

2013-2014

WORKING AGREEMENT BETWEEN THE COMMUNITY UNIT SCHOOL  
DISTRICT #9, GRANITE CITY, ILLINOIS

and

SERVICE EMPLOYEES INTERNATIONAL UNION LOCAL 98 (CUSTODIANS)

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DISTRICT NO. 9, GRANITE CITY, ILLINOIS

AND

SERVICE EMPLOYEES INTERNATIONAL UNION LOCAL 98 (CUSTODIANS)

ARTICLE 1

Recognition

The Board of Education of the Community Unit School District No. 9, Granite City, Illinois, agrees to recognize, and does hereby recognize, Service Employees International Union Local No. 98, AFL-CIO, as sole collective bargaining agent for all employees employed in the bargaining unit described below.

ARTICLE 2

Bargaining Unit Work

Section 2.1

The bargaining unit shall consist of all employees covered by this Working Agreement employed in any of the schools, offices, or warehouses of the Employer, performing cleaning, routine maintenance, custodian, or related functions except as may be specifically excluded under the terms of this Agreement.

Section 2.2

Supervisors shall be excluded from the bargaining unit. Supervisors shall perform no bargaining unit work.

Section 2.3

The Employer will in no event negotiate individually with any employees nor shall there be any bargaining agreement made other than this Agreement unless same be made through duly authorized representatives of the Union.

Section 2.4

Employer shall provide to Business Agent of Local 98 a list of new hire substitutes performing work in bargaining unit. List to be revised as needed.

ARTICLE 3

Dues Check-Off

Section 3.1

Upon obtaining the written approval of the individual Union members, the Board shall check off and collect from such members all dues and assessments of the Union and pay the same to the Union, and the Union shall furnish a statement of the amount to be so deducted from the pay of each of its members, which shall be approved by said members.

Section 3.2 Fair Share

Any present or future employee who is not a member of the Union shall, as a condition of employment be required to pay a fair share of the cost of the collective bargaining process and contract administration. The fair share fee shall not exceed the amount of dues and fees uniformly required of Union members.

A. Payroll Deduction

With respect to any employee on whose behalf the Employer received written authorization, on a form mutually agreed upon by the Employer and the Union, the Employer shall deduct from the wages of the employee the dues and/or financial obligations uniformly required of Union members. The full amount of dues and/or financial obligations collected in this manner shall be forwarded to the Union by the tenth (10th) day after collection. The amounts deducted shall be in accordance with a schedule to be submitted to the Employer by the Union. Authorization for such deduction may not be revoked except by written notice to the Employer and the Union during the fifteen (15) day period immediately preceding the expiration date of this Agreement.

B. Fair Share Fees

Fair share fees shall be deducted according to a schedule submitted to the Employer by the Union. Fees collected in this manner shall be paid to the Union along with the dues collected during that time period, as provided by law.

C. Religious Exemption

Employees having a bona fide religious objection to financially supporting a labor organization may elect to contribute an amount equivalent to the fair share fee to a designated non-religious charity. The employee and the Union shall mutually agree upon the charity so designated; otherwise, the charity shall be selected as provided by applicable Illinois law.

D. Preservation of the Bargaining Unit

The Employer recognizes the integrity of the bargaining unit, and shall not take any action directed at eroding it. Except in a bona fide emergency, non-bargaining unit employees of the Employer shall not perform bargaining unit work to the extent that it would regularly deprive bargaining unit employees of hours of work or overtime opportunities.

E. The Union shall indemnify and hold harmless the Board of Education, its members, officers, agents and employees from and against any and all claims, demands, actions, complaints, suits, or other forms of liability that shall arise out of complying with the above provisions of this article, or in reliance on any list, notice, certification, affidavit or reassignment furnished under any such provisions.

Section 3.3

Upon obtaining the written approval of the individual Union members, the Board shall check off and collect from such employee, contributions to the Union's C.O.P.E. Committee and pay same to the Union's C.O.P.E. Committee.

Deductions will be taken from the first pay in November.

## ARTICLE 4

### Seniority

#### Section 4.1

Seniority shall be District wide from the date of employment in this bargaining unit.

#### Section 4.2

A newly hired employee shall serve a probationary period of 30 days from the date he/she commenced to work, and during said period he/she may be discharged without recourse to the terms of this Agreement, provided however, that the Employer may not utilize this section for the purpose of evading this Agreement, discriminating against Union members, or encouraging or discouraging Union membership. Once an employee has served his/her probationary period, his/her seniority shall date from the date of his/her employment. For all promotions, transfers, lay-off, re-employments, and bidding, the following factors as listed below shall be considered; and where factor (a) is relatively equal, seniority will be the determining factor. Exception to rule: may be waived if employee has worked thirty (30) days in previous school year, if agreeable to both parties.

- (a) Capability and physical ability to perform the work in question
- (b) Seniority

#### Section 4.3

##### Continuous Service

- (a) Continuous service for purposes of District seniority shall be determined by the first day the employee begins work in this bargaining unit. When two or more employees begin to work on the same day, their relative District seniority will be set at that time by date of application as a custodian, which will thereafter control their relative District seniority position in relation to other employees hired the same day. From and after the date of this Agreement, employment records of present and new employees shall be maintained by the District. An employee who, after the date of this Agreement, experiences a break in length of continuous service, if subsequently re-employed, shall be considered to be a new employee.

Subject to the provisions of Section 4.4 below, if an employee shall be absent because of lay-off or physical disability, he/she shall continue to accumulate continuous service during such absence for two years.

- (b) Continuous service shall be broken in the manner set forth below:
  - (1) Voluntarily quitting.
  - (2) Discharge for proper cause.
  - (3) Failure of an employee to return to his duties at the expiration date of a written granted leave of absence, unless mutually agreed otherwise in writing.
  - (4) After a lay-off, failing to return to work, or giving a satisfactory reason acceptable to the Board for not doing so within seven calendar days after written notice by certified mail at the employee's last address as appearing on the records of the Personnel Department.

#### Section 4.4

Absence due to a compensable disability incurred during course of employment shall not break continuous service, provided such individual is returned to work within 30 days after final payment of statutory compensation for such disability or after the end of the period used in calculating a lump sum payment or has not been granted a leave of absence for such temporary disability.

#### Section 4.5 Decrease of Forces

In the event of a decrease of work, including job abolishment other than decreases which may occur from day to day or emergencies for no more than two scheduled days which will necessitate a decrease of forces, an employee may exercise his/her District seniority in this bargaining unit to bump other employees in this bargaining unit having less District-wide seniority. Personnel electing to bump must have the qualifications and ability to perform the job. No more than five employees affected in a bump may exercise their seniority with the sixth person being the least senior person laid off. Before being laid off, a regular employee will replace any temporary employee (including long-range substitutes) in the same bargaining unit.

The intent of this section will be, wherever possible, the least senior employees in the unit will be laid off first.

Personnel in lay-off status will be recalled to work in reverse order of lay-off.

Such persons, as well as other regular "custodians" who are hereafter "laid off" by the Board, shall be part of a special list of substitute custodians and shall be on such list unless and until:

(1) Such person is recalled by the Board or such person resigns or retires from the School District.

A person who is on such special list may remove himself/herself therefrom either permanently or, from time to time, temporarily, all without waiving such person's right to be recalled.

Whenever a substitute "custodian" is needed by the Board, the persons on said special list shall be called for work in order of their seniority before any person not on said special list.

While performing such substitute "custodian's" duties, such person from said special list shall be paid the same hourly rate of pay such person was entitled to receive on the last working day immediately preceding the effective date of his/her layoff, even though other substitute "custodians" may be paid less.

