

Educational Support Personnel

Schedules and Employment Year

Please refer to the following bargaining agreements:

Agreement Between Board of Education Belleville Township High School District No. 201 and Secretaries Council Federation of Teachers, Local 434 of the American Federation of Teachers.

Agreement Between Board of Education Belleville Township High School District No. 201 and Teacher Assistants Council Federation of Teachers, Local 434 of the American Federation of Teachers.

Agreement Between the Belleville Township High School Board of Education and Local Union #116 Service Employees Union.

Agreement Between the Belleville Township School Board of Education and Operating Engineers.

For employees not covered by these agreements:

The Superintendent shall supervise a process for setting work schedules and an employment year for educational support employees in accordance with State and federal law, Board policy, and applicable agreements and shall:

1. Assign each employee one supervisor who will establish a work schedule, including breaks, as required by building or District needs, work load, and the efficient management of human resources;
2. Allow for the ability to respond to changing circumstances by altering work schedules as needed; and
3. Consider the well-being of the employee. The Superintendent's approval is required to establish a flexible work schedule or job-sharing.

Breaks

Please refer to the following bargaining agreements:

Agreement Between Board of Education Belleville Township High School District No. 201 and Secretaries Council Federation of Teachers, Local 434 of the American Federation of Teachers.

Agreement Between Board of Education Belleville Township High School District No. 201 and Teacher Assistants Council Federation of Teachers, Local 434 of the American Federation of Teachers.

Agreement Between the Belleville Township High School Board of Education and Local Union #116 Service Employees Union.

For employees not covered by these agreements:

An employee who works at least 7.5 continuous hours shall receive a 30-minute duty-free meal break that begins within the first five hours of the employee's workday. The District accommodates employees who are nursing mothers according to State and federal law.

LEGAL REF.: Fair Labor Standards Act, 29 U.S.C. §207 et seq.
105 ILCS 5/10-20.14a, 5/10-22.34, and 5/10-23.5.
740 ILCS 137/, Right to Breastfeed Act.
820 ILCS 105/, Minimum Wage Law.
820 ILCS 260/, Nursing Mothers in the Workplace Act.

CROSS REF.: 5:35 (Compliance with the Fair Labor Standards Act)

ADOPTED: August 21, 2017