching assignment.
- B. The Superintendent, or designee, shall notify the affected department in writing at least three (3) days in advance of the assignment of the additional teaching assignment.
- C. After three (3) days, the Superintendent, or designee, shall develop a list of eligible faculty members.
- D. The Superintendent or designee shall select a certificated employee from this list, considering each certificated employee's experience, qualifications, current teaching assignments and past classroom evaluations. This consideration will occur prior to recommending an appointment for the additional teaching assignment to the Board of Education.
- E. The certificated employee selected for the additional assignment shall be notified of their selection by the Superintendent, or designee.

If the selected certificated employee accepts the additional teaching assignment, as defined above, they shall have the following options in an eight period day:

1. Payment of a stipend of 10% of the employee's base salary each term, paid during the affected term. If the teacher elects to accept the additional compensation, they will be expected to assume all supervisory assignments as outlined in the Agreement.
2. Relieved of all normal daily student supervisory assignments as outlined in this Agreement and paid at the rate of 2.5% of that employee's base salary each term, paid during the affected term.

If the selected certificated employee accepts the additional teaching assignment, as defined above, in a four-block day, they shall receive the following compensation, during the term of the additional teaching assignment.

1. Teaching one additional ninety minute period, they will be compensated at the rate of 10% of the employee's base salary each term.
2. Teaching one additional forty-five minute period, they will be compensated at the rate of 5% of the employee's base salary each term.

Additional teaching assignments are considered to be an exception and should not become the standard for any department or employee. Such assignments shall be made only upon necessity or to save program enrollment and where practicable and in sound fiscal judgment. Whenever more than two (2) sections of a sixth teaching assignment, in an eight period day, or more than two (2) sections of a fourth teaching assignment in a block schedule, are assigned within a department, the Board shall endeavor, if financially feasible, to hire additional certificated employees.

#### Supervision Committee

Principal, Associate Principal, Administrative Designee, MEA President, MEA Vice President, and MEA Designee will discuss and decide on the supervisions and any modifications needed. This committee will meet on an as needed basis, but no less than annually to discuss supervisions.

#### Class Size

Class size and balancing student needs is a mutual interest of the Board and the Association. The BOE and Association acknowledge that student course requests, specialized individual student needs, facilities, and State/Federal educational policy shape staffing and class size.

Administration will meet with a teacher(s) to discuss their concerns regarding their class size.

Nothing in this statement obligates the District to establish minimum or maximum class sizes.

#### Internal Substitute

The Administration will generate a list of faculty members who are willing to volunteer as internal substitute(s) and will attempt to arrange for substitutes from this list. If the Administration is unable to secure a substitute from the list of volunteers, it may assign a faculty member to no more than one period of internal substitution per semester.

#### **4.4 Consecutive Teaching Periods**

To maintain the best possible teaching environment, the Board and the Association recognize that certificated employees should be assigned no more than three (3) consecutive teaching assignments in an eight period day, or no more than two and one-half (2.5) consecutive teaching assignments or 225 consecutive teaching minutes, in a block schedule.

Both parties understand that this goal is not always attainable, but it is one that must be actively pursued. The Board shall make every effort to restrict the assignment of each certificated employee to no more than three (3) consecutive teaching assignments in an eight period day, or no more than two and one-half (2.5)

consecutive teaching assignments or 225 consecutive teaching minutes in a block schedule. Should a certificated employee have a supervision assignment immediately before or after three (3) consecutive teaching assignments, the certificated employee is encouraged to meet with their supervisor and/or the principal or designee to explore a scheduling solution recognizing that changing the schedule may not be an option.

The Superintendent, or designee, shall retain the right to adjust the daily schedule of each certificated employee to retain curricular offerings and/or prevent the elimination of course offerings. When an employee is assigned more than three (3) consecutive teaching assignments in an eight period day, such certificated employee's supervisory assignment shall not exceed one half (1/2) of a supervisory period.

#### **4.5 Academic Subject Preparations**

The Board and the Association recognize the educational benefits of limiting the normal certificated employee academic subject preparation load to no more than three (3) different subject preparations, in an eight (8) period day per year, and two (2) different subject preparations, in a four block schedule per term.

Both parties agree that this is an attainable goal, but one that might not always be met, due to the individual department needs and course offerings. The Administration will make every effort to limit teachers to three (3) academic subject preparations in an eight period schedule per year, or two (2) academic subject preparations in a four-block schedule per term. If a reduction in the supervisory assignment is deemed appropriate, the Superintendent, or designee, shall adjust the certificated employee's total supervisory assignment to a total not to exceed one-half (1/2) of a normal supervisory period.

#### **4.6 Full-Time and Part-Time Status**

A full-time certificated employee is defined as one who has a minimum four-fifths (4/5) class load per semester over a full year (8/10), plus any assignment/supervision time per day, which will not be less than 300 minutes.

For non-instructional certificated employees, the day will be 300 minutes.

#### **4.7 Administrative Directed Meetings**

Each week, up to 2 days (no more than 100 minutes) will be dedicated to Professional Learning Community (PLC) and Student Support Team (SST) meetings.

Exceptions to the 2 days a week (100 minutes) occur during the following situations.

- When there is a school holiday during that week.
- When there is a late start professional development schedule during that week.

When these situations occur, only 1 day a week (50 minutes) will be dedicated to PLCs or SSTs.

- During Final Exam week, there will be no Administrative meetings scheduled

Staff meetings will be held once a month, unless there is an emergency situation. Scheduled staff meetings may be in addition to regularly scheduled Professional Learning Community (PLC) meetings or Late Start Professional Development days.

Department meetings may be held during PLC/SST meetings or Staff Meeting time.

- Teacher Directed Time in service to the district includes but is not limited to:
  - Voluntary committee meetings
  - Office Hours with students for academic purposes
  - Meeting with students for co-curricular activities on ***Mondays and Fridays***
  - Parent contact

- Lesson planning / modifying
- Grading
- SPED Accommodation planning
- IEP/504 Feedback
- Collegial meetings with peers

#### 4.8 Pay Periods

The Board of Education will pay certificated employees twice a month, on the 15<sup>th</sup> and 30<sup>th</sup> of the month. The first pay date shall be August 30. This date is predicated upon two conditions:

- A. Salaries for extra duty, substitutes, etc., will be paid only once per month.
- B. Coaching and Extracurricular activities will be paid according to the following chart.

Fall Season	Sept. 15 (50%)	Oct. 30 (50%)
Winter Season	Dec. 15 (50%)	Feb. 28 (50%)
Spring Season	Mar. 30 (50%)	May 30 (50%)
Full Year	Dec. 15 (50%)	May 30 (50%)

The second payment for coaching will be preceded by a check out with the Athletic Director.

#### 4.9 Days Worked Beyond Contract

##### A. Required Activities

For non-stipend positions, any additional required days beyond the normal teaching contract will be paid on a per diem basis with compensatory time as an option. The number of additional days and dates will be determined by district need and will not exceed six days. These dates will be worked at the following times: the two weeks before the beginning of school, during the school year, or the two weeks after the last school term. Any days beyond the six that occur within the aforementioned time periods, will be staffed on a voluntary basis and paid at the applicable per diem rate.

##### B. Voluntary Activities

Voluntary additional certificated employee participation not otherwise covered by the contract shall be paid by a stipend determined prior to the beginning of the activity.

#### 4.10 Paychecks

A certificated employee may elect to spread his/her last four paychecks out over the summer recess. If he/she so chooses, the certificated employee will notify the business office by May 1 of their desire to be paid on June 15, June 30, July 15, and July 30.

### ARTICLE 5: Employee Evaluation

See **EVALUATION INSTRUMENT**, as it pertains to the non-tenured and tenured certificated employee covered by this Agreement.

### ARTICLE 6: Employee Termination

#### 6.1 Tenured Staff

Tenured certificated employees covered under this Agreement shall not be dismissed or otherwise disciplined except for just cause. At the time such action is taken, written notice of the specific grounds forming the basis for disciplinary action will be delivered to the certificated employee and the Association.

## **6.2 Non-Tenured Staff**

- A. Non-tenured certificated employees covered under this Agreement shall not be dismissed or otherwise disciplined except as set forth by the Illinois School Code.
- B. Non-tenured certificated employees shall receive written notice from the Board of Education at least forty-five (45) days before the end of any school term as to whether or not he/she will be re-employed for the following school term.

## **ARTICLE 7: Reduction and Reinstatement of Employees**

### **7.1 Causes for Reducing Employees**

The number of certificated employees covered under this Agreement may be reduced as the result of a decision of the Board to:

- A. Decrease the number of teachers employed by the Board; and/or
- B. Discontinue some particular type of teaching service;

The Board of Education reserves the right to make all decisions regarding the reduction of certificated employees.

### **7.2 Procedures for the Reduction in Force of Certificated Employees**

If the Board of Education decides to reduce the number of certificated employees covered by this Agreement, such reduction will comply with the School Code.

### **7.3 Notice of Dismissal**

Honorably dismissed certificated employees will receive notice and a statement of honorable dismissal, which will include the reason for the dismissal, by mail and by either certified mail, return receipt requested, or personal delivery with receipt at least forty-five (45) days before the end of the school year.

The Board of Education will publish and post a seniority list each year by February 1.

The Board of Education will provide to the President of the Association a copy of the sequence of honorable dismissal list each year at least 75 days before the end of the school year.

### **7.4 Recall of Certificated Employees**

If the Board has any vacancies for the school year following the reduction in force or within one calendar year from the date of the beginning of the school year following the reduction in force, certificated employees in Group Three and Group Four, who were honorably dismissed in the reduction in force, will be recalled to any position for which they are qualified to hold. Whether an employee is qualified to hold a position is based on the legal qualifications and the job description in effect for the position on the May 10 before the position became available. Recall will be in the reverse order of the reduction in force/dismissal.

If the number of honorable dismissal notices exceeds fifteen percent (15%) of the number of full-time equivalent positions filled by certificated employees covered by this Agreement, the recall period will be extended to two (2) years.

The offer of re-employment shall be made by certified mail, return receipt requested to the former certificated employee's last known mailing address on file with the Board. Failure to accept the offer within ten (10) days of receipt of the certified letter will result in the termination of the certificated employee's right of recall.

## **ARTICLE 8: Grievance Procedure**

### **8.1 Definitions**

- A. The term "grievance" shall be defined as any claim by the Association, individual certificated employee, or group of certificated employees, covered under this Agreement, that their rights have been impaired, or that there was a violation, misinterpretation, or misapplication of this Agreement.
- B. Time limits mentioned throughout the procedures shall consist of days which the Superintendent's Office is officially open for business.
- C. The parties acknowledge that a certificated employee and the employer may resolve problems through free and informal communications. Nothing contained in the procedure shall limit the individual from informally discussing the complaint with the administration.
- D. The filing of a written grievance shall be within thirty (30) calendar days from the date of actual occurrence, or when the grievant might have had reasonable knowledge thereof, unless the violation is of a continuing nature.

### **8.2 Procedure**

#### **A. Step One**

The certificated employee shall present the written grievance, detailing what the grievance is and what action has been taken to issuer of the action generating the claim, if below the rank of Principal. The issuer of the action generating the claim shall arrange for a meeting to take place within seven (7) days of receipt of the written grievance. The issuer of the action generating the claim shall provide a written answer to the aggrieved certificated employee within seven (7) days after the meeting. The issuer of the action generating the claim's written response shall include the reasons for the decision. A copy of the grievance and a copy of the written response shall be filed in the Superintendent's office.

