

AGREEMENT  
BETWEEN THE  
ASTORIA COMMUNITY UNIT SCHOOL  
DISTRICT #1  
BOARD OF EDUCATION  
AND THE  
ASTORIA FEDERATION OF TEACHERS/IFT/AFT  
JULY 1, 2024 – JUNE 30, 2027

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## **ARTICLE I – BASIC POLICY**

- A. The Board of Education of the Astoria Community Unit School District #1 (hereafter called the Board) recognizes the Astoria Federation of Teachers, Illinois Federation of Teachers, American Federation of Teachers (Federation) as the exclusive professional representative of all certified personnel employed by Astoria Community Unit District #1. Excluded from the recognized unit are supervisors, managerial, confidential and short-term employees.
- B. The Board, the administrative personnel and the Federation believe that the best interest of public education in Community Unit District #1 will be served by establishing procedures whereby representatives of the Federation may openly discuss with the Board and the Administration and have input into the determination of policies and procedures of mutual and professional interest.
- C. It is recognized by the parties of this agreement that teaching is a profession requiring specialized educational qualifications and that the success of the educational program in the school district depends upon the maximum utilization of the professional training of teachers.
- D. It is recognized by all the parties of this agreement that attainment of the objectives of the educational program of the district is the joint responsibility of the Board, the administration, and the professional teaching personnel.
  - 1. To this end, free and open exchange of views is agreed to and deemed to be desirable and necessary, with all parties participating in deliberations leading to the determination of matters of mutual and professional interest.
  - 2. The Federation agrees that it will not, during the period of this agreement, directly or indirectly engage in or assist in any strike, as defined by the Illinois Educational Labor Relations Act, against the Board. Federation also agrees that it will not, during the period of this agreement, engage in or assist in any slow down or job action, and will render full and complete services.
  - 3. In addition, the Board will allow the Federation President to appoint one person to sit on any search committee for any new Superintendent or administrator.
- E. The Federation recognizes the Board as the final authority for determining the policy of this district.

## **ARTICLE II – NEGOTIATIONS PROCEDURES**

- A. Meeting composed of representatives of the Federation, representatives of the Board and the Administration may be called upon written request of any of these parties. Requests for meetings should contain a specific statement as to the reason for the meeting. Request from the administration or the Board will be made to the chief negotiator of the Federation. A mutually convenient meeting date will then be set within a reasonable period.
- B. Conferences and hearings shall be carried on in an attitude of mutual respect. At such conferences, facts, opinions, proposals and counter-proposals will be freely exchanged in an effort to reach a mutual understanding and agreement.
- C. Both parties agree that it is their mutual responsibility to meet at reasonable times and negotiate in good faith with respect to wages, hours and other terms and conditions of employment.
- D. It is agreed that the parties will jointly request the Federal Mediation and Conciliation Service mediation services if the parties to this agreement determine that the assistance of a mediator would be helpful or if an impasse has been reached.

## **ARTICLE III – WORKING CONDITIONS**

### **A. Work Year**

1. The regular employment year for all teachers shall not exceed 180 days or the established state minimum whichever is greater, of which up to four days may be institute days. The salary schedule shall be based on the calendar of 180 days.
2. Extended contracts to teachers may be offered. The rate of compensation shall be based upon the individual's regular salary. Employees on extended contracts shall be paid 1/180 of the regular salary for each extra day of employment.
3. If the state increases the number of days during the life of this contract, the Board and the Federation agrees to negotiate the effect of the change.
4. Teachers should be apprised of their probable teaching assignments for the next school year by the last attendance day of the school year.

### **B. Teacher Workday**

1. The regular employee workday shall begin twenty (20) minutes before classes begin and end twenty (20) minutes after regular classes end. During each workday the employee shall be entitled to a duty-free lunch period not less than thirty (30) minutes in length. The regular employee workday shall not extend beyond 7.5 hours. On days where school does not begin on time (i.e. late start in winter), teachers shall not be required to report to work until twenty (20) minutes before classes begin. If the District requires teachers to provide supervision prior to the new start time for the day, teachers shall be paid twenty-five dollars (\$25) per hour.
2. Each full-time teacher shall have a planning period of at least two hundred (200) minutes per week, not to be less than thirty (30) continuous minutes per day in addition to a lunch period, being guaranteed prep time of the length of other junior or senior high school teachers if assigned to that level for the majority of instructional periods. For the purposes of this section, week shall mean a regular five (5) full school days.
3. A teacher who is requested to perform substitution duties during their regular assigned planning period shall be compensated at the rate of twenty dollars (\$20.00) per each period worked. If classed are doubled up the teacher who is left in charge shall also receive twenty dollars (\$20.00). In the event that a specialist is absent, and the classroom teacher has to remain with the students, he/she shall also be paid the twenty dollars (\$20.00).
4. The normal teacher workday set forth in Article III, B, 1 shall not apply to:

- a. K-12 faculty meetings that are scheduled outside of the regular workday and other specially scheduled faculty meetings or committee meetings for which the Administration shall give at least 24 hours advance notice, if at all possible.
  - b. Conferences between employees and student/parent/administration as scheduled by mutual consent of those involved;
  - c. An evening open house;
  - d. Staffing's for which the administration shall give at least 24 hours advance notice, if at all possible;
  - e. Emergencies;
  - f. Hearings;
  - g. Events, which affect those employees, hired under the extra duty stipend schedule for which compensation is received.
5. When a teacher relinquishes their contractual right to a planning period due to their choice to accept an additional single period teaching assignment, they will be compensated and additional 1/8 of their teaching salary for that school year.

#### C. Personnel File

- 1. No evaluative materials shall be placed in the file unless the teacher has been offered the opportunity to read such materials. The teacher shall acknowledge that he/she has read any materials evaluative in nature, by affixing his/her signature to the copy to be filed.
- 2. The teacher shall have the right to respond to any material filed and his/her response shall be attached to the file copy within 10 days of material being placed in their personnel file.
- 3. Upon appropriate written request by the teacher, he/she shall be permitted to examine his/her file in the presence of a representative of the Board and a colleague of the teacher's choice.
- 4. The teacher shall be permitted to reproduce at his/her own expense any materials in such file, except management planning materials or documents, which are otherwise confidential under the Personnel Records Act.

