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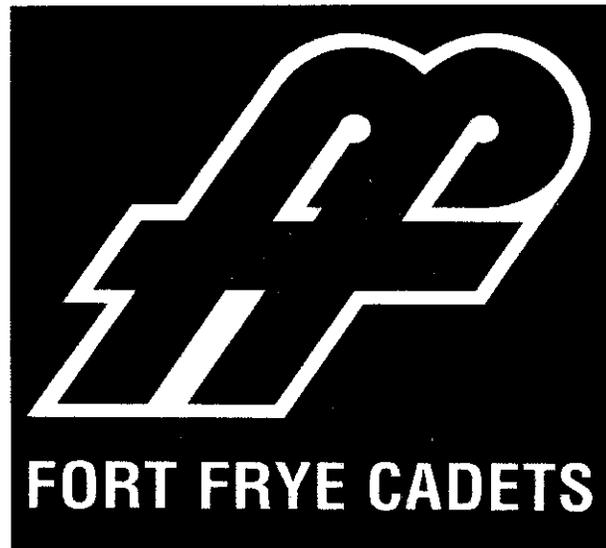
STATE EMPLOYMENT  
RELATIONS BOARD

**NEGOTIATED AGREEMENT**

2009 FEB 25 P 2:43

between the

**FORT FRYE TEACHERS' ASSOCIATION**



**FORT FRYE LOCAL SCHOOL DISTRICT  
BOARD OF EDUCATION**

**July 1, 2007 through June 30, 2010**

*With extension to June 30, 2011*



## TABLE OF CONTENTS

<u>Article</u>	<u>Subject</u>	<u>Page</u>
I	Recognition .....	1
II	Negotiations Procedure .....	1
	2.01 Procedure .....	1
	2.02 Scope of Bargaining.....	1
	2.03 Dispute Settlement Procedure.....	1
	2.04 Agreement.....	2
	2.05 No Strike/No Lockout.....	2
III	Grievance Procedure .....	2
IV	Leaves of Absence .....	5
	4.01 Sick Leave.....	5
	4.02 Family Hardship Leave.....	6
	4.03 Assault Leave.....	7
	4.04 Leave of Absence.....	7
	4.05 Pregnancy Leave.....	8
	4.06 Maternity/Paternity Leave .....	8
	4.07 Military Leave.....	9
	4.08 Professional Leave .....	9
	4.09 Sabbatical Leave .....	11
	4.10 Jury Duty Leave.....	11
	4.11 Association Leave.....	11
	4.12 Personal Leave .....	12
	4.13 National Board Teacher Certification Candidates .....	12
V	Compensation .....	13
	5.01 Salary and Index .....	13
	5.02 Co-Curricular Activity Salaries .....	13
	5.03 Athletic Coaching Salaries.....	13
	5.04 Summer Curriculum Work .....	13
	5.05 Local Professional Development Committee .....	13
	5.06 Mentors .....	14
	5.07 Compensation for Substituting Pay .....	14
	5.08 Pay Periods.....	15
	5.09 Pay for Partial Year.....	15
	5.10 Teaching Experience.....	15

	5.11	Part-Time Staff.....	16
	5.12	Re-employment of Retired Teachers .....	17
	5.13	Annual Notice of Salary.....	17
VI		Fringe Benefits.....	17
	6.01	Hospitalization/Major Medical Insurance.....	17
	6.02	Prescription Drug.....	19
	6.03	Dental Insurance .....	19
	6.04	Life Insurance .....	19
	6.05	Cost of Insurance Coverage .....	19
	6.06	Insurance Committee .....	19
	6.07	Board Pickup of Employee Contributions to STRS .....	20
	6.08	Admission to Co-Curricular Activities .....	21
	6.09	Severance Pay .....	21
	6.10	Professional Growth.....	22
	6.11	Retirement Incentive.....	23
VII		Contracts .....	24
VIII		Nonrenewal of Limited Teaching Contracts.....	25
IX		Vacancies, Transfers, Assignments and Promotions .....	25
	9.01	Vacancies .....	25
	9.02	Transfers and Reassignments.....	26
	9.03	Other Certified Vacancies.....	27
	9.04	Teaching Assignments .....	27
X		Personnel.....	28
	10.01	Personnel Files .....	28
	10.02	Class Size.....	29
	10.03	Building Staff Meetings.....	29
	10.04	Academic Freedom .....	30
	10.05	Complaints.....	30
	10.06	Nonteaching Duties.....	31
	10.07	Classroom Visitations .....	31
	10.08	Cooperating Teacher Guidelines.....	31
XI		Reduction in Staff .....	32
XII		Length of Duty Day/School Year .....	34
	12.01	Duty Day.....	34
	12.02	School Year.....	34
	12.03	Planning Time.....	34

