

Addison Teacher's Association (ATA)
Latest Offer November 3rd, 2016

Overview

The Addison Teachers Association (ATA) is proud of the professional work we do to advance and support the education of the children in our Addison community. We cherish our strong partnership with students and parents. We are dedicated to making the educational experience of our students one that leads to their academic success through our teaching, coaching, leading clubs, and service on district committees. A strong, healthy school district attracts and supports families and teachers, and helps our community thrive and grow.

We want our community to know that we share your concern about the current status of negotiations in our school district. The Board of Education surprised the ATA on Thursday, October 26, 2016, when they abruptly cancelled our negotiation meeting and declared impasse. The ATA has negotiated with honesty, integrity, and verified facts, and we stand ready to continue meeting with the Board to work toward a settlement. Our highest priority is to provide all of Addison's children with a world-class education, and to maximize their potential and achievement.

Because of poor compensation and benefits, Addison District 4 has had difficulty retaining high-quality teachers. Currently, salaries are among the lowest in DuPage County. The ATA presented the Board with all of the actual salaries, listed in order from highest to lowest, directly from the current contracts of every school district in DuPage County. Addison's teachers also pay more than double the average amount other DuPage County teacher's pay for single and family health coverage, which is verified by the actual insurance terms from the current contracts of every school district in DuPage County.

From 2010 to 2013, Addison's teachers agreed to multiple years of pay freezes and severe cuts to employer health insurance contributions, which helped the financial growth of our district. By 2012, our Board proudly celebrated District 4's financial strength in an article in *The Independent* (July 12, 2012), which specifically highlighted District 4's "Strong income levels," and "Very strong reserves." By

2013, teachers were financially strained, but pleased that our actions contributed to the financial strength of our school district. We trusted that compensation would come back in line with DuPage County averages. But that did not happen, and District 4 compensation fell among the lowest in DuPage County. Through it all, we have focused on our students and embraced our community.

“The importance of clear, reliable budgetary information cannot be overstated.”

-Illinois State Board of Education

When school districts and teachers exchange offers, and share them with their communities, the districts typically use their budgets as the financial basis for their position. But that’s only reasonable if a school district’s budgets are consistently accurate and reliable.

The Table below clearly illustrates the discrepancy between District projections and actual results for the Education Fund over the last 6 years. The Illinois State Board of Education (ISBE) has verified every number in this table.

District 4 Education Fund Projections versus Actual Results

Year	Projected Results	Actual Results
2011	-\$56,878.00	\$3,992,175.00
2012	\$271,950.00	\$3,479,013.00
2013	\$123,073.00	\$6,282,408.00
2014	\$691,801.00	\$4,395,663.00
2015	\$972,522.00	\$5,014,510.00
2016	\$1,165,077.00	\$4,661,706.00
Total	\$3,167,545.00	\$27,825,475.00

The ATA charted the projections and results of all 42 school districts in DuPage County. These are the most inaccurate financial projections.

The financial sacrifices of Addison’s teachers over the last six years have propelled District 4 to the greatest wealth in its history. In public school districts, the annual surpluses in the Education Fund tell us all how much room there is to expand investment in student instruction and achievement from one year to the next. In District 4, there has been a tremendous amount of money every year that has not been invested in instruction and excellence. Last year, this surplus totaled \$4,661,706.00 – money not invested in students’ education. An extraordinary **\$27,825,475.00** in Education Surpluses have poured in each year from 2011-2016:

- 2011 - \$3,992,175.00
- 2012 - \$3,479,013.00
- 2013 - \$6,282,408.00
- 2014 - \$4,395,663.00
- 2015 - \$5,014,510.00
- 2016 - \$4,661,706.00

In 2015, District 4 funded the building of the Addison Early Learning Center by paying over \$6 million dollars **IN CASH** from the Educational Fund surplus. For a public school district, that level of wealth is exceptional. Even after all of that, District 4’s Educational Fund Balance (Reserves) stands at **\$27,536,190.00**. It’s one of the highest Educational reserves in all of DuPage County.

Overall, the Total Fund Balance (Reserves) across operating funds stands at \$41,334,214.00. This means the district has 93% of its yearly revenue in reserves. To maintain the highest financial rating from the Illinois State Board of Education, a district only needs to maintain 25% of its yearly revenue in reserves.

Fund Balances - How much is too much?

