

**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
BOARD OF EDUCATION, JACKSONVILLE SCHOOL DISTRICT 117  
AND  
JACKSONVILLE EDUCATION ASSOCIATION (JEA)**

**SUBJECT: Amendment to Section 7.5 of the CBA (Bereavement Leave) regarding the use of bereavement leave.**

**WHEREAS**, the Jacksonville Education Association, IEA-NEA, hereinafter referred to as "JEA," and the Board of Education of Jacksonville School District 117, hereinafter referred to as "the Board," are parties to a Collective Bargaining Agreement, hereinafter "CBA," effective August 16, 2014 through August 15, 2018;

**WHEREAS**, JEA and the Board have agreed to certain modifications concerning the use of "Bereavement Leave" in Article VII, Section 7.5 of the CBA;

**WHEREAS**, the Parties hereto agree to memorialize the terms and conditions of their Agreement in this Memorandum of Understanding (MOU).

**NOW, THEREFORE**, the Jacksonville Education Association, IEA/NEA and the Board of Education of Jacksonville School District 117 do hereby agree to this Memorandum of Understanding on the following terms and conditions:

1. The above recitals are incorporated into this MOU as if they had been restated verbatim.
2. The terms and conditions of this MOU shall be effective upon execution and approval of this MOU by both Parties and shall terminate on August 15, 2018, or pursuant to prior written agreement of the Parties, whichever occurs first.
3. The Parties agree that Section 7.5 "Bereavement Leave" in the CBA shall be modified to read as follows:
  - A. Employees shall have up to five (5) consecutive school days per incident for bereavement leave connected with the death of a spouse, children, or parents. This bereavement leave shall be taken within thirty (30) calendar days following the date of death of a spouse, child, or parent.
  - B. Alternatively, upon written notification from the teacher to the Superintendent and the direct supervisor, the teacher may use up to five (5) bereavement leave days intermittently within the thirty (30) calendar days following the date of death of a spouse, child, or parent. Intermittent bereavement leave must be used for the limited purposes of either making funeral arrangements, attending services, or attending to related and compelling business.

- C. For other immediate family or household members as defined in Section 7.1.B.2 hereinabove, exclusive of spouse, children, or parents, leave connected with their death shall be limited to three (3) consecutive days per incident. The three days shall be taken within thirty (30) calendar days following the date of death and may not be used intermittently.
- D. Bereavement leave granted herein shall be annual and shall not accumulate from year to year.
- E. Employees may use sick days for bereavement as provided in 7.1.E. of this Agreement.

- 4. This MOU contains the complete understanding of JEA and the Board.
- 5. This MOU may be modified only by written agreement of the parties.
- 6. Each representative of the Parties executing this MOU on behalf of their principal represents and warrants that he/she has the authority to bind their respective Party to the terms and conditions of this MOU.

EXECUTED in duplicate originals on the dates stated below.

**Jacksonville Educational Association (JEA),  
IEA/NEA**

**Jacksonville School District 117,  
Board of Education**

By: Judene K Stock  
JEA Co-President, Judene Stock

By: Noel Beard  
Noel Beard, Board President

Date: 3-20-17

Date: 19 April 2017

By: Scott Robinson  
JEA Co-President, Scott Robinson

Date: 3/20/17

ATTEST:  
By: Corrine Wagner  
Corrine Wagner, Secretary, Board of Education

Date: 4-19-2017