While performing such substitute "custodian's" duties, such person from said special list shall receive only the same "fringe benefits", if any, as are then provided for all other substitute "custodians".

Nothing herein shall be deemed or construed to constitute a recognition by the Board of Local 98 as the collective bargaining agent for the substitute custodians who are not on said special list. Furthermore, nothing herein shall be deemed or construed to have given any substitute custodian who is not on said special list any rights or benefits under this Agreement.

#### Section 4.6

At the beginning of each school year, the Employer shall furnish the Business Agent with seniority lists based on school and District wide seniority, said lists containing the name of each employee, the classification, and the schools where employed. Additionally, the date of each employee's seniority as above defined shall be provided. The Business Agent shall be provided with revised seniority lists whenever a change in said lists is made, or at his request.

## SECTION 4.7

Employer shall provide to business agent of local 98 a list of new-hires names, dates, addresses and job placement.

## ARTICLE 5

### Hours of Work

#### Section 5.1

All employees covered by this Agreement are on certain set work year schedules. That is, a work year consists of 12 months, 9 months, 10 months, or such other standard work year as is presently used.

#### Section 5.2

All employees shall be on a five (5) day week, consisting of eight (8) hours per day, and forty (40) hours per week, Monday through Friday schedule except as herein otherwise specifically set forth. This is not to be construed as work on any specific shift and shift assignments may be changed during the times when school is not in session or for a more efficient operation as deemed necessary by the administration. In emergencies or during vacation periods it may be necessary for an individual to work on Saturday and/or Sunday, in which case, he/she shall be given compensating days during the week.

#### Section 5.3

Hours worked in excess of eight (8) hours a day or forty (40) hours a week shall be at the rate of time and one-half, providing however, that the said eight (8) hour day shall be exclusive of lunch.

#### Section 5.4

Whenever employees report for work but due to an emergency situation at a particular school, work is not available that day; full time employees shall be assigned to another building for their shift.

#### Section 5.5

Full-time employees are entitled to two (2) fifteen minute breaks in each day.

#### Section 5.6

Crossing guards shall be compensated an additional \$0.60 per assignment to perform crossing guard duty. Building crossing guard duty shall be assigned by seniority. Second shift crossing guard shall perform crossing duties on early dismissal days. No one will be paid to do substitute crossing guard.

## ARTICLE 6

### Number of Employees-Job Classifications

#### Section 6.1

There shall be one individual in each school having two (2) or more custodians who shall serve as a lead person. The individual who is designated to serve as lead person may work any shift; however, the shift must be such that he/she will have daily contact with the Principal of the building in which he/she works. Any employee hired after July 1, 2001 will be required to pass a basic skills (with mutual input) and aptitude test before being awarded a lead position.

## Section 6.2

The duties of the lead person are:

- (a) To serve as liaison between the Principal and the rest of the custodial staff.
- (b) He/she shall assist the Principal in the formulation of work schedules for all custodians.
- (c) He/she shall coordinate the work of the custodians so that there will be a smooth and efficient operation of the school plant.
- (d) He/she shall be responsible for the operation of the boilers on weekends and holidays.

The lead person must accept and properly discharge the responsibility for the proper maintenance of the entire school plant in which he/she works -- this to include grounds as well as the building itself.

- (e) He/she is NOT to assume the role of a foreman but rather that of a lead person or coordinator of the custodian work in his/her school plant. He/she shall carry his/her share of the custodial tasks that need to be performed and that are assigned to him/her on a regular schedule by the building Principal.

## Section 6.3

The duties of the day person:

- (a) He/she shall work cooperatively with the building principal and the lead person in order to effect a smooth and efficient operation of the school plant.
- (b) He/she shall perform such duties as may be assigned him/her by the work schedule as set by the building principal.
- (c) He/she shall be responsible for the regular daily firing of the boiler, Monday through Friday.
- (d) In cases of unusually cold weather (20 degrees or below) he/she shall report to work early enough to insure proper room temperatures for the opening of school. This is especially true on days following a weekend or a holiday. He/she shall be paid at one and one-half (1-1/2) times his/her regular rate for this work but the amount of time shall not exceed TWO hours.
- (e) The day person may also be the lead person, but it is not required that this be so. In cases where the lead person and the day person are one and the same, he/she must assume the responsibilities of both.

## Section 6.4

The duties of custodians:

- (a) He/she shall work cooperatively with the building principals and the lead person in order to effect a smooth and efficient operation of the school plant.
- (b) He/she shall perform such duties as may be assigned him/her by the work schedule as set by the building principal.
- (c) He/she shall work the shift assigned to him/her however, shifts may be changed under conditions outlined in Article 5.

## Section 6.5

Licensed persons from the bargaining unit shall be employed as boiler persons at the Senior High School. They shall work on a staggered schedule as prearranged and agreed to by the Administration and the Union. At no time is the boiler room to be left unattended by a licensed member of the bargaining unit when the boilers are in operation. This provision pertains only to those schools operating high-pressure boilers of 125 lbs. pressure or greater.

## Section 6.6

The duties of the boiler room person at the Senior High:

- (a) They shall arrange their schedule of time to work in such manner that the boiler room will never be left unattended while the boilers are in operation. The schedule to be worked out with the Principal or Assistant Principal designated by him/her, the lead person, and the boiler room person.
- (b) They shall be responsible for the routine operation and maintenance of the boilers and the auxiliary equipment associated with the boiler operation.
- (c) They shall be responsible for general supervision of the school plant on weekends and holidays.

## Section 6.7

It shall be understood that work schedule and job descriptions are written in general terms and do not prohibit the assignment of other related custodial work by the Administration. It is not intended that this provision be used to increase workloads.

## Section 6.8

Prior to any changes of operations being made, the Employer will discuss the situation with the Union and will bargain in good faith with the Union about the changes and the effects of the changes.

## Section 6.9

The following listed employees shall continue in the occupation of boiler room person at the Senior High School until the time of their retirement, voluntary separation, or reduction of force: Donnie LLOYD

## ARTICLE 7

### Overtime

## Section 7.1

Except as otherwise specifically provided for by this Agreement, overtime shall be paid for at the rate of 1 and 1/2 times the employee's regular rate of pay. The overtime rate shall be applicable whenever an employee works past the number of hours prescribed above for the normal workday. The rate provided for by this section is applicable only for work performed after the end of an employee's normal work day with no break between the end of the regular shift and the beginning of the extra work period, notice being given to the affected employee prior to the end of the regular shift. Unless otherwise provided by this Agreement, the rate prescribed in this section shall also be applicable whenever an employee works more hours in a week than the normal workweek.

## Section 7.2

All work performed outside of normal work hours, or outside of the employee's normal shift, which does not occur immediately after an employee's shift without any break, shall be considered to be a call-in as to which the employee shall be paid at the rate of 1-1/2 times normal rate of pay for a minimum of 4 hours. A 30 minute lunch period shall be included as part of the working period.

## Section 7.3

In all cases where overtime or a call-in is required, the selection shall be made from among the employees at a particular building in order of seniority, provided the employee has the ability to perform the work in question. If further help is needed, positions shall be filled from among District employees in order of seniority. In the event all employees refuse the overtime as outlined, above and someone is forced to work overtime, the employee with the least seniority shall be obligated to work.

## Section 7.4

In cases where there is a differential between an employee's regular rate of pay and the rate of pay of the person normally on the job being filled by overtime, call-in, or temporary transfer, the affected employee shall be paid at the higher rate.

