

**Memorandum of Understanding  
To Resolve the Grievance Dated 10/5/2018  
Regarding Provisions of the Contract Regarding Extra Duties**

After a series of meetings between representatives of the Board of Education for Prairie Central Community School District #8 (Board or Employer) and representatives of the Prairie Central Education Association (PCEA or Union) and in consultation with counsel, the parties have agreed to resolve the grievance dated 10/5/2018 by enacting the following agreements:

- Upon agreement, the following positions shall not be filled for the current academic and contract year and there will be no expectation from the district for these duties to be performed by others:
  - 7<sup>th</sup> Grade Baseball
  - 7<sup>th</sup> Grade Softball
  - Freshman Boys Basketball
  - Freshman Girls Basketball
  - Freshman Girls Volleyball
  - Drumline
- In addition, the Board and Union agree to the following:
  - The duties performed by the “3<sup>rd</sup>” FFA Activity Sponsor, listed in the contract as receiving a 2.00% stipend, shall instead be compensated at their regular rate for work performed outside of the normal work day and year to clean up and maintain the Agriculture building. This extended contract will be continued as is until notice is given to the employee in accordance with other provisions of this agreement or the Collectively Bargained Agreement. If a new employee is hired for this position, the parties may revisit this portion of the agreement.
  - The stipend listed in Appendix B for the position of “Web Page Coordinator” shall not be paid and the duties for this positions shall be performed during the regular workday of current employees. There will be no expectation for employees to perform these duties outside of their normal workday.
  - The stipend listed in Appendix B for the position of “Accompanist” shall not be paid the 5% stipend as that position was intended for a single person who attended practices and performances of the school musical. Accompanists who are hired by the district, shall be paid at the rate of \$30 for each rehearsal and \$50 for each performance. Any performance which requires an Accompanist to perform duties

for more than 4 hours shall be paid \$100. This fee will be included in the "PC Rates, Fees and Costs" document that is produced annually.

- The stipend listed in Appendix B for the position of "Junior High Athletic Director" shall not be paid the 8% stipend as that stipend was intended to compensate for time spent outside of the normal workday on these duties. Instead, the employee given this position shall receive at least one additional preparation period during their normal workday which is equal in length to a normal preparation or class period. The district may, in the future, and in consultation with the Union and the affected employee, increase the amount of release time given, if the duties of this position increase. At no time shall the Junior High Athletic Director be asked to perform these duties outside of the normal workday. Building or District Administration shall be responsible for all issues that may arise outside of the normal workday, including during the summer.
- Furthermore, the Union and Board agree that the Board shall annually make clear its intent on which stipends it will be offering in the following academic year. This notice will be made no later than the May meeting of the Board of Education. The decision of the Board shall be published both in the minutes and in the "Review of Board Meeting" notes sent to all staff after Board Meetings. If these notes are not regularly sent, then notice of this decision shall be sent via email to all staff. In either case, the Superintendent shall endeavor to send this notice within forty-eight (48) hours of the Board meeting in which the decision takes place.
- If a stipend for freshmen volleyball, freshmen girls or boys basketball, JH softball or baseball, and/or freshmen football is NOT offered, a coach may elect to add additional "JV" or "A/B" games at his or her discretion. This will not be included in the contract, but will be noted in the coach's handbooks and discussed with coaches at the beginning of each season. There will be no expectation on the part of the district to add more games and there shall be no expectation of additional compensation if a coach elects to do so.
- If the Board agrees to pay a stipend for a sport in question for the following year, it reserves the right to revoke the stipend if there are not enough athletes participating in that level/sport up until the official IHSA start date of each sport.
  - For freshmen volleyball, freshmen boys basketball, and freshmen girls basketball: There must be a minimum of 12 freshman participants or a total of 30 freshman and sophomore participants to warrant a third level ("freshmen" team).
  - For Junior High baseball or softball: There must be a minimum of 30 total participants to warrant a second level ("7th grade" team).
  - For freshmen football, there must be a total of 90 participants in the program, including at least 20 freshmen.

- Finally, the Board agrees that it must pay the agreed upon amounts in Appendix B of the contract and cannot create new position or determine the pay for any proposed positions, without consulting the PCEA.

These terms are agreed upon on this Date: 4/3/19

**Prairie Central Education Association**

**Board of Education Prairie  
Central CUSD #8**

Nicole Joiner  
President

Mark Blagel  
President

Kathryn Rickett  
Secretary

Ann Steubing  
Secretary