

2021 – 2027

Collective Bargaining Agreement

**Between the Executive Board of the Grundy County Special Education Cooperative (GCSEC)
and the
Special Education Employees of Grundy County (SEEGC)**

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ARTICLE 1: RECOGNITION

This agreement is entered into by and between the Executive Board of the Grundy County Special Education Cooperative, Grundy County, Illinois, (hereinafter known as "Administration"), and the Special Education Employees of Grundy County, IEA-NEA. The Association is hereby recognized as the sole and exclusive bargaining agent for all full-time and regularly employed part-time assistants, including teaching assistants and job coaches (hereinafter known as "paraprofessionals") with regard to wages, hours and terms and conditions of employment. Excluded from the bargaining unit are all other employees employed by the Board and all supervisors, managerial, confidential and short-term employees as defined by the Illinois Education Labor Relations Act and its subsequent rulings.

ARTICLE 2: NEGOTIATIONS PROCEDURES

ARTICLE 2, SECTION 1: BARGAINING NOTIFICATION

The parties shall commence bargaining for a successor agreement on or before April 1, of the year the Agreement expires. Meetings shall be held as necessary at times and places agreed to by both parties.

ARTICLE 2, SECTION 2: RELEASE TIME FOR BARGAINING

When negotiations are conducted during regular work hours, release time shall be provided for the Associations Negotiations Team.

ARTICLE 2, SECTION 3: DECLARATION OF IMPASSE PROCEDURE

After all proposals have been discussed and the parties are unable to further resolve their differences, either party may declare that impasse exists and call for a mediator in accordance with Illinois Education Labor Relations Act. In the event of a declaration of impasse, the Federal Mediation and Conciliation Service (FMCS) shall be requested by the parties to appoint a mediator from its staff. If for any reason it is not possible for FMCS to provide a mediator within a reasonable amount of time, the parties shall join in a request to the Illinois Education Labor Relations Board to provide a mediator. The cost of the mediator shall be shared equally by the Board and the Association.

ARTICLE 2, SECTION 4: RATIFICATION OF AGREEMENT

When the Association and the Board reach a tentative Agreement on a contract, the Agreement will be reduced to writing and shall be submitted to the membership of the Association for ratification and then to the Board for approval. Both parties will hold ratification meetings no later than 14 calendar days after a tentative agreement has been reached. The Final Agreement will not be considered binding until such time as the Association has formally notified the Board, in writing, of official ratification by the Association membership, and subsequent approval by the Board.

ARTICLE 2, SECTION 5: CONTRACT DISTRIBUTION

The Board shall provide the SEEGC president with a digital PDF file of the Agreement. There shall be two (2) signed hard copies of the Final Agreement. One copy shall be retained by the Board and one copy by the Association. Each party shall be responsible for distribution to its members.

ARTICLE 3: ASSOCIATION RIGHTS

ARTICLE 3, SECTION 1: BOARD MEETINGS/ NOTIFICATIONS/ MINUTES

The Association President or their designee shall have the opportunity to attend all Executive Board Meetings of the Cooperative, and release time shall be provided at the expense of Administration for substitute employee costs. The Association President shall be given the Board meeting packet, minus any confidential information, at such time as said packet is distributed to members of the Board.

ARTICLE 3, SECTION 2: LABOR-RELATIONS COMMITTEE

The Administration and the Association recognize the importance of communication in maintaining good relationships. Monthly meetings shall be scheduled and held with reasonable written notice. The agenda of items to be discussed will be exchanged a minimum of 48 hour prior to the meetings. It is understood that if neither party has items to be discussed, a meeting will not be held.

- A. The committee shall be composed of the Director or designee and the Association President or designee.
- B. The committee will also include no more than two other team members per team.
- C. It is understood by both parties that these labor/management meetings are NOT a replacement for the grievance procedure.
- D. If agreements are reached on any issue, those agreements are NOT considered part of the Negotiated Agreement between parties, but an understanding of operation between the parties.

ARTICLE 3, SECTION 3: GCSEC INSURANCE COMMITTEE

The Association shall have a maximum of three (3) members on the GCSEC Insurance Committee. The Committee shall monitor the existing insurance program, review, and investigate insurance coverage options that might minimize health insurance costs. The Committee will reduce the recommendations to writing. Any change in insurance coverage is subject to bargaining.

ARTICLE 3, SECTION 4: BULLETIN BOARDS, MAIL FACILITIES & MAILBOXES

The Association shall have the privilege of using the Board's facilities for Association business. Association meetings may be held in the Board's administrative building with prior approval of the Administration. Association notices may be posted on bulletin boards in staff workrooms and lounges, per district policy. The Association may distribute Association notices and newsletters in paraprofessionals' mailboxes. The Board's administrative building printing facilities and paper may be used for printing monthly newsletters and notices with costs to be paid by SEEGC at the rate of \$0.10 per copy.

ARTICLE 3, SECTION 5: ASSOCIATION LEAVE

In the event that the Association desires to send representatives to local, state, or national conferences or be on other business pertinent to association affairs, these representatives shall be excused without loss of pay, providing the Association reimburses the Cooperative for the cost of the substitute(s).

The Association shall provide five (5) days advance notice of attendance at such meetings to the Director or designee. Such release time shall not exceed six (6) Association leave days per school year in the aggregate, provided that no more than three (3) representatives may attend any such conference or Association business on the same day.

ARTICLE 3, SECTION 6: EMPLOYEE ASSIGNMENTS

The association President shall receive a list of all employees' program, building, and classroom assignments by August 1 of the upcoming year, with an understanding that assignments are subject to change.

ARTICLE 3, SECTION 7: NEW PARAPROFESSIONALS

Within ten (10) days of a newly hired paraprofessional's confirmation of intent to accept employment, Administration shall provide the following information by e-mail to the Association President: name, address, phone number, first working day, pay period choice, program, building and classroom assignment.

ARTICLE 3, SECTION 8: STATUS CHANGE NOTIFICATION

Changes in the employment status of any paraprofessional (resignation, leave of absence, termination, etc.) shall be provided as a hard copy or sent by e-mail to the Association President at the conclusion of the Board meeting.

ARTICLE 3, SECTION 9: FAIR SHARE*

***ARTICLE 3, SECTION 9: FAIR SHARE IS CURRENTLY SUSPENDED IN FULL, UNTIL SUCH TIME THAT FAIR SHARE IS REINSTATED BY THE COURTS**

Each bargaining unit member, 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, shall join the SEEGC or pay a fair share fee to the SEEGC equivalent to the amount of dues uniformly required of members of the SEEGC, including local, state and national dues.

In the event that the bargaining unit member does not pay his/her fair share fee directly to the SEEGC by a certain date established by the SEEGC, the Board shall deduct the fair share fee from wages of the non-member.

Such fee shall be paid to the SEEGC by the Board no later than ten (10) days following the deduction.

In the event of any legal action against the Board brought in a court or administrative agency because of its compliance with the article, the SEEGC agrees to defend such action, at its own expense and through its own counsel, provided:

1. The Board gives reasonable notice of such action in writing to the SEEGC and permits the SEEGC intervention as a party if it so desired, and
2. The Board gives full and complete cooperation to the SEEGC and its counsel in securing and giving evidence, obtaining witness and making relevant information available at both trial and all appellate levels.

The SEEGC agrees that in any action so defended, it will indemnify and hold harmless the Board from any liability for damages and costs as a direct consequence of the Board non-negligent compliance with the Article.

The obligation to pay a fair share fee will not apply to any employee who, on the basis of a bonafide religious tenet or teaching of a church or religious body of which the employee is a member or a belief sincerely held with the strength of traditional religious view, object to the payment of a fair share fee to the SEEGC. Upon proper substantiation and collection of the entire fee, the SEEGC will make payment on behalf of the employee to a mutually agreeable non-religious charitable organization as per SEEGC policy and Rules and Regulations of the Illinois Education Labor Relations Board.