## Section 7.5

In cases where a breakdown or other unusual circumstance prevents the completion of the normal work assignment, it is the responsibility of the custodian to notify the building Principal or, if the building principal is unavailable, the Director of Buildings and Grounds or his designee who may authorize overtime work for which the custodian will be reimbursed at one and one-half times his regular rate of pay.

## Section 7.6

Whenever a custodian is performing overtime duty for a period of four or more hours, a thirty minute lunch period shall be included as part of the working period. In an eight-hour shift a lunch period is not a part of the eight hours, except as in the case of the boiler person at the Senior High School.

## Section 7.7

In cases when the building is used by non-school groups, the time for ending the use of the building shall be one-half hour prior to the end of the evening shift, and in cases where admission is charged, or when 20 or more persons are involved in a meeting that is non-school, an extra custodian shall be called back to work a minimum of four hours. The building principal will be consulted in cases when school activities, by their nature, result in the creation of additional custodial workloads that would justify additional custodian work, and in such cases the principal may authorize such work. In all cases where building is used by non-school groups, the business agent of local will be notified prior to the school board approval. At such time, the business agent and administration will determine the amount of overtime needed.

## Section 7.8

All extra services necessary for overtime authorized by the building principal shall be paid at the rate of one and one-half times the regular rate of pay. All extra custodial services, when possible, shall be given to custodians working in that building, otherwise it should be assigned to a member of the bargaining unit.

## Section 7.9

Assignment of overtime, Senior High School - Boiler Room Position.

In cases where it is necessary to fill the job at overtime rates, the following rules will apply:

- Step 1. In cases where overtime is necessary the overtime will be filled by doubling the employee from the preceding shift working the assigned job.
- Step 2. Double the employee from the succeeding shift.
- Step 3. Fill the vacancy with other employees in the building.
- Step 4. Call a substitute custodian.

Vacancies other than overtime:

When a vacancy other than overtime occurs in the Boiler Room, that position will be filled when necessary by using a substitute from the District's substitute custodial list and paying the prevailing rate of pay.

## ARTICLE 8

### Hiring

#### Section 8.1

The employer shall notify the Union within five days of hiring any employee to perform any work in the bargaining unit to include any employee doing any bargaining unit work. The employee's name, address, and job placement when applicable shall be provided.

#### Section 8.2

Opportunity to bid for any position, which becomes vacant or is created, shall be accorded employees under the terms of Article 15 below, before it is filled by a new hire.

#### Section 8.3

After serving their probationary periods, all new employees shall receive all the rights and privileges provided by this Agreement. Exception to rule: may be waived if employee has worked thirty (30) days in previous school year, if agreeable to both parties.

#### Section 8.4

While the method of hire is within the discretion of the employer, once the probationary period is served, seniority for all purposes dates from the date of employment as a custodian.

## ARTICLE 9

### Discipline

#### Section 9.1

No person covered by this Agreement may be summarily suspended or discharged. In all cases, which the Board of Education may conclude that an employee's conduct may justify suspension or discharge for just cause, that employee shall have been advised, in writing, of the reason for the employer's action. In the event of a suspension or discharge, the employee may file a grievance and have it processed in accordance with Article 21, Grievance Procedure.

#### Section 9.2

In the event of any reprimand of record to any employee covered by this Agreement, the employee involved shall be given a copy of the reprimand as well as a copy of any documents which are placed in any file maintained by the employer for personnel or other purposes, and shall be given an opportunity to present a written statement of position to the employer and to have the same placed in the employee's personnel file. Where any reprimand of record is issued to an employee, it will be issued in the presence of a Building

Steward and/or Union Representative(s). There will be a three-year limitation of all disciplinary records, and they shall be removed from the employee's file if no further disciplinary record is recorded.

### Section 9.3

Any employee covered by this Agreement shall, upon request, be permitted to examine his/her personnel file in accordance with the Board of Education Policy.

### Section 9.4

Security cameras shall run continuously in all school buildings. During times of day when school buildings are not occupied by students or the public, the custodians working in each school building shall have the option to disconnect security cameras from the internet connection allowing for continuous feed via the internet. However, security cameras shall continue to records activity in the schools and may be viewed at a later time. Activity captured on film shall not be used to discipline custodians unless such activity is criminal in nature.

## ARTICLE 10

### Vacations

#### Section 10.1

For vacation subsequent to his or her first regular vacation, and on any subsequent plateau reached, an employee shall be credited on June 1 of each calendar year the vacation days he/she would have accrued on his next anniversary date. The employee shall be allowed to take any credited vacation during the vacation period allotted.

1 year	5 days
2 years through 4 years	10 days
5 years through 9 years	15 days
10 years through 14 years	20 days
15 years or more	25 days

#### Section 10.2

If any employee resigns, retires, becomes unable to work because of illness, or is dismissed, that employee shall receive, immediately upon termination of employment, that portion of vacation to which entitled at the time of leaving.

#### Section 10.3

The period, which vacations are to be taken hereunder, is to be between the time school is dismissed for the summer vacation until one week prior to the opening of school. Employees entitled to 15 days vacation may schedule 5 days outside of the vacation period when not replaced. Employees entitled to 25 days vacation may schedule 10 days outside of the vacation period of which 5 days may be taken at any time. Vacation schedules must have prior approval of the administration. Vacations may not be accumulated.

#### Section 10.4

Vacation allowance earned prior to death shall be paid to the employee's estate.

#### Section 10.5

Employees shall be paid vacation pay prior to the vacation upon written request to Accounting, with two weeks notice.

Section 10.6

Holidays falling within vacation periods shall not be charged against vacation allowance.

ARTICLE 11

Holidays

Section 11.1

The holidays to be observed by the members of said bargaining unit are as follows:

July 4th	New Year's Day
Labor Day	Martin Luther King's Birthday
Columbus Day	Lincoln's Birthday
Veteran's Day	Casimir Pulaski's Birthday
Thanksgiving Day	Maundy Thursday (if school is
Friday after Thanksgiving Day	not in session)
Christmas Eve	Good Friday
Christmas Day	Monday after Easter
New Year's Eve	Memorial Day

Section 11.2

The School District reserves the right to award a different day in lieu of the Monday after Easter when such facilitates more reasonable scheduling of school days. When any of the above holidays falls on a Saturday or Sunday, the preceding Friday or the following Monday will be observed as a holiday if school is not in session. If school is in session, the Board will designate another day in lieu of the preceding Friday or the following Monday.

Section 11.3

Employees required to work on holidays above indicated shall receive one and one-half times their regular hourly rate of pay in addition to their holiday pay with a minimum guarantee of not less than four hours' pay at this holiday rate.

ARTICLE 12

Insurance

Section 12.1

Custodians may participate in the POS health plan.

Those Employees electing coverage for the Employee's spouse and/or dependent children shall pay \$100.00 per month toward the cost of such premium in the 2013-2014 school year.

As required by law, which currently is Dependent children will be covered until they reach age 26 Unmarried dependent children under 30 who are a) an Illinois resident, and b) served as active or reserve member of an U.S. Armed Forces, and c) received release or discharge other than dishonorable discharge are covered. These benefits are in accordance with the health plan document prepared by the health claims administrator.

COBRA continued coverage may be available for dependents when no longer qualified for Illinois Public Act 95-0958. Contribution of total single health premium paid by employee.

These benefits are in accordance with the health plan

### Section 12.2

Coordination of benefits will be in effect with any carried group coverage to which the employee or his dependents belong.

