

TRANSPORTATION AGREEMENT

2022-2023, 2023-2024, 2024-2025, 2025-2026

1. High School routes are guaranteed a minimum of 4 1/2 hours pay.
Grade School routes are guaranteed a minimum of 4 hours pay.
Sport runs will be guaranteed 2 ½ hours.
FCS and the Late Run will be guaranteed 1 1/2 hours

Drivers reporting for either AM, Midday, or PM routes have a minimum guarantee as follows:

High School	Grade School	Midday
AM 2.25 hours	2.00 hours	2.00 hours
PM 2.25 hours	2.00 hours	2.00 hours

A driver called in to stand-by will receive a minimum of 2.00 hours for AM and 2 hours for PM

Pre-tripping your bus is included in above times. 15 minutes for AM and 15 minutes for PM. Fueling is not included in pre-tripping.

Anything above and beyond guaranteed hours should be recorded on your time sheet.

Yearly physicals, random drug testing, refresher courses, and the CDL portion of required license for employees will be paid for by the District.

Drivers will be guaranteed a 2.00 hour minimum on snow days IF the transportation coordinator determines that the run had started.

Meetings scheduled on days students are not in session will be paid at a 2-hour minimum.

2. If a driver finishes their routes early, they may be required to make additional pick-ups. If the driver refuses, they will have a deduction in pay and could be disciplined. If the additional pick up goes beyond the AM/PM and midday hours the driver should record it on their time sheet. Drivers who are called upon to assist with a route or portion of a route other than their own assigned route will receive an extra 15 - 30 minutes compensation depending upon the involvement of each situation. The transportation coordinator makes such determination.
3. Charters

Charter sign-up lists will include drivers by seniority, including substitutes and in rotation for each list. The four two categories will be Out of Town and In Town. Drivers can sign up for both categories. The Director will keep a current, rotational list from the beginning of the year and post monthly. Drivers who leave the district and wish to sub will go to the bottom of the list. Drivers can sign-up for both or just one. The signup for all summer work will be posted before the end of the school year.

Drivers scheduled for out-of-town charters shall be paid 2 hours pay and scheduled for a make-up trip if the trip gets cancelled after the driver arrives to drive. Drivers scheduled for in-town charters shall be paid 2 hours pay if the trip gets cancelled after the driver arrives to drive. There is no make-up trip for an in town. Drivers will be given the opportunity to sign up to drive charters at the beginning of each semester. New bus drivers will have the opportunity to sign up after employed. If at any time throughout the semester a driver's situation changes, they can appeal to the Transportation Director for consideration to be placed in the rotation.

Drivers must keep their route lists up to date. Failure to do so can lead to consequences with the Transportation Director, including but not limited to, forfeiture of trip rotations and/or disciplinary action.

4. Any chartered run canceled without the driver being notified in time to take his/her regular run will be guaranteed normal route pay.
5. Sick Leave: Regular drivers will receive 15 paid sick days of which 3 may be used as personal days. To request personal days, you must fill out a request form in the transportation office. Bus drivers shall accumulate up to 240 sick days.
6. Route Bidding

Any AM & PM route packages that become open during the school year or during the summer will be posted for Bid immediately throughout the school year. The process of bidding is based on seniority for Board hired drivers. For sub drivers, the process will continue until the route can only be filled by the next highest seniority sub driver if they meet the qualifications as determined by the transportation director. Results of the bidding process will be posted in the bus driver lounge. When midday routes become available, they will be put up for bid immediately. If the transportation coordinator determines that the bidder(s) possess the requirements to perform the job, then seniority will be the determining factor in the assignment. A driver with seniority who does not get a designated route is entitled to a meeting with the transportation director who will give the employee the reason(s) for their decision. At the beginning of the year, a one - time maximum of 4 hours will be paid to create route and seating charts. Routes and seating charts must be kept up to date throughout the school year.

When routes open for bid all extras that are attached such as: AM band pick-ups, band return, FCS, late runs, special needs runs, transfer students, etc., will detach from the route and be put up for bid at any time they become available. They will be assigned by seniority and must have no route conflicts. All summer school routes will be put up for bid prior to the end of the school year. Summer route drivers are expected to work the entire summer assignment. Preference will be given to those drivers who are available for the entire summer assignment.

7. Any routes listed in #6 or any vacancies over the summer or any new routes will be posted for bid prior to the beginning of the school year. If the transportation coordinator determines that the bidder(s) possess the requirements to perform the job, then seniority will be the determining factor in the assignment. A driver with seniority who does not get a designated route is entitled to a meeting with the Transportation Coordinator who will give the employee the reason(s) for her decision.
8. Drivers will receive a copy of discipline reports upon completion by the principal.
9. Time sheets will be required to be completed by each driver weekly. Copies will be placed in mailboxes. They will be turned into the transportation office in a timely fashion. Failure to do so will result in a delay of the payment of wages for the period covered.