ARTICLE 3, SECTION 10: DUES DEDUCTION

Proper authorization for payroll deduction of membership dues shall be the signature of the paraprofessional on an authorization form prepared by the Association and provided to Administration. Authorization shall remain effective from year to year unless the paraprofessional cancels such authorization in writing to the Director and Association prior to September first, effective for such school year. Authorization submitted to employer by the 15th of any month shall become effective by the first pay period of the following month. Such payroll deductions shall be remitted to the Association within ten (10) working days following each pay period in which the deduction was made.

A. Dues deductions shall begin on September 15th of each year and end on May 30th of each year.

B. Local Association dues shall be deducted in two (2) equal amounts on the September 15th and September 30th pay periods. For all new hires starting employment after September 15th, local Association dues shall be deducted in two (2) equal amounts in their first two (2) pay periods.

C. The Association shall provide a dues deduction spreadsheet to the Cooperative Payroll Officer outlining dues deductions by employee name, by full member and fair share status. The dues deduction spreadsheet shall be provided no later than ten (10) calendar days before the September 15th payroll date. The Association shall provide dues deductions spreadsheets for new hires throughout the school year.

D. In February and July of each school year, Administration shall provide to the Association President, a list stating year to date dues deductions for each employee, by name.

ARTICLE 4: EMPLOYEE RIGHTS

ARTICLE 4, SECTION 1: REPRESENTATION

When a paraprofessional is required to appear before the Administration and/or the Board concerning any unsatisfactory evaluation or matter disciplinary in nature which may adversely affect their employment status, the paraprofessional shall be given prior written notice of the reason(s) for the meeting, and upon request, shall have the right to have a representative of the Association present for the full length of the meeting.

In the event that a meeting does take place without Association representation present a paraprofessional may request for the meeting to end and be rescheduled, so Association representation may be confirmed and present at a subsequent meeting date and time agreeable by all parties.

ARTICLE 4, SECTION 2: PERSONNEL FILE

Paraprofessionals shall have the right, upon request to the Director or designee, to review the contents of their personnel file during regular Cooperative office hours or by appointment and to place therein written reactions to any of its contents.

Paraprofessionals shall be notified within ten (10) working days of any disciplinary, derogatory, or critical matters placed in their personnel file. A paraprofessional shall have the right to respond to any disciplinary materials contained in their personnel file and to have such response placed in their file.

ARTICLE 4, SECTION 3: EVALUATION

An Evaluation Committee shall meet annually to review the paraprofessional evaluation instrument. The committee shall be comprised of an equal number of representatives from the Association and Administration, with each having no fewer than two (2) and no more than three (3) representatives.

Upon hiring, the Cooperative shall provide new hires a copy of the evaluation instrument. The evaluation instrument shall be made available on the Cooperative website.

Each paraprofessional shall be evaluated by their Supervising Program Coordinator, with input from the supervising teacher.

Newly hired paraprofessionals will be evaluated within the first calendar year of employment, while existing paraprofessionals will be evaluated at least once every three (3) years. If performance issues are noted, GCSEC Leadership may accelerate the evaluation cycle.

A. The Supervising Program Coordinator shall discuss the evaluation with the paraprofessional in a post-evaluation conference. The supervising teacher may attend the post-evaluation conference at the request of the Program Coordinator or paraprofessional.

B. The paraprofessional may provide written comments on the evaluation form, and submit it to the Supervising Program Coordinator within five (5) working days of the conference. The paraprofessional's signature indicates a review of the completed evaluation and does not in any way signify agreement with any portion or all of its contents.

ARTICLE 4, SECTION 4: RIGHT TO HEALTH SAFETY INFORMATION

Paraprofessionals shall be informed of health safety information regarding students through the normal building procedure for informing employees in a timely manner.

ARTICLE 4, SECTION 5: IEP AND BEHAVIOR INFORMATION

At the discretion of the Director or designee, or at the request of a paraprofessional, the paraprofessional may, if appropriate, participate in IEP meetings, behavior meetings, or team meetings in which the child they work directly with is discussed. Should admittance be refused, a valid reason shall be given. Paraprofessionals will not be compensated for attendance at meetings that occur outside the normal work day if attendance at the meeting is voluntary. If a paraprofessional attends an IEP meeting outside the contractual work day at the request of GCSEC Administration, the paraprofessional will be compensated at their contracted rate of pay.

Administration acknowledges the importance of communication, knowledge, or special expertise regarding the best interests of the child, as it relates to the IEP. Paraprofessionals may have access to and be informed of IEP goals and behavior plans for students of which they may have contact, at the discretion of the Program Coordinator.

ARTICLE 4, SECTION 6: ASSISTANCE FOR CONTROL AND DISCIPLINE OF STUDENTS

The Cooperative and its administration and teaching staff shall support the reasonable efforts of employees with respect to the control and discipline of students in the employees designated work area. Any case of an assault upon a paraprofessional by a student or parent on school property shall be promptly reported to the Director in writing. The Director or designee will work with all paraprofessionals in understanding their rights and available services.

ARTICLE 4, SECTION 7: STAFF DEVELOPMENT

Administration will annually provide staff development that will be scheduled based on available time during in-service and the normal work day. Topics will be developed with input from the Association, and may include, but are not limited to, training for lifting, positioning, feeding, behavior, classroom management techniques, CPI Training, PCM Training, augmentative communication devices, communication skills, adaptive technology, school policies, and/or CPR. Topics will be discussed at Labor Relations meetings.

ARTICLE 5: WORKING CONDITIONS

ARTICLE 5, SECTION 1: WORKING DAY

Work day shall be established by Program Coordinator based on program need.

Paraprofessionals shall not pay any fees or costs associated with community outings, field trips, etc., when the event is held during the school day. However, paraprofessionals are responsible for their own lunch when it is not included as a price of admission to the particular event.

Overtime shall be paid at the regular pay rate until the paraprofessional reaches forty (40) hours in a work week, at which time he/she shall receive time and one-half pay. Compensation for hours beyond the regular work day shall be pre-approved by the Program Coordinator and requested on time sheets.

ARTICLE 5, SECTION 2: DUTY FREE LUNCH AND 15 MINUTE BREAK

All paraprofessionals who work more than six (6) continuous hours shall receive a duty-free lunch of at least thirty (30) minutes and one fifteen (15) minute break to be taken at an appropriate time as established between the paraprofessional and their supervising teacher. In the event that student behavior impacts the paraprofessional break, the paraprofessional shall be reimbursed at their regular hourly wage with the Director's approval. Reimbursement requests shall be approved by the Director or designee on a monthly basis.

ARTICLE 5, SECTION 3: JOB DESCRIPTION

The paraprofessional job description shall be reviewed annually by Administration with input from the Association. The Cooperative will post job description information on their website, and each newly hired paraprofessional shall receive a written job description on or before the first day of employment.

Duties for Job Coaches shall be included within the Paraprofessional Job Description.

ARTICLE 5, SECTION 4: OPENING IN-SERVICE

The Cooperative shall hold an opening in-service for all employees. Opening in-service shall be held at the beginning of each school year with the date set by June 15th. A stipend will be paid to those who attend.

Administration will seek input from the Association regarding topics to be discussed. The agenda will include a scheduled time and location for the Association to meet exclusively with its members. Upon request, the Association may set up a registration table at the point of entry.

ARTICLE 5, SECTION 5: ASSIGNMENTS, VACANCIES & TRANSFERS

Assignments

Paraprofessionals shall be notified by their Program Coordinator on or before June 15th if their assignment is changed for the following year. If changes in assignments become necessary after the original notification, paraprofessionals shall be notified of their new assignment by their Program Coordinator as soon as possible, and if the employee requests, the Director will meet with the employee for a discussion about the changes.