XIII	Teacher Evaluation .....	34
	13.01 Philosophy.....	34
	13.02 Evaluation Procedure .....	34
XIV	Association Rights and Responsibilities.....	36
	14.01 Association’s Privileges.....	36
	14.02 Association’s Provisions.....	37
	14.03 Fair Share Fee .....	38
XV	Nondiscrimination in Employment.....	39
XVI	Electronic Grading System .....	39
XVII	Duration and Intent of Agreement .....	40
XVIII	Signatures to Agreement.....	41
<u>Appendix</u>	<u>Subject</u>	<u>Page</u>
A	Teachers’ Salary Index Schedule.....	42
B	2007-2008 Teachers’ Salary Schedule.....	43
C	2008-2009 Teachers’ Salary Schedule.....	44
D	2009-2010 Teachers’ Salary Schedule.....	45
E	Co-Curricular Activity Salary Index.....	46
E-1	2007-2008 Co-Curricular Activity Salary Schedule.....	47
E-2	2008-2009 Co-Curricular Activity Salary Schedule.....	48
E-3	2009-2010 Co-Curricular Activity Salary Schedule.....	49
F	Athletic Salary Index .....	50
F-1	2007-2008 Athletic Salary Schedule .....	51
F-2	2008-2009 Athletic Salary Schedule .....	52
F-3	2009-2010 Athletic Salary Schedule .....	53
G	Professional Staff Formal Grievance Form—Level Two.....	54
H	Notice of Grievance Hearing Form—Levels Two & Three .....	55
I	Summary of Insurance Specifications .....	56
J	Certificated Staff Evaluation.....	59
K	Questionnaire .....	67
	Memorandum of Understanding.....	68
	Fiscal Certificate .....	69

## ARTICLE I -- RECOGNITION

- 1.01 The Fort Frye Local School District Board of Education, hereinafter referred to as the "Board" or "District," recognizes the Fort Frye Teachers' Association (OEA/NEA), hereinafter referred to as the "Association," as the sole and exclusive bargaining representative for all professional, non-supervisory personnel as deemed certified by GR #153 by the State Employment Relations Board both full and regular part-time under contract on a daily basis, employed by the District performing by way of illustration only and not limited to the duties of classroom teachers (K-12), special, vocational, guidance counselors, librarians, school nurse(s), department heads, athletic directors and head teachers. The Association recognizes that the Superintendent, principals, other administrative personnel as defined in Chapter 4117 of the Ohio Revised Code, substitutes, tutors and non-certified employees are excluded from the bargaining unit.

## ARTICLE II -- NEGOTIATIONS PROCEDURE

### 2.01 Procedure

Either the Association or the Board may initiate negotiations by a Notice to Negotiate forwarded to the other party no earlier than seventy-five (75) days prior to the expiration of the agreement. Within fifteen (15) working days of transmittal of said notice, the parties shall hold their first negotiation session. The first negotiation session shall be for the purpose of exchanging proposals and determining any ground rules deemed necessary. At any negotiation session, either party may be represented by no more than five (5) representatives, including consultants. Neither party shall have control over the selection of the bargaining representative of the other party.

### 2.02 Scope of Bargaining

The Board and the Association agree that the mandatory subjects of bargaining include wages, hours and terms and other conditions of employment, and the continuation, modification or deletion of an existing provision of the Negotiated Agreement between the parties.

### 2.03 Dispute Settlement Procedure

- A. Thirty (30) calendar days prior to the expiration of the agreement, either party may call for the services of the Federal Mediation and Conciliation Service (FMCS) to assist in negotiations. If a party calls for FMCS involvement, the other party shall join in a joint request.
- B. This dispute resolution procedure is mutually agreed to by the parties under Ohio Revised Code §4117.14 (C) (1) (f) and is intended to supersede the dispute procedures contained in Ohio Revised Code §4117.14.