### Section 12.3

2013-2014

Health benefits provided for the term of this agreement shall be as described in the schedule of benefits for the MISSVIC health care plan, unless the parties agree otherwise.

### Section 12.4

The following term life insurance coverage will be provided:

- a. Term life insurance in the amount of \$15,000.
- b. At the employee's own expense, the employee may elect to be covered for additional amounts of \$25,000, \$75,000 or \$100,000 in term life insurance. Premiums to be determined by life insurance carrier.

### Section 12.5

Employees who are at least 55 but not yet 65, who have completed eight or more years of full-time employment with this school district, who are eligible for an immediate annuity from the Illinois Municipal Retirement Fund (IMRF), and who give notification to the Board of Education at least 30 days prior to the date said retirement is to be effective, may elect to receive partial payment of their monthly health insurance premium.

The Board agrees to pay a maximum of \$150 toward the monthly premium of single coverage insurance for any retired bargaining unit member.

Employees retiring under this agreement may elect to continue coverage in the District's health plan for eligible dependents that are covered at the time the employee retires.

Coverage for dependents will terminate when they become covered under another health plan or Medicare.

If you participate in the [Illinois Municipal Retirement Fund](#) (IMRF), and you retire or become disabled, you may be able to continue your health insurance coverage under the Municipal Employee's Continuance Privilege law ([215 ILCS 5/367j](#)).

Federal COBRA continuation must be offered as well as the Municipal Continuation. You should review both options; you may choose only one option.

The Board shall check off and collect from all individual union members the equivalent of one half of one per cent the offered three and ½ percent raise as a payroll deduction. Authorization for such deduction is mandatory and may not be revoked by any individual union member during the term of this contract. Proceeds from this deduction are to be directed towards a retiree insurance fund to be used by any retired bargaining unit members. The Board of Education will establish a convenience account to be solely used for the purpose of distributing the proceeds of this payroll deduction for insurance premiums for any retired bargaining unit members.

The Board and the bargaining unit will by joint agreement establish a committee consisting of two union members and two administrators to oversee this fund.

In the event that annual premiums for retirees exceed revenues generated in this fund, the union shall indemnify and hold harmless the Board of Education, its members, officers, agents and employees. Any and all additional cost will be borne by the retirees or the union.

#### Section 12.6

The Board will receive all dividends accruing under all insurance plans.

#### Section 12.7

Should the Board decide to seek proposals from carriers other than the present carrier, the Union will be consulted.

#### Section 12.8

The Board, first by either its presently existing special insurance committee or by a newly appointed special committee, will receive, study and act upon a written definitive proposal which may be submitted by the Union or any other employee bargaining representative for a life and medical insurance program which will cost less money than, but provide the same or better benefits for all presently and future insured employees and former employees in, the district's existing plan.

#### Section 12.9

Immediately upon the ratification of this agreement by both the Union and the Board, the parties agree to establish an Insurance Committee. Said Committee shall be composed of two (2) representatives from the Union, one of which will be the Union President, and two (2) administrative representatives from the District, one of which will be the Superintendent, and one (1) Board member. Two representatives from each of the other unions in the District also may be part of the committee.

Each party may select one (1) representative of their choosing to attend meetings of the Insurance Committee as ex officio members.

The Insurance Committee responsibilities shall include, but not be limited to, the following:

- 1) Determining the bid specifications that go out to potential insurance providers of Granite City CUSD #9;
- 2) Reviewing all returned bids of insurance providers;
- 3) Recommending changes to the current insurance provider and/or coverage's (both expansion of coverage and/or streamlining of coverage);
- 4) Recommending insurance cost saving ideas;
- 5) Recommending selection of insurance coverage and insurance provider.

All Insurance Committee decisions regarding what recommendations to make to the parties respective constituencies shall be done by consensus of the committee.

Any Insurance Committee recommended changes to the insurance coverage and/or provider during the life of this agreement must be ratified/voted upon and approved by both the Union and the Board.

ARTICLE 13

Rates of Pay

Section 13.1

AN APPRENTICE CUSTODIAN shall be a custodian who is employed as such by the Board on or after January 1, 1987.

AN APPRENTICE CUSTODIAN SHALL cease to be such and shall thereafter be a REGULAR CUSTODIAN on the first day of the third (3rd) fiscal year (July 1 - June 30) immediately following the fiscal year in which he was so employed.

The starting rate of pay for an apprentice custodian, hired after September 1, 1993, shall be:

- 1<sup>st</sup> year apprentice, 70% of Step 4
- 2nd year apprentice, 80% of Step 4
- 3rd year apprentice, 90% of Step 4

Beginning the fourth year, an apprentice custodian will become a custodian and receive the full base pay. Custodians that come from the cafeteria will receive 1% longevity if they have 20 full years of service with the District.

Custodians who are hired after January 1<sup>st</sup> shall be treated as permanent substitute employees and paid according to that schedule until July 1<sup>st</sup> of that year, at which time the custodian shall be paid at the regular rate of pay for a custodian. The custodian's hire date from that point forward shall be deemed July 1, without regard to the custodian's actual date of hire.

It is understood that for maintenance services performed by persons for the School District (such as lawn mower repair, motor repair, furniture and equipment repair, etc.) other than duties as defined in Section 6 of Article 6, the two persons assigned this duty shall receive an additional 25 cents per hour pay.

The pay and work involved are subject to review by the Employer and may at the discretion of the Employer be discontinued at any time. Upon discontinuance of the 25 cents premium pay, the duties of the person would then be only those as detailed in Section 6 of Article 6.

Section 13.2

<u>Salary Schedule</u>	2013-2014 Steps Frozen 2% Added to Each Step
------------------------	--

**See Appendix**

Effective July 1, 1990, a 1% longevity step for all employees with a minimum of 20 full years' service with this school district. Service need not be consecutive.

Section 13.3

Retired Local 98 custodians used for substitute work will be at the same rate as the permanent substitutes.

#### Section 13.4

Any employee who is called in for additional work shall work a minimum of four (4) hours at one and one-half (1-1/2) times the regular rate of pay. A thirty (30) minute lunch period shall be included as part of the working period.

#### Section 13.5

If a custodian is required to work a shift other than that to which he/she is regularly assigned, he/she shall be paid the rate of pay of the person whose shift he/she is working provided that rate is greater than his/her own. This does not include vacation schedules except in the case of the lead person at Grigsby, Coolidge, and the Senior High School. These lead person positions shall be filled throughout the year.

#### Section 13.6

If a lead person is recalled to work a shift other than his/her own, he/she shall receive the lead person's rate of pay. If the shift to be worked is classified as an evening shift, he/she shall also receive the premium pay normally paid for evening work.

This applies to outside activities in the school and does not apply to a lead person's other responsibilities as set forth in the contract.

### ARTICLE 14

#### Pay Day

#### Section 14.1

Payday shall be every other Friday. Should it become necessary to deviate from the two-week pay period, weekly pay may be initiated. Any other changes shall require agreement of the parties hereto.