#### D. Evaluations

1. The parties agree that the primary objective of the program to evaluate classroom teaching performance is to improve the quality of instruction.
2. The parties further recognize the value and importance of establishing a procedure for evaluating and assisting the classroom teaching progress and success of both nontenured and tenured teachers.
3. Formal evaluation of classroom teaching performance shall be in accordance with the following criteria:
  - 1) Non-tenured teachers shall be formally observed at least twice per school year. The first formal observation shall be no later than November 15; any other formal observations to take place between November 16 and March 30.
  - 2) Tenured teachers shall be evaluated in writing at least once every three (3) years. Only tenured teachers who are not rated Proficient or Excellent shall receive evaluations on less than a three (3) year period.
  - 3) Summative evaluation for every teacher will include formal observations, informal observations, and student growth. Administrators will work collaboratively when appropriate to produce the evaluations.
  - 4) The formal observation by building level personnel will be for a teaching segment of time no less than thirty (30) minutes, or a full class period or a full lesson.
  - 5) All formal observations of teachers shall be conducted openly and with the full knowledge of the teacher.
  - 6) The written evaluation shall be provided to the teacher within five (5) school days of the formal observation. The formal evaluation document may be amended by the building level personnel at the time of the post-observation conference.
  - 7) If a teacher feels the formal written evaluation of classroom teaching was incomplete or inaccurate, the teacher shall have the right to submit a written reply to such material and to attach it to the file copy. The response shall be filed within 5 days of the post-observation conference.
  - 8) The principal shall hold a post-observation conference with the teacher within ten (10) school days of the formal observation.
  - 9) All observation and evaluation forms shall require the signature of the evaluator or observer and the teacher. These standard forms shall contain the statement "I have read and (do/do not) agree with the above" followed by

space for the teacher's signature. The district will keep one copy and the teacher will receive a copy of the signed evaluation.

4. The Administration/Board and Union will meet at least once annually to assess the effectiveness of the evaluation tool/process and to agree on changes if any. Changes may only be made to the evaluation tool/process through agreement between the Administration/Board and Union (the PERA Committee), unless changes in law require modifications.

#### E. Posting of Positions

All open certified teaching as well as co-curricular/extra-curricular positions must be posted for ten (10) days and any bargaining unit member who is qualified and applies for said posted position shall be granted an interview prior to the position being filled.

#### F. Union Dues Authorization

For each bargaining unit member who is full-time employee or who teaches two or more class periods per day in a position for a complete school term, as a condition of his/her employment, on or before thirty (30) days from the date of commencement of duties or the effective date of this Agreement, whichever is later, who elects to join the Federation the Board agrees to authorize deductions in accordance with the terms under which an employee voluntarily authorized said deductions. Dues revocations are processed by the union. In the event that an employee revokes his/her dues in accordance with the terms in which they authorized the dues deductions, the Union will notify the employer after the close of the revocations window.

The Union agrees to indemnify and hold the Board harmless against any and all claims, demands, suits, orders, or judgments or other forms of liability (monetary or otherwise) brought or issued against the Board and for all legal costs that may arise out of, or by reason of, any action taken or not taken by the Board under the provisions of this Section. If an improper deduction is made and remitted to the Union, then the Union shall promptly refund any excess amount directly to the member involved.

#### G. FOIA request of Membership Information

The Union shall be notified within one calendar day of the employer's receipt of a Freedom of Information Act (FOIA) requests that asks for information about any bargaining unit member, including, but not limited to, names, email addresses, any part of a home address, or list of members of the union, dues payers, or non-members.



## ARTICLE IV – LEAVES

- A. All full-time teachers with 0-29 total service years shall be granted eleven (11) days per school year to be used as sick days.
- B. All full-time teachers who:
- 1) Are eligible for the tier I retirement system and
  - 2) Have accumulated at least two hundred-twenty (220) sick days according to TRS and
  - 3) Have accumulated 30 total service years or more will be granted thirty-five (35) days per school year to be used as sick days

If any teacher does not use the full amount of sick days, the unused portion will be allowed to accumulate from year to year to a total of three hundred and eighty (380) days. Sick leave shall be interpreted to mean personal illness, quarantine at home, or serious illness or death in the immediate family or household.

- C. All full-time teachers (4 clock hrs. /5 days/week as described in TRS manual, chapter 5, page 4) shall be granted five (5) days per school year to be used as personal days. Unused personal days shall accumulate as sick days or be paid at the current substitute teacher rate. TRS definition of full-time teacher shall not be used to determine seniority.

- D. Voluntary Sick Leave Lottery

All full-time teachers shall be granted access to a sick leave lottery should a need arise from an extended illness/bereavement, which requires an absence beyond the number of sick leave days that employee may have accumulated. The following procedure would be followed:

- 1) The full-time teacher needing additional days would petition in writing for those days from the district through a sick leave lottery.
- 2) The Superintendent or his/her designee and the Union President or his/her designee will meet to approve or deny the request utilizing the following criteria:
  - i. statement of request from the teacher;
  - ii. certification of illness by a physician;
  - iii. proof of need-exhaustion of his/her accumulated sick leave and personal leave

This recommendation for approval (or if a consensus cannot be reached) will be submitted to the Board of Education for final approval.

- 3) The union rep would ask any full-time teachers who have more than fifty (50) days of accumulated sick leave of the request. A teacher, who shall remain anonymous, may voluntarily contribute to the lottery by notifying the administration in writing of his/her wish to contribute indicating the recipient teacher and the number of sick leave days to be notated. No teacher would be required to participate in this lottery.

