

## **PERSONNEL**

### **Professional 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 professional 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.

#### **Graduate Hour Credit**

Refer to the negotiated agreement between the Board and the Morton Educators' Association.

#### **Employment Year and Day - Professional Day**

As professionals, teachers are expected to be available to pupils on a regular basis at times prescribed by the administration. Those certificated personnel whose duties are basically service-oriented, as compared to teaching, will be expected to be available additional hours so that these services will be readily available. Such personnel include counselors, deans, and librarians. The Building Principal is authorized to designate a schedule to assure the availability of all personnel.

#### **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. The District accommodates employees who are nursing mothers according to provisions in the Nursing Mothers in the Workplace Act.

### 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 at least monthly on a 22- or 26-pay 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.

### Meetings and Committees

Teachers are expected to attend meetings called by the Superintendent or Building Principal and to serve on committees set up to further the interests of the school.

### Dismissal

The District will follow State law when dismissing a teacher.

### Evaluation

Each teacher in contractual continued service shall be evaluated at least once in the course of every 2 school years pursuant to the evaluation plan filed with the Illinois State Board of Education. Each teacher not in contractual continued service shall be evaluated at least once each school year. The evaluation plan shall comply with the School Code and any rules adopted by the Illinois State Board of Education. Whenever any substantive changes are made to the District's evaluation plan, the new plan shall be submitted to the Illinois State Board of Education for review and comment.

On an annual basis, the Superintendent will provide the School Board with a written report which outlines the results of the District's evaluation system.

Nothing in this subsection or the evaluation plan shall be construed as preventing the immediate dismissal of a teacher for deficiencies which are deemed irremediable or for actions which are injurious to or endanger the health or person of students in the classroom or school. Failure to strictly comply with time requirements imposed by the School Code or by the evaluation plan on any remediation plan shall not invalidate the results of the remediation plan.

LEG. REF.: 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  
820 ILCS 260/1 et. seq.  
Cleveland Board of Education v. Loudermill, 105 S.Ct. 1487 (1985).

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

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