#### **B. Step Two**

If the grievance is not resolved in Step One, the certificated employee may refer the grievance to the Principal, within seven (7) days after receipt of the written response in Step One. The Principal shall schedule a meeting with the aggrieved certificated employee within seven (7) days to review the grievance. Each party shall have the right to include in its representation such witnesses, as it deems necessary to develop the facts pertinent to the grievance. Upon conclusion of the hearing, the Principal shall have seven (7) days in which to provide his/her written decision and the reasons for that decision to the aggrieved certificated employee.

#### **C. Step Three**

If the grievance is not resolved in Step Two, the certificated employee may refer the grievance to the Superintendent, within seven (7) days after receipt of the Principal's written response in



Step Two. The Superintendent shall schedule a meeting with the aggrieved certificated employee within seven (7) days to review the grievance. Each party shall have the right to include in its representation such witnesses, as it deems necessary to develop the facts pertinent to the grievance. Upon conclusion of the meeting, the Superintendent shall have seven (7) days in which to provide his/her written decision and the reasons for that decision to the aggrieved certificated employee.

#### **D. Step Four**

If the grievance is not satisfied as in Step Three, the certificated employee may submit the grievance to the Board of Education within fifteen (15) days of receipt of the Superintendent's written response. Upon the Board's receipt of the grievance the Superintendent and the Union's Grievance Committee will determine if the grievance will be reviewed by the Board of Education or a District appointed Hearing Officer. The Superintendent and Union Grievance Committee must mutually agree to the use of a District Hearing Officer to review the grievance. If the Superintendent and the Union Grievance Committee do not agree to the use of the hearing officer, the Board of Education will review the grievance. Upon conclusion of the meeting concerning the grievance, the Hearing Officer or the President of the Board of Education shall have fifteen (15) days to provide the written decision and the reasons for that decision, to the aggrieved certificated employee.

#### **8.2.5 Bypass**

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

#### **8.3 Arbitration**

If the aggrieved certificated employee is not satisfied with the disposition in Step Four, the grievance may be submitted to binding arbitration. The Federal Mediation and Conciliation Service (FMCS) may act as the Administration of the proceedings. If the aggrieved certificated employee fails to file a demand for arbitration within twenty (20) calendar days of the receipt of the Board's written decision, the grievance shall be deemed withdrawn. Each party shall bear the full costs for its representation in the arbitration. Both parties shall share the arbitration fee equally.

#### **8.4 Class Grievance**

A grievance impacting one or more certificated employees, involving one or more administrators or supervisors may be initially filed as in Step One.

#### **8.5 No Reprisals**

No reprisals of any kind shall be taken by the Board against any certificated employee because of his/her participation in a grievance.

#### **8.6 Filing of Materials**

All recommendations dealing with procedures of a grievance shall be filed separately from the personnel file of the participant.

#### **8.7 Informal Grievance Procedures**

The informal grievance procedure is that procedure by which the Superintendent, the Association President, and the aggrieved certificated employee meet to discuss the proposed grievance, shall not be limited to the time before the actual grievance has been filed but may continue throughout each step of the grievance procedure. The intent of the informal grievance procedure is to resolve grievances or possible grievances

through cooperation and open communications. The informal grievance procedure is voluntarily entered into by all parties. Records and proceedings of the informal grievance procedure shall not be kept nor shall reference to such activities be made during any formal grievance process.

## **8.8 Grievance Withdrawals**

A grievance may be withdrawn at any level. If a grievance is withdrawn, such grievance shall be treated as not having been filed.

## **8.9 Grievance Forms.**

Such forms will be developed jointly by the Board and the Association.

## **8.10 No Written Response**

If the aggrieved certificated employee or the Association does not issue a written request to move the grievance to the next step within the time limits indicated in any step, the grievance shall be deemed to be resolved in favor of the Board or Administration.

If the Board or the Administration does not issue a written decision within the time limits indicated in any step, the grievance shall be deemed resolved in favor of the grievant.

## **ARTICLE 9: Salary Differential**

### **9.1 Payment of a Salary Differential**

The Board of Education, upon recommendation of the Superintendent, or designee, may pay a salary differential above the established salary guide under the following conditions.

- A. Any certificated employee who performs his/her duty in an unusual and outstanding manner during the current contractual year, may be granted a year end salary bonus. Such bonus shall be paid in one check and shall be paid prior to June 30 of the existing contractual year.
  - 1. Such bonus is for one year and is not part of the certificated employee's continued contractual agreement.
  - 2. Such bonus shall be subject to Board of Education certificated employee's retirement contributions.
- B. A certificated candidate with highly desirable qualifications may be employed at a salary above schedule when the salary is inadequate to attract certificated candidates for a specific requirement.
- C. If any salary differential occurs, a memorandum will be generated by June 30<sup>th</sup>, listing the amounts awarded, the reasons for awarding a salary differential, and the number of employees earning such salary differential. This report will be shared with the Association President or designee.

### **9.2 Withholding Salary Increment or Step Increase**

The Board of Education, upon recommendation of the Superintendent, or designee, may withhold increment or salary step increase from any certificated employee covered in this Agreement under the following conditions.

- A. When the performance of the primary role of any certificated employee does not warrant an increase in pay.
- B. Withholding an increase shall follow these guidelines.
  - 1. Certificated employees shall be given reasonable written warning of unacceptable behavior.
  - 2. Prior to the issuance of a written notice of the withholding of the salary step increase or increment, the Superintendent shall have a conference with the certificated employee stating the reason or reasons for withholding increment salary step. The certificated employee shall be notified at least two (2) days in advance of such meeting and shall have the right to have representation at such meeting.
  - 3. Reasonable efforts by the Superintendent or designee shall be made to provide assistance to the certificated employee in question. Such assistance will follow the steps put forth in Article 5, Evaluation, of this Agreement.
- C. If any reduction in salary occurs, a memorandum will be generated by June 30<sup>th</sup> listing the certificated employees affected and the reasons for the reduction. This report will be shared with the Association President or designee.

## **ARTICLE 10: Professional Growth / Tuition Reimbursement**

### **10.1 Professional Growth**

The Board of Education recognizes the value of employee participation in professional growth activities, and it delegates to the Superintendent or designee the authority to review and approve such opportunities. Such professional growth may be achieved by means of the successful completion of graduate course credits, educational conferences, workshops, and non-credit courses.

- A. College or university graduate course credits will continue to be the major basis upon which advancement on the salary schedule will be granted. The Superintendent or designee has the authority to pre-approve graduate course credits subject, but not limited to, the following general criteria:
  - 1. All courses must be offered by a United States accredited college or university.
  - 2. The course content must align with secondary education, the educator's area(s) of certification, or to an endorsement and/or certificate program.
  - 3. Graduate course credit will be awarded to certificated employees for courses that are a part of an approved master's degree program in which the certificated employee is enrolled.
  - 4. A certificated employee who has a master's degree may take only graduate level courses, except as noted in #5 below.
  - 5. A certificated employee may take non-graduate level courses under the following conditions:
    - a. Courses leading to an endorsement and/or certificate
    - b. Courses leading to a change in teaching assignment

- c. Courses relating to attaining or maintaining certification as required by regulations and/or rules of the state or federal governments which defines "highly qualified" teacher. These courses may not include courses which previously have been granted credit via proficiency testing.
- d. Courses that enhance content knowledge or professional growth/development as approved by the principal.

**B. The University of Mundelein**

Certified staff who have already completed an accredited master's degree program will have an opportunity to propose a continued education plan to advance on the salary schedule. Plans can include but are not limited to earning micro-credentials, certifications, endorsements, and discipline-specific training, among others.

Staff will complete a formal application to propose an alternative continued education plan that consists of professional development that is equal to the workload of a master's level course. A committee with an equal number of MEA members and administrators will meet three times a school year to review the applications. This committee will be charged with developing a proposal that includes the application process and staff reimbursement allocations. The committee's proposal is subject to approval by the D120 Board of Education. The administration will make the final decision on the certified staff's individual applications based on curricular needs and budget constraints.

- C. Each Department will receive annually a proportionate allocation for educational conferences and workshops. The departmental use of these allocations for professional development will be decided by consensus within the department.

**D. Staff Required Training Outside the Contractual Day and/or School Calendar**

Certified staff will be compensated curriculum development pay of \$35 per hour if they are mandated by the administration to attend a training or a course. This does not apply to school-sponsored extracurriculars.

**10.2 Semester Hour Payment**

The Board of Education will reimburse a certificated employee a maximum of 12 pre-approved credit hours in one school year. The school year is considered to be September 1 through August 30.

**Certificated Employee Reimbursement**

The Board of Education will reimburse a certificated employee a maximum of \$215 per semester hour, for pre-approved graduate courses from an accredited institution of higher learning. (Reference Article 10.1 – Professional Growth)

A certificated employee may receive up to \$500/credit hour for courses in a curricular area that is deemed of high demand or as part of an initiative that supports Board/District goals. Pre-approval is at the discretion of the administration.

**10.3. Pre-Approval**

A pre-approval application form must be submitted to the Superintendent, or designee, prior to the individual course enrollment.

**10.4. Reimbursement**

Reimbursement is contingent upon an approved pre-approval form, successful completion of the course, minimum graduate grade of "C," and submission of an original copy of the transcript to the Superintendent.

The transcript must be submitted no later than one year from the date of the pre-approval form or reimbursement is forfeited. Graduate courses taken during the summer prior to beginning employment do not qualify for tuition reimbursement.

Determination for granting of graduate credit for reimbursement shall be the sole discretion of the Superintendent or designee.

## **10.5. Schedule Advancement and Tuition Reimbursement**

To receive simultaneous advancement on the salary schedule and tuition reimbursement is contingent upon the individual course and its relationship to the certificated individual's assignment for the current year.

## **ARTICLE 11: In-Service Education**

Upon recommendation of the Superintendent and consultation with the Mundelein Education Association, the Board of Education shall institute an annual in-service program for all certificated employees under the conditions listed below.

In-Service Education- "The Board & the MEA support ongoing professional growth for all licensed professional educators. As such, a reasonable effort shall be made by Administration for all D120 staff members to have equitable access to in-service education and professional growth opportunities provided by the district."

### **11.1 Attendance**

Each certificated employee shall be in attendance for a period not to exceed eight clock hours.

### **11.2 Requirements**

Each certificated employee shall be expected to complete all requirements for the in-service program.

### **11.3 Content**

The in-service program shall deal with an aspect of classroom performance and/or educational importance, relevant to all certificated employees. The program shall be approved by the Administration in consultation with the Mundelein Education Association.

### **11.4 Schedules**

During the school year, the professional development program shall be conducted so that it does not extend beyond the current contractual eight hour limit for certificated employees. The professional development program may be extended beyond the eight hour limit only by mutual agreement between the Association and the Administration.

## **ARTICLE 12: Salary Schedule**

### **12.1 Base Salary**

- |    |           |                                   |
|----|-----------|-----------------------------------|
| A. | 2022-2023 | the base salary shall be \$51,257 |
| B. | 2023-2024 | the base salary shall be \$52,154 |
| C. | 2024-2025 | the base salary shall be \$53,067 |
| D. | 2025-2026 | the base salary shall be \$53,969 |

The Board will agree to shelter the maximum dollar amount allotted by TRS during the duration of this Agreement.

Placement in the salary lanes following the MA degree (i.e., “MA+15,” “MA+30,” and “MA+45”) is based upon earning graduate credit after the awarding of the Master’s degree. Graduate credit earned after receipt of the Bachelor’s degree and before beginning a Master’s program or graduate credit earned in an incomplete Master’s degree program, cannot be applied to the “MA” columns.

