

Personnel

Educational Support Personnel - Sick Days, Vacation, Holidays, and Leaves

Sick Days

Please refer to the following collective bargaining agreements:

"Contractual agreement between the Board of Education of Valley View Community Unit School District 365U and the Valley View Council of Local 604 American Federation of Teachers, AFL-CIO";

"Agreement between the Board of Education of the Valley View School District 365U and Local 3057 Region 2 Council 31, American Federation of State, County and Municipal Employees, AFL-CIO";

"Agreement between Valley View Office Personnel Council Aft-Local 604, IFT/AFT, AFL-CIO and the Board of Education of School District #365U";

"Valley View Community Unit School District 365U Policies and Procedures regarding Food Services Personnel."

For employees not covered by these agreements:

Full or part-time educational support personnel who work at least 600 hours per year receive 10 paid sick leave days per year. Part-time employees will receive sick day pay equivalent to their regular work day. Unused sick leave shall accumulate to a maximum of 180 days, including the leave of the current year.

Sick leave is defined in State law as personal illness, quarantine at home, serious illness or death in the immediate family or household, or birth, adoption, or placement for adoption. The Superintendent and/or a designee shall monitor the use of employee's sick leave.

The School Board may require a physician's certificate from a physician licensed in Illinois to practice medicine and surgery in all its branches, an advanced practice nurse who has a written collaborative agreement with a collaborating physician that authorizes the advanced practice nurse to perform health examinations, a physician assistant who has been delegated the authority to perform health examinations by his or her supervising physician, or if the treatment is by prayer or spiritual means, that of a spiritual adviser or practitioner of such person's faith, as a condition for paying sick leave after 3 days absence for personal illness, or as it deems necessary in other cases. If the Board requires a certificate during a leave of less than 3 days, it shall pay the expenses incurred by the employee.

Vacation Without Pay

Please refer to the "Valley View Community Unit School District 365U Policies and Procedures regarding Food Services Personnel."

Vacation

Please refer to the "Contractual agreement between the Board of Education of Valley View Community Unit School District 365U and the Valley View Council of Local 604 American Federation of Teachers, AFL-CIO."

Holidays

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"Contractual agreement between the Board of Education of Valley View Community Unit School District 365U and the Valley View Council of Local 604 American Federation of Teachers, AFL-CIO";

"Agreement between Valley View Office Personnel Council Aft-Local 604, IFT/AFT, AFL-CIO and the Board of Education of School District #365U."

For employees not covered by these agreements:

Unless the District receives a waiver or modification of The School Code pursuant to Section 2-3.25g, allowing it to schedule school on a holiday listed below, District employees will not be required to work on the holidays listed below. Pay is based on fringe benefit packages.

*New Year's Day**Martin Luther King Jr.'s Birthday**Abraham Lincoln's Birthday**Casimir Pulaski's Birthday**Memorial Day**Independence Day**Labor Day**Columbus Day**Veteran's Day**Thanksgiving Day**Christmas Day*

The District may require educational support personnel to work on a school holiday during an emergency or for the continued operation and maintenance of facilities or property.

Personal Leave**Please refer to the following collective bargaining agreements:**

"Contractual agreement between the Board of Education of Valley View Community Unit School District 365U and the Valley View Council of Local 604 American Federation of Teachers, AFL-CIO";

"Agreement between the Board of Education of the Valley View School District 365U and Local 3057 Region 2 Council 31, American Federation of State, County and Municipal Employees, AFL-CIO";

"Agreement between Valley View Office Personnel Council Aft-Local 604, IFT/AFT, AFL-CIO and the Board of Education of School District #365U."

Leave For Service in the Military

Please refer to the "Contractual agreement between the Board of Education of Valley View Community Unit School District 365U and the Valley View Council of Local 604 American Federation of Teachers, AFL-CIO."

For those employees not covered by this agreement:

Educational support personnel may receive the same military leave that is provided to teachers.

Leave For Service in the General Assembly

Please refer to the "Contractual agreement between the Board of Education of Valley View Community Unit School District 365U and the Valley View Council of Local 604 American Federation of Teachers, AFL-CIO".

For those employees not covered by this agreement:

Educational support personnel may receive the same General Assembly leave that is provided to teachers.

Bereavement Leave

Educational support personnel may receive the same bereavement leave that is provided to teachers.

School Visitation Leave

An eligible employee is entitled to a school visitation leave on the same terms and conditions granted professional staff.

Victims of Domestic or Sexual Violence Leave

An eligible employee is entitled to a domestic or sexual violence leave on the same terms and conditions granted professional staff.

Maternity

Please refer to the "Agreement between Valley View Office Personnel Council Aft-Local 604, IFT/AFT, AFL-CIO and the Board of Education of School District #365U."

Leave of Absence Without Pay

Please refer to the following collective bargaining agreements:

"Agreement between the Board of Education of the Valley View School District 365U and Local 3057 Region 2 Council 31, American Federation of State, County and Municipal Employees, AFL-CIO";

"Agreement between Valley View Office Personnel Council Aft-Local 604, IFT/AFT, AFL-CIO and the Board of Education of School District #365U";

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LEGAL REF.: 20 ILCS 1805/30.1 et seq.
105 ILCS 5/10-20.7b, 5/24-2, and 5/24-6.
820 ILCS 147 and 180/1 et seq.

CROSS REF.: 5:180 (Temporary Illness or Temporary Incapacity), 5:185 (Family and Medical Leave), 5:250 (Professional Personnel - Leaves of Absence)

ADOPTED: September 8, 1997

AMENDED: May 18, 2009