- ISBE - 25% (fund balance to revenue ratio)
- ISBE - 180 days cash on hand

2015-2016 data	Fund Balance to Revenue Ratio	Days Cash on Hand (Number of Days the District Can Operate Without Receiving ANY New Revenue)
ISBE Recommendation	25% fund balance to revenue ratio	180 days
Addison's Actual	Addison Actually has: A <u>93%</u> fund balance to revenue ratio A fund balance of \$41,334,214	Addison Actually has: <u>364.89 days</u>

Proposals

Salary & Longevity

Proposal

It is recognized that there is not a “traditional salary schedule” in Addison District 4. Each teacher’s salary will be increased by the negotiated percentage each year. Additionally, teachers will receive a longevity increase based on years of service. This will encourage and rebuild stability in our district. Teachers may also receive increased compensation based on an approved educational advancement.

Teachers hired from outside the district shall not be hired at a salary greater than a current employee who has the same education and experience.

Yearly Increase

The ATA proposes a yearly increase to the salary of each current teacher by 2% for 2016-2017, by 2% for 2017-2018, and by 2% for 2018-2019.

Longevity Increase

In addition to the yearly increases, the ATA also proposes a longevity increase based on years of service in the district.

Years of Service	<u>2016 -2017</u>	<u>2017 - 2018</u>	<u>2018 - 2019</u>
Years 1- 4	3%	3%	2%
Years 5 - 24	4.5%	4%	4%
Years 25+	2%	2%	2%

<u>Starting Salaries</u>	<u>\$42,645</u>	<u>\$43,711</u>	<u>\$44,803</u>
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Cost:

As a reference point, the cost to the district for the teacher base salaries for the 2015-2016 school year was \$17,616,388.24. The Association estimates the costs of this salary proposal as follows (inclusive of yearly increases, longevity increases, and educational advancement).

Total Cost for Three Year Contract:

Increase over 2015-2016 of: 12.7% for 3 years

Approximate Costs	Total Cost	Yearly Increase
2016-17 Contract year 1	\$17,950,542.34	\$334,154.10*
2017-18 Contract year 2	\$18,797,703.90	\$847,161.57
2018-19 Contract year 3	\$19,853,510.12	\$1,055,806.22

***District 4 had 9 teachers retire in 2015-2016 which drastically reduced the yearly salary cost for 2016-2017 by \$844,022.51.**

Rationale:

The ATA is committed to creating a school district that attracts and retains high-quality educators. Because District 4 salaries have fallen so far below DuPage County averages, it is important to note that even with the increase the ATA is proposing, District 4 salaries will remain below average for a few more years. The ATA’s goal is to gradually raise salaries back to competitive average levels in our DuPage County market.

Over the last 3 years, Addison’s teacher retention rate has decreased from 88% to 82%. Addison’s retention rates are among the lowest in DuPage County. Below is a table that shows the teacher retention rates for all DuPage County Districts.

School District	Retention Rate Percents
Center Cass SD 66	96
Community HS 94	95
Community HS 99	95
DuPage 88	94
Lisle CUSD 202	94
Benjamin SD 25	94
Glenbard 88	93
Fenton 100	93
Hinsdale 86	92
CUSD 201	92
Lake Park 108	91
Cass SD 63	91
Indian Prairie CUSD 204	91
CUSD 200	91
Medinah SD 11	91
CCSD 89	90
Marquardt SD 15	89
CCSD 93	89
Downers Grove GSD 58	89
Glen Ellyn SD 41	88
Lombard SD 44	87
Gower SD 62	87
Naperville 203	87
Butler SD 53	87
Maercker SD 60	87
Darien SD 61	87
Bloomingtondale SD 13	87
Hinsdale CCSD 181	86
Elmhurst SD 205	86
CCSD 180	86
SD 45 DuPage County	86
Itasca SD 10	86
Woodridge SD 68	85
Queen Bee SD 16	85
Winfield SD 34	85
Wood Dale SD 7	84
West Chicago ESD 33	82
Addison SD 4	82
Keeneyville SD 20	82
Bensenville SD 2	81
Roselle SD 12	80
Salt Creek SD 48	79

Not only are Addison’s retention rates among the lowest in DuPage County, teacher salaries are as well. Actual 2015/2016 Addison District #4 teacher salaries are near the bottom in the DuPage County Market - that is a proven and publically verifiable fact. Our salaries are the least competitive they have ever been. Below are five tables comparing teacher salaries for the 29 Elementary Districts in DuPage County. The data was taken from the actual salary schedules in the districts’ negotiated agreements. For districts without a traditional salary schedule, the business offices were contacted for the information.