The Ph.D./Ed.D. lane will be 3% more than respective cells on the MA+45 lane. Pre-approval for a Ph.D./Ed.D. program will be required by the superintendent or designee and the Association President or designee. Individuals seeking an appeal will be provided a closed session hearing with the Board of Education.

## **12.2 Salary Indexes – 2022-2026**

See Appendix 1.

## **12.3 Salary Schedule – 2022-2026**

See Appendix 2.

## **12.4 Movement**

Lane advancement, movement to the right on the salary schedule will occur on the first day of each school year upon receipt by the superintendent of certified transcripts of completed course work.

The only exceptions to the timing of a lane change will be upon the awarding of the Master’s degree or the Ph.D. or Ed.D. degree. A lane change to the “MA” or “Ph.D./Ed.D.” columns will be applied as of the official date of graduation as indicated on a certified transcript.

# **ARTICLE 13: Employee Compensation and Fringe Benefits**

## **13.1 Teachers’ Retirement System**

The Board of Education shall withhold and pay on behalf of the certificated employee the maximum percent allowed by the State of Illinois Teachers’ Retirement System deduction for each certificated employee during the length of this Agreement, in accordance with Illinois statutes.

## **13.2 Hold-Harmless Agreement**

Each certificated employee shall agree in writing not to hold the District responsible for unpaid taxes on the Teacher’s Retirement System portion paid by the Board of Education during the length of this Agreement; and subsequent Agreements, while the certificated employee is in continuous employment in District 120. This written agreement need only be signed once by the certificated employee. (See Appendix 4)

## **13.3. Longevity Pay**

### **A. Eligibility**

Each certificated educator without vertical step movement available and in MA+30, MA+45, or Ph.D/Ed.D lanes shall automatically move into the first step of the longevity pay on the salary schedule.

### **B. Benefit:**

Each certificated educator without vertical step movement available and in MA+30, MA+45, or Ph.D/Ed.D lanes, shall receive an increase of 2.00% of the multiplier used for their current salary calculation each year of the contract. The longevity multiplier increase will cap after 10 years on all lanes.

A certificated educator who moves into one of the longevity lanes due to completing qualified graduate credits, and without vertical step movement in any other lane, shall start at the first step of longevity pay in the new lane for which they qualify.

At any time, a certificated educator can elect to declare for retirement. For the sake of staffing, it would be beneficial to the District if the certificated educator provided a declaration of retirement before January 15 of the employee's final school year.

Hold-Harmless Agreement: The declaration of retirement is a courtesy to the District. The District will not hold the certificated educator responsible for failing to notify the District the declaration of retirement before January 15 of the employee's final school year.

### **C. Request to Withdrawal Letter of Retirement**

A certified employee may request to withdraw the letter of retirement under the guidelines below:

- The withdrawal request is received in the Superintendent's Office not later than January 15 of the school year in which the certified employee is to receive the post-retirement Service Recognition Incentive pursuant to Article 13.9(A);
- Sufficient reason for the withdrawal is provided by the certified employee;
- A meeting between the Board of Education and the certified employee will be held to review the circumstances of the withdrawal request;
- Should the Board of Education deny the certified employee's withdrawal request, the certified employee will be provided with a written response citing the reason(s) for the denial.

If the Board of Education accepts the certified employee's request to withdraw the letter the certified employee will then return to the lane/step that they would have been assigned.

### **13.4 Unused Sick Leave**

Certificated employees may elect to send up to 340 days to the State for service credit at retirement; these days so elected may not be claimed for payment by the District.

### **13.5(a) District's 403(b) Plan**

The Board of Education shall make available to all employees of the District the opportunity to participate in the District's 403(b) Plan. The payment of annuity premiums for an employee shall substitute for the compensation otherwise payable directly to the employee so that the employee may obtain the benefits of Section 403(b) of the Internal Revenue Code of 1986, as amended.

The business office shall maintain a list of approved vendors who have complied with IRS and District requirements and are currently being used by the District. A minimum of two employees will be required before a new approved vendor will be added to the list. Any vendor who does not comply with IRS and District requirements shall be dropped from the approved list, and no further 403(b) contributions may be made to that unapproved plan. No employee will be forced to drop or change an existing annuity with a company that is in compliance. If a vendor ceases to provide service to Mundelein High School employees at any time, that vendor at later application shall be deemed a new vendor.

No vendor will qualify as a Mundelein High School approved vendor until it is selected by a minimum of two District #120 employees. The Board of Education of Mundelein Consolidated High School District 120 shall, however, deal directly with only one representative from each company. All contracts with a particular company must clear through and be submitted by a single representative. The district manager in charge of the Mundelein area for each company or an agent designated by the district manager will be the only recognized

representatives. Only investment products complying with all applicable laws, regulations and Plan provisions will be offered under the Plan. Contracts containing life insurance provisions are not acceptable.

### 13.5(b) Contributions for Full-Time Tier II Certified Members

In recognition of the difference in Teacher Retirement System (TRS) benefits for Tier I certified members and Tier II certified members, the District will provide the following 403 (b) or 457 contributions to Tier II members only, based on the chart below.

YEARS OF SERVICE		
1 - 4	5 -9	10 or More
District will match up to \$500 annually.	District will contribute \$500 annually plus match up to \$500 annually.	District will match up to \$1,000 annually.

To be eligible, a Tier II member must sign-up for an approved vendor of the District's 403(b) and/or 457 plan.

### 13.6 Jury Duty

The Board of Education shall pay the regular salary to certificated employees called to serve as jurors or subpoenaed to appear before legal and quasi-legal review panels as witness.

### 13.7 Insurance

A. The Board will pay the following percentage, by type, for Health and Dental Insurance.

	PPO Health	HMO Health	Dental
Single	91%	100%	100%
Single + 1	76%	79%	80%
Family	75%	77%	80%

B. Part-time employees who are eligible for benefits will pay a pro-rated share of the total premium that applies to their FTE assignment value. However, the pro-rated Board contribution will be no greater than the Board's contribution to full-time employees. See schedule below:

Prorated Insurance Contribution Percentages

Annual FTE	Contribution Proration's	Medical Insurance						Dental Insurance		
		HMO	HMO Plus	HMO	PPO	PPO Plus	PPO	PPO	PPO	PPO
		Single	1	Family	Single	1	Family	Single	1	Family
92% or 11/12	Board Share Employee Share	92%	79%	77%	91%	76%	75%	92%	80%	80%
		8%	21%	23%	9%	24%	25%	8%	20%	20%
83% or 10/12	Board Share Employee Share	83%	79%	77%	83%	76%	75%	83%	80%	80%
		17%	21%	23%	17%	24%	25%	17%	20%	20%
75% or 9/12	Board Share Employee Share	75%	75%	75%	75%	75%	75%	75%	75%	75%
		25%	25%	25%	25%	25%	25%	25%	25%	25%



67% or 8/12	Board Share Employee Share	67% 33%	67% 33%	67% 33%	67% 33%	67% 33%	67% 33%	67% 33%	67% 33%	67% 33%
58% or 7/12	Board Share Employee Share	58% 42%	58% 42%	58% 42%	58% 42%	58% 42%	58% 42%	58% 42%	58% 42%	58% 42%
50% or 6/12	Board Share Employee Share	50% 50%	50% 50%	50% 50%	50% 50%	50% 50%	50% 50%	50% 50%	50% 50%	50% 50%

- C. When a certified employee achieves twenty (20) years of service at Mundelein District 120 the certified employee will be entitled to an annual post-retirement insurance allotment of \$3000 until the retired certified employee reaches 65 years of age.
- D. The Board of Education shall provide each certificated employee Term Life Insurance and Accidental Death and Dismemberment Insurance in the amount of 1.5 times his/her current base salary, rounded to the nearest thousand. The policy shall pay according to the terms of the summary plan description.

**Article 13.8 Insurance Study Committee**

For the duration of the Agreement, the Insurance Study Committee shall:

- A. Consist of the following members:
  1. The Superintendent or designee of District 120.
  2. One Mundelein Education Association member.
  3. One Board of Education member at the Board’s discretion.
  4. One Mundelein Educational Support Association member.
  5. The Chief School Business Official
- B. The purpose of the Study Committee shall be to study a program and coverage for employees covered under this Agreement.
- C. The Study Committee shall report to the Board of Education and the Mundelein Education Association with their recommendations.
- D. The Administration and Association shall form a Working Committee to investigate alternative plans and companies for the Health and Dental coverage as outlined in this Article.
- E. The Board will pay up to a maximum of \$3,000 for insurance proposal studies.

**Article 13.9 Service Recognition Incentive**

- A. A certified employee who possess ten (10) or more years of service at Mundelein District 120 and elects to retire and provides notice during the 2022-2026 collective bargaining agreement shall receive a one-time post-retirement payout equal to \$1,000 for each year of service up to 30 years of service.

- i. Article 13.9(A) sunsets at the conclusion of the 2022-2026 collective bargaining agreement and is replaced in future collective bargaining agreements by Article 13.9(B).
- B. A certified employee who possess ten (10) or more years of service at Mundelein District 120 shall receive a one-time post-retirement payout for each year of service up to 30 years of service based on the schedule below:
- C. The applicable service recognition payment shall be paid after July 1<sup>st</sup> and no later than August 1<sup>st</sup> after the year of retirement. This payment is not intended to be creditable earnings or to incur any TRS penalty to the school district.

Retirement Notice Provided to District Four (4) Year Prior to Retirement Date	\$1,000 per year of District Service
Retirement Notice Provided to District Three (3) Year Prior to Retirement Date	\$750 per year of District Service
Retirement Notice Provided to District Two (2) Year Prior to Retirement Date	\$500 per year of District Service
Retirement Notice Provided to District One (1) Year Prior to Retirement Date	\$250 per year of District Service

**ARTICLE 14: Leaves**

**14.1 Sick Leave**

- A. Sick leave shall be granted according to the following schedule. On the first day of the year for:

Year 1 – 6	16 days
Year 7 – 15	18 days
Year 16 and up	20 days

Sick leave shall be “front loaded” with the certificated employee receiving the applicable number of sick days on the first day of school.

Sick leave may be used in 2 hour increments.

- B. Sick leave days shall be cumulative. All sick leave days will be reported annually to the certificated employee.

Sick leave shall be interpreted to mean personal physical health-related or mental health-related illness, illness or death in the immediate family, or religious observances. For purposes of this section, “immediate family” shall include spouse, civil union partner, significant other, child, dependent, father, mother, other members of the family living in the same household with the employee, grandparents, grandchild, in-laws, sister or brother.

Misuse of sick leave shall be subject to certificated employee discipline, pursuant to Article 6.

- C. Sick Leave Bank

The Board in cooperation with the Association shall establish a Sick Leave bank on a voluntary basis.

The intent of this plan is to provide extended sick leave to those certificated employee participants who incur a major disability or major illness, of self or family member, as defined in Section 14.1 B, which requires continuous and prolonged absence from work.

A certificated employee may enroll in the bank by signing an authorization form agreeing to contribute one (1) day of his/her sick leave to the Bank at the beginning of each year. When the total number of days in the bank equals twice the number of certificated employee participants, no yearly contribution will be required until the bank is depleted to the number of days equal to the number of certificated employee participants.

Pending approval from the advisory board, the certificated employee shall be able to utilize days from the Bank after his/her own accrued sick leave days have been depleted and a five (5) day salary deduction period has transpired for each such disability or illness. The maximum number of days allowed for any single illness shall be sixty (60) days. Certificated employee participants utilizing sick leave days from the Bank will not be required to replace those days.

