

**MEMORANDUM OF UNDERSTANDING**

**Article III, Section B**  
**Hours for "Full-Time" Employment**

The Westerville City School District Board of Education ("the Board") and the Westerville Educational Support Staff Association (WESSA") hereby agree to the following understanding concerning the hours necessary to be considered "full-time" under the Agreement. For clarity and consistency, the language in Article III, Section B, shall be modified to read as follows:

B. For the purpose of determining full-time employment for the unit, the following schedule\* shall be used.

12 month employee (typically contracted for 260 days/year)	1950 hours per year
11 month employee (typically contracted for 239 days/year)	1792.5 hours per year
10 month employee (typically contracted for 215 days/year)	1612.5 hours per year
9 month employee (typically contracted for 195 days/year)	1462.5 hours per year

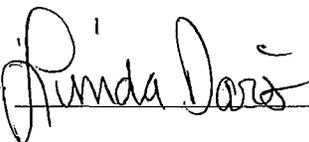
\*The calculation for this schedule shall be 7.5 hours per day times the number of contracted days, which includes paid holidays.

In the event the number of annual contracted days for a category of employees (e.g., 10-month employees), which includes paid holidays, decreases then the calculations above shall be adjusted accordingly so as not to adversely impact any member in that category of employees.

NOTE: The parties agree to grandfather Sue Bell, the WESSA member currently in the 10 month AEC secretary position, as a full-time employee. Ms. Bell does is not currently enrolled in District-offered insurance, but she will continue to be treated as a full-time employee for the purpose of breaks and vacations as outlined in Article IX, Section E 1 and Article IX, Section C 10. If Ms. Bell elects to enroll in District-provided insurance while serving in her current position (10-month AEC Secretary), she shall be entitled to coverage at the full-time benefit level.

Westerville Educational Support  
Staff Association

Westerville City School District  
Board of Education

By: 

By: 

Date: 5/2/16

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