10. Pay Schedule	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>
Substitute Bus Driver	\$20.00	\$21.00	\$22.00	\$23.00
Regular Driver	\$22.00	\$23.00	\$24.00	\$25.00
Van Driver	\$17.00	\$18.00	\$19.00	\$20.00

Training	\$18.00	\$19.00	\$20.00	\$21.00
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Bus and Van Drivers will have their wages spread over 12 months (September 1 - August 30). Anticipated regular wages for the year will be calculated and divided by 24. Adjustments will be made on the August 16th check. Charters and side trips will be paid as usual.

If a substitute driver works a regular route for 30 days, their rate of pay will increase to regular driver rate.

11. Service Incentive

Drivers who are credited with 5 or more years of service will be given the following incentives:

One day of paid vacation will be given for each year of service beginning with the 6th year to a maximum of 10 days.

6 years	1 day
7 years	2 days
8 years	3 days
9 years	4 days
10 years	5 days
11 years	6 days
12 years	7 days
13 years	8 days
14 years	9 days
15 years	10 days

The driver may elect to:

- 1) Take the vacation days with a two week notice; or
- 2) To take PAY in lieu of a day off will receive \$25 extra for each unused vacation day.
- 3) Vacation days cannot be used on days immediately prior to or following a holiday or break.

12. Drivers receive \$10,000 Life insurance policy at no cost to the employee.

13. Drivers must work an average of 5 hours per day (not counting charters) in order to be considered for Health Insurance Coverage. (Other provisions must also be met. Please contact Chris Torres.)

Health Insurance: Full time bus drivers shall be allowed to pay for individual or family insurance beginning July 1, 2011 (Driver's expense). The payment shall be deducted from the drivers check each month. In addition, to being allowed to participate in the school district's insurance program, the driver shall be paid in installments of 24 (per year), to qualify for the insurance option.

Any driver who meets the qualifications and who is determined to be a full time employee (30 hours per week) and also meets the guidelines of the Federal Government for a full time employee shall be eligible for subsidized health insurance. The rate of the subsidization is determined by the Federal Government. This is based on the A.C.A. (Affordable Care Act) formula. The district will pay \$100 per month towards the premium for health insurance.

14. A one-time sign on bonus of \$500 will be paid after 6 months of employment. People hired in with additional certification will be given additional money as follows:
- a. Air brake Certification - \$50.00
 - b. CDL - \$100.00
 - c. Completely Certified and Ready to Drive - \$250.00

If an employee leaves and returns later, they are not eligible to receive the sign on bonus.

15. A bus driver, van driver, or monitor, who brings in a future driver will receive a \$250 bonus. The new hire must pass all requirements.

An annual \$500.00 bonus shall be given to each bus driver who has not been at fault for an accident or damages to a district bus and/or vehicle as reasonably determined by the Superintendent, throughout the school year. If a driver is involved in an accident and denies fault or has questions, they may speak with the superintendent. Additional requirements for the bonus are:

- a. Drivers must work a minimum of 10 hours a week to be eligible for accident-free bonus.
- b. Drivers are responsible for keeping their bus clean.
- c. Route descriptions must be up to date at all times, and DOT's are to be completed and turned in daily.

16. Holidays - Regular Drivers shall receive the following paid holidays: New Year's Day; Memorial Day; Labor Day; Thanksgiving Day; and Christmas Day.

17. Monitors

Monitors are not included in provisions 1 through 15 of this agreement. Article 16 is intended to establish monitor's wages and sick days by IMRF rules.

Pay Schedule	2022/23	2023/24	2024/25	2025/26
Monitor	\$14.00	\$15.00	\$16.00	\$17.00

Monitors, by IMRF rules, will qualify for up to 10 sick days annually. Sick days can accumulate to 180 days per IMRF rules.

CPR and CPI courses for employment will be paid for by the District for all employees covered in this agreement.

18. Bereavement Days - Full time drivers and monitors may take bereavement leave for immediate family, as defined by the Illinois School Code (defined as parents, spouse, brothers, sisters, children, grandparents, grandchildren, parents-in-law, brothers-in-law, sisters-in-law, legal guardians, aunts, uncles, domestic partners and fiancés/fiancées) and inclusive of nieces and nephews. Duration of the leave shall be up to 3 days for a spouse/life partner, child, or parent per incident. Bereavement days do not have to run consecutively. The parties agree that the benefit shall be used in a responsible manner.
19. Any driver or monitor with perfect attendance (no sick, vacation, personal leave, or bereavement days used) during the months of September thru May will receive a perfect attendance incentive of \$50 per month. Payments will be received for the months of September through November in December and December through May in June.