A certificated employee participant withdrawing from the Bank or the bargaining unit for whatever reason will not be allowed to withdraw previously contributed sick leave days.

A committee, comprised of two Association officers and two Administrators, and a member of the Board of Education, shall serve as an Advisory Board for the implementation and administration of the bank. This Advisory board may, upon emergency, request that contributing certificated employees donate an additional day to the Sick Bank if its reserves become depleted or grant an extension of days beyond the maximum limit referred to above. If a certificated participant does not have a sick day to contribute during the current school year, the sick leave day will be contributed at the beginning of the next school year without a lapse in Sick Leave Bank eligibility.

A certificated employee participant who has filed an intent to retire, will have access to the Sick Leave bank, if otherwise eligible, upon depleting his/her accumulated sick leave in excess of those days to be used for retirement.

Upon separation from the District, sick days that are neither submitted to TRS nor purchased by the District will be donated to the Sick Bank.

#### **14.2 Personal Leave/Flex Leave**

- A. A certified staff member may use up to five (5) sick days for personal/flex leave. With the exception of emergency situations, the certificated employee shall give notice to the Principal or designee, no later than five (5) school days in advance of the requested absence.
- B. Personal/flex leave cannot be used the day prior to or day immediately after winter break, spring break, or summer break. Personal/flex leave can be used in the event of an unknown/unexpected absence the day prior to or day immediately after winter break, spring break, or summer break provided the certificated employee can provide documentation that the absence was not due to their lack of planning.

Personal leave is computed in two (2) hour increments.

#### **14.3. Bereavement Leave**

Sick leave can be used for bereavement regardless of relationship to the employee.

#### **14. 4. Leaves of Absence - Family and Medical Leave**

The District will grant certificated staff members unpaid job-protected family and medical leaves of absence under the terms and conditions of the Family Medical Leave Act (FMLA). Eligible certificated employees covered by the collective bargaining agreement may take up to twelve (12) work weeks of family and medical leave in a twelve-month period. Leave may be continuous or intermittent. Employees have the option to use FMLA while on sick leave. Employees may also use earned sick time concurrently while on FMLA leave.

An employee on family or medical leave will continue to be covered under the District's life, health and dental insurance plans and will receive any other insurance benefits under the same terms as if the employee had been continuously working during the leave period. The continuation of benefits pursuant to this policy ends on the effective date of the notification to the district of the employee's intent not to return to work, when the employee fails to return to work on the scheduled date unless an emergency exists preventing such a return, or if the employee exhausts their family medical leave rights.

For the purposes of this leave section Family and Medical Leave shall be calculated in a "rolling" 12-month period. A rolling 12-month period is measured backward from the date an employee starts any FMLA qualifying leave. Under this calculation method, each time an employee takes FMLA leave, the remaining 12-month leave entitlement is determined to be the unused balance of the annual 12 weeks' entitlement that the employee has not used during the preceding 12 months.

During a leave, an employee will not accrue seniority unless an employee uses paid sick leave. Upon the conclusion of the leave, the employee will be restored to their former position with any general pay increases or benefit enhancements granted during the leave if the leave starts and ends within the same school year, or an equivalent position with equivalent benefits, pay and other terms and conditions of employment, if the leave ends beyond the end of the school year in which it started. If any employee seeks an intermittent or reduced schedule medical leave, the district may temporarily transfer the employee to an available alternative position for which the employee is qualified with no reduction in pay or benefits if the transfer better accommodates the requested recurring periods of leave.

An employee requesting leave must provide notice to the Department of Human Resources as soon as practicable. In requesting a leave, an employee will provide sufficient information to demonstrate the circumstances qualify for family or medical leave.

**A. Qualifying reasons for leave under the Family Medical Leave Act are:**

- The employee has a serious health condition that makes the employee unable to perform the essential functions of their job;
- The employee must provide care for the employee's spouse, partner, child (biological, adoptive, or step-child), parent, acting in the capacity as a parent, or in-law with a serious health condition;
- The birth, recovery, and/or care and bonding with the newborn child. Parents/guardians have the same right to take FMLA leave to care and bond with a newborn child. A pregnant person can also take FMLA leave for prenatal care, incapacity related to pregnancy, and for their own serious health condition following the birth of a child. A parent/guardian can also use FMLA leave to care for their spouse who is incapacitated due to pregnancy or child birth;
- Placement of a child for adoption or foster care;
- Because of a qualifying exigency arising out of the fact that the employee's spouse, partner, child (biological, adoptive, or step-child), parent, or in-law is a military member on covered active duty (or has been notified of an impending call or order to covered active duty status);  
or

- The employee may take up to 26 weeks of leave to care for a covered service member with a serious injury or illness if the employee is the spouse, partner, child (biological, adoptive, or step-child), parent, or in-law, or next-of-kin of the covered service member.
- The employee may take up to 12 weeks of leave in the event they are the victim of domestic abuse/violence.
  - For the purposes of family or medical leave, a serious health condition is an illness, injury, impairment or physical or mental condition that involves:
    - A period of incapacity or treatment in connection with in-patient care in a hospital, hospice, or residential medical facility;
    - A period of incapacity requiring absence from work, school, or other regular daily activities for more than three (3) calendar days and involving continuing treatment by a healthcare provider; or
    - Continuing treatment by a health care provider for a chronic or long-term condition that is incurable or so serious that, if not treated, would likely result in a period of incapacity of more than three (3) days or for prenatal care.

**1. Substitution of Paid Leave/Concurrent Leaves**

While FMLA leave is normally unpaid, the District will substitute an employee's accrued paid personal leave or sick leave for unpaid FMLA leave. All policies and rules regarding the use of paid leave apply when paid leave is substituted for unpaid FMLA leave. Any substitution of paid leave for unpaid FMLA leave will count against the employee's FMLA leave entitlement. After all available accrued paid personal or sick leave has been expended, the remaining FMLA will be unpaid.

**2. Benefits During Leave**

- a. The Board will maintain health care coverage and pay the Board's share of the employee's health insurance premium and other group benefit premiums for the duration of the 12-weeks of FMLA leave under the same conditions as if the employee had continued to work, unless and until the employee declares an intent not to return to work following the leave. The employee must make arrangements with the Board for the payment of the employee's share of the health insurance premium and other group benefit premiums during the FMLA leave period, and must complete an "election to continue insurance during Family/Medical Leave" form.
- b. Other benefits (e.g., sick leave, personal leave, and seniority) will not continue to accrue during Family and Medical Leave. Benefits accrued before the date the leave began will remain intact.

**3. Application Procedures**

- a. In a known circumstance, application should be submitted to the Superintendent for the Board's approval at least 30 calendar days prior to the first day of the leave.
- b. In unforeseen situations, employees should provide as much notice to the Superintendent as possible, generally within two (2) business days after the need for Family and Medical Leave becomes known.

- c. When the employer acquires knowledge that leave may be for a FMLA purpose, the employer will notify the employee of his/her eligibility to take leave, and inform the employee of his/her rights and responsibilities under the FMLA. When the employer has enough information to determine that leave is being taken for a FMLA-qualifying reason, the employer will notify the employee that the leave is designated and will be counted as FMLA leave.
- d. Additional notice of the employee's intention to return to work shall be provided to the Superintendent at least 30 calendar days before the date the leave is to terminate.

#### **4. Return to Active Employment Status**

At the end of a Family and Medical Leave, an employee will be reinstated to his or her previous position if it is available. If the employee's previous position is not available, the employee will be reinstated to an equivalent position with equivalent pay, benefits and other terms and conditions. Where the FMLA leave is based upon the employee's own serious health condition, the employee may be required to provide medical certification of his/her ability to perform all essential job functions, with or without reasonable accommodations, before the employee will be permitted to work.

#### **B. Military Leave**

The Board shall grant a tenured employee who shall be inducted into the Armed Forces of the United States leave not to exceed four (4) years.

#### **C. Professional Leave**

The Board may at its discretion grant leave to a employee for purposes of study or professional growth. Written application for such leave shall be made to the Superintendent at least ninety (90) days in advance. If granted, the leave may be made subject to such conditions as shall be deemed appropriate.

#### **D. Other Leave**

The Board may at its discretion grant leave to an employee for other purposes. Written application for such leave shall be made to the Superintendent at least ninety (90) days in advance. If granted, the leave may be made subject to such conditions as shall be deemed appropriate. Said leave may utilize accrued sick/personal days or may be unpaid.

#### **E. Extended Childcare Leave**

The Board may at its discretion grant leave to an employee for the purposes of an extended childcare leave. Written application for such leave shall be made to the Director of Human Resources at least ninety (90) days in advance of the anticipated leave. If granted, the leave may be made subject to such conditions as shall be deemed appropriate. Said leave may utilize accrued sick/personal days or may be unpaid.

#### **F. Extended Medical Leave**

The Board may at its discretion grant leave to an employee for the purposes of an extended medical leave. Written application for such leave shall be made to the Director of Human Resources at least thirty (30) days in advance of the anticipated leave. If granted, the leave may be made subject to such conditions as shall be deemed appropriate. Said leave may utilize accrued sick/personal days or may be unpaid.

## **14.5 Association Leave**

- A. The Board agrees to allow up to a total of ten (10) days of leave in the event that the Association desires to send representatives to local, state, or national conferences and other official Association meetings. The Association will give the names of the likely representatives to the Board in advance. The Board shall not assume responsibility for any costs incurred for travel, meals, and miscellaneous expenses for those representatives.
- B. These representatives shall be excused without loss of salary, providing the Association reimburses the District at the actual substitute rate and providing that a written request for notice of leave has been submitted and approved by the Superintendent ten (10) days in advance, if possible.
- C. The Association President will not be assigned either homeroom or other supervisory duties.

## **14.6 Job-Sharing Leave**

Job sharing as defined in this article is a voluntary program providing two (2) or more employees the opportunity to share one (1) full-time equivalent position. No full-time equivalent positions will be eliminated in order to create job sharing positions. Participants in job sharing positions shall be considered full-time employees and therefore, covered by this Agreement between the Board of Education of Mundelein Consolidated High School District 120 and the Mundelein Education Association. Non-tenured participants in job sharing positions will not be considered full-time employees to fulfill the time required to obtain tenure.

Job sharing participants shall work the number of days agreed upon with the Principal and in addition attend all full day in-service or institute days as listed on the school calendar. Job sharing participants will have costs of insurance pro-rated based on the number of days worked, and will earn sick days on a pro-rated basis based on the number of days worked.

### **A. Application Procedure**

Employees interested in job sharing positions shall submit an application and proposed plan for a job sharing leave to the Superintendent by January 15 of the year preceding the school year for which the leave is requested. It shall be the responsibility of each job sharing applicant to inform his/her immediate supervisor of the intent to apply. The job sharing plan shall include a proposal outlining work responsibilities, schedule of work hours and/or days, attendance at staff meetings and in-service days. Approval of the job share application shall be determined by the Board by May 1 following the request, provided that the plan is consistent with the provision of this Agreement. Further, the parties agree that any inadequacies in the information provided in the application shall not constitute a basis for the rejection of the plan.

### **B. Salary Credit Allowable**

Employees in job sharing positions shall be placed on the employees' salary schedule and salaries shall be prorated according to the time worked. If any participant in a job sharing position should exceed 99 days of employment, he/she will move one year on the salary schedule. Employees in job sharing positions shall receive salary step advancement pursuant to Article XII at the start of the school year following the accumulation of the equivalency of one (1) year of full-time service. After two years of less than 100 days per year in a job sharing position, the employee will receive one full year of service.