Vacancies and Transfers

A. Letter of Interest

A paraprofessional may provide written notice to their Program Coordinator of a specific program of interest and/or building of interest for placement and/or transfer, if vacancies should occur in that program and/or building. Administration will take all letters of interest into consideration; however, Administration will fill vacancies based on program and/or student need. If a placement request from a Letter of Interest is denied, the paraprofessional shall be notified in writing no later than ten (10) days after the vacancy is filled. If a paraprofessional is denied a transfer, the employee, upon request, may meet with the Director to discuss the reason for the denial of the transfer. Letters of interest shall remain active for a period of six (6) months from the letter submission date, unless rescinded by the paraprofessional.

B. Vacancy Notices

1. The Cooperative will post all open positions on their website, and notify the Association President. The posting information will include the assigned Program Coordinator and the program/building location. All vacancy notices shall be electronically mailed to the Association President at such time as the notice is made public.

2. Whenever a new opening or vacancy in an existing position occurs in a building, any qualified currently employed paraprofessional who applies for the position shall be given consideration. If qualifications are equal between two or more paraprofessionals, then seniority shall determine placement with the most senior applicant receiving consideration.

3. Vacancies which occur in the bargaining unit between July 1 and August 30th may be filled immediately.

ARTICLE 5, SECTION 6: INVOLUNTARY TRANSFER

1. Any involuntary transfer shall mean a transfer, which the paraprofessional has neither requested nor agreed to. An involuntary transfer is further defined as relocation to another building/site or reassignment to an entirely new teaching area.
2. Prior to a paraprofessional being involuntarily transferred, volunteers shall be considered for a period of three (3) working days outside of an emergency.
3. Should a paraprofessional be considered for an involuntary transfer, the employee will be notified by their Program Coordinator in a conference prior to the effective date of the transfer. If a paraprofessional is involuntarily transferred, the employee upon request, may meet with the Director and receive the reason for his/her involuntary transfer.

4. If a paraprofessional disagrees with the involuntary transfer, the employee shall be allowed to take a one (1) year leave of absence or to resign without prejudice. Upon return from leave of absence, placement will be made at the discretion of the Director and/or his/her designee.

ARTICLE 5, SECTION 7: PROCEDURE FOR DISCIPLINE AND DISMISSAL

If an employee in their second year of employment or greater is to be dismissed for cause, the employee shall be entitled to:

- A. Be informed of the reason for the dismissal at a conference during which the employee shall have the opportunity to discuss such reason, unless the conference cannot be held due to an emergency, or the unavailability of the employee, or the employee poses a risk to the health, safety, or welfare of the Cooperative. A conference shall be defined as a face to face meeting of the Program Coordinator and the paraprofessional. A written notice containing the reason for dismissal will be given to the employee at the completion of the conference.
- B. Meet with the Executive Director upon the employee's request, provided the employee makes a request within five (5) working days of the receipt of the written notice.
- C. Meet with the Board of the Cooperative upon the employee's request, provided the employee makes a request within five (5) working days of the meeting with the Executive Director as stated in above. The decision of the Board shall be final and binding and not subject to the grievance procedure.

ARTICLE 5, SECTION 8: SPECIALIZED MEDICAL CARE

Paraprofessionals asked to perform routine medical service will receive appropriate medical training from certificated personnel at the expense of the Cooperative. Such training will include but is not limited to feeding, toileting, transferring and transporting. Paraprofessionals refusing to receive appropriate training may be transferred to another position in accordance with Article 5, Section 5 of this Agreement. Paraprofessionals shall not be required to administer medication to students, per 105 ILCS 5-10-22.21b of the Illinois School Code.

ARTICLE 6: GRIEVANCE PROCEDURES

ARTICLE 6, SECTION 1: DEFINITIONS

- A. A grievance shall be a claim by a paraprofessional that there has been a violation, misrepresentation, or misapplication of the terms of this Agreement.
- B. All time limits consist of school days, as determined by the cooperative calendar except during summer recess during which time limits shall consist of normal work days (Monday through Friday excluding holidays).

ARTICLE 6, SECTION 2: PROCEDURES

The parties hereto acknowledge that it is usually most desirable for a paraprofessional and his/her immediate supervisor to resolve problems through free and informal communications. When requested by the paraprofessional, an Association Representative may accompany the paraprofessional to assist in the informal resolution of the grievance. If, however, the informal process fails to satisfy the paraprofessional, a grievance may be processed as follows:

- A. **STEP I:** The paraprofessional or Association may present the grievance in writing to the immediately involved supervisor within twenty (20) days of the occurrence which precipitated the grievance. Such grievance shall specify the Article, Section or provision of the Agreement alleged to have been violated, the facts underlying the allegations and the remedy sought. The immediately involved supervisor will arrange for a meeting to take place within five (5) days after receipt of the grievance to discuss the claim. Within ten (10) days of the meetings, the paraprofessional and the Association shall be provided with the immediately involved supervisor's written response, including the reasons for the decision, where pertinent and appropriate.
- B. **STEP II:** If the grievance is not resolved at Step I then the paraprofessional or Association may refer the grievance to the Director within fifteen (15) days after receipt of the Step 1 response. The Director shall arrange with the Association representative for a meeting to take place within five (5) days of the Director's receipt of appeal. Each party shall have the right to include in its representation such witnesses and

counselors as it deems necessary. Within ten (10) days of the meeting, the paraprofessional and the Association shall be provided with the Director's written response, including the reasons for the decision, where pertinent and appropriate.

- C. **STEP III:** If the grievance is not resolved at step II, then the paraprofessional or Association may refer the grievance to the Board within ten (10) days after receipt of the Step II answer. The Board shall arrange with the Association Representative for a meeting within twenty-five (25) days of the Board's receipt of the appeal or its next regularly scheduled board meeting. Each party shall have the right to include in its representation, such witnesses and counselors as it deems necessary. Within ten (10) days of the meeting, the paraprofessional and the Association shall be provided with the board's written response, including the reasons or the decision, where pertinent and appropriate.
- D. **STEP IV:** If the Association is not satisfied with the disposition of grievance at Step III, the Association President may submit the grievance to final and binding arbitration through the American Arbitration Association which shall act as the administrator of the proceedings. Neither the Board nor the SEEGC shall be permitted to assert any issue before the arbitrator which was not previously disclosed to the other party. The arbitrator shall have no power to alter the terms of this Agreement. If a demand for arbitration is not filed within twenty (20) days of the date for the Step III answer, then the grievance shall be deemed withdrawn.

ARTICLE 6, SECTION 3: BYPASS

If the Association and the Director agree, any step of the grievance procedure may be bypassed and the grievance brought directly to the next step.

ARTICLE 6, SECTION 4: CLASS GRIEVANCE

Class grievances involving one or more paraprofessionals or one or more supervisors may be initially filed by the Association at Step II.

ARTICLE 6, SECTION 5: ASSOCIATION PARTICIPATION/ PARAPROFESSIONAL REPRESENTATION

The Board acknowledges the right of the Association grievance representative to participate in the processing of a grievance at any level, and no paraprofessional shall be required to discuss any grievance if the Association representative is not present.

ARTICLE 6, SECTION 6: BOARD/ADMINISTRATION/ASSOCIATION COOPERATION

The Board, the Administration, and the Association shall cooperate with each other in the investigation of any grievance by providing the specific information required to reach a satisfactory disposition.

ARTICLE 6, SECTION 7: NO REPRISALS CLAUSE

No reprisals shall be taken by the board or the administration against any paraprofessional due to their participation in a grievance.

ARTICLE 6, SECTION 8: RELEASE TIME

The paraprofessional and/or the Association Representative shall be afforded, with the agreement of the Administration and the Association President, adequate time for discussion, investigation, and processing of the grievance without loss of pay.

ARTICLE 6, SECTION 9: FILING OF MATERIALS

All records dealing with the processing of a grievance shall be filed separately from the personnel file of the paraprofessional. However, the right to view such records shall be afforded to the grievant.

ARTICLE 6, SECTION 10: GRIEVANCE WITHDRAWAL

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

ARTICLE 6, SECTION 11: NO WRITTEN RESPONSE

If no written response has been rendered within the time limits indicated by a step, then the grievance may be processed to the next step.