- 4) At the end of the school year, the Union President or his/her designee and a representative from the district office will put all names into a pool and draw enough names to cover the days needed by the petitioner. All unused sick day donations will be returned to the donors.
  - 5) Each teacher receiving donated sick days will be limited to a maximum of 40 donated days over a period of two consecutive years, unless the Board approves an extended leave for mitigating circumstances.
- E. Sick/personal days shall be taken in increments of  $\frac{1}{4}$  days.
- F. Personal leave days are to be requested a minimum of 2 days before the day that the teacher will be absent from the building. Although the administration will make every effort to grant a personal leave day, approval of such a day is contingent upon whether the district can cover the teacher's assigned duties. Employees are discouraged from requesting personal leave the day immediately before or after a break or holiday as well as during the first or last week of a semester. Personal leave days are usually not successive; however, the superintendent may grant exceptions if the teacher can prove the need to take up to 3 consecutive personal leave days.
- G. Bereavement Leave
- Up to three (3) non-consecutive days of leave, without deduction from other leaves, will be granted to each teacher in the case of the death of a spouse, domestic partner, mother, father, legal guardian, child, grand-child, member of the household, or brother or sister. Employees may be approved for additional days from accumulated sick leave, at the discretion of the Superintendent or designee.

## **ARTICLE V – SALARY AND BENEFITS**

### **A. Insurance**

1. The Board shall provide health and life insurance coverage for each teacher employed on a full-time basis.
2. Changes in insurance coverage shall be the sole responsibility of the Board of Education with input from the teachers. The board shall attempt to retain the present health insurance carrier (BCBS) for the term of this 3-year agreement.
3. Each covered employee shall have the option to purchase dependent coverage at his/her own expense.
4. An employee who leaves the district shall have the option of taking the value of the insurance coverage or continuing the coverage until the earned benefit is used up.

### **B. Salary**

1. All teachers shall have the option to be paid on the basis of twenty-four equal payments. Teachers who elect to receive their paychecks over ten months will receive their twentieth paycheck on the 20<sup>th</sup> of June.
2. Teachers will be paid on the 5<sup>th</sup> and the 20<sup>th</sup> of the month. Should the 5<sup>th</sup> and the 20<sup>th</sup> occur on a weekend, the check will be issued on the Friday before. This does not apply to January 5<sup>th</sup>.
3. An employee who leaves the district shall have the option of receiving earned salary in a lump sum payment or continuing to receive his/her checks on 5<sup>th</sup> and 20<sup>th</sup> of the month.
4. All teachers shall be paid subject to the salary schedules attached in the Appendix to this document. Each year, teachers shall advance one row on the salary schedules.
5. If legislative adjustments to the minimum teacher salary require adjustments to the salary schedules in this document, all cells in all salary schedules shall be increased by the same percentage that is required to increase the minimum salary up to the state required amount.

### C. Retirement Incentive

1. Any teacher who is considered by TRS eligible for retirement without penalty to the district or the individual and who submits an irrevocable letter of resignation by the first day of school, three years prior to the year of his/her retirement will be paid an incentive in his/her last 3 years of service. The incentive will be a raise in salary of the full amount of 6% allowed by TRS each of the last three years; this 6% would include any step increase, additional stipends, or raise negotiated for all teachers. If a teacher gives less than a 3-year notice, he/she will receive the full 6% allowable by TRS per year remaining. To receive the retirement incentive, the teacher must retire from Astoria CUSD #1.

2. If a teacher goes beyond the agreed upon retirement date, the teacher has two options:

#### OPTION 1:

Repay the portion of the incentive that is beyond the salary increase the teacher would have received under the contract plus 4% interest penalty for every year taught beyond the agreed upon date.

#### OPTION 2:

If unforeseen events have prevented non-penalized retirement from Astoria CUSD#1 after incentive payments have begun, the teacher may

1. Continue employment and retire at the 1<sup>st</sup> available non-penalized opportunity (at the end of a semester or an agreed upon date).
2. Refund the portion of the incentive that is beyond the salary increase he/she would have received under the contract for every year taught beyond the specified retirement date.

The Board may agree to waive any option in this section if the employee appeals due to unforeseen hardship.

3. Teachers in the Retirement Incentive program will continue to receive the board paid health insurance package for all incentive years.
4. In order for the teacher to be eligible for the retirement bonus, the following must be met:
  - a. Must meet the guidelines of TRS for non-penalized retirement [which as of June 30, 2004, means that the teacher must be
    - i. at least fifty-five (55) years of age at the date of their retirement
    - ii. have at least thirty-five (35) years of creditable service with the Illinois Teachers' Retirement System (TRS) at the date of their retirement which includes all earned TRS credit, any purchased

optional TRS service credit, and any TRS sick leave credit being used by the teacher for service credit

or

- i. the teacher must be at least sixty (60) years of age
- ii. have ten (10) years of service with TRS

or

- i. or be at least sixty-two (62) years of age
- ii. have five (5) years of service with TRS].

- b. The teacher must have served Astoria CUSD#1 for a minimum of 16 years to receive the retirement incentive.
  - c. This offer applies only to teachers who meet TRS eligibility for non-penalized retirement for the term of this agreement.
5. Any retirement incentive for which the teacher is due shall be paid with the receipt of the teacher's final paycheck.
6. Additional incentives, providing for by law and considered mutually advantageous, may be negotiated with retiring teachers.

#### D. Professional Advancement

1. The Board shall reimburse each teacher for the cost of tuition for up to three (3) hours per semester per school year upon evidence of successful completion (B or better) of administratively approved course work. Administrative written approval must be obtained prior to enrollment. For the purpose of this article only, the school year shall be defined to run from September 1 through August 31 of the next year. There shall be three terms per school year (Fall, Spring, Summer).

A teacher working toward National Board Certification will receive the equivalent of 6-semester hours reimbursement up to or at Western Illinois University graduate credit rates.

2. The Board shall grant one (1) semester hour of credit on the salary schedule upon evidence of successful completion for each 15 hours of a single topic administratively approved workshop. Administrative written approval must be obtained prior to attendance at the workshop.
3. Salary schedule adjustments shall be made in the current year for all hours turned in by September 1 of that year.
4. Should the District request that a teacher take courses to become certified in an area to which the District wants to assign him/her, the District shall reimburse the teacher for costs of tuition, materials, and mileage.

5. Employees who are off the salary schedule shall be paid \$400 for each 8-semester hours, which are completed in accordance with this section of Article V like those on the schedule.
6. Teachers attending District Directed or District Approved Professional Development workshops shall be compensated at the rate of one hundred dollars (\$100) per day provided all of the following conditions are met. The Professional Development:
  - a. Shall not be on a school attendance day
  - b. Shall not be for college credit
  - c. Shall be within one hundred (100) miles of school
  - d. Shall be approved, required or hosted by the District

Additionally, parking will be reimbursed with a receipt. Meals will be reimbursed up to twenty dollars (\$20) with a receipt. Use of District vehicles is encouraged, but if employee must use personal vehicle, mileage will be reimbursed at the IRS rate at the time of the Professional Development.