### **C. Length of Leave**

The length of a job sharing leave shall be for one (1) school year and may be renewed by the Board if a request to renew is made by the employees.

**D. Seniority**

Employees participating in the job sharing program as set forth in this section shall accrue seniority in proportion to the time worked.

**E. Insurance and Leave Benefits Availability**

On a pro-rated basis, the employees in job sharing positions will be responsible for the cost of the remainder of their own fringe benefits.

**F. Return From Leave**

Employees in a job sharing program shall submit written notice of their intent to return to full-time employment by January 15. Upon return, the employee(s) shall be returned to his/her former position, seniority permitting, if the position still exists or to a mutually agreed upon position.

**G. Tenure**

A tenured employee will retain tenure while participating in the job sharing program. A non-tenured employee may not count the time on job share toward the four consecutive years of full-time employment required for tenure. A non-tenured employee will obtain tenure only after four consecutive years of full-time employment.

**ARTICLE 15: Extra-Pay Stipends**

**15.1 Extra-Curricular Activities - Procedures**

**A. Position Appointments**

Appointments of all athletic and extracurricular positions and the number of such positions will be reviewed and appointments approved by the Board made on an annual basis, based on the District's needs, with reference to student count and anticipated activities. New activities, approved by the Board, will be assigned to the proper category, based on agreement between the Board and the Association. Refer to guidelines for Creating a New Club/Activity. (Located in the Asst Principal's Office)

**15.2 Extra-Curricular Activities – Coaching Positions**

See Appendix 3

**15.3 Coaching Stipends**

Definition of Coaching Experience

**A. Out of District Experience:**

1. same sport - all experience counted
2. different sport - experience counted at administrative discretion up to a cap of seven (7) years

**B. In-District Experience:**



1. same sport - all experience counted
2. linked sports - i.e., boys' and girls' tennis, boys' and girls' soccer, all experience counted
3. different sports - experience counted at administrative discretion up to a cap of seven (7) years

**C. Coaches' Salaries**

See Appendix 3.

**15.4 Extra-Curricular Activities – Clubs and Advisors Positions**

See Appendix 3

**15.5 Clubs and Advisors' Salaries**

See Appendix 3

**15.6 Behind the Wheel Instructors / Procedures**

Any certificated employee hired to teach Behind the Wheel Drivers Education for students from our school or any other school, will be paid on an hourly rate as stated in this Agreement and is subject to all the benefits and provisions of this Agreement. Full time certificated employees assigned to teach Behind the Wheel Drivers Education, as part of their normal teaching load, will be paid their regular salary as per this Agreement. A full time certificated employee may also be hired to teach Behind the Wheel Drivers Education only as an extra duty assignment and paid at the hourly rate as described in 15.8 of this Agreement. Extra duty assignment Behind the Wheel courses must be taught before or after the normal teaching day for the said full time certificated employee.

**15.8 Other Extra Pay Stipends**

Any and all open positions will be posted in house exclusively for a period of not less than ten (10) workdays.

A. Activity Administrator	\$100 per 4 hours, \$15 each additional hour
B. After School Detention/Supervision	\$25 per hour
C. Before/After School Tutoring	\$35 per hour
D. Behind the Wheel Instructor	\$41 per hour or (62% of current base/600 hours to nearest \$1)
E. Curriculum Development	\$35 per hour
F. *Field Trip Outside School Day	\$25 per hour \$100 maximum Unless, prior approval from direct supervisor
G. In-House Substitute	.0009 of BA +0, Step 1 per period
H. Summer School Teacher	.1% of base salary/hour @BA step 1
I. Dept. Mentor	.5% of base salary of BA step 1 per year
J. Building Mentor	1% of base salary of BA step 1 per year, per mentee
K. Weight Room Supervision	\$25 per hour
L. Homeroom Period Sub	\$15 per homeroom period
M. Faculty Presentation (after hours)	\$70 per hour (includes prep time)

N. Parent Education/Workshop	\$70 per hour (includes prep time)
O. STEM Summer Camp	\$35 per hour
P. Universidad de Padres Presentation	\$70 per hour – (includes prep time)
Q. Universidad de Padres (Planning meeting)	\$35 per hour

\*Activities covered by a stipend are excluded, such as taking a club to a meet or match.

**15.9 Exceptions in extra-curricular stipends**

Anomalies shall be referred back to the negotiations committee for clarification.

**ARTICLE 16: Supervision**

**16.1 School Sponsored Activities**

School sponsored activities will be staffed on a voluntary basis.

A list of all school sponsored activities will be sent to certified employees by the start of each semester or athletic season (Fall, Winter, Spring).

School sponsored activity work includes, but is not limited to, chaperones/supervisors at plays, musicals, dances, etc.), and Athletic events (ticket sellers/takers, crowd control, table workers and announcers).

Table workers (announcers, score keepers, and timers) will be assigned by the Athletic Director or designee. Certificated employees will have priority to work these events when the Athletic Director or designee determines the certificated employee meets the qualifications, performance expectations and professional standards required to work these skilled positions. Only individuals with the requisite knowledge or training will be hired.

Priority for working school sponsored activities will be filled in the following order:

1. Certificated employees will be provided the first opportunity to sign up for the activity or activities they desire to work.
2. If any openings remain, non-certificated employees, confidential employees, and then the general public will be offered the opportunity to sign up for the activity or activities they desire to work.

Should any supervisory opportunities be added during the school year, certificated employees will have the first opportunity to fill them on a first come, first served basis. The above step process would be used to fill any unassigned school/athletic activities.

Year	Level A	Level B	Level C	
2022 - 2026	.0028	.0024	.002	
2022 - 2023	\$144	\$123	\$103	Base Salary \$51,257
2023 - 2024	\$146	\$125	\$104	Base Salary \$52,154
2024 - 2025	\$149	\$127	\$106	Base Salary \$53,067
2025 - 2026	\$151	\$130	\$108	Base Salary \$53,969

These percentages are calculated on the BA+0, Step 1 base salary of the salary schedule for each given year.

Level A	Level B	Level C
Graduation	Student Dances	All Musicals
Graduation Party	Mr. Mustang	All Plays
Post Prom	Powder Puff	All Concerts
Prom	Crowd Control - Other Sports	All Other Student Shows & Performances
Sr. Girls Sleepover	Scoring Table - Any Sport	
Crowd Control - Football & Boys Basketball	Announcer - Any Sport	
	Ticket Takers/Sellers - All Events	

Single contest Athletic events will be paid at 50% of the rate listed above. Single varsity football, varsity basketball and IHSA Tournament single events will be paid the full stipend rate listed above.

Workers for Athletic and Club invitationals and tournaments are paid as follows: 0-4 hours at the respective stipend level on the chart above. 4+ hours at 1.75 times the respective stipend level on the chart above.

Placement of any additional duties not mentioned in this agreement, shall be mutually agreed upon by the Board and the Association.

## 16.2 Activity Assignments

Unless individuals volunteer, no certificated employees will be assigned supervisory duties during vacation or when school is in recess. A school vacation begins the last day of student attendance at the end of the employee work day.

## 16.3 Gender Bias

Assignments shall not reflect gender bias.

## 16.4 Tournament Payment

Payments for any special tournament hosted by District 120 shall be at the rate prescribed by the sponsoring organization and shall be on a volunteer basis only. In no way shall the tournament assignments be constituted as part of the required supervisory assignments.

## Article 17: Uninterrupted Service

### 17.1 Intent

It is the intent of the parties to attain peaceful, orderly relations and efficient, uninterrupted service within the school district. Hence, the parties involved will set forth in this Agreement the certificated employees it represents and the procedures through which the Association and represented certificated employees can secure redress for any grievance arising from this Agreement.

### 17.2 General Operations

The Association shall not cause nor shall its members cause or take part in any sit-down, stay-in, or slow-down affecting any attendance center operated by the Board or any curtailment of work or any restriction of

services or interference with the operations of the Board in any manner in those areas affecting certificated employee responsibility.

### **17.3 Violation of Agreement**

In the event of any action in violation of this Agreement, the Association shall post notices immediately at any or all schools affected and write a registered letter of reproach to the party in violation, advising that such action is in violation of this Agreement and unauthorized by the Association. The Association shall advise such certificated employees to return forthwith to their regular duties. If the Association takes the foregoing steps and has not acted in violation of its obligations under this article, the association shall not be liable in any way for such activities.

### **17.4 Non-Support of Violation of Agreement**

The Association shall not support the action of any certificated employee taken in violation of this article, nor shall it directly or indirectly take reprisals of any kind against a certificated employee who continues or attempts to continue full, faithful, and proper duties and obligations, or who refuses to participate in any of the activities prohibited by this article.

## **ARTICLE 18: Understandings, Definitions, and Intent**

### **18.1 Understandings**

All items contained in this Agreement are effective July 1, 2022. The effective date of this Agreement upon ratification of both the Mundelein Education Association and the Board of Education shall be July 1, 2022. Upon ratification of the Agreement, both parties agree that all prior contracts and Agreements affected by this Agreement are null and void as of June 30, 2022.

### **18.2 Complete Understandings**

The terms and conditions set forth in this Agreement represent the full and complete understanding and commitment between the parties hereto. The terms and conditions may be altered, changed, added to, deleted from, or modified only through the voluntary, mutual consent of the parties in a written amendment executed according to the provisions of this Agreement. The parties each voluntarily and unqualifiedly waive any right, which might otherwise exist under law to negotiate over any subject not specifically referred to, or covered in this Agreement.

### **18.3 Association Contract Violations**

Should the Board of Education allege a violation of this Agreement, the Superintendent and Association President shall meet to determine if a specific violation of the Agreement did occur and to recommend to the Board of Education a specific action.

The Superintendent and the Association President may submit independent written recommendations regarding alleged Agreement violations to the Board for review and consideration.

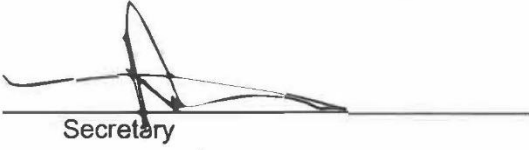
### **18.4 APPROVAL OF CONTRACT**

In witness whereof, the parties have caused these present to be signed and

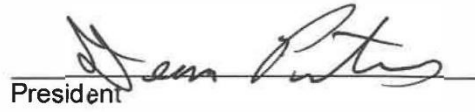
attested this 10th day of May, 2022.