ARTICLE 6, SECTION 12: FEES AND EXPENSES OF ARBITRATION

The fees and the expenses of the arbitrator shall be shared equally by both parties.

ARTICLE 7: REDUCTION IN FORCE (R.I.F)

ARTICLE 7, SECTION 1: REDUCTION IN FORCE PROCEDURES

Reduction in force shall be made on the basis of seniority accrued. Reduction in force may be caused by a reduction in the number of positions as a result of student population, displacement due to IEP decisions or other circumstances. Paraprofessionals with the least seniority in the category (i.e., full-time or part-time program assistants) shall be removed in such sequence from least to most senior, until the necessary reduction has been made, provided more senior paraprofessionals are qualified to hold the positions of the less senior paraprofessionals. The Cooperative and Association will meet regarding the reduction in force and develop procedures and timelines for the reduction in force process.

A reduction in force shall not include the Association's Executive Board, defined as its President, Vice President, Secretary, or Treasurer.

ARTICLE 7, SECTION 2: CATEGORIES OF POSITIONS

Paraprofessionals shall be ranked by their seniority as either full-time (i.e. for the purpose of this article only, any paraprofessional who regularly works six (6) or more hours per day) or part-time (i.e. for the purpose of this article only, any paraprofessional who works less than six (6) hours per day) within the category of paraprofessional.

ARTICLE 7, SECTION 3: SENIORITY DATE & SENIORITY

For employees hired on or before June 1, 2021, the seniority date shall be defined as the date of the employee signature on the confirmation of intent to accept employment. For employees hired after June 1, 2021, the seniority date shall be defined as the Executive Board hire date. Seniority shall be defined as the total length of continuous service as either a part-time or full time paraprofessional. Continuous services shall be interrupted by resignation, retirement, or termination. Seniority shall not be interrupted by approved Board leave, but an unpaid leave of absence of ninety (90) consecutive days or more shall not count toward the accrual of seniority.

Paraprofessionals who transfer from part-time to full-time positions (or vice versa) within the same category shall be able to utilize the seniority accrued in their prior position in their new position. In the case of a transfer from a part-time position to a full-time position, the seniority to be carried over to the new position shall be prorated based on a seven (7) hour work day. For example, a 3 ½ hour part-time paraprofessional with ten (10) years of continuous service to the Cooperative who transfers to a full-time position shall have five (5) years of seniority.

ARTICLE 7, SECTION 4: RECALL

To be eligible for recall, an honorably dismissed paraprofessional must provide the Executive Director, prior to the last day of employment, with written notification of the address and/or telephone/email/text where the paraprofessional may be reached. The SEEGC and GCSEC Leadership team agree to meet to determine notification procedures at the time of the reduction.

Any paraprofessional recalled during the recall period shall retain his/her accrued rights and all accumulated seniority. However, any period after the honorable dismissal during which the paraprofessional did not work shall not be counted towards seniority.

ARTICLE 7, SECTION 5: RESOLVING IDENTICAL SENIORITY

1. If total years of continuous service referred to in Section 7.3 of this Article are equal between two (2) or more paraprofessionals, then seniority shall be determined by total continuous service with the Cooperative in any capacity.

2. If total years of continuous service referred to above are equal between two (2) or more paraprofessionals, then a lot drawing witnessed by the Association President and a representative from the Administration shall determine seniority. This lot drawing is an independent event and does not establish seniority for future R.I.F. procedures.

ARTICLE 7, SECTION 6: SENIORITY LIST

The Association will be provided a draft seniority list upon returning from winter break. Program Coordinators shall post the seniority list in the paraprofessional's assigned classroom by the first working day in February. Any paraprofessional disagreeing with his or her seniority shall respond, in writing, to their assigned Program Coordinator and the Association President within seven (7) working days of posting. The seniority list will be approved at the Executive Board Meeting, and such list shall show the names of program assistants in order of their Cooperative Seniority. The Association President will be provided a copy of the approved seniority list in his/her board packet.

ARTICLE 8: COMPENSATION AND BENEFITS

ARTICLE 8, SECTION 1: SALARY SCHEDULES

Paraprofessionals shall be paid in accordance with the salary schedules contained in Appendix A or Appendix B.

ARTICLE 8, SECTION 2: HEALTH AND MEDICAL INSURANCE

A. Medical Insurance.

Each full-time employee shall be provided access, upon meeting plan eligibility requirements, to the employee only and/or dependent coverage portions of the hospitalization and medical insurance plan of the cooperative. Such plan or plans being that which is offered to all eligible employees of the cooperative.

B. Dental Insurance

Each full-time employee shall be provided access to dental insurance paid by the Board.

C. Cost Sharing

The Board shall contribute a total representing 85% of each premium for employee only or family health insurance and employee dental insurance for all. The GCSEC Insurance Committee shall offer employees a choice between a PPO and an HDHP Plan

D. Paraprofessionals shall become eligible for family coverage on the first day of their second year of employment.

E. Employee contributions to the plan shall be withheld by payroll deductions over 24 pay periods or 18 pay periods in accordance with the employee's selected payroll schedule.

F. Flexible Spending Arrangement (FSA) – The Board shall establish a Flexible Spending Arrangement (FSA) for health care and an FSA for dependent care for each employee selecting to accept the PPO health insurance plan. Participating employees shall determine in December of each year how much they will contribute into the plan up to the maximum allowed by law for the upcoming year. Such contribution shall be deducted pre-tax in equal amounts over 18 or 24 pay periods in accordance with the employee's selected payroll schedule. The board shall provide FSA debit cards for employees to use to access the funds in the account over the year. If the funds in the account are not spent by the end of the plan year, the employee shall be allowed to carry over \$550 into the next year. Any remaining funds shall revert to the employer. The employer shall pay for the administration of the FSA.

ARTICLE 8, SECTION 3: LIFE INSURANCE

The Board shall provide term life insurance in the amount of \$10,000. Individual paraprofessionals may purchase additional insurance up to a maximum allowed by the insurance carrier.

ARTICLE 8, SECTION 4: WORKERS' COMPENSATION

In case of an accident or injury to a paraprofessional which shall have occurred in the course of and arising out of employment, the paraprofessional shall be entitled to utilize sick leave until the paraprofessional shall begin to receive payments under the provisions of Workers' Compensation. At such point, the paraprofessional may utilize sick leave for the portion of his/her salary not covered by Workers' Compensation. If the Board determines that such injury was a direct result of paraprofessional being physically assaulted, then the Board shall pay to the paraprofessional the portion of his/her their salary not covered by Workers' Compensation upon commencement of Worker's Compensation payments for a period of sixty (60) days. Thereafter, such paraprofessional shall be permitted to utilize sick leave as provided above.

ARTICLE 8, SECTION 5: INOCULATIONS

Bloodborne pathogen inoculations shall be provided for paraprofessionals by the Board.

ARTICLE 8, SECTION 6: PAY PERIODS

Each employee shall have the option of receiving compensation on the basis of twenty-four (24) or eighteen (18) equal installments. Employees shall respond in writing to the cooperative by August 1 of the upcoming school year if they choose to be paid in eighteen (18) equal installments.

ARTICLE 8, SECTION 7: MILEAGE

Paraprofessionals required to travel on school business during the course of the workday shall be compensated at the IRS mileage reimbursement rate.

ARTICLE 8, SECTION 8: REIMBURSEMENT FOR CONTINUING EDUCATION

Upon prior written approval from the Director or their designee, a paraprofessional would be able to take part in a conference, workshop, coursework, training or any other continuing education project that is related to the employee's

current assignment and receive reimbursement for their tuition, books, registration fees, or any other costs associated with attending such events. Costs of such events shall not exceed \$250 per employee per school year. The right to grant or deny reimbursement under this section alone is at the Director's or their designee's discretion.

ARTICLE 8, SECTION 9: PAYMENT FOR SCHOOL BUS DRIVER PERMIT

The Cooperative shall reimburse any and all costs incurred for a paraprofessional to obtain and maintain the necessary school bus driver permit.

