February 19, 2019

Betsy Hendricks, CMS
Child Care Administrator
401 S. Spring St.
Stratton Office Building, Room 502
Springfield, IL 62706

Dear Ms. Hendricks:

Pursuant to Public Act 87-552, I have attached the Illinois Educational Labor Relations Board’s Policy Statement on Flexible Work Requirements for Child Care. If you need further information, please contact me at 312/793-3170.

Sincerely,

Renee Strickland
Personnel Manager

Enclosure
cc: Andrea Wainroob, ELRB Chair
Office of the Governor
Members of the General Assembly
Legislative Research Unit
Illinois State Library
Policy Statement
Flexible Work Requirements (Child Care)
Public Act 87-552

SECTION 1

As Chairman of the Illinois Educational Labor Relations Board, I am committed to providing a work place that allows employees having childcare responsibilities the flexibility of choosing nonstandard workdays and/or hours. This includes, but is not limited to: 1) a part-time job of 20 or more hours per week; 2) flexible work hours; or 3) a compressed work week consisting of an ordinary number of working hours performed during a four-day work week instead of the standard five-day work week.

It is the responsibility of each individual employee to notify his/her immediate supervisor of the need for a flexible work schedule. Additionally, supervisors must ensure that requests from all employees are given equal consideration before a determination is made.

The Illinois Educational Labor Relations Board’s Personnel Officer is available on an ongoing basis to assist employees and advise them of any changes to the policy.

SECTION 2

Renee Strickland, Personnel Officer, at the Illinois Educational Labor Relations Board, is responsible for implementing and monitoring the plan. Ms. Strickland may be reached at 312/793-3170. The office address is 160 North LaSalle St., Suite N-400, Chicago, IL 60601.

SECTION 3

This agency currently has the following flexible work schedules: flexible starting and ending time.

SECTION 4

Flexible work schedules and a compressed work week will continue to be available to IELRB employees.

[Signature]
Andrea R. Waitroob, Chair
Illinois Educational Labor Relations Board

[Date]