- E. The district shall pay and tax shelter the employee's TRS contribution to a maximum of 9.8901%.

## ARTICLE VI – DISTRICT JOINT COMMITTEES

In order to facilitate the needs of the district and to meet ISBE requirements, the Astoria CUSD #1 shall have joint working committees, which include, but are not limited to the following.

1. Curriculum Committee: Annually a committee of volunteers will be formed to review the curriculum alignment within the district, look at classroom resource needs, and other matters pertaining to the curriculum of the district from pre-K – 12<sup>th</sup> grade. The committee will consist of at least 3 teachers, at least 1 administrator, and at least 1 board member. There will be a maximum of 8 members. The committee will meet at least once a semester.
2. Insurance Committee: A district insurance committee will be established with the following participants: at least two current bargaining unit members, the district business manager, at least one member of the board, and an administrator. This committee will meet at least one time annually to review and discuss insurance trends and options, consider insurance renewals, and prepare any recommendations for plan design changes to be presented to the board and the bargaining unit.
3. District Safety Committee (as defined by The School Code)
4. RIF Committee (as defined by the The School Code)
5. PERA Committee (as defined by the The School Code)

## **ARTICLE VII – GRIEVANCE PROCEDURE**

The Board and the Federation agree that all grievances shall be resolved as quickly as possible and at the lowest step possible. Hearings and conferences held under this procedure shall be conducted at a time and place, which will afford a fair and equitable opportunity to participate to all persons involved in the process.

### **1. Definitions**

- 1.1 A grievance is a claim by the Federation, a teacher, or group of teachers involving an alleged violation, misinterpretation, or misapplication of the terms of this agreement.
- 1.2 A dispute or difference of opinion raised by an employee or the Federation involving the meaning, interpretation, or application of established district policies.
- 1.3 A dispute or difference of opinion raised by an employee or the Federation involving the meaning, interpretation, or application of civil rights legislation such as Title VI of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Illinois Human Rights Act of 1980, and the Age Discrimination Act of 1975, and the Illinois School Code Sex Equity Rules of 1985.

### **A GRIEVANT IS:**

- 1.4 Any employee submitting a grievance in their own behalf or the Federation submitting a grievance on behalf of one or more employees.

### **TIMELINES:**

- 1.5 All time limits shall consist of school days, except that when a grievance is submitted less than ten (10) days before the close of the current school term, time limits shall consist of all weekdays.

### **2. Procedure**

It is usually most desirable for a grievant and the principal or immediately involved supervisor to resolve problems through free and informal communications. Therefore, nothing contained herein shall be construed as limiting the right of a grievant to discuss the matter informally with his/her supervisor and having the grievance adjusted, provided the adjustment is not inconsistent with the terms of the agreement. If an adjustment is made, a second meeting will be held if the grievant so requests to discuss said adjustment in the presence of a representative. If, however, such informal processes fail to satisfy the grievant, a grievance may be processed as follows:

- 2.1 Step A – The grievant (or representative) shall present the grievance in writing within ten (10) days of the occurrence of the event giving rise to the grievance, or within ten



(10) days of the time the grievant should have known of the occurrence of the event, specifying the alleged violation and stating the remedy sought, to the supervisor immediately involved. The supervisor shall provide a written answer to the grievant within ten (10) days after the receipt of the grievance.

2.2 Step B – If the grievance is not resolved at Step A, the grievant (or representative) may refer the grievance to the Superintendent or official designee within ten (10) days after the receipt of the Step A answer. The Superintendent shall arrange for a meeting to take place within ten (10) days of his/her receipt of the appeal. Within ten (10) days of the meeting, the grievant shall be provided with the Superintendent's written response.

2.3 Step C – If the grievant is not satisfied with the disposition of the grievance at Step B, the grievant may submit the grievance to the Board of Education within ten (10) days after receipt of the Superintendent's written response. The Board shall allow the grievant to present his/her case to the Board in executive session at the next regularly scheduled Board meeting provided the Board has at least five (5) days notice of said appeal, the grievance shall be heard at a Special meeting to be called within fifteen (15) days of the filing of said appeal. If an appeal to the Board is not filed within ten (10) days of the Step B response, the grievance shall be deemed withdrawn.

2.4.1 Step D – If the grievant is not satisfied with the disposition of the grievance at Step C or ten (10) days pass without the issuance of the Board's decision, the Federation may submit the grievance to final and binding arbitration under the Voluntary Labor Arbitration Rules of the American Arbitration Association, to Federal Mediation and Conciliation Service, or to a mutually agreeable arbitrator, which shall act as the administrator of the proceedings. Upon mutual agreement, The Expedited Arbitration Rules of the American Arbitration Association shall be used.

2.4.2 – If a demand for arbitration is not filed within thirty (30) days of the date for the Step C decision, then the grievance shall be deemed withdrawn.

2.4.2.1 The arbitrator, in his/her decision, shall not amend, modify, nullify, ignore or add to the provision of this Agreement. His/her authority shall be strictly limited to deciding only the issues presented to him/her in writing by the School District and the Federation, and his/her interpretation of the meaning or application of the express relevant language of the Agreement.

2.4.2.2. Each party shall bear the full costs for its representation in the grievance procedure.

2.4.2.3. If the presence of a court reporter is requested, the requesting party shall bear the full cost of the reporter. If both parties request the presence of a court reporter, the cost shall be shared equally. If either party requests a transcript of the proceedings, that party shall bear full costs for transcript. If both parties order

a transcript, the costs of the two transcripts shall be divided equally between the Board and the Federation.

2.4.2.4. Each party shall share equally the cost of the arbitrator and the AAA.

### 3. Conditions

3.1 Failure of a grievant to act on any grievance within the prescribed time limits will bar any further appeal.

3.1.1. Time limits shall be extended by mutual written consent.

3.1.2. The grievant and the Board may mutually agree to expedite any or all of Step A through D by waiving or decreasing the time limits set forth in those steps.