### ARTICLE 15

#### Filling of Vacancies

#### Section 15.1

If a vacancy should occur in the custodial, maintenance or a new position within these categories is created, employees presently employed by the School District who are members of this bargaining unit shall be given the first opportunity to bid for the job that is open. Jobs shall be advertised on bid for a period of five days and the notification of the opening be returned in duplicate, one copy to the Personnel Office, and one copy to the Business Agent of Local 98 or his/her designee. Custodian positions shall be filled in accordance with Article 4, Seniority, and in accordance with bid procedures contained herein without regard to sub-paragraphs (a) through (f) below. Once awarded a position, there shall be no changes of assignment for thirty (30) calendar days from date of job award, except for obtaining a position leading to a promotion, then the regular bidding procedures will follow. When a known vacancy occurs, bids will be posted no later than five days prior to that vacancy. For all others, bids will be posted no later than five days after a vacancy occurs. Selections to fill vacancies in maintenance and store keeping positions shall be on the basis of seniority, provided:

- (a) The applicant's physical condition is adequate to withstand the physical requirements of the job.
- (b) The applicant has demonstrated ability to get along well with other people.
- (c) The applicant expresses willingness to work in the environment required of the job, that is: high places, confined area, varying times during the day, variable weather conditions, etc.,

- (d) When required for assistant maintenance positions, the applicant has or is willing to obtain a stationary engineer's license; and,
- (e) For the maintenance jobs, the applicant passes a mutually agreed upon test that will indicate his/her having sufficient mechanical aptitude for the job; or

#### Section 15.2

Employees requesting bid application notices during vacation periods or other periods when the employee is not scheduled to work must notify the employer and list the address so the bid can be mailed. If no request is on file, the bid will not be mailed.

#### Section 15.3

The School District shall, annually, conduct tests for the purpose of establishing eligibility registers for employees interested in the maintenance job. All employees passing the tests will be listed by seniority on the eligibility registers and selection will be made by seniority on the basis of bids received in response to vacancies announced. Tests will be graded only on a pass-fail basis. There shall be no reference to test scores.

#### Section 15.4

Personnel selected to fill these vacancies shall serve a probationary period of thirty days for the purpose of supervision and evaluation. This probationary period would include any service by the employee on a temporary basis in compliance with the provisions of Article 4. During this probationary period, the employee may, for demonstrated inability to perform on the job, be returned to the previous job without further recourse or loss in seniority, provided that such may not be done for the purpose of evading this Agreement or discriminating against Union members.

#### Section 15.5

When a vacancy occurs in an approved established permanent job, it shall be filled on a permanent basis within fifteen working days or at the next regular meeting of the Board of Education.

#### Section 15.6

In all cases where a temporary vacancy in the lead person position occurs, it will be filled from employees at a particular building in order of seniority unless other arrangements to fill the vacancy may occur. In the event all employees refuse the assignment as outlined above, the junior employee in the building shall be obligated to work the lead person position,

#### Section 15.7

Vacancies of ten (10) days or more in the maintenance position shall be filled from the maintenance eligibility list. This does not include the vacation period.

### ARTICLE 16

#### Jury Duty

In the event that an employee receives a notice for jury duty, and reports for such duty, he/she shall be paid by the Employer the difference between his/her normal wages and the amount received for jury duty. The

employee shall submit to the employer's business Office written evidence of payment for jury duty as soon as practicable after receipt thereof.

## ARTICLE 17

### Sick Leave

#### Section 17.1

Each Custodian shall receive 12 days of sick leave, which may be accumulated to a total of 240 days. Each employee who accumulates 50 sick leave days shall receive a one-time additional grant of 25 sick leave days.

#### Section 17.2

Sick leave shall be interpreted according to the school laws of the State of Illinois contained in the Illinois Revised Statutes and in accordance with the terms of this Agreement.

## ARTICLE 18

### Emergency Leave

#### Section 18.1

In general, emergency leave may be defined as something over which a person has no control and the person's presence is required. This does not include illness in the immediate family.

#### Section 18.2

Emergency leave for death in the "immediate family". This is defined as deaths of parents, persons in lieu of parents, wife or husband, children, brothers and sisters, brother or sister-in-law, daughter or son-in-law, grandchildren, grandparents, or parents of spouse. Up to five (5) days are allowed for each death and are not counted against emergency leave.

#### Section 18.3

Emergency leave for urgent personal business. This includes court summons, attendance at funerals other than immediate family. The total amount of emergency leave under this category in any one year is four (4) days.

Emergency leaves under Article 18.3 should be recommended in advance by the building Principal with final approval in advance by the Superintendent or his designated official. Emergency leave requests must be prepared in duplicate and both copies forwarded to the Superintendent or his designated official.

#### Section 18.4

Employees shall be entitled to two (2) additional days emergency leave per year for which no reason shall be given. The Principal must be notified by noon the preceding day before this leave can be invoked. (Form to be provided)

This leave cannot be used for any form of withholding services by an employee or employees due to misunderstandings or impasses.

This leave definitely shall not be used for personal pleasure.

In the event that this leave is not used, the unused day(s) will be added to the following year's sick leave.

## ARTICLE 19

### Leaves of Absence

#### Section 19.1

Employees may request a leave of absence, under conditions prescribed by the Board of Education. Request for leaves of absence must be made to the Superintendent of Schools or his designee, at least 30 days prior to the effective date for Board action. Leaves of absence may be granted for the following reasons:

1. Personal illness
2. Illness in the immediate family (spouse or child)
3. Temporary disability

#### Section 19.2

- (a) There shall be no pay allowance for the leave of absence.
- (b) The duration of leave may not exceed one year, unless approved by the Board of Education
- (c) An employee taking leave of absence will continue to accumulate seniority for all purposes, except rates of pay increments, for a period not to exceed two years.
- (d) An employee on a leave of absence must complete 75% of his/her scheduled work year to qualify for a pay increment.
- (e) It is expressly agreed and understood that any employee on an approved leave of absence is and remains an employee, even though he/she may be in non-pay status.

## ARTICLE 20

### Unused Earned Absences

#### Section 20.1

Employees who have been employed by the Board for at least two (2) years but less than eight (8) years and die during service to the district shall receive compensation for unused, earned absences in an amount calculated in accordance with this Article.

#### Section 20.2

Employees who are eligible to receive payment under this Article shall receive such payment in one lump sum one week after the conclusion of the first calendar month following the month in which the employee died, such that the payment will not constitute IMRF earnings. Payments shall be calculated at the per diem rate at the time of the employee's death. The per diem rate is calculated based on the employee's average daily rate. No one shall receive more than \$10,000 as total compensation for unused earned absences.

#### Section 20.3

Any and all monies due under the provisions of this Article shall be paid to the estate of the deceased or as otherwise required by law.

#### Section 20.4

Employees who receive the retirement incentive pursuant to Article 21 are not eligible to receive a buyout of unused earned absences under this Article.

## Article 21 Retirement Incentive

### Section 21.1

Any employee who has been employed by District #9 for ten (10) or more years and who will qualify to retire and receive an annuity under the provisions of the IMRF will be eligible for a retirement incentive payment in accordance with this Article.

In order to be eligible to receive the retirement incentive payment specified by this Article, employees must submit a written, irrevocable notice of intent to resign from the District up to five (5) years immediately prior to resignation.

### Section 21.2

An eligible employee shall receive a retirement incentive payment equal to \$1,000 for each year of service in the District, up to a maximum of \$15,000 payable in equal installments with regular payroll over the employee's final years of employment (up to five (5) years) provided that such payment will not cause the employee's IMRF earnings for any twelve-month period to exceed six percent (6%) over the prior twelve-month period IMRF earnings (inclusive of all other compensation, including but not limited to any attendance bonus, longevity, stipends, and extra duties). Any portion of the retirement incentive payment in excess of 6% will be paid following the employee's resignation from the District in one lump sum one week after the conclusion of the first calendar month following the month in which the employee's employment with the District terminated.