ARTICLE 8, SECTION 10: PERFECT ATTENDANCE BONUS

Any paraprofessional hired before October 1st who uses no sick or personal days in a school year shall receive a bonus of \$75 prior to August 1st of the following year.

ARTICLE 8, SECTION 11: SICK LEAVE BANK

1. Purpose

The purpose of the sick leave bank ("Bank") is to allow full time paraprofessionals of the GCSEC through the assistance of the governing board of the GCSEC to insure themselves against the loss of income due to a long-term catastrophic illness, injury or disability by the voluntary contribution of sick leave days to a bank against which they may draw in the event of such illness or disability.

2. Eligibility

A full-time paraprofessional shall be eligible to participate in the bank ("eligible employee") on a voluntary basis.

3. Participation

- a. an eligible employee may participate in the bank by donating one day of sick leave to the bank:
 - i. within twenty (20) working days of the establishment of the bank; or
 - ii. within twenty (20) working days of initial employment for newly hired paraprofessional
- b. In order to continue to participate, an eligible employee shall donate one (1) day of sick leave to the bank whenever the number of sick leave days in the bank falls below one hundred (100), not to exceed two (2) per year.
- c. Days donated shall not be refunded to the eligible employee in the event of termination of employment, cessation of participation, or other loss of other eligibility, whether voluntary or involuntary.
- d. For every two (2) days donated by eligible employees, the Board shall donate one (1) day until the bank reaches a total number of one hundred (100) days for the school year.

4. Utilization of Sick Days

- a. A participating eligible employee may utilize up to a maximum of twenty (20) paid sick leave days (unless approved by the association) per school year from the bank for personal illness for which the employee does not receive benefits under IMRF, upon
 - i. Presentation of evidence of personal illness or disability.
 - ii. The exhaustion of the eligible employee's sick leave
- b. Unused days in the bank at the end of the year will accumulate for the following year.

ARTICLE 8, SECTION 12: RETIREMENT CREDIT

Educational Support Personnel will receive a 6% increase for each year of notice - up to four (4) years. (Three-year notice, 6% for three years; two-year notice, 6% for two years; one-year notice, 6% for one year). An employee under this retirement incentive will not be able to earn more than 6% of the previous year's earnings. The 6% incentive raises are compounded in each of the notice years.

To be eligible, an employee:

- Must have completed at least twelve (12) years of full-time employment with the Cooperative.
- Must be fifty-five (55) years of age at the time of retirement or will reach age fifty-five (55) prior to December 31st of the retirement year.
- Shall submit an irrevocable notice of retirement by June 1st up to four (4) years in advance of the expected retirement date.
- Shall submit at the time of notice of retirement, an IMRF statement of benefit or other IMRF documentation confirming the employee's total years of service and earnings.
- Members first enrolled in IMRF's Regular Plan on or after January 1, 2011 will retire under IMRF *Regular Plan Tier 2*.

ARTICLE 8, SECTION 13: LICENSURE REIMBURSEMENT

At the end of one (1) calendar year of service to the cooperative, GCSEC will reimburse the paraprofessionals for the cost of a successfully passed test, license and registration required for employment, with receipt of payment. This shall apply only to new employees hired after July 1, 2018. Additionally, the cooperative will reimburse the license renewal fee for current employees with receipt of payment.

ARTICLE 9: LEAVES

ARTICLE 9, SECTION 1: SICK LEAVE

Full-time paraprofessionals in the first four (4) years of employment will be awarded eleven (11) days of sick leave. Beginning in the fifth year of employment paraprofessionals will be awarded fifteen (15) days of sick leave each year. Part-time paraprofessionals will receive such days on a pro-rated basis. Unused sick days shall accumulate to a total of two hundred and forty (240) days.

All absences must be reported through the absence management system prior to the absence. Paraprofessionals will be required to provide a doctor's note after three (3) days of consecutive illness if requested by the cooperative. Newly hired paraprofessionals will not receive their 11th sick day until after six (6) months of continuous employment.

Sick leave shall be interpreted to mean personal illness, quarantine at home, illness or death in the immediate family. The term "immediate family" for purposes of this section shall include parents, spouse, brothers, sisters, children, step-children, grandparents, grandchildren, parents-in-law, brothers-in-law, sisters-in-law, sons-in-law, daughters-in-law, and legal guardians.

ARTICLE 9, SECTION 2: LEAVE OF ABSENCE

1. A leave of absence without pay may be granted to a paraprofessional with a minimum of two (2) years of service in the Cooperative by the board for a period of one (1) year or less at the request of the paraprofessional and upon the recommendation of the Director.
2. A paraprofessional on a leave of absence retains any unused sick leave and personal days, usable upon return to regular employment, but does not earn additional sick leave and personal days until the paraprofessional returns to service. A paraprofessional also does not advance on the salary schedule or accrue seniority contained in this Agreement. A paraprofessional on leaves of absence shall have the right to continue his/her health insurance coverage at the paraprofessionals' expense provided the paraprofessional complied with all applicable COBRA regulations and procedures of the insurance carrier.
3. The Board shall not handle the granting of leaves in a discriminatory fashion.

ARTICLE 9, SECTION 3: JURY SERVICE & OTHER RELATED APPEARANCES

In the event a paraprofessional is summoned for jury duty, the period of time shall not be deducted from any leave. There shall be no loss in salary except that the Board will make a deduction equal to the amount of pay received for jury duty, or as an option, the paraprofessional may turn over the check received for jury duty to the board and no deduction will be necessary.

ARTICLE 9, SECTION 4: PERSONAL LEAVE

Three (3) personal days are permitted each school year cumulative to five (5) days. Written permission for a personal leave must be granted in advance from the assigned Program Coordinator. Personal days taken without prior approval will result in docked pay. All absences must be reported through the absence management system, and the GCSEC Leadership Team will respond to a request for a personal day in a timely manner. Newly hired paraprofessionals may not take a personal day until after six (6) months of continuous employment. The SEEGC and the GCSEC Leadership Team agree to address issues with unreported personal days in Labor Relations Meetings if they continue to be a problem. Approval shall not be granted during the first and last week of school, on the day before, or the day after vacation periods and holidays, except under special circumstances as determined by the administration. Personal leave may not be granted for less than one-half (1/2) day increments. Those personal days accumulated over five (5) shall be added to sick leave.

ARTICLE 9, SECTION 5: ADVANCEMENT ON THE SALARY SCHEDULE

Any paraprofessional that is granted a leave and works fifty percent (50%) or more days of the school term according to the Board calendar shall be entitled to advancement on the salary schedule.

ARTICLE 9, SECTION 6: BEREAVEMENT LEAVE

In case of the death of any member of the immediate family of an employee, the Board will grant an excused absence not to exceed three (3) days for each death or three (3) days inclusive for multiple deaths at one time. This leave must be taken within 30 days of the funeral. Any excused absence for the purpose from regularly scheduled days of work for the employee shall be paid as if the employee had worked. The term "immediate family" for the purposes of this section shall include parents, spouse, brothers, sisters, children, step-children, grandparents, grandchildren, parents-in-law, brothers-in-law, sisters-in-law, sons-in-law, daughters-in-law, and legal guardians. Reasonable notice of such funeral shall be given by the employee to their program coordinator. Additionally, in the case of an employee miscarriage, the Board will grant an excused absence not to exceed three (3) days, provided that the employee provides a doctor's note to their program coordinator upon their return verifying the miscarriage. Failure to provide a doctor's note will result in the deduction of leave days from sick leave.

ARTICLE 9, SECTION 7: SCHOOL BUSINESS DAYS

Should a paraprofessional be required to perform duties necessary to maintain his/her certification and such duties are only offered or available during the normal work day, upon Administration approval, the paraprofessional has the right to make use of the School Business Day selection on the Absence from Duties Form. Denial of such leave shall not be arbitrary or capricious.