C. The mediation period may begin thirty (30) calendar days from the day the initial mediation session is held. The mediation period may be extended beyond the thirty (30) days by mutual agreement of the parties.

D. Both parties agree that this procedure is the final step in negotiations.

#### 2.04 Agreement

When final agreement is reached through negotiations, the outcome shall be reduced to writing, and within ten (10) calendar days, it shall be submitted to the Association for ratification. Following ratification by the Association, the agreement shall, within ten (10) calendar days, be submitted to the Board for ratification. Upon official ratification by the Board, the Agreement shall be signed by both parties.

#### 2.05 No Strike/No Lockout

During the term of this agreement, the Association will not engage in a strike as set forth in Chapter 4117 of the Ohio Revised Code, nor will the Board lock out the Association during the term of this agreement.

### **ARTICLE III -- GRIEVANCE PROCEDURE**

3.01 A grievance is an alleged violation, misinterpretation or misapplication of the written agreement entered into between the Board and the Association setting forth the understanding of the parties upon those matters negotiated and agreed upon.

3.02 A grievant shall mean an employee, or a group of employees of the Association within the bargaining unit, alleging that some violation, misinterpretation or misapplication of the aforementioned agreement has occurred. A grievance alleged to be a "group" grievance shall have arisen out of the same or similar circumstances affecting each member of said group.

3.03 The grievant shall receive fair and prompt treatment without fear of reprisal. All proceedings shall be handled in a confidential manner in accordance with these provisions.

3.04 A day shall mean a calendar working day. The number of days indicated at each level shall be considered as maximum and shall not be exceeded. Lack of adherence to time limits by the grievant shall result in a waiver of the right to proceed unless mutual agreement of the concerned parties is available.

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- B. This dispute resolution procedure is mutually agreed to by the parties under Ohio Revised Code §4117.14 (C) (1) (f) and is intended to supersede the dispute procedures contained in Ohio Revised Code §4117.14.

- 3.05 Election of remedies: A grievant shall not be denied his/her legal rights under the law; provided, however, upon the filing of a complaint by the grievant or on the grievant's behalf in any court of competent jurisdiction demanding relief upon a matter which is the subject of a pending grievance, such filing shall be deemed a waiver of the rights granted herein, and the grievance shall be dismissed.
- 3.06 Copies of the documents pertaining to a grievance which has been filed shall be placed in a file of the Treasurer of the Board and the President of the Association. The Treasurer shall make these available only to the members of the Board, the Superintendent, and by court order. The grievant may request that all proceedings be destroyed after three (3) years.
- 3.07 No grievant may be represented by any teacher organization other than the Association in any grievance procedure initiated pursuant to this procedure.
- 3.08 No grievant shall be denied the right to Association legal advice and/or counsel in any of the levels listed below, but representation at Level One shall be limited to representation by a full-time employee of the District.
- 3.09 A grievance may be withdrawn at any level without prejudice or record.
- 3.10 Copies of all written decisions of grievances shall be sent to all parties involved: the Association President, the aggrieved, the Treasurer, the President of the Board and the administration's and grievant's representative.
- 3.11 Forms for processing grievances shall be made available through all administrative offices in each building, the central administration building, and through designated officials of the Association. (See Appendixes G and H.)
- 3.12 At each level of the grievance procedure, if a written response is not forthcoming in the stated number of days, the grievance shall automatically be considered advanced to the next level except arbitration.
- 3.13 Level One -- Informal
- A. A teacher(s) with a grievance must have first discussed this grievance with the Fort Frye Teachers' Association grievance committee.
  - B. If part A does not resolve the grievance to the grievant's satisfaction, then this grievance will be discussed with his/her immediate supervisor before a grievance will be filed. However, if the immediate supervisor indicates he/she has no authority to remedy the grievance, the grievance may be initiated at Level Three. The grievance will have been discussed within twenty (20) working days after the alleged grievance occurs, or the grievant has knowledge of the occurrence.