Table 1.0 2015/2016 Starting Base Salary	
School District	Salary
Marquardt SD 15	\$52,201.00
Hinsdale CCSD 181	\$50,492.00
CCSD 93	\$50,355.00
Lombard SD 44	\$49,713.00
Glen Ellyn SD 41*	\$47,971.00
CCSD 89	\$46,840.00
Gower SD 62	\$46,264.00
Woodridge SD 68	\$46,202.00
Butler SD 53*	\$46,000.00
Maercker SD 60	\$45,948.00
Salt Creek SD 48	\$45,126.00
Queen Bee SD 16	\$44,885.00
Winfield SD 34*	\$44,772.00
Downers Grove GSD 58	\$43,858.00
Roselle SD 12	\$43,712.00
Cass SD 63*	\$43,759.00
Center Cass SD 66	\$43,383.00
Darien SD 61	\$42,997.00
CCSD 180	\$42,918.00
Bloomingtondale SD 13*	\$42,821.00
SD 45 DuPage County	\$42,088.00
Benjamin SD 25	\$41,805.00
West Chicago ESD 33	\$41,647.00
Addison SD 4*	\$41,605.00
Medinah SD 11*	\$41,487.00
Bensenville SD 2	\$41,444.00
Keeneyville SD 20	\$40,398.00
Wood Dale SD 7	\$40,145.00
Itasca SD 10	\$37,250.00
Average	\$44,416.76
*No Traditional Salary Schedule	
Source(s): Collective Bargaining Agreements and/or District Office of every DuPage County School District	

Table 1.1 2015/2016 Base Salary @ 5 Years with BA	
School District	Salary
Hinsdale CCSD 181	\$58,066.00
Woodridge SD 68	\$56,819.00
Marquardt SD 15	\$55,689.00
Lombard SD 44	\$55,399.00
CCSD 93	\$54,570.00
Gower SD 62	\$53,204.00
CCSD 89	\$52,975.00
Maercker SD 60	\$52,895.00
Downers Grove GSD 58	\$52,630.00
Salt Creek SD 48	\$51,883.00
Butler SD 53*	\$51,115.00
SD 45 DuPage County	\$50,506.00
Glen Ellyn SD 41*	\$50,025.00
Winfield SD 34*	\$49,710.00
Queen Bee SD 16	\$48,872.00
Darien SD 61	\$47,614.00
CCSD 180	\$47,374.00
Center Cass SD 66	\$47,288.00
Benjamin SD 25	\$47,052.00
Cass SD 63*	\$46,349.00
Wood Dale SD 7	\$46,167.00
Medinah SD 11*	\$45,801.00
Bensenville SD 2	\$45,585.00
Addison SD 4*	\$45,017.00
Roselle SD 12	\$44,978.00
West Chicago ESD 33	\$44,390.00
Bloomington SD 13*	\$43,649.00
Keeneyville SD 20	\$42,961.00
Itasca SD 10	\$41,649.00
Average	\$49,318.34

Source(s): Collective Bargaining Agreements and/or District Office of every DuPage County School
 *No Traditional Salary Schedule

Table 1.2 2015/2016 Base Salary @ 10 Years with MA	
School District	Salary
Hinsdale CCSD 181	\$81,797.00
Marquardt SD 15	\$80,683.00
Lombard SD 44	\$79,541.00
Downers Grove GSD 58	\$76,752.00
CUSD 201	\$74,998.00
Butler SD 53*	\$73,689.00
Maercker SD 60	\$71,504.00
Gower SD 62	\$69,859.00
CCSD 89	\$69,658.00
Roselle SD 12	\$69,417.00
Salt Creek SD 48	\$68,585.00
Glen Ellyn SD 41*	\$68,535.00
Benjamin SD 25	\$67,875.00
CCSD 93	\$67,592.00
SD 45 DuPage County	\$67,341.00
Woodridge SD 68	\$65,844.00
Queen Bee SD 16	\$64,329.00
Wood Dale SD 7	\$64,232.00
West Chicago ESD 33	\$63,143.00
CCSD 180	\$62,611.00
Center Cass SD 66	\$62,472.00
Cass SD 63*	\$61,426.00
Bensenville SD 2	\$61,198.00
Winfield SD 34*	\$60,734.00
Darien SD 61	\$59,140.00
Addison SD 4*	\$57,313.00
Keeneyville SD 20	\$56,004.00
Bloomington SD 13*	\$53,871.00
Itasca SD 10	\$53,549.00
Medinah SD 11*	\$51,463.00
Average	\$66,171.83