ARTICLE 9, SECTION 9: MILITARY LEAVE

A paraprofessional whose absence from their position is required by reason of service in the military shall be entitled to reemployment rights and benefits as required and allowed by applicable Federal and Illinois law. Military employees shall retain all benefits, accrued sick and personal days, and seniority which will be usable upon full return to employment.

ARTICLE 10: TECHNICAL CLAUSES

ARTICLE 10, SECTION 1: NO STRIKE OR WORK STOPPAGE

The Association and each employee agree that there will be no strikes, work stoppages or refusals to fully perform job functions and duties by the Association and each employee during the term of this Agreement.

ARTICLE 10, SECTION 2: COMPLETE UNDERSTANDING

The terms and conditions set forth in this Agreement represent a full and complete understanding and commitment between the parties hereto. This Agreement may be altered changed, added to, deleted from or modified through the mutual consent of these parties in a written and signed amendment to this Agreement.

ARTICLE 10, SECTION 3: SAVINGS CLAUSE

If any provision or application of this Agreement should be found contrary to law by a court of competent jurisdiction, then such provision or application shall not be deemed valid and subsisting except to the extent permitted by law; however, all other provisions or applications shall be continued in full force and effect.

ARTICLE 10, SECTION 4: MANAGEMENT RIGHTS

The Board hereby retains and reserves unto itself, without limitation, all powers, rights, authority and responsibility conferred upon it and vested in it by law except as limited by the specific and express terms of this Agreement.

ARTICLE 10, SECTION 5: DURATION

The contract shall be effective on the date of its execution and shall terminate on July 31, 2027.

Appendix A (Employees with Insurance)

GCSEC Paraprofessional Salary Schedule (Insurance) 2021-2022

Year 1						
2021-22						
Step	<u>Lane 1 Hourly Rate</u>	<u>Annual Salary</u>	<u>Lane 2 Hourly Rate</u>	<u>Annual Salary</u>	<u>Lane 3 Hourly Rate</u>	<u>Annual Salary</u>
1	15.23	\$17,618	15.84	\$18,330	16.46	\$19,042
2	15.44	\$17,861	16.05	\$18,573	16.67	\$19,284
3	15.65	\$18,104	16.26	\$18,816	16.88	\$19,527
4	15.86	\$18,347	16.47	\$19,059	17.09	\$19,770
5	16.07	\$18,590	16.68	\$19,302	17.30	\$20,013
6	16.28	\$18,833	16.89	\$19,545	17.51	\$20,256
7	16.49	\$19,076	17.10	\$19,788	17.72	\$20,499
8	16.70	\$19,319	17.31	\$20,031	17.93	\$20,742
9	17.06	\$19,736	17.67	\$20,447	18.29	\$21,159
10	17.29	\$20,002	17.90	\$20,713	18.52	\$21,425
11	17.52	\$20,268	18.13	\$20,979	18.75	\$21,691
12	17.75	\$20,534	18.36	\$21,246	18.98	\$21,957
13	17.98	\$20,800	18.59	\$21,512	19.21	\$22,223
14-16	18.21	\$21,066	18.82	\$21,778	19.44	\$22,489
17+	18.44	\$21,332	19.05	\$22,044	19.67	\$22,755

Above salaries assume 6.5 hours per day, 178 days (176 plus 2 paid holidays - Thanksgiving and Christmas)

- Lane 1 H.S. Diploma and Paraprofessional Educator License
- Lane 2 Associate Degree from accredited college and Paraprofessional Educator License
- Lane 3 Bachelor’s Degree with either a substitute teacher certificate or a Paraprofessional Educator License; or C.N.A Certification with Paraprofessional Educator License

GCSEC Paraprofessional Salary Schedule (Insurance) 2022-2023

Year 2						
2022-23						
Step	Lane 1 Hourly Rate	Annual Salary	Lane 2 Hourly Rate	Annual Salary	Lane 3 Hourly Rate	Annual Salary
1	15.76	\$18,235	16.38	\$18,947	16.99	\$19,658
2	15.97	\$18,478	16.59	\$19,190	17.20	\$19,901
3	16.18	\$18,721	16.80	\$19,433	17.41	\$20,144
4	16.39	\$18,964	17.01	\$19,676	17.62	\$20,387
5	16.60	\$19,207	17.22	\$19,918	17.83	\$20,630
6	16.81	\$19,450	17.43	\$20,161	18.04	\$20,873
7	17.02	\$19,693	17.64	\$20,404	18.25	\$21,116
8	17.23	\$19,936	17.85	\$20,647	18.46	\$21,359
9	17.59	\$20,352	18.21	\$21,064	18.82	\$21,775
10	17.82	\$20,618	18.44	\$21,330	19.05	\$22,042
11	18.05	\$20,885	18.67	\$21,596	19.28	\$22,308
12	18.28	\$21,151	18.90	\$21,862	19.51	\$22,574
13	18.51	\$21,417	19.13	\$22,128	19.74	\$22,840
14-16	18.74	\$21,683	19.36	\$22,394	19.97	\$23,106
17+	18.97	\$21,949	19.59	\$22,661	20.20	\$23,372

Above salaries assume 6.5 hours per day, 178 days (176 plus 2 paid holidays - Thanksgiving and Christmas)

- Lane 1 H.S. Diploma and Paraprofessional Educator License
- Lane 2 Associate Degree from accredited college and Paraprofessional Educator License
- Lane 3 Bachelor's Degree with either a substitute teacher certificate or a Paraprofessional Educator License; or C.N.A Certification with Paraprofessional Educator License

GCSEC Paraprofessional Salary Schedule (Insurance) 2023-2024

Year 3						
2023-24						
Step	Lane 1 Hourly Rate	Annual Salary	Lane 2 Hourly Rate	Annual Salary	Lane 3 Hourly Rate	Annual Salary
1	16.31	\$18,873	16.93	\$19,585	17.54	\$20,296
2	16.52	\$19,116	17.14	\$19,828	17.75	\$20,539
3	16.73	\$19,359	17.35	\$20,071	17.96	\$20,782
4	16.94	\$19,602	17.56	\$20,314	18.17	\$21,025
5	17.15	\$19,845	17.77	\$20,557	18.38	\$21,268
6	17.36	\$20,088	17.98	\$20,800	18.59	\$21,511
7	17.57	\$20,331	18.19	\$21,043	18.80	\$21,754
8	17.78	\$20,574	18.40	\$21,286	19.01	\$21,997
9	18.14	\$20,991	18.76	\$21,702	19.37	\$22,414
10	18.37	\$21,257	18.99	\$21,968	19.60	\$22,680
11	18.60	\$21,523	19.22	\$22,234	19.83	\$22,946
12	18.83	\$21,789	19.45	\$22,500	20.06	\$23,212
13	19.06	\$22,055	19.68	\$22,767	20.29	\$23,478
14-16	19.29	\$22,321	19.91	\$23,033	20.52	\$23,744
17+	19.52	\$22,587	20.14	\$23,299	20.75	\$24,010

Above salaries assume 6.5 hours per day, 178 days (176 plus 2 paid holidays - Thanksgiving and Christmas)

- Lane 1 H.S. Diploma and Paraprofessional Educator License
- Lane 2 Associate Degree from accredited college and Paraprofessional Educator License
- Lane 3 Bachelor's Degree with either a substitute teacher certificate or a Paraprofessional Educator License; or C.N.A Certification with Paraprofessional Educator License

