



# Joliet Township High School - District 204

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To: Dr. Karla Guseman  
From: Cicely Calhoun, Director of Human Resources  
Date: June 16, 2026  
Re: Joliet Township High School Office Professionals Council AFT Local 604, IFT-AFT, AFL-CIO  
CC: Board of Education

Please find attached the revised Contractual Agreement between JTHS 204 and the Joliet Township High School Office Professionals Council AFT Local 604, IFT-AFT, AFL-CIO. Below are the highlights of the revised 2-year agreement. The current agreement expired on June 30, 2026. The new contract will be effective July 1, 2026- June 30, 2028. Major highlights of the contract include the following:

- 2026-2027 school year - \$2.40 - \$2.60
- 2027-2028 school year – 3% increase
- Updated Language: Change of Office Staff to Office Professionals
- Updated Language: Specialized Desks  
Added transportation office professional
- New language added: Working Hours  
Compensable Work Time: All time spent by Office Professionals performing required duties, including but not limited to the coordination of internal substitute coverage, shall be considered time worked. It is understood that the following positions may be required to schedule substitutes outside the regular workday: Academy Coordinators Office Professionals and Designated Human Resources Office Professionals. Because the amount of time spent scheduling substitutes varies day to day, employees performing these services shall receive a yearly stipend of \$800. Other work performed outside the regular workday must be pre-approved by the employee’s supervisor.
- Updated Language: Sick Leave  
Annual sick leave will be granted to all full-time (regularly employed for thirty-five (35) hours or more per week) employees as follows:

Years of Service to JTHS	Annual Sick Day Allotment
0-10 years	17 days
11-15 years	18 days
16-20 years	19 days
20+ years	20 days

*The mission of Joliet Township High School, a historically rich, unified and innovative learning community, is to empower every student to compete and contribute positively to our community and global society by providing a rigorous and personalized education through an academy environment.*

*Joliet Township High School District 204 is committed to cultivating an inclusive community that values and embraces diversity and respects the humanity of all people.*

Joliet Township High School ensures equal educational opportunities are offered to students, regardless of race, color, national origin, age, gender, religion, disability, veteran's status, or marital status.



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- Updated Language: Vacation  
Regular twelve (12) month employees paid vacation schedule shall be as follows:

Length of Service	Vacation Entitlement
Beginning Year 1	10 days
Beginning Year 5	14 days
Beginning year 6	15 days
Beginning year 7	16 days
Beginning year 8	17 days
Beginning year 9	18 days
Beginning year 10	19 days
Beginning year 15	20 days

- Updated Language: Retirement  
12.1: \$65.00 (FY27), \$70.00 (FY28), \$75.00 (FY29).  
  
12.2: \$120.00 (FY27), \$125.00 (FY28), \$130.00 (FY29) per month for single coverage or \$165.00 (FY27), \$170.00 (FY28), \$175.00 (FY29) per month for family coverage.  
  
12.3: A one-time retirement incentive shall be available to retirees immediately drawing Illinois Municipal Retirement Fund pension benefits who have at least fifteen (15) years of full-time service in District 204. Eligible employees within fifteen (15) to twenty- four (24) years of service will receive \$145.00 (FY27), \$150.00 (FY28), \$155.00 (FY29) per year for each year of full-time service in District 204 and those with twenty-five (25) or more years will receive \$160.00 (FY27), \$165.00 (FY28), \$170.00 (FY29)
- Updated Language: Professional: Employees may request authorization to attend classes, workshops, seminars and other activities which will enhance their professional development or continuing education at no loss of pay or benefits. Employees will be eligible for seven hundred dollars (\$700) per fiscal year for academic coursework and/or training that is job related.