Source(s): Collective Bargaining Agreements and/or District Office of every DuPage County School District
 *No Traditional Salary Schedule

Table 1.3 2015/2016 Base Salary @ 15 Years with MA	
School District	Salary
Hinsdale CCSD 181	\$96,944.00
Marquardt SD 15	\$93,638.00
Lombard SD 44	\$91,970.00
Downers Grove 58	\$89,909.00
CCSD 89	\$87,818.00
Butler SD 53*	\$87,526.00
CUSD 201	\$86,717.00
Salt Creek SD 48	\$81,654.00
Glen Ellyn SD 41*	\$81,041.00
Gower SD 62	\$80,731.00
Maercker SD 60	\$80,349.00
Benjamin SD 25	\$79,144.00
Woodridge SD 68	\$77,897.00
CCSD 93	\$76,672.00
SD 45 DuPage County	\$75,758.00
West Chicago ESD 33	\$74,632.00
Wood Dale SD 7	\$73,265.00
Queen Bee SD 16	\$72,959.00
Roselle SD 12	\$72,317.00
Bensenville SD 2	\$71,811.00
Cass SD 63*	\$71,810.00
Center Cass SD 66	\$71,148.00
Addison SD 4*	\$70,988.00
CCSD 180	\$70,839.00
Winfield SD 34*	\$69,290.00
Darien SD 61	\$66,904.00
Itasca SD 10	\$62,298.00
Keeneyville SD 20	\$61,833.00
Bloomington SD 13*	\$59,637.00
Medinah SD 11*	\$54,088.00
Average	\$76,386.23
*No Traditional Salary Schedule	
Source(s): Collective Bargaining Agreements and/or District Office of every DuPage County School District	

Table 1.4 2015/2016 Base Salary @ 20 Years with MA

School District	Salary
Hinsdale CCSD 181	\$103,003.00
Butler SD 53*	\$97,897.00
Marquardt SD 15	\$100,684.00
Glen Ellyn SD 41 *	\$96,548.00
Lombard SD 44	\$91,970.00
Woodridge SD 68	\$90,834.00
Salt Creek SD 48	\$90,663.00
Gower SD 62	\$90,604.00
Downers Grove GSD 58	\$89,909.00
CCSD 93	\$89,271.00
Maercker SD 60	\$89,194.00
CCSD 89	\$88,818.00
Benjamin SD 25	\$85,652.00
Bensenville SD 2	\$84,265.00
West Chicago ESD 33	\$82,822.00
Queen Bee SD 16	\$82,748.00
Wood Dale SD 7	\$82,297.00
Cass SD 63*	\$80,409.00
Winfield SD 34*	\$80,257.00
CCSD 180	\$80,147.00
Addison SD 4*	\$80,070.00
Center Cass SD 66	\$79,652.00
SD 45 DuPage County	\$78,958.00
Darien SD 61	\$75,693.00
Roselle SD 12	\$74,845.00
Itasca SD 10	\$71,992.00
Keeneyville SD 20	\$68,269.00
Bloomington SD 13*	\$65,705.00
Medinah SD 11*	\$56,847.00
Average	\$85,461.89

*No Traditional Salary Schedule

Source(s): Collective Bargaining Agreements and/or District Office of every DuPage County School District

District 4 in Our DuPage County Market (Tables 1.0 - 1.4)

2016	Starting	5 years w/ BA	10 years w/ MA	15 years w/ MA	20 years w/ MA
DuPage County Average Salary	\$44,416.76	\$49,318.34	\$66,171.83	\$76,386.23	\$85,461.89
Addison District 4	\$41,605.00	\$45,017.00	\$57,313.00	\$70,988.00	\$80,070.00
Ranking (Highest to Lowest Among All 29 Elementary Districts in DuPage County)	24th Out of 29	24th Out of 29	25th Out of 29	22nd Out of 29	21st Out of 29

Based on this data, it is clear that Addison teachers are among the lowest paid teachers in our market.

The Board of Education has presented salary comparisons based on the Illinois State Board of Education (ISBE) Salary Study. However, this study does not contain verifiable and reliable information, and specifically for Addison District 4, the report fails to reflect *actual* salaries teachers earn in our district.