GCSEC Paraprofessional Salary Schedule (Insurance) 2024-2025

Year 4						
2024-25						
Step	Lane 1 Hourly Rate	Annual Salary	Lane 2 Hourly Rate	Annual Salary	Lane 3 Hourly Rate	Annual Salary
1	16.80	\$19,439	17.42	\$20,151	18.03	\$20,863
2	17.01	\$19,682	17.63	\$20,394	18.24	\$21,106
3	17.22	\$19,925	17.84	\$20,637	18.45	\$21,349
4	17.43	\$20,168	18.05	\$20,880	18.66	\$21,592
5	17.64	\$20,411	18.26	\$21,123	18.87	\$21,834
6	17.85	\$20,654	18.47	\$21,366	19.08	\$22,077
7	18.06	\$20,897	18.68	\$21,609	19.29	\$22,320
8	18.27	\$21,140	18.89	\$21,852	19.50	\$22,563
9	18.63	\$21,557	19.25	\$22,268	19.86	\$22,980
10	18.86	\$21,823	19.48	\$22,534	20.09	\$23,246
11	19.09	\$22,089	19.71	\$22,801	20.32	\$23,512
12	19.32	\$22,355	19.94	\$23,067	20.55	\$23,778
13	19.55	\$22,621	20.17	\$23,333	20.78	\$24,044
14-16	19.78	\$22,887	20.40	\$23,599	21.01	\$24,310
17+	20.01	\$23,153	20.63	\$23,865	21.24	\$24,577

Above salaries assume 6.5 hours per day, 178 days (176 plus 2 paid holidays - Thanksgiving and Christmas)

- Lane 1 H.S. Diploma and Paraprofessional Educator License
- Lane 2 Associate Degree from accredited college and Paraprofessional Educator License
- Lane 3 Bachelor's Degree with either a substitute teacher certificate or a Paraprofessional Educator License; or C.N.A Certification with Paraprofessional Educator License

GCSEC Paraprofessional Salary Schedule (Insurance) 2025-2026

Year 5						
2025-26						
Step	<u>Lane 1</u> <u>Hourly Rate</u>	<u>Annual</u> <u>Salary</u>	<u>Lane 2</u> <u>Hourly Rate</u>	<u>Annual</u> <u>Salary</u>	<u>Lane 3</u> <u>Hourly Rate</u>	<u>Annual</u> <u>Salary</u>
1	17.31	\$20,023	17.92	\$20,734	18.54	\$21,446
2	17.52	\$20,266	18.13	\$20,977	18.75	\$21,689
3	17.73	\$20,509	18.34	\$21,220	18.96	\$21,932
4	17.94	\$20,752	18.55	\$21,463	19.17	\$22,175
5	18.15	\$20,995	18.76	\$21,706	19.38	\$22,418
6	18.36	\$21,238	18.97	\$21,949	19.59	\$22,661
7	18.57	\$21,480	19.18	\$22,192	19.80	\$22,904
8	18.78	\$21,723	19.39	\$22,435	20.01	\$23,147
9	19.14	\$22,140	19.75	\$22,852	20.37	\$23,563
10	19.37	\$22,406	19.98	\$23,118	20.60	\$23,829
11	19.60	\$22,672	20.21	\$23,384	20.83	\$24,095
12	19.83	\$22,938	20.44	\$23,650	21.06	\$24,361
13	20.06	\$23,204	20.67	\$23,916	21.29	\$24,628
14-16	20.29	\$23,471	20.90	\$24,182	21.52	\$24,894
17+	20.52	\$23,737	21.13	\$24,448	21.75	\$25,160

Above salaries assume 6.5 hours per day, 178 days (176 plus 2 paid holidays - Thanksgiving and Christmas)

- Lane 1 H.S. Diploma and Paraprofessional Educator License
- Lane 2 Associate Degree from accredited college and Paraprofessional Educator License
- Lane 3 Bachelor's Degree with either a substitute teacher certificate or a Paraprofessional Educator

GCSEC Paraprofessional Salary Schedule (Insurance) 2026-2027

Year 6						
2026-2027						
Step	<u>Lane 1</u> <u>Hourly Rate</u>	<u>Annual</u> <u>Salary</u>	<u>Lane 2</u> <u>Hourly Rate</u>	<u>Annual</u> <u>Salary</u>	<u>Lane 3</u> <u>Hourly Rate</u>	<u>Annual</u> <u>Salary</u>
1	17.99	\$20,814	18.61	\$21,532	19.23	\$22,243
2	18.20	\$21,057	18.82	\$21,775	19.44	\$22,486
3	18.41	\$21,300	19.03	\$22,018	19.65	\$22,729
4	18.62	\$21,543	19.24	\$22,261	19.86	\$22,972
5	18.83	\$21,786	19.45	\$22,504	20.07	\$23,215
6	19.04	\$22,029	19.66	\$22,747	20.28	\$23,458
7	19.25	\$22,272	19.87	\$22,990	20.49	\$23,701
8	19.46	\$22,515	20.08	\$23,233	20.70	\$23,944
9	19.82	\$22,932	20.44	\$23,649	21.06	\$24,361
10	20.05	\$23,198	20.67	\$23,915	21.29	\$24,627
11	20.28	\$23,464	20.90	\$24,181	21.52	\$24,893
12	20.51	\$23,730	21.13	\$24,447	21.75	\$25,159
13	20.74	\$23,996	21.36	\$24,714	21.98	\$25,425
14	20.97	\$24,262	21.59	\$24,980	22.21	\$25,691
15	20.97	\$24,262	21.59	\$24,980	22.21	\$25,691
17+	21.20	\$24,528	21.82	\$25,246	22.44	\$25,957

Above salaries assume 6.5 hours per day, 178 days (176 plus 2 paid holidays - Thanksgiving and Christmas)

- Lane 1 H.S. Diploma and Paraprofessional Educator License
- Lane 2 Associate Degree from accredited college and Paraprofessional Educator License
- Lane 3 Bachelor's Degree with either a substitute teacher certificate or a Paraprofessional Educator

Appendix B (Employees without Insurance)

GCSEC Paraprofessional Salary Schedule (Without Insurance) 2021-2022

Year 1						
2021-22						
<u>Step</u>	<u>Lane 1 Hourly Rate</u>	<u>Annual Salary</u>	<u>Lane 2 Hourly Rate</u>	<u>Annual Salary</u>	<u>Lane 3 Hourly Rate</u>	<u>Annual Salary</u>
1	17.05	\$19,722	17.66	\$20,434	18.28	\$21,145
2	17.26	\$19,965	17.87	\$20,677	18.49	\$21,388
3	17.47	\$20,208	18.08	\$20,920	18.70	\$21,631
4	17.68	\$20,451	18.29	\$21,163	18.91	\$21,874
5	17.89	\$20,694	18.50	\$21,406	19.12	\$22,117
6	18.10	\$20,937	18.71	\$21,649	19.33	\$22,360
7	18.31	\$21,180	18.92	\$21,892	19.54	\$22,603
8	18.52	\$21,423	19.13	\$22,135	19.75	\$22,846
9	18.88	\$21,840	19.49	\$22,551	20.11	\$23,263
10	19.11	\$22,106	19.72	\$22,817	20.34	\$23,529
11	19.34	\$22,372	19.95	\$23,083	20.57	\$23,795
12	19.57	\$22,638	20.18	\$23,349	20.80	\$24,061
13	19.80	\$22,904	20.41	\$23,616	21.03	\$24,327
14-16	20.03	\$23,170	20.64	\$23,882	21.26	\$24,593
17+	20.26	\$23,436	20.87	\$24,148	21.49	\$24,859

Above salaries assume 6.5 hours per day, 178 days (176 plus 2 paid holidays - Thanksgiving and Christmas)

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GCSEC Paraprofessional Salary Schedule (Without Insurance) 2022-2023

Year 2						
2022-23						
Step	Lane 1 Hourly Rate	Annual Salary	Lane 2 Hourly Rate	Annual Salary	Lane 3 Hourly Rate	Annual Salary
1	17.64	\$20,413	18.26	\$21,124	18.87	\$21,836
2	17.85	\$20,656	18.47	\$21,367	19.08	\$22,079
3	18.06	\$20,899	18.68	\$21,610	19.29	\$22,322
4	18.27	\$21,141	18.89	\$21,853	19.50	\$22,565
5	18.48	\$21,384	19.10	\$22,096	19.71	\$22,808
6	18.69	\$21,627	19.31	\$22,339	19.92	\$23,051
7	18.90	\$21,870	19.52	\$22,582	20.13	\$23,294
8	19.11	\$22,113	19.73	\$22,825	20.34	\$23,536
9	19.47	\$22,530	20.09	\$23,241	20.70	\$23,953
10	19.70	\$22,796	20.32	\$23,508	20.93	\$24,219
11	19.93	\$23,062	20.55	\$23,774	21.16	\$24,485
12	20.16	\$23,328	20.78	\$24,040	21.39	\$24,751
13	20.39	\$23,594	21.01	\$24,306	21.62	\$25,017
14-16	20.62	\$23,860	21.24	\$24,572	21.85	\$25,284
17+	20.85	\$24,127	21.47	\$24,838	22.08	\$25,550