For the Board of Education  
Mundelein Consolidated High School District 120

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Secretary

For the Mundelein Education Association

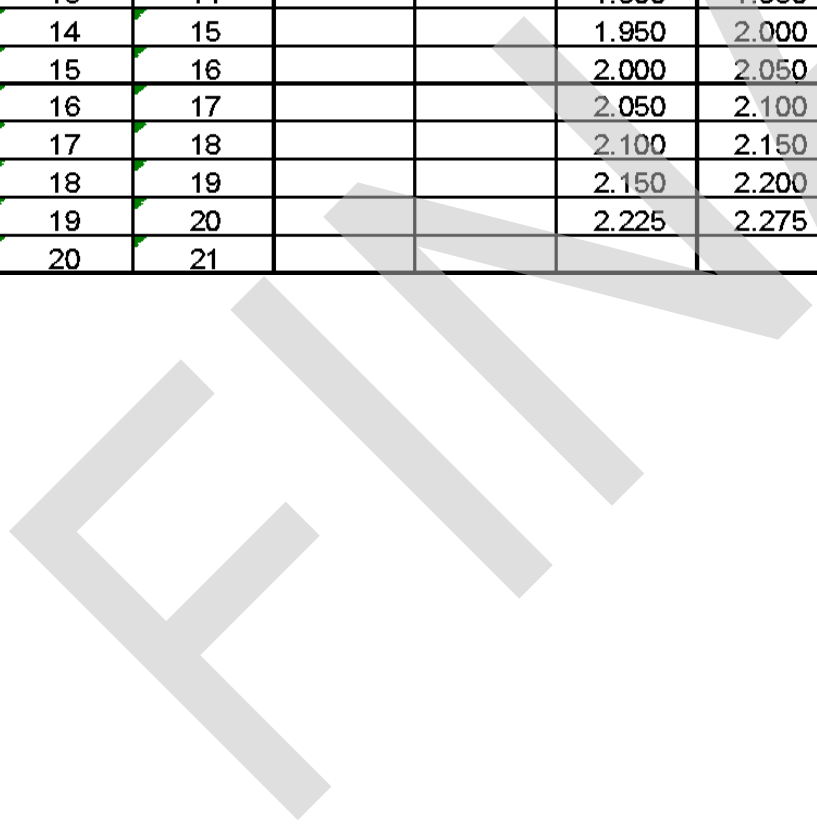
  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Secretary

F E N V A L

**APPENDIX #1**

<b>Year</b>	<b>Step</b>	<b>BA</b>	<b>BA+15</b>	<b>MA</b>	<b>MA+15</b>	<b>MA+30</b>	<b>MA+45</b>	<b>DOC</b>
0	1	1.000	1.050	1.200	1.250	1.300	1.350	1.391
1	2	1.050	1.100	1.250	1.300	1.350	1.400	1.442
2	3	1.100	1.150	1.300	1.350	1.400	1.450	1.494
3	4	1.150	1.200	1.350	1.400	1.450	1.500	1.545
4	5	1.200	1.250	1.400	1.450	1.500	1.550	1.597
5	6	1.250	1.300	1.450	1.500	1.550	1.600	1.648
6	7	1.300	1.350	1.500	1.550	1.600	1.650	1.700
7	8	1.350	1.400	1.550	1.600	1.650	1.700	1.751
8	9		1.450	1.600	1.650	1.700	1.750	1.803
9	10		1.500	1.650	1.700	1.750	1.800	1.854
10	11		1.550	1.700	1.750	1.800	1.850	1.906
11	12		1.600	1.750	1.800	1.850	1.900	1.957
12	13		1.650	1.800	1.850	1.900	1.950	2.009
13	14			1.900	1.950	2.000	2.050	2.112
14	15			1.950	2.000	2.050	2.100	2.163
15	16			2.000	2.050	2.100	2.150	2.215
16	17			2.050	2.100	2.150	2.200	2.266
17	18			2.100	2.150	2.200	2.250	2.318
18	19			2.150	2.200	2.250	2.300	2.369
19	20			2.225	2.275	2.325	2.425	2.498
20	21						2.450	2.524



**APPENDIX #2 Salary Schedule 2022-23**

<b>2022-23 Salary Schedule</b>								
	<b>Base FY2022:</b>	<b>50,129</b>	<b>Base FY2023:</b>	<b>51,257</b>		<b>Base Increase:</b>	<b>2.25%</b>	
<b>Steps</b>	<b>BA+0</b>	<b>BA+15</b>	<b>MA+0</b>	<b>MA+15</b>	<b>MA+30</b>	<b>MA+45</b>	<b>Doc</b>	<b>Steps</b>
<b>1</b>	51,257	53,820	61,508	64,071	66,634	69,197	71,298	<b>1</b>
<b>2</b>	53,820	56,383	64,071	66,634	69,197	71,760	73,912	<b>2</b>
<b>3</b>	56,383	58,945	66,634	69,197	71,760	74,323	76,578	<b>3</b>
<b>4</b>	58,945	61,508	69,197	71,760	74,323	76,885	79,192	<b>4</b>
<b>5</b>	61,508	64,071	71,760	74,323	76,885	79,448	81,857	<b>5</b>
<b>6</b>	64,071	66,634	74,323	76,885	79,448	82,011	84,471	<b>6</b>
<b>7</b>	66,634	69,197	76,885	79,448	82,011	84,574	87,137	<b>7</b>
<b>8</b>	69,197	71,760	79,448	82,011	84,574	87,137	89,751	<b>8</b>
<b>9</b>		74,323	82,011	84,574	87,137	89,700	92,416	<b>9</b>
<b>10</b>		76,885	84,574	87,137	89,700	92,262	95,030	<b>10</b>
<b>11</b>		79,448	87,137	89,700	92,262	94,825	97,696	<b>11</b>
<b>12</b>		82,011	89,700	92,262	94,825	97,388	100,310	<b>12</b>
<b>13</b>		84,574	92,262	94,825	97,388	99,951	102,975	<b>13</b>
<b>14</b>			97,388	99,951	102,514	105,077	108,255	<b>14</b>
<b>15</b>			99,951	102,514	105,077	107,639	110,869	<b>15</b>
<b>16</b>			102,514	105,077	107,639	110,202	113,534	<b>16</b>
<b>17</b>			105,077	107,639	110,202	112,765	116,148	<b>17</b>
<b>18</b>			107,639	110,202	112,765	115,328	118,813	<b>18</b>
<b>19</b>			110,202	112,765	115,328	117,891	121,428	<b>19</b>
<b>20</b>			114,047	116,609	119,172	124,298	128,040	<b>20</b>
<b>21</b>						125,579	129,372	<b>21</b>

**APPENDIX #2 Salary Schedule 2023-24**

<b>2023-24 Salary Schedule</b>								
	<b>Base FY2023:</b>	<b>51,257</b>	<b>Base FY2024:</b>	<b>52,154</b>		<b>Base Increase:</b>	<b>1.75%</b>	
<b>Steps</b>	<b>BA+0</b>	<b>BA+15</b>	<b>MA+0</b>	<b>MA+15</b>	<b>MA+30</b>	<b>MA+45</b>	<b>Doc</b>	<b>Steps</b>
<b>1</b>	52,154	54,762	62,585	65,192	67,800	70,408	72,546	<b>1</b>
<b>2</b>	54,762	57,369	65,192	67,800	70,408	73,015	75,206	<b>2</b>
<b>3</b>	57,369	59,977	67,800	70,408	73,015	75,623	77,918	<b>3</b>
<b>4</b>	59,977	62,585	70,408	73,015	75,623	78,231	80,578	<b>4</b>
<b>5</b>	62,585	65,192	73,015	75,623	78,231	80,839	83,290	<b>5</b>
<b>6</b>	65,192	67,800	75,623	78,231	80,839	83,446	85,950	<b>6</b>
<b>7</b>	67,800	70,408	78,231	80,839	83,446	86,054	88,662	<b>7</b>
<b>8</b>	70,408	73,015	80,839	83,446	86,054	88,662	91,321	<b>8</b>
<b>9</b>		75,623	83,446	86,054	88,662	91,269	94,033	<b>9</b>
<b>10</b>		78,231	86,054	88,662	91,269	93,877	96,693	<b>10</b>
<b>11</b>		80,839	88,662	91,269	93,877	96,485	99,405	<b>11</b>
<b>12</b>		83,446	91,269	93,877	96,485	99,092	102,065	<b>12</b>
<b>13</b>		86,054	93,877	96,485	99,092	101,700	104,777	<b>13</b>
<b>14</b>			99,092	101,700	104,308	106,915	110,149	<b>14</b>
<b>15</b>			101,700	104,308	106,915	109,523	112,809	<b>15</b>
<b>16</b>			104,308	106,915	109,523	112,131	115,521	<b>16</b>
<b>17</b>			106,915	109,523	112,131	114,739	118,181	<b>17</b>
<b>18</b>			109,523	112,131	114,739	117,346	120,893	<b>18</b>
<b>19</b>			112,131	114,739	117,346	119,954	123,553	<b>19</b>
<b>20</b>			116,042	118,650	121,258	126,473	130,280	<b>20</b>
<b>21</b>						127,777	131,636	<b>21</b>



**APPENDIX #2 Salary Schedule 2024-25**

<b>2024-25 Salary Schedule</b>								
	<b>Base FY2024:</b>	<b>52,154</b>	<b>Base FY2025:</b>	<b>53,067</b>		<b>Base Increase:</b>	<b>1.75%</b>	
<i>Steps</i>	<i>BA+0</i>	<i>BA+15</i>	<i>MA+0</i>	<i>MA+15</i>	<i>MA+30</i>	<i>MA+45</i>	<i>Doc</i>	<i>Steps</i>
<b>1</b>	53,067	55,720	63,680	66,333	68,987	71,640	73,816	<b>1</b>
<b>2</b>	55,720	58,373	66,333	68,987	71,640	74,293	76,522	<b>2</b>
<b>3</b>	58,373	61,027	68,987	71,640	74,293	76,947	79,281	<b>3</b>
<b>4</b>	61,027	63,680	71,640	74,293	76,947	79,600	81,988	<b>4</b>
<b>5</b>	63,680	66,333	74,293	76,947	79,600	82,253	84,747	<b>5</b>
<b>6</b>	66,333	68,987	76,947	79,600	82,253	84,907	87,454	<b>6</b>
<b>7</b>	68,987	71,640	79,600	82,253	84,907	87,560	90,213	<b>7</b>
<b>8</b>	71,640	74,293	82,253	84,907	87,560	90,213	92,920	<b>8</b>
<b>9</b>		76,947	84,907	87,560	90,213	92,867	95,679	<b>9</b>
<b>10</b>		79,600	87,560	90,213	92,867	95,520	98,385	<b>10</b>
<b>11</b>		82,253	90,213	92,867	95,520	98,173	101,145	<b>11</b>
<b>12</b>		84,907	92,867	95,520	98,173	100,827	103,851	<b>12</b>
<b>13</b>		87,560	95,520	98,173	100,827	103,480	106,611	<b>13</b>
<b>14</b>			100,827	103,480	106,133	108,787	112,077	<b>14</b>
<b>15</b>			103,480	106,133	108,787	111,440	114,783	<b>15</b>
<b>16</b>			106,133	108,787	111,440	114,093	117,543	<b>16</b>
<b>17</b>			108,787	111,440	114,093	116,747	120,249	<b>17</b>
<b>18</b>			111,440	114,093	116,747	119,400	123,008	<b>18</b>
<b>19</b>			114,093	116,747	119,400	122,053	125,715	<b>19</b>
<b>20</b>			118,073	120,726	123,380	128,686	132,560	<b>20</b>
<b>21</b>						130,013	133,940	<b>21</b>