3.1.3. Step A of the grievance procedure may be by-passed and the grievance brought directly to Step B if mutually agreed upon by the grievant and the Superintendent.

3.1.4. If the Board representative at the informal step, Step A and Step B is the same person, Step B may be waived.

3.2 Any investigation, handling, or processing of any grievance by the grievant shall be conducted so that instructional programs and related work activities of the grievant or the teaching staff is not interrupted.

3.3 With the Superintendent's approval, the grievant may be released from his/her regular assignment without loss of pay or benefits to attend the meetings specified in 2 Step A-D.

3.4 Class grievances involving one or more grievant or one or more supervisors and grievances involving an administrator above the building level may be initially filed by the Federation at Step B.

3.5 The Board acknowledges the right of the grievant to have a representative present, if the grievant requests one, at any stage of the procedure. No grievant shall be required to discuss any grievance if the representative is not present, if one is requested.

3.6 No reprisals shall be taken by the Board or the administration against a grievant because of his/her participation in a grievance.

3.7 All records related to grievance shall be filed separately from the personnel files of the teachers.

- 3.8 A grievance may be withdrawn at any level without establishing precedent.
- 3.9 A grievance may be settled at any level without establishing precedent.
- 3.10 If an arbitrator has been selected and an arbitration hearing set, any part postponing that hearing shall bear the full cost of that postponement.
- 3.11 If the grievant or representative files any claim of complaint in any forum other than under the grievance procedure of this Agreement, then the Board shall not be required to process the said claim or set of facts through the grievance procedure.

## **ARTICLE VIII – MANAGEMENT RIGHTS**

- A. The Board retains and reserves to itself all rights, powers, privileges, duties, responsibilities and authority conferred upon and vested in it by law, whether exercised or not, including, but not limited to, the right to operate, manage, control, organize, and maintain the School District and in all respects carry out the ordinary and customary functions of management and to adopt policies, rules, regulations, and practices in furtherance thereof.
- B. The Board's exercise of its rights, powers, privileges, duties, responsibilities, and authority and the adoption by the Board of policies, rules, regulations, and practices in furtherance thereof shall be limited only by the specific and express terms of this Agreement.
- C. Neither the Federation nor the Board waive the rights guaranteed them under the Illinois Educational Labor Relations Act.

## **ARTICLE IX – LABOR-MANAGEMENT CONFERENCES**

The parties agree that private labor-management conferences may be requested by the Federation, Board of Superintendent. These conferences shall not be construed as collective bargaining. Conferences will be conducted in the interest of advancing open communication, mutual problem solving and general cooperation. Any such conference will be scheduled at times and places of mutual consent. The party requesting the conference shall prepare and submit the proposed agenda to the other party one-week prior to the scheduled meeting date. If there is no agenda prepared and submitted by the requesting party, there shall be no meeting. Either party may add to the agenda no later than three (3) days prior to the scheduled meeting unless otherwise mutually agreed. The number of persons to attend each meeting shall not exceed three (3) from each side. The parties may by mutual agreement agree to the frequency of meetings, or to a greater number of meeting attendees.

## **ARTICLE X – SENIORITY**

Seniority shall be defined as the length of full-time (as defined by IL.School Code) continuous service to the District and shall be applied district-wide in the bargaining unit. Upon employment, each employee shall receive a Seniority Date which shall be the date the Board approved his/her employment or the first day of actual work, whichever is earlier. If two or more employees have the same Seniority Date, the date of the employee's application date shall be senior. If two or more employees still have the same seniority, the Employer or administrator shall conduct a drawing of lots witnessed by the affected employees and an authorized Federation representative. A seniority list shall be prepared annually by the Employer and delivered to the Federation President no later than February 1 of each year.

## ARTICLE XI – FORCE AND EFFECT

- A. This agreement is intended to supplement the provisions of the Illinois School Code. Any article, section or clause of this agreement which violates state law will be null and void and subject to renegotiation.
- B. This agreement shall become effective upon approval of the Board of Education and a majority vote of the Astoria Federation of Teachers.
- C. This agreement shall remain in full force and effect from the date of ratification through June 30, 2027.

The Board of Education and Astoria Federation of Teachers/IFT/AFT pledge their continuing efforts to providing the best possible educational opportunities for the students of the District, and the best possible conditions for the performance of professional services.

In witness thereof:

For the Astoria Federation  
of Teachers

  
President

7/17/2024  
Date

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Date

For the Board of Education  
Community Unit District #1

  
President

7/17/2024  
Date

  
Secretary

7-17-2024  
Date

**APPENDIX A – SALARY SCHEDULES**  
**Astoria C.U.S.D.#1**  
**2024-2025**

	B	B+8	B+16	B+24	M	M+8	M+16	M+24	M+32	M+40
0	\$37,511	\$37,981	\$38,451	\$38,921	\$39,391	\$39,861	\$40,331	\$40,801	\$41,271	\$41,741
1	\$37,979	\$38,455	\$38,931	\$39,407	\$39,883	\$40,359	\$40,835	\$41,311	\$41,786	\$42,262
2	\$38,454	\$38,936	\$39,418	\$39,900	\$40,381	\$40,863	\$41,345	\$41,827	\$42,309	\$42,791
3	\$38,935	\$39,423	\$39,911	\$40,398	\$40,886	\$41,374	\$41,862	\$42,350	\$42,838	\$43,325
4	\$39,422	\$39,915	\$40,409	\$40,903	\$41,397	\$41,891	\$42,385	\$42,879	\$43,373	\$43,867
5	\$39,914	\$40,414	\$40,915	\$41,415	\$41,915	\$42,415	\$42,915	\$43,415	\$43,915	\$44,415
6	\$40,413	\$40,920	\$41,426	\$41,932	\$42,439	\$42,945	\$43,451	\$43,958	\$44,464	\$44,971
7	\$40,918	\$41,431	\$41,944	\$42,456	\$42,969	\$43,482	\$43,995	\$44,507	\$45,020	\$45,533
8	\$41,430	\$41,949	\$42,468	\$42,987	\$43,506	\$44,025	\$44,545	\$45,064	\$45,583	\$46,102
9	\$41,948	\$42,473	\$42,999	\$43,525	\$44,050	\$44,576	\$45,101	\$45,627	\$46,153	\$46,678
10	\$42,472	\$43,004	\$43,536	\$44,069	\$44,601	\$45,133	\$45,665	\$46,197	\$46,729	\$47,262
11	\$43,003	\$43,542	\$44,081	\$44,619	\$45,158	\$45,697	\$46,236	\$46,775	\$47,314	\$47,852
12	\$43,541	\$44,086	\$44,632	\$45,177	\$45,723	\$46,268	\$46,814	\$47,359	\$47,905	\$48,451
13	\$44,085	\$44,637	\$45,190	\$45,742	\$46,294	\$46,847	\$47,399	\$47,951	\$48,504	\$49,056
14	\$44,636	\$45,195	\$45,754	\$46,314	\$46,873	\$47,432	\$47,992	\$48,551	\$49,110	\$49,669
15	\$45,194	\$45,760	\$46,326	\$46,893	\$47,459	\$48,025	\$48,591	\$49,158	\$49,724	\$50,290
16	\$45,759	\$46,332	\$46,905	\$47,479	\$48,052	\$48,625	\$49,199	\$49,772	\$50,346	\$50,919
17	\$46,331	\$46,911	\$47,492	\$48,072	\$48,653	\$49,233	\$49,814	\$50,394	\$50,975	\$51,555
18	\$46,910	\$47,498	\$48,085	\$48,673	\$49,261	\$49,849	\$50,436	\$51,024	\$51,612	\$52,200
19	\$47,496	\$48,091	\$48,686	\$49,282	\$49,877	\$50,472	\$51,067	\$51,662	\$52,257	\$52,852
20	\$48,090	\$48,692	\$49,295	\$49,898	\$50,500	\$51,103	\$51,705	\$52,308	\$52,910	\$53,513
21	\$48,691	\$49,301	\$49,911	\$50,521	\$51,131	\$51,741	\$52,352	\$52,962	\$53,572	\$54,182
22	\$49,300	\$49,917	\$50,535	\$51,153	\$51,771	\$52,388	\$53,006	\$53,624	\$54,241	\$54,859
23	\$49,916	\$50,541	\$51,167	\$51,792	\$52,418	\$53,043	\$53,669	\$54,294	\$54,919	\$55,545
24	\$50,540	\$51,173	\$51,806	\$52,440	\$53,073	\$53,706	\$54,339	\$54,973	\$55,606	\$56,239
25	\$51,172	\$51,813	\$52,454	\$53,095	\$53,736	\$54,377	\$55,019	\$55,660	\$56,301	\$56,942
26	\$51,811	\$52,460	\$53,110	\$53,759	\$54,408	\$55,057	\$55,706	\$56,356	\$57,005	\$57,654
27	\$52,459	\$53,116	\$53,773	\$54,431	\$55,088	\$55,745	\$56,403	\$57,060	\$57,717	\$58,375
28	\$53,115	\$53,780	\$54,446	\$55,111	\$55,777	\$56,442	\$57,108	\$57,773	\$58,439	\$59,104
29	\$53,779	\$54,452	\$55,126	\$55,800	\$56,474	\$57,148	\$57,822	\$58,495	\$59,169	\$59,843
30	\$54,451	\$55,133	\$55,815	\$56,498	\$57,180	\$57,862	\$58,544	\$59,227	\$59,909	\$60,591
31	\$55,131	\$55,822	\$56,513	\$57,204	\$57,895	\$58,585	\$59,276	\$59,967	\$60,658	\$61,349
32	\$55,821	\$56,520	\$57,219	\$57,919	\$58,618	\$59,318	\$60,017	\$60,717	\$61,416	\$62,115
33	\$56,518	\$57,227	\$57,935	\$58,643	\$59,351	\$60,059	\$60,767	\$61,475	\$62,184	\$62,892
34	\$57,225	\$57,942	\$58,659	\$59,376	\$60,093	\$60,810	\$61,527	\$62,244	\$62,961	\$63,678
35	\$57,940	\$58,666	\$59,392	\$60,118	\$60,844	\$61,570	\$62,296	\$63,022	\$63,748	\$64,474