ISBE Study – Huge Discrepancies in Addison Salaries

	BA Beg	BA Max	MA Beg	MA 10 th year	MA Max	Highest
Addison Salary reported on ISBE Study (2014-15)	41,605 (@ 1 year)	60,327 (@ 10 years)	47,844 (@ 1 year)	66,567 (@ 10 years)	91,529 (@ 22 years)	95,689 (@ 22 years, MA)
Addison Teacher's actual salary (2015-16)	41,605 (@ 1 year)	51,508 (@ 10 years)	47,844 (@ 1 year)	57,313 (@ 10 years)	82,891 (@ 22 years)	83,973 (@ 22 years, MA)
Discrepancy	same	Reported on ISBE study \$8,819 <u>above</u> actual teacher's salary	same	Reported on ISBE Study \$9,254 <u>above</u> actual teacher's salary	Reported on ISBE Study \$8,638 <u>above</u> actual teacher's salary	Reported \$12,276 <u>above</u> actual teacher's salary

District 4 holds the greatest wealth in its history, and the teachers' goal is modest and entirely consistent with every school board's essential responsibility, and our Board's own statement of purpose. We want to gradually raise teacher compensation back to market average in DuPage County, where it had historically been, in order to attract and retain great teachers for Addison's children.

We ask that the Board genuinely fulfill its commitment to student achievement and value the dedicated professionals who proudly make Addison their educational home. The most recent proposals put forward by the Board of Education would keep District 4's compensation among the lowest in DuPage County. The ATA's proposal is very affordable and responsible, and it maintains incredibly strong fund balances, and would not require any new taxes.

District 4 has more than enough financial abundance to ensure that Addison's children have access to the best teachers and resources. Our children and our community deserve excellence. This proposal is a meaningful step on the path to excellence.

Insurance

Proposal:

Plans	<u>Current insurance</u> (Board of Education / Employee)	<u>DuPage</u> <u>County</u> <u>Average</u>	<u>ATA Proposal</u> (Board of Education / Employee)
Single Out of Pocket Costs	79% / 21% \$146.61/month HMO \$238.46/month PPO	88% / 12% \$71.50	90%/10% \$68.52/month HMO \$74.28/month PPO
Employee & Spouse	39% / 61%	-	75% / 25%
Employee & Child(ren)	39% / 61%	-	75% / 25%
Family Out of Pocket Costs	39% / 61% \$1,137.37/month HMO \$1,488.78/month PPO	77% / 23% \$550.00	75% / 25% \$444.69/month HMO \$542.07/month PPO

Eliminate 19.4 A

Each year (2016-2017, 2017-2018, and 2018-2019) the premium will follow the 90% Board/10% Teacher, and 75% Board /25% Teacher split.

Cost:

The approximate cost increase from the 2015-2016 year is \$773,940. This is based upon the most recent information as of July 1, 2016.

<u>Dental</u> <u>Insurance</u> <u>Full Time</u>	<u>Single</u>	<u>Family</u>
<u>Year 1</u>	<u>100%</u>	<u>Premium above the single dental cost is paid by the employee</u>
<u>Year 2</u>	<u>100%</u>	
<u>Year 3</u>	<u>100%</u>	

Eliminate 19.4B

Rationale:

Addison District 4 health benefit terms are currently far below DuPage County norms. Health benefits are valued and relied upon by employees and their families. Competitive health benefits retain current employees and attract high-quality candidates. In recent years, huge increases in employee health insurance contributions, and minimal salary increases, have continued to result in take-home pay freezes for district employees. District 4 must offer genuinely competitive health benefits, which includes district and teacher contributions that are consistent with the DuPage County average.

Educational Advancement

Proposal:

In order to receive an educational advancement increase, the member must submit the Continuing Education Approval form to the Assistant Superintendent for Administrative Services for approval seven days prior to the start of any course or program. The courses must be at the graduate level, unless an undergraduate level course(s) is a prerequisite for the attainment of additional state licensure, is a prerequisite for an approved advanced degree program, or is required to meet Illinois State Board of Education rules and regulations governing qualifications for teacher in specific content areas. All courses must be designed, taught, and evaluated by staff affiliated with the institution of higher learning granting credit. Courses for educational advancement may be used towards a master's degree, endorsement/approval, or for professional growth opportunities.