Above salaries assume 6.5 hours per day, 178 days (176 plus 2 paid holidays - Thanksgiving and Christmas)

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GCSEC Paraprofessional Salary Schedule (Without Insurance) 2023-2024

Year 3						
2023-24						
Step	<u>Lane 1</u> <u>Hourly</u> <u>Rate</u>	<u>Annual</u> <u>Salary</u>	<u>Lane 2</u> <u>Hourly</u> <u>Rate</u>	<u>Annual</u> <u>Salary</u>	<u>Lane 3</u> <u>Hourly</u> <u>Rate</u>	<u>Annual</u> <u>Salary</u>
1	18.26	\$21,127	18.88	\$21,839	19.49	\$22,550
2	18.47	\$21,370	19.09	\$22,082	19.70	\$22,793
3	18.68	\$21,613	19.30	\$22,325	19.91	\$23,036
4	18.89	\$21,856	19.51	\$22,567	20.12	\$23,279
5	19.10	\$22,099	19.72	\$22,810	20.33	\$23,522
6	19.31	\$22,342	19.93	\$23,053	20.54	\$23,765
7	19.52	\$22,585	20.14	\$23,296	20.75	\$24,008
8	19.73	\$22,828	20.35	\$23,539	20.96	\$24,251
9	20.09	\$23,244	20.71	\$23,956	21.32	\$24,667
10	20.32	\$23,510	20.94	\$24,222	21.55	\$24,934
11	20.55	\$23,777	21.17	\$24,488	21.78	\$25,200
12	20.78	\$24,043	21.40	\$24,754	22.01	\$25,466
13	21.01	\$24,309	21.63	\$25,020	22.24	\$25,732
14-16	21.24	\$24,575	21.86	\$25,286	22.47	\$25,998
17+	21.47	\$24,841	22.09	\$25,553	22.70	\$26,264

Above salaries assume 6.5 hours per day, 178 days (176 plus 2 paid holidays - Thanksgiving and Christmas)

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GCSEC PARAPROFESSIONAL SALARY SCHEDULE (WITHOUT INSURANCE) 2024-2025

Year 4						
2024-25						
Step	<u>Lane 1</u> Hourly Rate	<u>Annual</u> Salary	<u>Lane 2</u> Hourly Rate	<u>Annual</u> Salary	<u>Lane 3</u> Hourly Rate	<u>Annual</u> Salary
1	18.81	\$21,761	19.42	\$22,472	20.04	\$23,184
2	19.02	\$22,004	19.63	\$22,715	20.25	\$23,427
3	19.23	\$22,247	19.84	\$22,958	20.46	\$23,670
4	19.44	\$22,490	20.05	\$23,201	20.67	\$23,913
5	19.65	\$22,733	20.26	\$23,444	20.88	\$24,156
6	19.86	\$22,976	20.47	\$23,687	21.09	\$24,399
7	20.07	\$23,219	20.68	\$23,930	21.30	\$24,642
8	20.28	\$23,462	20.89	\$24,173	21.51	\$24,885
9	20.64	\$23,878	21.25	\$24,590	21.87	\$25,301
10	20.87	\$24,144	21.48	\$24,856	22.10	\$25,567
11	21.10	\$24,410	21.71	\$25,122	22.33	\$25,833
12	21.33	\$24,676	21.94	\$25,388	22.56	\$26,100
13	21.56	\$24,943	22.17	\$25,654	22.79	\$26,366
14-16	21.79	\$25,209	22.40	\$25,920	23.02	\$26,632
17+	22.02	\$25,475	22.63	\$26,186	23.25	\$26,898

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GCSEC PARAPROFESSIONAL SALARY SCHEDULE (WITHOUT INSURANCE) 2025-2026

Year 5						
2025-26						
<u>Step</u>	<u>Lane 1 Hourly Rate</u>	<u>Annual Salary</u>	<u>Lane 2 Hourly Rate</u>	<u>Annual Salary</u>	<u>Lane 3 Hourly Rate</u>	<u>Annual Salary</u>
1	19.37	\$22,414	19.99	\$23,125	20.60	\$23,837
2	19.58	\$22,657	20.20	\$23,368	20.81	\$24,080
3	19.79	\$22,900	20.41	\$23,611	21.02	\$24,323
4	20.00	\$23,143	20.62	\$23,854	21.23	\$24,566
5	20.21	\$23,386	20.83	\$24,097	21.44	\$24,809
6	20.42	\$23,629	21.04	\$24,340	21.65	\$25,052
7	20.63	\$23,871	21.25	\$24,583	21.86	\$25,295
8	20.84	\$24,114	21.46	\$24,826	22.07	\$25,538
9	21.20	\$24,531	21.82	\$25,243	22.43	\$25,954
10	21.43	\$24,797	22.05	\$25,509	22.66	\$26,220
11	21.66	\$25,063	22.28	\$25,775	22.89	\$26,486
12	21.89	\$25,329	22.51	\$26,041	23.12	\$26,752
13	22.12	\$25,595	22.74	\$26,307	23.35	\$27,019
14-16	22.35	\$25,862	22.97	\$26,573	23.58	\$27,285
17+	22.58	\$26,128	23.20	\$26,839	23.81	\$27,551

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GCSEC PARAPROFESSIONAL SALARY SCHEDULE (WITHOUT INSURANCE) 2026-2027

Year 6						
2026-2027						
Step	<u>Lane 1</u> <u>Hourly Rate</u>	<u>Annual</u> <u>Salary</u>	<u>Lane 2</u> <u>Hourly Rate</u>	<u>Annual</u> <u>Salary</u>	<u>Lane 3</u> <u>Hourly Rate</u>	<u>Annual</u> <u>Salary</u>
1	20.15	\$23,310	20.76	\$24,022	21.38	\$24,733
2	20.36	\$23,553	20.97	\$24,265	21.59	\$24,976
3	20.57	\$23,796	21.18	\$24,508	21.8	\$25,219
4	20.78	\$24,039	21.39	\$24,751	22.01	\$25,462
5	20.99	\$24,282	21.6	\$24,994	22.22	\$25,705
6	21.2	\$24,525	21.81	\$25,237	22.43	\$25,948
7	21.41	\$24,768	22.02	\$25,480	22.64	\$26,191
8	21.62	\$25,011	22.23	\$25,723	22.85	\$26,434
9	21.98	\$25,428	22.59	\$26,139	23.21	\$26,851
10	22.21	\$25,694	22.82	\$26,405	23.44	\$27,117
11	22.44	\$25,960	23.05	\$26,671	23.67	\$27,383
12	22.67	\$26,226	23.28	\$26,937	23.9	\$27,649
13	22.9	\$26,492	23.51	\$27,204	24.13	\$27,915
14	23.13	\$26,758	23.74	\$27,470	24.36	\$28,181
15	23.13	\$26,758	23.74	\$27,470	24.36	\$28,181
17+	23.36	\$27,024	23.97	\$27,736	24.59	\$28,447

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SIGNATURE PAGE

This agreement is signed this 21st day of JULY, 2021. In witness thereof:

For the Special Education Employees of Grundy County (SEEGC)

Representative

Pat Hendrix, SEEGC President

For the Executive Board of the Grundy County Special Education Cooperative (GCSEC)

Executive Board President

Chris Mehochko, GCSEC Executive Board President