## 2025-2026

	B	B+8	B+16	B+24	M	M+8	M+16	M+24	M+32	M+40
0	\$38,636	\$39,106	\$39,576	\$40,046	\$40,516	\$40,986	\$41,456	\$41,926	\$42,396	\$42,866
1	\$39,119	\$39,595	\$40,071	\$40,546	\$41,022	\$41,498	\$41,974	\$42,450	\$42,926	\$43,402
2	\$39,608	\$40,090	\$40,571	\$41,053	\$41,535	\$42,017	\$42,499	\$42,981	\$43,462	\$43,944
3	\$40,103	\$40,591	\$41,079	\$41,566	\$42,054	\$42,542	\$43,030	\$43,518	\$44,006	\$44,494
4	\$40,604	\$41,098	\$41,592	\$42,086	\$42,580	\$43,074	\$43,568	\$44,062	\$44,556	\$45,050
5	\$41,112	\$41,612	\$42,112	\$42,612	\$43,112	\$43,612	\$44,112	\$44,613	\$45,113	\$45,613
6	\$41,626	\$42,132	\$42,638	\$43,145	\$43,651	\$44,157	\$44,664	\$45,170	\$45,677	\$46,183
7	\$42,146	\$42,659	\$43,171	\$43,684	\$44,197	\$44,709	\$45,222	\$45,735	\$46,248	\$46,760
8	\$42,673	\$43,192	\$43,711	\$44,230	\$44,749	\$45,268	\$45,787	\$46,307	\$46,826	\$47,345
9	\$43,206	\$43,732	\$44,257	\$44,783	\$45,309	\$45,834	\$46,360	\$46,885	\$47,411	\$47,937
10	\$43,746	\$44,278	\$44,811	\$45,343	\$45,875	\$46,407	\$46,939	\$47,471	\$48,004	\$48,536
11	\$44,293	\$44,832	\$45,371	\$45,910	\$46,448	\$46,987	\$47,526	\$48,065	\$48,604	\$49,142
12	\$44,847	\$45,392	\$45,938	\$46,483	\$47,029	\$47,575	\$48,120	\$48,666	\$49,211	\$49,757
13	\$45,407	\$45,960	\$46,512	\$47,064	\$47,617	\$48,169	\$48,722	\$49,274	\$49,826	\$50,379
14	\$45,975	\$46,534	\$47,093	\$47,653	\$48,212	\$48,771	\$49,331	\$49,890	\$50,449	\$51,008
15	\$46,550	\$47,116	\$47,682	\$48,248	\$48,815	\$49,381	\$49,947	\$50,513	\$51,080	\$51,646
16	\$47,131	\$47,705	\$48,278	\$48,852	\$49,425	\$49,998	\$50,572	\$51,145	\$51,718	\$52,292
17	\$47,721	\$48,301	\$48,882	\$49,462	\$50,043	\$50,623	\$51,204	\$51,784	\$52,365	\$52,945
18	\$48,317	\$48,905	\$49,493	\$50,080	\$50,668	\$51,256	\$51,844	\$52,432	\$53,019	\$53,607
19	\$48,921	\$49,516	\$50,111	\$50,706	\$51,302	\$51,897	\$52,492	\$53,087	\$53,682	\$54,277
20	\$49,533	\$50,135	\$50,738	\$51,340	\$51,943	\$52,545	\$53,148	\$53,751	\$54,353	\$54,956
21	\$50,152	\$50,762	\$51,372	\$51,982	\$52,592	\$53,202	\$53,812	\$54,422	\$55,032	\$55,643
22	\$50,779	\$51,396	\$52,014	\$52,632	\$53,250	\$53,867	\$54,485	\$55,103	\$55,720	\$56,338
23	\$51,413	\$52,039	\$52,664	\$53,290	\$53,915	\$54,541	\$55,166	\$55,791	\$56,417	\$57,042
24	\$52,056	\$52,689	\$53,323	\$53,956	\$54,589	\$55,222	\$55,856	\$56,489	\$57,122	\$57,755
25	\$52,707	\$53,348	\$53,989	\$54,630	\$55,271	\$55,913	\$56,554	\$57,195	\$57,836	\$58,477
26	\$53,366	\$54,015	\$54,664	\$55,313	\$55,962	\$56,612	\$57,261	\$57,910	\$58,559	\$59,208
27	\$54,033	\$54,690	\$55,347	\$56,005	\$56,662	\$57,319	\$57,976	\$58,634	\$59,291	\$59,948
28	\$54,708	\$55,374	\$56,039	\$56,705	\$57,370	\$58,036	\$58,701	\$59,367	\$60,032	\$60,698
29	\$55,392	\$56,066	\$56,740	\$57,413	\$58,087	\$58,761	\$59,435	\$60,109	\$60,783	\$61,456
30	\$56,084	\$56,767	\$57,449	\$58,131	\$58,813	\$59,496	\$60,178	\$60,860	\$61,542	\$62,225
31	\$56,785	\$57,476	\$58,167	\$58,858	\$59,549	\$60,239	\$60,930	\$61,621	\$62,312	\$63,002
32	\$57,495	\$58,195	\$58,894	\$59,593	\$60,293	\$60,992	\$61,692	\$62,391	\$63,091	\$63,790
33	\$58,214	\$58,922	\$59,630	\$60,338	\$61,047	\$61,755	\$62,463	\$63,171	\$63,879	\$64,587
34	\$58,942	\$59,659	\$60,376	\$61,093	\$61,810	\$62,527	\$63,244	\$63,961	\$64,678	\$65,395
35	\$59,678	\$60,404	\$61,130	\$61,856	\$62,582	\$63,308	\$64,034	\$64,760	\$65,486	\$66,212