All course work will be approved by the Assistant Superintendent for Administrative Services when it meets the following criteria:

- a. enhances the professional practice of the member for their current employment assignment;
- or**
- b. prepares the member for an employment assignment of interest that would benefit the school district.

All approvals and denials will be shared with the ATA president(s).

Members who complete the approved course(s) will receive a \$1,250 increase in salary for the completion of each 15 semester hour increment of graduate level course work. Those achieving a master's degree will receive a \$2,250 increase in salary. Incremental salary changes will be limited to one per year per individual. There will be no limit on the number of members who may participate in year one (2016-2017). Thereafter, it will be limited to 30 slots for year two (2017-2018), and 30 slots for year three (2018-19).

The maximum advancement increase will be for 30 semester hours past a master's degree. It is the responsibility of the member to complete the appropriate forms agreed upon by the Board of Education and the Addison Teachers' Association. The official transcripts shall be forwarded to the Assistant Superintendent for Administrative Services after completion of an approved 15-semester hour increment of graduate level coursework, or after achieving a master's degree.

19.6 TUITION REIMBURSEMENT

It is the desire of both the Addison Teachers' Association and the Board of Education that teachers continue their professional development. Therefore, the Board of Education is willing to contribute to the cost of furthering a teacher's education if he/she is currently employed or on sabbatical leave. This is intended for graduate studies. Any course work taken for graduate or undergraduate studies must be approved by the Assistant Superintendent for Administrative Services following the same guidelines stated in 19.3 of the agreement. It is further agreed that the Board of Education will contribute a maximum of \$125 per semester hour for each course to a maximum of nine (9) semester hours during the District's fiscal year (July 1 through June 30). The date of the first day of class will determine the fiscal year to which the tuition reimbursement will be charged.

The following items represent the conditions necessary for teacher reimbursement:

A. The teacher will complete, in full, the **Continuing Education Approval form** and submit to the Assistant Superintendent for Administrative Services for approval no later than seven working days prior to the start of the course.

B. The original form will be kept on file in the Administrative Services Office and a copy will be returned to the member, within 5 working days, indicating approval or denial of the course.

C. Upon completion of the course, it is the teacher's responsibility to return the following items to the Assistant Superintendent for Administrative Services:

1. Continuing Education Reimbursement Request
2. A grade report indicating that a grade of "A", "B", or "Pass" has been received for the course. If the official grade report indicates "Pass", the Assistant Superintendent reserves the right to request a written evaluation from the instructor.
3. Evidence of the teacher's payment for the course.

D. All evidence must be submitted to the Assistant Superintendent for Administrative Services' office no later than 45 days after the completion of the course.

E. If extenuating circumstances occur that affect course selection, a change to the form may be made after the beginning date of the course, if approved by the Assistant Superintendent for Administrative Services.

Finally, the Board of education reserves the right to direct a teacher to take a particular course when it believes the course is necessary to update the teacher's educational background. In such case, the Board shall reimburse the teacher, according to the provisions of this agreement, for the full tuition cost. The Board cannot require more than one such course in any fiscal year.

Rational:

The Addison Teachers' Association feels that the pursuit and acquisition of beneficial knowledge and experience for our students and teachers should always be encouraged and supported in District 4. Continuing education is critical to the maintenance and advancement of one's knowledge and skills regarding the teaching-learning process, and to the advancement of our school district as a community of lifelong learners. Education is constantly evolving, and student needs change. Supporting teachers who wish to pursue additional coursework leads to enhanced knowledge and experience, professional growth, and classroom performance, all of which directly benefit our students. We must expand our continuing education guidelines to ensure we achieve these goals.



Continuing Education Salary Increase Request

Name: _____
 Date Submitted: _____ School/Location: _____

 Current Position/Grade Level: _____

After completion of an approved 15-semester hour increment of graduate level coursework or after achieving an approved Master's degree, please submit this form along with official transcripts to the Assistant Superintendent of Administrative Services by August 30 or February 1.

Per 19.3 of the Negotiated Agreement members that complete the approved course(s) will receive a \$1,250 increase in salary for the completion of each 15 semester hour increment of graduate level course work. Those achieving a master's degree will receive a \$2,250 increase in salary. Incremental salary changes will be limited to one per year per individual and limited to 30 people per year. If fewer than 30 people participate in a single year, the remaining "slots" will roll over into the next year. The maximum advancement increase will be for 30 semester hours past a master's degree.

