

## Certified Personnel

### Terms and Conditions of Employment and Dismissal

The School Board delegates authority and responsibility to the Superintendent to manage the terms and conditions for the employment of certified personnel. The Superintendent shall act reasonably and comply with State and federal law as well as any applicable collective bargaining agreement in effect. The Superintendent is responsible for making dismissal recommendations to the Board consistent with the Board's goal of having a highly qualified, high performing staff.

### Duty-Free Lunch

Teachers employed for at least 4 hours per day shall receive a duty-free lunch equivalent to the student lunch period, or 30 minutes, whichever is longer.

### Holidays

Teachers shall be paid for, but shall not be required to work on, legal school holidays as approved on the official school calendar.

### School Year and Day

Teachers shall work according to the school calendar adopted by the School Board, which shall have a minimum of 176 student attendance days and a minimum of 180 teacher work days, including teacher institute days.

Teachers are required to work the school day adopted by the school Board.

### Salary

Teachers shall be paid according to the salary schedule adopted by the School Board, but in no case, less than the minimum salary provided by The School Code. Teachers shall be paid twice monthly on a 10 or 12 month basis.

### Assignments and Transfers

The Superintendent is authorized to make teaching, study hall, extra class duty, and extracurricular assignments. In order of priority, assignments shall be made based on the District's needs and best interests, employee qualifications, and employee desires.

### Dismissal

The District will follow State law when dismissing a teacher.

### Evaluation

The District's teacher evaluation system will be conducted under the plan filed with the Illinois State Board of Education.

LEGAL REF.: P.A. 92-0068 (Nursing Mothers in the Workplace Act)  
105 ILCS/5/10-19, 5/18-8, 5/24-2, 5/24-8, 5/24-9, 5/24-21, 5/24A-4, and 5/24A-5  
Metzl v Leininger, 57 F.3d618 (7<sup>th</sup> Cir. 1995).

CROSS REF.: 5:290 (Employment Termination and Suspensions)

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Adopted: September 2001

Revised and Adopted: May 2005, December 2011