## 2026-2027

	B	B+8	B+16	B+24	M	M+8	M+16	M+24	M+32	M+40
0	\$39,795	\$40,265	\$40,735	\$41,205	\$41,675	\$42,145	\$42,615	\$43,085	\$43,555	\$44,025
1	\$40,292	\$40,768	\$41,244	\$41,720	\$42,196	\$42,672	\$43,148	\$43,623	\$44,099	\$44,575
2	\$40,796	\$41,278	\$41,760	\$42,241	\$42,723	\$43,205	\$43,687	\$44,169	\$44,651	\$45,132
3	\$41,306	\$41,794	\$42,282	\$42,770	\$43,257	\$43,745	\$44,233	\$44,721	\$45,209	\$45,697
4	\$41,822	\$42,316	\$42,810	\$43,304	\$43,798	\$44,292	\$44,786	\$45,280	\$45,774	\$46,268
5	\$42,345	\$42,845	\$43,345	\$43,845	\$44,346	\$44,846	\$45,346	\$45,846	\$46,346	\$46,846
6	\$42,874	\$43,381	\$43,887	\$44,394	\$44,900	\$45,406	\$45,913	\$46,419	\$46,925	\$47,432
7	\$43,410	\$43,923	\$44,436	\$44,948	\$45,461	\$45,974	\$46,487	\$46,999	\$47,512	\$48,025
8	\$43,953	\$44,472	\$44,991	\$45,510	\$46,029	\$46,548	\$47,068	\$47,587	\$48,106	\$48,625
9	\$44,502	\$45,028	\$45,554	\$46,079	\$46,605	\$47,130	\$47,656	\$48,182	\$48,707	\$49,233
10	\$45,059	\$45,591	\$46,123	\$46,655	\$47,187	\$47,719	\$48,252	\$48,784	\$49,316	\$49,848
11	\$45,622	\$46,161	\$46,700	\$47,238	\$47,777	\$48,316	\$48,855	\$49,394	\$49,932	\$50,471
12	\$46,192	\$46,738	\$47,283	\$47,829	\$48,374	\$48,920	\$49,465	\$50,011	\$50,557	\$51,102
13	\$46,770	\$47,322	\$47,874	\$48,427	\$48,979	\$49,531	\$50,084	\$50,636	\$51,189	\$51,741
14	\$47,354	\$47,913	\$48,473	\$49,032	\$49,591	\$50,151	\$50,710	\$51,269	\$51,828	\$52,388
15	\$47,946	\$48,512	\$49,079	\$49,645	\$50,211	\$50,777	\$51,344	\$51,910	\$52,476	\$53,043
16	\$48,545	\$49,119	\$49,692	\$50,265	\$50,839	\$51,412	\$51,986	\$52,559	\$53,132	\$53,706
17	\$49,152	\$49,733	\$50,313	\$50,894	\$51,474	\$52,055	\$52,635	\$53,216	\$53,796	\$54,377
18	\$49,767	\$50,354	\$50,942	\$51,530	\$52,118	\$52,705	\$53,293	\$53,881	\$54,469	\$55,057
19	\$50,389	\$50,984	\$51,579	\$52,174	\$52,769	\$53,364	\$53,959	\$54,555	\$55,150	\$55,745
20	\$51,019	\$51,621	\$52,224	\$52,826	\$53,429	\$54,031	\$54,634	\$55,236	\$55,839	\$56,442
21	\$51,656	\$52,266	\$52,876	\$53,487	\$54,097	\$54,707	\$55,317	\$55,927	\$56,537	\$57,147
22	\$52,302	\$52,920	\$53,537	\$54,155	\$54,773	\$55,391	\$56,008	\$56,626	\$57,244	\$57,861
23	\$52,956	\$53,581	\$54,207	\$54,832	\$55,458	\$56,083	\$56,708	\$57,334	\$57,959	\$58,585
24	\$53,618	\$54,251	\$54,884	\$55,518	\$56,151	\$56,784	\$57,417	\$58,051	\$58,684	\$59,317
25	\$54,288	\$54,929	\$55,570	\$56,211	\$56,853	\$57,494	\$58,135	\$58,776	\$59,417	\$60,059
26	\$54,967	\$55,616	\$56,265	\$56,914	\$57,563	\$58,212	\$58,862	\$59,511	\$60,160	\$60,809
27	\$55,654	\$56,311	\$56,968	\$57,626	\$58,283	\$58,940	\$59,597	\$60,255	\$60,912	\$61,569
28	\$56,349	\$57,015	\$57,680	\$58,346	\$59,011	\$59,677	\$60,342	\$61,008	\$61,673	\$62,339
29	\$57,054	\$57,728	\$58,401	\$59,075	\$59,749	\$60,423	\$61,097	\$61,771	\$62,444	\$63,118
30	\$57,767	\$58,449	\$59,131	\$59,814	\$60,496	\$61,178	\$61,860	\$62,543	\$63,225	\$63,907
31	\$58,489	\$59,180	\$59,871	\$60,561	\$61,252	\$61,943	\$62,634	\$63,324	\$64,015	\$64,706
32	\$59,220	\$59,919	\$60,619	\$61,318	\$62,018	\$62,717	\$63,417	\$64,116	\$64,815	\$65,515
33	\$59,960	\$60,668	\$61,377	\$62,085	\$62,793	\$63,501	\$64,209	\$64,917	\$65,626	\$66,334
34	\$60,710	\$61,427	\$62,144	\$62,861	\$63,578	\$64,295	\$65,012	\$65,729	\$66,446	\$67,163
35	\$61,469	\$62,195	\$62,921	\$63,647	\$64,373	\$65,099	\$65,825	\$66,551	\$67,277	\$68,002

## APPENDIX B – EXTRA DUTY SCHEDULES

<u>Position</u>	<u>Percent of Base</u>
Athletic Director (5 <sup>th</sup> /6 <sup>th</sup> Athletics/Girls)	1.0 %
(5 <sup>th</sup> /6 <sup>th</sup> Athletics/Boys)	1.0%
Weight Lifting/Summer Gym/Computer lab supervisor	\$20 per hour (max \$40 per day)
Concession worker beyond regular season games	\$20 per day
Dean of Students (if filled by Board Discretion by a Union Member)	\$3,500
HS Yearbook	5.0%
JH Yearbook	2.0%
HS Play Director	5.0 %
Asst. Play Director	3.0%
JH Play Director	5.0 %
Marching Band/Pep Band	2.0%
Art Club	1.0 %
Business Club	1.0%
HS Student Council	4.0%
JH Student Council	4.0%
Spanish Club	1.0 %
FFA	10%
FCCLA	1.0 %
HS Scholastic Bowl	3.5 %
JH Scholastic Bowl	2.0 %
SWAT	2.0%
Prom Coordinator	5.0%
Concession Coordinator	5.0%
JH Speech	4.0 %
National Honor Society	3.0%
Grade 12 Sponsor (2)	2.0%
Grade 11 Sponsor (2)	2.0%
Grade 10 Sponsor (3)	6.0%
Grade 9 Sponsor (3)	6.0%
Grade 8 Sponsor (2)	1.5 %
HS Incentive	3.5%
JH Incentive	3.5 %
STEAM	5.0%
Elementary Curriculum Coordinator	2.5%

If a position requires more than one sponsor, the sponsors shall share the stipend.

## APPENDIX C – CO-OP COACHES/SPONSOR SCHEDULES

This schedule uses the higher base and higher percentage from both schools and pays all applicable retirement. The COOP will pay the full amount required of FICA, TRS, or IMRF dependent on the employment status of the coach.

Position	Base	Salary
Athletic Director	25	\$9,770
HS Varsity Basketball	14	\$5,471
(both boys & girls)		
HS Asst. Basketball	10	\$3,908
(boys & girls)		
HS Varsity Football	14	\$5,471
HS Asst. Football	10	\$3,908
HS Varsity Volleyball	14	\$5,471
HS Asst. Volleyball	10	\$3,908
HS Varsity Softball	14	\$5,471
HS Asst. Softball	10	\$3,908
HS Varsity Baseball	14	\$5,471
HS Asst. Baseball	10	\$3,908
8th Gr. Basketball	10	\$3,908
(boys & girls)		
7th Gr. Basketball	10	\$3,908
(boys & girls)		
8th Gr. Football	10	\$3,908
7th Gr. Football	10	\$3,908
8th Gr. Volleyball	10	\$3,908
7th Gr. Volleyball	10	\$3,908
JH Track(2)	10	\$3,908
HS Track	14	\$5,471
HS Cross Country	14	\$5,471
JH Cross Country	10	\$3,908
Bookkeeper	5	\$1,954
2024-25	V.I.T.	Astoria
	Base	Base
	\$39,081	\$37,511