Name: _____ Date: _____

School Year: _____

Circle appropriate status:

Current Status: BA BA+15 BA +30 MA MA+15 MA +30
 New Status Requested: BA BA+15 BA +30 MA MA+15 MA +30

Employee Signature: _____

The Administrative Services office will inform the ATA member of the salary increase within 10 days. The salary increase will go into effect with the first pay period after the August 30th or February 1st deadline, unless received prior to August 15th, then the salary increase will go into effect on the August 30th pay period.

Office Use Only; Original to be kept on file. Copy to be returned to employee.	
Salary Increase Granted: _____	Status Granted: _____
Salary Increase Denied: _____	Reason for denial: _____
_____ Assistant Superintendent for Administrative Services	_____ Date
Reference: Negotiations Agreement 19.3 and 19.6	



Continuing Education Reimbursement Request

Name: _____
Date Submitted: _____
School/Location: _____
Current Position/Grade Level: _____

After completion of previously submitted coursework, complete the information below and return with a **final grade report** and **proof of payment**. Do not include books, supplies or other fees. A grade of "A" or "B" is necessary to receive reimbursement. If a grade of "Pass" is given, a written evaluation from the course instructor must be presented stating that the quality of the coursework was either an "A" or "B."

Per 19.6 of the Negotiated Agreement: The Board of Education will contribute a maximum of \$125 per semester hour for each course to a maximum of nine (9) semester hours during the District's fiscal year (July 1 through June 30). The date of the first day of class will determine the fiscal year to which the tuition reimbursement will be charged.

All evidence must be submitted to the Assistant Superintendent for Administrative Services' office no later than 45 days after the completion of the course. If a teacher cannot comply with this requirement, they must notify the Assistant Superintendent for Administrative Services within the first 15 days after the completion of the course.

College/University: _____

Course Number: _____ Course Title: _____

Beginning Date: _____ End Date: _____ Semester Hours: _____

Grade: _____ Tuition Cost: _____

Reimbursement Due: _____

I have completed the course listed above and wish to be reimbursed by the Board of Education according to the Negotiations Agreement.

Employee Signature

Date

Office Use Only:

Paid: _____

Approval Signature: _____

Date: _____

Reference: Negotiations Agreement 19.3 and 19.6



Addison 4
School District
ADDITION (ILLINOIS) SINCE 1847

Continuing Education Approval Form: Master's Degree/Endorsement

Name: _____
Date Submitted: _____
School/Location: _____
Current Position/Grade Level: _____

Instructions: Complete this form and submit a hardcopy to the Assistant Superintendent for Administrative Services for approval at least seven (7) days prior to the beginning of a course/program. The original form will be kept on file for reference in making Educational Advancement decisions and for tuition reimbursement. A copy will be returned to the employee within 5 days, indicating approval or denial.

All course work meets criteria for approval when it:

- a. enhances professional practice of the member for their current employment assignment;
- or
- b. prepares member for an employment assignment of interest that would benefit the school district.

After completion of each course, submit the **reimbursement request form** with your **final grade report** and **proof of payment** to the office of the Assistant Superintendent for Administrative Services. You will then receive reimbursement according to the Negotiations Agreement (19.6).

It is important that you only list courses that will be completed in the same fiscal year (July 1-June 30) on Page 2 of this form. For each fiscal year, you must re-submit Page 2 of this form, with the course information that will be completed within the fiscal year, seven (7) days prior to the start of the first course listed.

Master's Degree/Endorsement Approval: (You will only be required to complete this portion once)

Master's Degree: _____

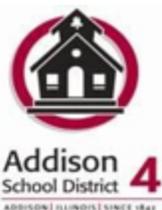
Or

Endorsement: _____

Please submit a rationale for how the Master's Degree/Endorsement meets the criteria for approval listed above:

Employee's Signature: _____ Date: _____

For Office Use Only: Original to be kept on file. Copy to be returned to employee.	
The Continuing Education Plan submitted meets the criteria, as outlined in the in the Negotiations Agreement:	
_____ Approve	_____ Deny
Reason for approval or denial:	
_____ Assistant Superintendent for Administrative Service's Signature	_____ Date



Continuing Education Approval Form: Graduate Coursework

Name: _____
Date Submitted: _____
School/Location: _____
Current Position/Grade Level: _____

Instructions: This form is to be used for graduate coursework used to enhance an employee's professional growth that is not towards a master's degree/endorsement. Complete this form and submit a hardcopy to the Assistant Superintendent for Administrative Services for approval at least seven (7) days prior to the beginning of the course. The original form will be kept on file for reference in making Educational Advancement decisions and for tuition reimbursement. A copy will be returned to the employee within 5 days, indicating approval or denial.