Example: Employee has worked for District for 11 years at the end of the 2012/2013 school year. On June 1, 2013, he gives notice to retire effective June 30, 2017. Beginning with the paycheck received July 1, 2013, his pay is increased for the 2013/2014 school year by an amount equal to \$11,000/4 years of paychecks capped at 6% creditable earnings increase over the prior 12 months creditable earnings. If he remains employed, starting with the 2014/2015 school year, the retirement incentive payment will be recalculated to include the additional \$1,000 for the completion of each subsequent school year and paid out over paychecks to the extent it will not cause the creditable earnings for any 12 months to exceed the immediately prior 12 month creditable earnings by more than 6%. Any incentive payment not paid out over the paychecks by the time of retirement June 30, 2017, will be paid in one lump sum after the first in August, 2017.

## ARTICLE 22

### Grievance Procedure

#### Section 22.1

The Union and the Employer agree that there shall be no tie-up or interruption of work, or work stoppages within the compliance of this contract without first using all possible means of settlement, as provided for in this Agreement, of any controversy (as defined below) that may arise. The Union and the Employer further agree that:

- (a) Every effort will be made to solve all controversies at the lowest possible level and as expeditiously as is feasible.

- (b) There shall be no discrimination against any employee for having filed a grievance.
- (c) There shall be no solicitation of grievances from employees.
- (d) The failure to file a grievance as provided will relieve the Employer of all financial obligations and shall not be binding on such Employer.
- (e) An employee and the shop steward may present a complaint or grievance in the event of a controversy between that employee and the School District in accordance with the procedures specified in 2 below, provided the first step (2a below) is initiated within thirty working days of the incident resulting in the controversy.
- (f) The Union Business Agent may present a complaint or grievance in the event of a controversy between two or more Union members and the School District in accordance with the procedures specified in 2 below, provided the first step (2a below) is initiated within thirty working days of the incident resulting in the controversy.

### Section 22.2

Should differences arise between the Employer and the employees as to the meaning and application of the provisions of this Agreement or others related to employee working conditions not covered by this Agreement, an earnest effort will be made to settle same in the following manner:

- (a) First Step. The employee and the shop steward (1e above) or the Business Agent (1f above) shall discuss the controversy with the supervisor or administrator responsible for the incident resulting in the controversy. The responsible supervisor or administrator shall investigate the incident fully and provide the person(s) with whom this issue was discussed a response within five working days of the time the matter was brought to his attention. In the event the matter remains unsettled at this point, the Union may proceed to the second step as provided below.
- (b) Second Step. The Union shall reduce the grievance to writing to include the signature of the aggrieved employee or the Union representative and present the grievance to the next higher level of administration for consideration. Unless otherwise mutually agreed to, the responsible administrator shall, within two working days arrange for a meeting with the Union representative for the purpose of gaining mutual understanding of the grievance. This administrator shall, within five working days investigate the grievance and provide the Union representative a written response to the grievance. In the event the matter remains unsettled at this point, the Union may proceed to the third step as provided below.
- (c) Third Step. If the dispute is not disposed of, then within the next fifteen (15) school days, the President of the Union (or his designee) and the Superintendent of Schools (or his designee) shall meet and attempt to resolve or dispose of the dispute. The Superintendent shall answer in writing within fifteen (15) school days of the meeting unless the time is extended by mutual agreement.
- (d) Fourth Step. Unresolved third-step disputes shall be presented at a hearing before the board of education prior to arbitration in cases of termination only. If this fails to satisfy settlement in writing, the matter may be advanced to 21.3 arbitration within five (5) working days following the next regularly scheduled Union meeting. (Meetings are scheduled on the second Saturday of each month)

### Section 22.3

In the event the grievance cannot be settled using the procedures specified in 21.2 above, either party may request the matter be submitted to arbitration using the following procedures:

- (a) Within ten (10) days after the receipt of a request that the matter be submitted to arbitration, the Union and the School District shall select an arbitrator. In the event the Union and the School District cannot agree on the arbitrator to be selected, a joint request signed by both the Union Business Agent and the Superintendent of Schools (or his designee) shall be submitted to the American Arbitration Association, or to a State agency providing for arbitrators that is mutually acceptable to both parties, requesting a panel of not more than five or less than three qualified arbitrators be furnished from which the Union and the School District shall select the arbitrator.
- (b) The arbitrator shall begin his investigation as early as possible and by a date mutually agreeable to all parties. The decision of the arbitrator shall be final and binding on both parties unless contrary to the laws of the State of Illinois. The arbitrator shall not have the power to add to, subtract from, or modify any of the terms of this Agreement. The Union and the School District shall equally bear the expense and salary of the arbitrator.

### ARTICLE 23

#### Compliance With Law

Any provision of this Agreement, which may be declared illegal, shall be of no force or effect, but all other provisions shall remain in full force and effect.

### ARTICLE 24

#### Social Security

The present practice of covering employees under the Social Security System and I.M.R.F. shall not be altered during the term of this Agreement.

### ARTICLE 25

#### No Strike - No Lock-Out

During the term of this Agreement, and any extensions or renewals hereof, there shall not be any lock-out, strike, cessation of work, slow-down, picketing, or any other action by either party or by the members of the Union which may adversely affect the other, it being the intent and purpose of the parties hereto that this Agreement will promote and improve relations among the Board, such of its employees who are covered hereby and the Union and result in benefits to all of them. Informational picketing which does not interfere with the operations of the Board is not prohibited hereunder.

### ARTICLE 26

#### Professional Improvement

Personnel receiving a grade of "B" or equivalent in an educational degree program or a "B" or equivalent in a course related to their current job description and duties, shall be reimbursed 75% of their tuition and regular fees.

All courses must have pre-approval of the Superintendent. In no instance shall this reimbursement exceed 75% of tuition and fees charged by S.I.U.E. for the same number of semester or equivalent quarter hours.

No payment will be made for any courses taken for which the individual is receiving financial aid, such as scholarships or federal grants.

Requests for compensation of a completed course shall be made within twelve weeks after the closing date of a quarter or semester.

Term of Agreement

Section 27.1

This Agreement, except as otherwise specifically set forth in this Contract is effective as of July 1, 2013, and shall be in full force and effect until June 30, 2014 and shall continue in full force and effect from year to year thereafter, unless written notice of desire to cancel or terminate the agreement is served by either party upon the other on or before February 1st of the year of expiration.

Section 27.2

It is further provided that if no such cancellation or termination notice is served, and the parties desire to continue said agreement but also desire to negotiate changes or revisions in this Agreement, either party may serve upon the other a notice, prior to February 1st of any subsequent contract year, advising that such party desires to continue this Agreement but also desires to revise or change the terms or conditions of such agreement. Any said notice shall be by registered mail.