**APPENDIX #2 Salary Schedule 2025-26**

<b>2025-26 Salary Schedule</b>								
	<b>Base FY2025:</b>	<b>53,067</b>	<b>Base FY2026:</b>	<b>53,969</b>		<b>Base Increase:</b>	<b>1.70%</b>	
<i>Steps</i>	<i>BA+0</i>	<i>BA+15</i>	<i>MA+0</i>	<i>MA+15</i>	<i>MA+30</i>	<i>MA+45</i>	<i>Doc</i>	<i>Steps</i>
<b>1</b>	53,969	56,667	64,762	67,461	70,159	72,858	75,070	<b>1</b>
<b>2</b>	56,667	59,366	67,461	70,159	72,858	75,556	77,823	<b>2</b>
<b>3</b>	59,366	62,064	70,159	72,858	75,556	78,255	80,629	<b>3</b>
<b>4</b>	62,064	64,762	72,858	75,556	78,255	80,953	83,382	<b>4</b>
<b>5</b>	64,762	67,461	75,556	78,255	80,953	83,652	86,188	<b>5</b>
<b>6</b>	67,461	70,159	78,255	80,953	83,652	86,350	88,940	<b>6</b>
<b>7</b>	70,159	72,858	80,953	83,652	86,350	89,048	91,747	<b>7</b>
<b>8</b>	72,858	75,556	83,652	86,350	89,048	91,747	94,499	<b>8</b>
<b>9</b>		78,255	86,350	89,048	91,747	94,445	97,306	<b>9</b>
<b>10</b>		80,953	89,048	91,747	94,445	97,144	100,058	<b>10</b>
<b>11</b>		83,652	91,747	94,445	97,144	99,842	102,864	<b>11</b>
<b>12</b>		86,350	94,445	97,144	99,842	102,541	105,617	<b>12</b>
<b>13</b>		89,048	97,144	99,842	102,541	105,239	108,423	<b>13</b>
<b>14</b>			102,541	105,239	107,937	110,636	113,982	<b>14</b>
<b>15</b>			105,239	107,937	110,636	113,334	116,734	<b>15</b>
<b>16</b>			107,937	110,636	113,334	116,033	119,541	<b>16</b>
<b>17</b>			110,636	113,334	116,033	118,731	122,293	<b>17</b>
<b>18</b>			113,334	116,033	118,731	121,430	125,100	<b>18</b>
<b>19</b>			116,033	118,731	121,430	124,128	127,852	<b>19</b>
<b>20</b>			120,080	122,779	125,477	130,874	134,814	<b>20</b>
<b>21</b>						132,223	136,217	<b>21</b>

# APPENDIX #3 Extra Curricular Pay Schedule 2022-23

Appendix C-3										
Extra Curricular Pay Schedule										
2022-23										
		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
<b>Base</b>	<b>\$51,257</b>	<b>1.00</b>	<b>1.05</b>	<b>1.10</b>	<b>1.15</b>	<b>1.25</b>	<b>1.3</b>	<b>1.35</b>	<b>1.40</b>	<b>1.45</b>
<b>A</b>	3.25%	\$1,666	\$1,749	\$1,832	\$1,916	\$1,999	\$2,082	\$2,166	\$2,249	\$2,332
<b>B</b>	5.50%	\$2,819	\$2,960	\$3,101	\$3,242	\$3,383	\$3,524	\$3,665	\$3,806	\$3,947
<b>C</b>	7.25%	\$3,716	\$3,902	\$4,088	\$4,274	\$4,459	\$4,645	\$4,831	\$5,017	\$5,203
<b>D</b>	8.50%	\$4,357	\$4,575	\$4,793	\$5,010	\$5,228	\$5,446	\$5,664	\$5,882	\$6,100
<b>E</b>	9.00%	\$4,613	\$4,844	\$5,074	\$5,305	\$5,536	\$5,766	\$5,997	\$6,228	\$6,458
<b>F</b>	10.50%	\$5,382	\$5,651	\$5,920	\$6,189	\$6,458	\$6,727	\$6,997	\$7,266	\$7,535
<b>G</b>	11.25%	\$5,766	\$6,055	\$6,343	\$6,631	\$6,920	\$7,208	\$7,496	\$7,785	\$8,073
<b>H</b>	13.00%	\$6,663	\$6,997	\$7,330	\$7,663	\$7,996	\$8,329	\$8,662	\$8,996	\$9,329
<b>I</b>	14.75%	\$7,560	\$7,938	\$8,316	\$8,694	\$9,072	\$9,451	\$9,829	\$10,207	\$10,585
<b>J</b>	16.00%	\$8,201	\$8,611	\$9,021	\$9,431	\$9,841	\$10,251	\$10,661	\$11,072	\$11,482
<b>K</b>	17.50%	\$8,970	\$9,418	\$9,867	\$10,315	\$10,764	\$11,212	\$11,661	\$12,109	\$12,558

Extra Curricular Pay Schedule		
Table of Categories		
<b>Category A</b>	<b>Category D</b>	<b>Category H</b>
Interact Club	Mock Trial Team	Asst Baseball
Outdoor Club	Math Team	Asst Basketball
Diversity Club	Academic Team	Asst Softball
Best Buddies Club	Orchests	Asst Track (In/Out)
Thespians/Drama Club	Show Choir Combo Band	Asst Football
Spanish Club	Art Club	Head Dance (Fall)
French Club	Economics Team	Head Cheerleading (Fall)
Gaming Club	Musical Director	
Pit Band (Musical)	Asst. FBLA	<b>Category I</b>
Technology Club	Tech Theater Musical	Head Bowling
Environmental Club	Jazz Band	Head Cross-Country
Book Club	Speech Team	Head Golf
Black Student Union	Group Interp	Head Tennis
Pasos Latinos	Film Club	Head Water Polo
Temas Latinos	Science Olympiad (3)	Head Lacrosse
SADD	Yearbook	Head Cheerleading (Winter)
Gay/Straight Alliance	Chess Team	Head Dance (Winter)
Asian Culture Club		
Future Educators Assn.	<b>Category E</b>	<b>Category J</b>
Wellness Club	Marching Band (2)	Head Swimming
Philosophy Club	Choral Director (2)	Head Wrestling
El Baille	Band Director (2)	Head Gymnastics
Debate Club	Link Crew (2)	Head Soccer
Medical Club	Nat. Honor Society	Head Volleyball
Intramural Sponsor	PEP Band	
Peer Tutors/AP Mentors	FBLA	<b>Category K</b>
Paint & Design Specialist	Broadcasting Team	Head Baseball
	Student Govt (2)	Head Basketball
<b>Category B</b>	Show Choir Dir (2)	Head Football
Choral Director (Musical)	Asst Cheerleading (Fall)	Head Softball
Freshman Class Adv	Asst Dance (Fall)	Head Track (In/Out)
Sophomore Class Adv	Spirit Squad (Fall, Winter)	Aquatics Director (Y)
Junior Class Adv	Robotics Team	Auditorium Manager (Y)
Senior Class Adv	Adaptive Athletics (2) (Y)	
Color Guard (Fall)		
Voices Lit Magazine	<b>Category F</b>	
Model UN (2)	Asst Bowling	
Poetry Slam	Asst Cross-Country	
Triathlon Club	Asst Golf	
Byte Club	Asst Tennis	
New Faces Director	Asst Dance (Fall)	
New Faces Tech Director	Asst Water Polo	
Percussion Ensemble 1	Asst Lacrosse	
Percussion Ensemble 2	Asst Cheerleading (Winter)	
Puertas		
Helping Heroes of America	<b>Category G</b>	
Asst. Dir Group Interp	Asst Volleyball	
	Asst Gymnastics	
<b>Category C</b>	Asst Swimming	
Asst NHS	Asst Wrestling	
Asst. Speech Team	Asst Soccer	
Asst Math Team	Winter Guard	
Asst Academic Team		
Theater Prod Dir (1st)		
Theater Prod Dir (2nd)		
Theater Prod Dir (3rd)		
Tech Director Dir (1st)		
Tech Director Dir (2nd)		
Newspaper		
Asst Robotics Team		
Weightlifting club		

# APPENDIX #3 Extra Curricular Pay Schedule 2023-24

Appendix C-3										
Extra Curricular Pay Schedule										
2023-24										
Base	\$52,154	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
A	3.25%	\$1,695	\$1,780	\$1,865	\$1,949	\$2,034	\$2,119	\$2,204	\$2,288	\$2,373
B	5.50%	\$2,868	\$3,012	\$3,155	\$3,299	\$3,442	\$3,586	\$3,729	\$3,872	\$4,016
C	7.25%	\$3,781	\$3,970	\$4,159	\$4,348	\$4,537	\$4,726	\$4,916	\$5,105	\$5,294
D	8.50%	\$4,433	\$4,655	\$4,876	\$5,098	\$5,320	\$5,541	\$5,763	\$5,985	\$6,208
E	9.00%	\$4,694	\$4,929	\$5,163	\$5,398	\$5,633	\$5,867	\$6,102	\$6,337	\$6,571
F	10.50%	\$5,476	\$5,750	\$6,024	\$6,298	\$6,571	\$6,845	\$7,119	\$7,393	\$7,667
G	11.25%	\$5,867	\$6,161	\$6,454	\$6,747	\$7,041	\$7,334	\$7,628	\$7,921	\$8,214
H	13.00%	\$6,780	\$7,119	\$7,458	\$7,797	\$8,136	\$8,475	\$8,814	\$9,153	\$9,492
I	14.75%	\$7,693	\$8,077	\$8,462	\$8,847	\$9,231	\$9,616	\$10,001	\$10,385	\$10,770
J	16.00%	\$8,345	\$8,762	\$9,179	\$9,596	\$10,014	\$10,431	\$10,848	\$11,265	\$11,682
K	17.50%	\$9,127	\$9,583	\$10,040	\$10,496	\$10,952	\$11,409	\$11,865	\$12,321	\$12,778

Extra Curricular Pay Schedule		
Table of Categories		
<b>Category A</b>	<b>Category D</b>	<b>Category H</b>
Interact Club	Mock Trial Team	Asst Baseball
Outdoor Club	Math Team	Asst Basketball
Diversity Club	Academic Team	Asst Softball
Best Buddies Club	Orchestr	Asst Track (In/Out)
Thespians/Drama Club	Show Choir Combo Band	Asst Football
Spanish Club	Art Club	Head Dance (Fall)
French Club	Economics Team	Head Cheerleading (Fall)
Gaming Club	Musical Director	
Pit Band (Musical)	Asst. FBLA	<b>Category I</b>
Technology Club	Tech Theater Musical	Head Bowling
Environmental Club	Jazz Band	Head Cross-Country
Book Club	Speech Team	Head Golf
Black Student Union	Group Interp	Head Tennis
Pasos Latinos	Film Club	Head Water Polo
Temas Latinos	Science Olympiad (3)	Head Lacrosse
SADD	Yearbook	Head Cheerleading (Winter)
Gay/Straight Alliance	Chess Team	Head Dance (Winter)
Asian Culture Club		
Future Educators Assn.	<b>Category E</b>	<b>Category J</b>
Wellness Club	Marching Band (2)	Head Swimming
Philosophy Club	Choral Director (2)	Head Wrestling
El Baille	Band Director (2)	Head Gymnastics
Debate Club	Link Crew (2)	Head Soccer
Medical Club	Nat. Honor Society	Head Volleyball
Intramural Sponsor	PEP Band	
Peer Tutors/AP Mentors	FBLA	<b>Category K</b>
Paint & Design Specialist	Broadcasting Team	Head Baseball
	Student Govt (2)	Head Basketball
<b>Category B</b>	Show Choir Dir (2)	Head Football
Choral Director (Musical)	Asst Cheerleading (Fall)	Head Softball
Freshman Class Adv	Asst Dance (Fall)	Head Track (In/Out)
Sophomore Class Adv	Spirit Squad (Fall, Winter)	Aquatics Director (Y)
Junior Class Adv	Robotics Team	Auditorium Manager (Y)
Senior Class Adv	Adaptive Athletics (2) (Y)	
Color Guard (Fall)		
Voices Lit Magazine	<b>Category F</b>	
Model UN (2)	Asst Bowling	
Poetry Slam	Asst Cross-Country	
Triathlon Club	Asst Golf	
Byte Club	Asst Tennis	
NewFaces Director	Asst Dance (Fall)	
NewFaces Tech Director	Asst Water Polo	
Percussion Ensemble 1	Asst Lacrosse	
Percussion Ensemble 2	Asst Cheerleading (Winter)	
Puertas		
Helping Heroes of America	<b>Category G</b>	
Asst. Dir Group Interp	Asst Volleyball	
	Asst Gymnastics	
<b>Category C</b>	Asst Swimming	
Asst NHS	Asst Wrestling	
Asst. Speech Team	Asst Soccer	
Asst Math Team	Winter Guard	
Asst Academic Team		
Theater Prod Dir (1st)		
Theater Prod Dir (2nd)		
Theater Prod Dir (3rd)		
Tech Director Dir (1st)		
Tech Director Dir (2nd)		
Newspaper		
Asst Robotics Team		
Weightlifting club		