All course work meets criteria for approval when it:

- a. enhances professional practice of the member for their current employment assignment;
or
- b. prepares member for an employment assignment of interest that would benefit the school district.

After completion of the course, submit the **reimbursement request form** with your **final grade report** and **proof of payment** to the office of the Assistant Superintendent for Administrative Services. You will then receive reimbursement according to the Negotiations Agreement (19.6) within 30 days.

It is important that you only submit courses that will be completed in the same fiscal year (July 1-June 30).

College/University: _____
Course Number: _____ Course Title: _____
Beginning Date: _____ End Date: _____ Semester Hours: _____
Course Description: _____

Please provide a rationale for how the course meets the above criteria for approval: _____

Tuition Reimbursement Only Educational Advancement Only Both

Employee's Signature: _____ Date: _____

For Office Use Only: Original to be kept on file. Copy to be returned to employee.
The course listed above meets the criteria, as outlined in the Negotiated Agreement.
_____ Approve _____ Deny

Reason for approval or denial:

Assistant Superintendent for Administrative Service's Signature Date



Addison 4
School District
ADDISON (ILLINOIS) SINCE 1847

Master's Degree/Endorsement Course Information

Name: _____

Date Submitted: _____

School/Location: _____

Current Position/Grade Level: _____

College/University: _____

Course Number: _____ Course Title: _____

Beginning Date: _____ End Date: _____ Semester Hours: _____

Course Description: _____

Tuition Reimbursement Only

Educational Advancement Only

Both

Course Number: _____ Course Title: _____

Beginning Date: _____ End Date: _____ Semester Hours: _____

Course Description: _____

Tuition Reimbursement Only

Educational Advancement Only

Both

Course Number: _____ Course Title: _____

Beginning Date: _____ End Date: _____ Semester Hours: _____

Course Description: _____

Tuition Reimbursement Only

Educational Advancement Only

Both

Employee Signature

Date

For Office Use Only: The course(s) listed above meet the criteria, as outlined in the Negotiated Agreement, and are part of an approved Master's Degree/Endorsement. Original to be kept on file. Copy to be returned to employee.

Assistant Superintendent for Administrative Services

Date

IAB Language

Proposal

8.1 INSURANCE ADVISORY BOARD. An Insurance Advisory Board (IAB) will be established to monitor the effectiveness of our existing insurance plans, work to provide for an adequate insurance liability fund over the life of this contract, meet with agents/prospective agents and to investigate the best plan options. The Board and the ATA agree that the District will provide monthly reports regarding claim experiences and fund balances to all Insurance Advisory Board members, and that they will meet to discuss the results.

We are partners in shaping the direction and results of our health insurance program, which needs open and transparent accounting of all the information involving insurance.

The size of the committee, the ATA representative members, and the two (2) co-chairs shall be mutually selected and agreed upon by the Association President(s) and Superintendent, and will include representation of other employee groups.

The two (2) co-chairs will schedule and establish pre-set agendas for a minimum of three annual meetings. The first meeting will be scheduled no later than November 15th. The second meeting will be scheduled no later than January 31st. The third meeting will occur immediately preceding the annual health/dental insurance renewal period for employees.

The IAB shall not make a recommendation to the Superintendent until it has reached consensus regarding said recommendation(s). All recommendations will be made by the IAB and shall be given to the District Superintendent who will then share them with the Board of Education.

Rationale

The Insurance Advisory Board's role has gone through changes over the past six years based on the increasing costs of insurance. The benefit given to our members has changed as well. The members have had to shoulder the increasing costs of the insurance benefit. Since members are paying these additional increases, they should also have input into how these decisions are being made on the Insurance Advisory Board.

The ATA seeks coequal partnership in shaping our health insurance program and to be part of the future considerations based upon the results of any fact finding that impacts our benefit, thereby needs open transparent accounting of all the information involving insurance.

Requirements

In accordance with the Illinois Educational Labor Board, this completes the requirements of the following points; 1 the Addison Teacher's Associations most recent offer; 2 the cost summary associated with this offer; 3 the most recent contract expired June 30, 2016; 4 the school year began August 18, 2016.