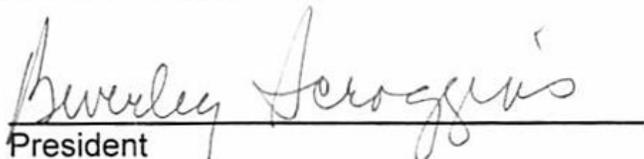
Section 27.3

In the process of bargaining in good faith for a new contract, or a contract containing desired modification, the parties recognize that it may be necessary to continue their negotiations after the date upon which this Agreement by its terms terminates. Therefore, in order to provide for their duties and obligations for the period of time between the termination date of this contract and the date upon which they conclude a new contract, or one containing the desired modifications, it is understood and agreed as follows:

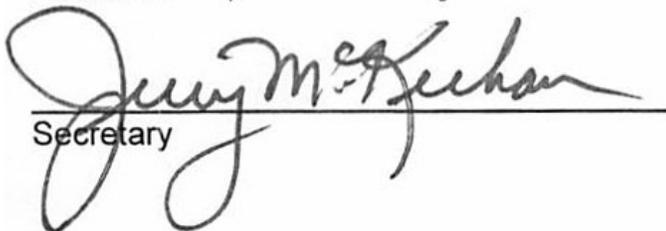
1. The parties shall continue to bargain and negotiate in good faith in an effort to reach a complete agreement and understanding covering the terms and provisions of a new contract to take the place of this one or a contract containing the desired modifications, and such negotiations shall continue until either a complete agreement and understanding is reached or until either or both parties conclude that it is not probable that further negotiations will result in an agreement.
2. All of the terms and provisions of this contract shall be continued in full force and effect and extended from the termination date hereof to such time as the parties either enter into a new agreement, or agreement containing the desired modifications or terminate further negotiations in the manner above mentioned.
3. Should the parties reach an agreement upon the terms and provisions of a new contract, or a contract containing the desired modifications, at a time subsequent to the termination date of this contract, then, in such event, all of the terms and provisions of the new contract, or in the contract containing the desired modifications shall be made retroactive to the termination date of this contract.

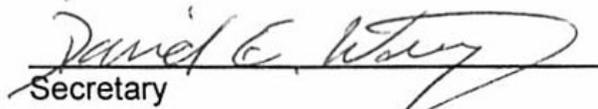
BOARD OF EDUCATION

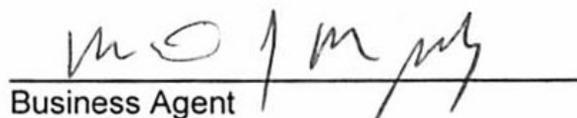
SERVICE EMPLOYEES INTERNATIONAL

  
\_\_\_\_\_  
President

  
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President

  
\_\_\_\_\_  
Secretary

  
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Secretary

  
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Business Agent

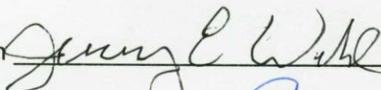
Granite City C.U.S.D. #9 and Local 98 of the Service Employees International Union wish to enter into an agreement on Section 12.5 of the contract.

Section 12.5 states, "Employees who are at least 55 but not yet 65, who have completed eight or more years of full-time employment with this school district, who are eligible for an immediate annuity from the Illinois Municipal Retirement Fund (IMRF), and who give notification to the Board of Education at least 30 days prior to the date said retirement is to be effective, may elect to receive partial payment of their monthly health insurance premium.

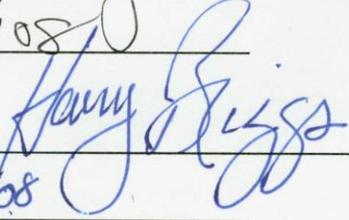
The Board agrees to pay a maximum of \$150 toward the monthly premium of single coverage insurance for any retired bargaining unit member."

If an employee meeting the qualifications for this benefit retires and does not need the \$150 to put towards the monthly premium of single coverage insurance (Ex. They get on their spouse's insurance plan who is an employee of the district), the district is not obligated to pay them the maximum of \$150. If at a later date, the employee obtains single coverage, the district will pay a maximum of \$150 toward the monthly premium of single coverage insurance.

The parties agree that this action constitutes no "past practice" regarding contract interpretation and/or implementation.