**APPENDIX #3 Extra Curricular Pay Schedule 2024-25**

Appendix C-3										
Extra Curricular Pay Schedule										
2024-25										
Base	\$53,067	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
A	3.25%	\$1,725	\$1,811	\$1,897	\$1,983	\$2,070	\$2,156	\$2,242	\$2,328	\$2,415
B	5.50%	\$2,919	\$3,065	\$3,211	\$3,356	\$3,502	\$3,648	\$3,794	\$3,940	\$4,086
C	7.25%	\$3,847	\$4,040	\$4,232	\$4,424	\$4,617	\$4,809	\$5,002	\$5,194	\$5,386
D	8.50%	\$4,511	\$4,736	\$4,962	\$5,187	\$5,413	\$5,638	\$5,864	\$6,089	\$6,315
E	9.00%	\$4,776	\$5,015	\$5,254	\$5,492	\$5,731	\$5,970	\$6,209	\$6,448	\$6,686
F	10.50%	\$5,572	\$5,851	\$6,129	\$6,408	\$6,686	\$6,965	\$7,244	\$7,522	\$7,801
G	11.25%	\$5,970	\$6,269	\$6,567	\$6,866	\$7,164	\$7,463	\$7,761	\$8,060	\$8,358
H	13.00%	\$6,899	\$7,244	\$7,589	\$7,934	\$8,278	\$8,623	\$8,968	\$9,313	\$9,658
I	14.75%	\$7,827	\$8,219	\$8,610	\$9,001	\$9,393	\$9,784	\$10,176	\$10,567	\$10,958
J	16.00%	\$8,491	\$8,915	\$9,340	\$9,764	\$10,189	\$10,613	\$11,038	\$11,462	\$11,887
K	17.50%	\$9,287	\$9,751	\$10,215	\$10,680	\$11,144	\$11,608	\$12,073	\$12,537	\$13,001

Extra Curricular Pay Schedule		
Table of Categories		
<b>Category A</b>	<b>Category D</b>	<b>Category H</b>
Interact Club	Mock Trial Team	Asst Baseball
Outdoor Club	Math Team	Asst Basketball
Diversity Club	Academic Team	Asst Softball
Best Buddies Club	Orchests	Asst Track (In/Out)
Thespians/Drama Club	Show Choir Combo Band	Asst Football
Spanish Club	Art Club	Head Dance (Fall)
French Club	Economics Team	Head Cheerleading (Fall)
Gaming Club	Musical Director	
Pit Band (Musical)	Asst. FBLA	<b>Category I</b>
Technology Club	Tech Theater Musical	Head Bowling
Environmental Club	Jazz Band	Head Cross-Country
Book Club	Speech Team	Head Golf
Black Student Union	Group Interp	Head Tennis
Pasos Latinos	Film Club	Head Water Polo
Temas Latinos	Science Olympiad (3)	Head Lacrosse
SADD	Yearbook	Head Cheerleading (Winter)
Gay/Straight Alliance	Chess Team	Head Dance (Winter)
Asian Culture Club		
Future Educators Assn.	<b>Category E</b>	<b>Category J</b>
Wellness Club	Marching Band (2)	Head Swimming
Philosophy Club	Choral Director (2)	Head Wrestling
El Balle	Band Director (2)	Head Gymnastics
Debate Club	Link Crew (2)	Head Soccer
Medical Club	Nat. Honor Society	Head Volleyball
Intramural Sponsor	PEP Band	
Peer Tutors/ AP Mentors	FBLA	<b>Category K</b>
Paint & Design Specialist	Broadcasting Team	Head Baseball
	Student Govt (2)	Head Basketball
<b>Category B</b>	Show Choir Dir (2)	Head Football
Choral Director (Musical)	Asst Cheerleading (Fall)	Head Softball
Freshman Class Adv	Asst Dance (Fall)	Head Track (In/Out)
Sophomore Class Adv	Spirit Squad (Fall, Winter)	Aquatics Director (Y)
Junior Class Adv	Robotics Team	Auditorium Manager (Y)
Senior Class Adv	Adaptive Athletics (2) (Y)	
Color Guard (Fall)		
Voices Lit Magazine	<b>Category F</b>	
Model UN (2)	Asst Bowling	
Poetry Slam	Asst Cross-Country	
Triathlon Club	Asst Golf	
Byte Club	Asst Tennis	
NewFaces Director	Asst Dance (Fall)	
NewFaces Tech Director	Asst Water Polo	
Percussion Ensemble 1	Asst Lacrosse	
Percussion Ensemble 2	Asst Cheerleading (Winter)	
Puertas		
Helping Heroes of America	<b>Category G</b>	
Asst. Dir Group Interp	Asst Volleyball	
	Asst Gymnastics	
<b>Category C</b>	Asst Swimming	
Asst NHS	Asst Wrestling	
Asst. Speech Team	Asst Soccer	
Asst Math Team	Winter Guard	
Asst Academic Team		
Theater Prod Dir (1st)		
Theater Prod Dir (2nd)		
Theater Prod Dir (3rd)		
Tech Director Dir (1st)		
Tech Director Dir (2nd)		
Newspaper		
Asst Robotics Team		
Weightlifting club		

# APPENDIX #3 Extra Curricular Pay Schedule 2025-26

Appendix C-3 Extra Curricular Pay Schedule 2025-26										
Base		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
	\$53,969	1.00	1.05	1.10	1.15	1.25	1.3	1.35	1.40	1.45
A	3.25%	\$1,754	\$1,842	\$1,929	\$2,017	\$2,105	\$2,192	\$2,280	\$2,368	\$2,456
B	5.50%	\$2,968	\$3,117	\$3,265	\$3,414	\$3,562	\$3,710	\$3,859	\$4,007	\$4,156
C	7.25%	\$3,913	\$4,108	\$4,304	\$4,500	\$4,695	\$4,891	\$5,087	\$5,282	\$5,478
D	8.50%	\$4,587	\$4,817	\$5,046	\$5,275	\$5,505	\$5,734	\$5,964	\$6,193	\$6,422
E	9.00%	\$4,857	\$5,100	\$5,343	\$5,586	\$5,829	\$6,072	\$6,314	\$6,557	\$6,800
F	10.50%	\$5,667	\$5,950	\$6,233	\$6,517	\$6,800	\$7,083	\$7,367	\$7,650	\$7,933
G	11.25%	\$6,072	\$6,375	\$6,679	\$6,982	\$7,286	\$7,589	\$7,893	\$8,197	\$8,500
H	13.00%	\$7,016	\$7,367	\$7,718	\$8,068	\$8,419	\$8,770	\$9,121	\$9,472	\$9,822
I	14.75%	\$7,960	\$8,358	\$8,756	\$9,154	\$9,553	\$9,951	\$10,349	\$10,747	\$11,145
J	16.00%	\$8,635	\$9,067	\$9,499	\$9,930	\$10,362	\$10,794	\$11,226	\$11,657	\$12,089
K	17.50%	\$9,445	\$9,917	\$10,389	\$10,861	\$11,333	\$11,806	\$12,278	\$12,750	\$13,222

Extra Curricular Pay Schedule Table of Categories		
<b>Category A</b>	<b>Category D</b>	<b>Category H</b>
Interact Club	Mock Trial Team	Asst Baseball
Outdoor Club	Math Team	Asst Basketball
Diversity Club	Academic Team	Asst Softball
Best Buddies Club	Orchestra	Asst Track (In/Out)
Thespians/Drama Club	Show Choir Combo Band	Asst Football
Spanish Club	Art Club	Head Dance (Fall)
French Club	Economics Team	Head Cheerleading (Fall)
Gaming Club	Musical Director	
Pit Band (Musical)	Asst. FBLA	<b>Category I</b>
Technology Club	Tech Theater Musical	Head Bowling
Environmental Club	Jazz Band	Head Cross-Country
Book Club	Speech Team	Head Golf
Black Student Union	Group Interp.	Head Tennis
Pasos Latinos	Film Club	Head Water Polo
Temas Latinos	Science Olympiad (3)	Head Lacrosse
SADD	Yearbook	Head Cheerleading (Winter)
Gay/Straight Alliance	Chess Team	Head Dance (Winter)
Asian Culture Club		
Future Educators Assn.	<b>Category E</b>	<b>Category J</b>
Wellness Club	Marching Band (2)	Head Swimming
Philosophy Club	Choral Director (2)	Head Wrestling
El Baille	Band Director (2)	Head Gymnastics
Debate Club	Link Crew (2)	Head Soccer
Medical Club	Nat. Honor Society	Head Volleyball
Intramural Sponsor	PEP Band	
Peer Tutors/ AP Mentors	FBLA	<b>Category K</b>
Paint & Design Specialist	Broadcasting Team	Head Baseball
	Student Govt (2)	Head Basketball
<b>Category B</b>	Show Choir Dir. (2)	Head Football
Choral Director (Musical)	Asst Cheerleading (Fall)	Head Softball
Freshman Class Adv	Asst Dance (Fall)	Head Track (In/Out)
Sophomore Class Adv	Spirit Squad (Fall, Winter)	Aquatics Director (Y)
Junior Class Adv	Robotics Team	Auditorium Manager (Y)
Senior Class Adv	Adaptive Athletics (2) (Y)	
Color Guard (Fall)		
Voices Lit Magazine	<b>Category F</b>	
Model UN (2)	Asst Bowling	
Poetry Slam	Asst Cross-Country	
Triathlon Club	Asst Golf	
Byte Club	Asst Tennis	
New Faces Director	Asst Dance (Fall)	
New Faces Tech Director	Asst Water Polo	
Percussion Ensemble 1	Asst Lacrosse	
Percussion Ensemble 2	Asst Cheerleading (Winter)	
Puertas		
Helping Heroes of America	<b>Category G</b>	
Asst.Dir Group Interp	Asst Volleyball	
	Asst Gymnastics	
<b>Category C</b>	Asst Swimming	
Asst NHS	Asst Wrestling	
Asst. Speech Team	Asst Soccer	
Asst Math Team	Winter Guard	
Asst Academic Team		
Theater Prod Dir (1st)		
Theater Prod Dir (2nd)		
Theater Prod Dir (3rd)		
Tech Director Dir (1st)		
Tech Director Dir (2nd)		
Newspaper		
Asst Robotics Team		
Weightlifting club		

RATIFIED: May 10, 2022

**APPENDIX #4 (Implementing CBA Section 13.2)**

**Hold Harmless Agreement**

I hereby agree not to hold Mundelein Consolidated High School District No. 120 responsible for unpaid taxes on the Teachers' Retirement System (TRS) contribution portion paid by the Board of Education while I am in continuous employment in District 120.

I understand that this written agreement will be in effect for the length of the collective bargaining agreement between the Board of Education of Mundelein Consolidated High School District No. 120 and the Mundelein Education Association (MEA) and subsequent collective bargaining agreements that include the "Hold Harmless Agreement" provision. I also understand that this written agreement need only be signed once by me.

\_\_\_\_\_  
Employee – Print Name

\_\_\_\_\_  
Employee – Signature

\_\_\_\_\_  
Date