For the Union , Mr. Jerry Webb, President

Date 4/2/08

For the Board , Harry Briggs PhD, Superintendent

Date 4/2/08

	Custodian		Custodian Night		Cust Lead - Elem		Cust Lead - M S		Cust Lead - H S		Boiler	Maintenance		Refrigeration		
	2013-14	<b>2013-14</b>	2013-14	<b>2013-14</b>	2013-14	<b>2013-14</b>	2013-14	<b>2013-14</b>	2013-14	<b>2013-14</b>	2013-14	2013-14	<b>2013-14</b>	2013-14	<b>2013-14</b>	
STEP 1	\$15.81	<b>\$16.13</b>	\$15.97	<b>\$16.29</b>	\$16.29	<b>\$16.62</b>	\$16.36	<b>\$16.69</b>	\$16.70	<b>\$17.03</b>	\$24.72	<b>\$25.21</b>	\$25.65	<b>\$26.16</b>	\$25.97	<b>\$26.49</b>
STEP 2	\$18.07	<b>\$18.43</b>	\$18.25	<b>\$18.62</b>	\$18.61	<b>\$18.98</b>	\$18.70	<b>\$19.07</b>	\$19.09	<b>\$19.47</b>	\$24.83	<b>\$25.33</b>	\$25.82	<b>\$26.34</b>	\$26.07	<b>\$26.59</b>
STEP 3	\$20.32	<b>\$20.73</b>	\$20.53	<b>\$20.94</b>	\$20.95	<b>\$21.37</b>	\$21.04	<b>\$21.46</b>	\$21.47	<b>\$21.90</b>	\$24.91	<b>\$25.41</b>	\$25.91	<b>\$26.43</b>	\$26.15	<b>\$26.67</b>
STEP 4	\$22.58	<b>\$23.03</b>	\$22.82	<b>\$23.28</b>	\$23.27	<b>\$23.74</b>	\$23.37	<b>\$23.84</b>	\$23.86	<b>\$24.34</b>	\$25.28	<b>\$25.79</b>	\$26.28	<b>\$26.81</b>	\$26.51	<b>\$27.04</b>
STEP 5	\$22.84	<b>\$23.30</b>	\$23.08	<b>\$23.54</b>	\$23.52	<b>\$23.99</b>	\$23.62	<b>\$24.09</b>	\$24.14	<b>\$24.62</b>	\$25.56	<b>\$26.07</b>	\$26.56	<b>\$27.09</b>	\$26.82	<b>\$27.36</b>
STEP 6	\$22.87	<b>\$23.33</b>	\$23.11	<b>\$23.57</b>	\$23.55	<b>\$24.02</b>	\$23.65	<b>\$24.12</b>	\$24.17	<b>\$24.65</b>	\$25.59	<b>\$26.10</b>	\$25.58	<b>\$26.09</b>	\$26.85	<b>\$27.39</b>
STEP 7	\$22.90	<b>\$23.36</b>	\$23.14	<b>\$23.60</b>	\$23.58	<b>\$24.05</b>	\$23.69	<b>\$24.16</b>	\$24.21	<b>\$24.69</b>	\$25.61	<b>\$26.12</b>	\$26.60	<b>\$27.13</b>	\$26.88	<b>\$27.42</b>
STEP 8	\$22.93	<b>\$23.39</b>	\$23.20	<b>\$23.66</b>	\$23.62	<b>\$24.09</b>	\$23.74	<b>\$24.21</b>	\$24.24	<b>\$24.72</b>	\$25.63	<b>\$26.14</b>	\$26.65	<b>\$27.18</b>	\$26.92	<b>\$27.46</b>
STEP 9	\$22.97	<b>\$23.43</b>	\$23.23	<b>\$23.69</b>	\$23.65	<b>\$24.12</b>	\$23.78	<b>\$24.26</b>	\$24.27	<b>\$24.76</b>	\$25.66	<b>\$26.17</b>	\$26.68	<b>\$27.21</b>	\$26.95	<b>\$27.49</b>
STEP 10	\$23.01	<b>\$23.47</b>	\$23.27	<b>\$23.74</b>	\$23.70	<b>\$24.17</b>	\$23.82	<b>\$24.30</b>	\$24.31	<b>\$24.80</b>	\$25.69	<b>\$26.20</b>	\$26.71	<b>\$27.24</b>	\$26.99	<b>\$27.53</b>
STEP 11	\$23.05	<b>\$23.51</b>	\$23.30	<b>\$23.77</b>	\$23.74	<b>\$24.21</b>	\$23.85	<b>\$24.33</b>	\$24.34	<b>\$24.83</b>	\$25.72	<b>\$26.23</b>	\$26.73	<b>\$27.26</b>	\$27.02	<b>\$27.56</b>
STEP 12	\$23.08	<b>\$23.54</b>	\$23.33	<b>\$23.80</b>	\$23.78	<b>\$24.26</b>	\$23.88	<b>\$24.36</b>	\$24.36	<b>\$24.85</b>	\$25.76	<b>\$26.28</b>	\$26.74	<b>\$27.27</b>	\$27.06	<b>\$27.60</b>
STEP 13	\$23.11	<b>\$23.57</b>	\$23.36	<b>\$23.83</b>	\$23.81	<b>\$24.29</b>	\$23.91	<b>\$24.39</b>	\$24.39	<b>\$24.88</b>	\$25.80	<b>\$26.32</b>	\$26.78	<b>\$27.32</b>	\$27.09	<b>\$27.63</b>
STEP 14	\$23.14	<b>\$23.60</b>	\$23.39	<b>\$23.86</b>	\$23.84	<b>\$24.32</b>	\$23.94	<b>\$24.42</b>	\$24.42	<b>\$24.91</b>	\$25.83	<b>\$26.35</b>	\$26.81	<b>\$27.35</b>	\$27.13	<b>\$27.67</b>
STEP 15	\$23.18	<b>\$23.64</b>	\$23.43	<b>\$23.90</b>	\$23.87	<b>\$24.35</b>	\$23.98	<b>\$24.46</b>	\$24.45	<b>\$24.94</b>	\$25.86	<b>\$26.38</b>	\$26.83	<b>\$27.37</b>	\$27.16	<b>\$27.70</b>
STEP 16	\$23.21	<b>\$23.67</b>	\$23.46	<b>\$23.93</b>	\$23.90	<b>\$24.38</b>	\$24.01	<b>\$24.49</b>	\$24.48	<b>\$24.97</b>	\$25.91	<b>\$26.43</b>	\$26.87	<b>\$27.41</b>	\$27.23	<b>\$27.77</b>
STEP 17	\$23.24	<b>\$23.70</b>	\$23.49	<b>\$23.96</b>	\$23.93	<b>\$24.41</b>	\$24.04	<b>\$24.52</b>	\$24.51	<b>\$25.00</b>	\$25.94	<b>\$26.46</b>	\$26.90	<b>\$27.44</b>	\$27.23	<b>\$27.77</b>
STEP 18	\$23.27	<b>\$23.74</b>	\$23.53	<b>\$24.00</b>	\$23.98	<b>\$24.46</b>	\$24.08	<b>\$24.56</b>	\$24.55	<b>\$25.04</b>	\$25.96	<b>\$26.48</b>	\$26.94	<b>\$27.48</b>	\$27.26	<b>\$27.81</b>
STEP 19	\$23.67	<b>\$24.14</b>	\$23.94	<b>\$24.42</b>	\$24.39	<b>\$24.88</b>	\$24.51	<b>\$25.00</b>	\$24.98	<b>\$25.48</b>	\$26.39	<b>\$26.92</b>	\$27.38	<b>\$27.93</b>	\$27.71	<b>\$28.26</b>
STEP 20	\$23.70	<b>\$24.17</b>	\$23.97	<b>\$24.45</b>	\$24.42	<b>\$24.91</b>	\$24.54	<b>\$25.03</b>	\$25.01	<b>\$25.51</b>	\$26.40	<b>\$26.93</b>	\$27.39	<b>\$27.94</b>	\$27.72	<b>\$28.27</b>
STEP 21	\$23.91	<b>\$24.39</b>	\$23.97	<b>\$24.45</b>	\$24.64	<b>\$25.13</b>	\$24.74	<b>\$25.23</b>	\$25.23	<b>\$25.73</b>	\$26.61	<b>\$27.14</b>	\$28.02	<b>\$28.58</b>	\$28.10	<b>\$28.66</b>
STEP 22	\$23.91	<b>\$24.39</b>	\$23.97	<b>\$24.45</b>	\$24.64	<b>\$25.13</b>	\$24.74	<b>\$25.23</b>	\$25.23	<b>\$25.73</b>	\$26.61	<b>\$27.14</b>	\$28.02	<b>\$28.58</b>	\$28.10	<b>\$28.66</b>
STEP 23	\$23.91	<b>\$24.39</b>	\$23.97	<b>\$24.45</b>	\$24.64	<b>\$25.13</b>	\$24.74	<b>\$25.23</b>	\$25.23	<b>\$25.73</b>	\$26.61	<b>\$27.14</b>	\$28.02	<b>\$28.58</b>	\$28.10	<b>\$28.66</b>
STEP 24	\$23.91	<b>\$24.39</b>	\$23.97	<b>\$24.45</b>	\$24.64	<b>\$25.13</b>	\$24.74	<b>\$25.23</b>	\$25.23	<b>\$25.73</b>	\$26.61	<b>\$27.14</b>	\$28.02	<b>\$28.58</b>	\$28.10	<b>\$28.66</b>
STEP 25	\$23.91	<b>\$24.39</b>	\$23.97	<b>\$24.45</b>	\$24.64	<b>\$25.13</b>	\$24.74	<b>\$25.23</b>	\$25.23	<b>\$25.73</b>	\$26.61	<b>\$27.14</b>	\$28.02	<b>\$28.58</b>	\$28.10	<b>\$28.66</b>
STEP 26	\$23.91	<b>\$24.39</b>	\$23.97	<b>\$24.45</b>	\$24.64	<b>\$25.13</b>	\$24.74	<b>\$25.23</b>	\$25.23	<b>\$25.73</b>	\$26.61	<b>\$27.14</b>	\$28.02	<b>\$28.58</b>	\$28.10	<b>\$28.66</b>
STEP 27	\$23.91	<b>\$24.39</b>	\$23.97	<b>\$24.45</b>	\$24.64	<b>\$25.13</b>	\$24.74	<b>\$25.23</b>	\$25.23	<b>\$25.73</b>	\$26.61	<b>\$27.14</b>	\$28.02	<b>\$28.58</b>	\$28.10	<b>\$28.66</b>
STEP 28	\$23.91	<b>\$24.39</b>	\$23.97	<b>\$24.45</b>	\$24.64	<b>\$25.13</b>	\$24.74	<b>\$25.23</b>	\$25.23	<b>\$25.73</b>	\$26.61	<b>\$27.14</b>	\$28.02	<b>\$28.58</b>	\$28.10	<b>\$28.66</b>
STEP 29	\$23.91	<b>\$24.39</b>	\$23.97	<b>\$24.45</b>	\$24.64	<b>\$25.13</b>	\$24.74	<b>\$25.23</b>	\$25.23	<b>\$25.73</b>	\$26.61	<b>\$27.14</b>	\$28.02	<b>\$28.58</b>	\$28.10	<b>\$28.66</b>
STEP 30	\$23.91	<b>\$24.39</b>	\$23.97	<b>\$24.45</b>	\$24.64	<b>\$25.13</b>	\$24.74	<b>\$25.23</b>	\$25.23	<b>\$25.73</b>	\$26.61	<b>\$27.14</b>	\$28.02	<b>\$28.58</b>	\$28.10	<b>\$28.66</b>