### 3.14 Level Two -- Formal

- A. If the informal discussion does not resolve the grievance to the satisfaction of the employee, such employee shall have the right to lodge a written grievance with such employee's building principal. If such grievance is not lodged within nine (9) working days following the discussion at Level One, the grievance shall no longer exist. The written grievance shall be on a standard form supplied by the Board (see Appendix G) and shall contain a statement of the facts upon which the grievance is based and a reference to the specific provision of the written agreement allegedly violated, misinterpreted, or misapplied. A copy of such grievance shall be filed with the Superintendent. Upon written request, a hearing shall be conducted within ten (10) days after the receipt of such request. The aggrieved employee shall be advised in writing of the place, date, and time, mutually agreed upon by all parties, of such hearing with a forty-eight (48) hour advance notice.
  
- B. The building principal shall take action on the written grievance within five (5) days after the receipt of said grievance, or, if a hearing is requested, within five (5) days after the conclusion of said hearing. The action taken and the reasons for the action shall be reduced to writing, and copies shall be sent to the employee, the superintendent, the Treasurer of the Board, the President of the Association, and the grievant's representative.

### 3.15 Level Three -- Formal

- A. If the action taken by the building principal does not resolve the grievance to the satisfaction of the employee, such employee may appeal in writing to the Superintendent within five (5) days from the receipt of the written notice of the principal's action on said grievance. Upon request, a hearing shall be conducted by the Superintendent within ten (10) days after receipt of the request. The aggrieved employee shall be advised in writing of the time, place, and date of such hearing with a forty-eight (48) hour advance notice.
  
- B. The Superintendent shall take action on the appeal of the grievance within five (5) days after receipt of the appeal, or, if a hearing is requested, within five (5) days after the conclusion of such hearing. The action taken and the reasons for the action shall be reduced to writing, and copies shall be sent to the employee, the Treasurer of the Board, the building principal, the President of the Association and the grievant's representative.

### 3.16 Level Four -- Formal Action with Arbitration

- A. If the Association is not satisfied with the disposition at Level Three, the Association may request within five (5) days after receipt of the written notice of the action taken by the Superintendent that the issue be submitted to arbitration.

- B. The arbitrator shall be selected in accordance with the voluntary rules of the American Arbitration Association (AAA). If no arbitrator is selected after two (2) lists, then the arbitrator shall be selected from a list of seven (7) arbitrators provided by AAA in accordance with the alternate strike method. Information submitted to the arbitrator shall be confined to the information and positions related in the lower levels of the grievance proceedings relative to the parties concerned.
- C. The arbitrator shall have no power to alter, add to, or subtract from the terms of the agreement, nor to make any award which is inconsistent with the terms of the agreement or contrary to law.
- D. The arbitrator shall make his/her report and recommendations to the aggrieved, the Superintendent, the Treasurer of the Board, the President of the Board, the President of the Association, and the grievant's representative. The arbitrator's decision shall be binding upon the parties. The award shall be made within thirty (30) days following the close of the hearing.
- E. The cost of the arbitrator's fees shall be split equally by the Board and the Association; however, any cancellation fees assessed shall be the sole responsibility of the party seeking the cancellation unless it is mutually agreed that the hearing shall be canceled (if so, costs shall be split).

#### **ARTICLE IV – LEAVES OF ABSENCE**

##### **4.01 Sick Leave**

- A. Each full-time certified employee shall accumulate sick leave at the rate of one and one-fourth (1-1/4) days per month. All new employees shall be granted five (5) days of sick leave credit to be applied for in case of illness. These five (5) days shall be repayable at the rate of one and one-fourth (1-1/4) days per month. The Board may grant an advancement of ten (10) days for the first year if and when in their judgment the situation warrants such action. The ten (10) days' advancement shall be repayable at the rate of one and one-fourth (1-1/4) days per month. A physician's certificate of illness shall be required to be considered for such ten (10) day advancement.
- B. A new employee shall provide a certified record of the accumulated sick leave from his/her former employer. A new employee who transfers from another Ohio public agency or school district shall be credited with the unused balance of the employee's accumulated sick leave as certified by the former employer, provided that his/her employment in the District takes place within ten (10) years of the date of the last termination from public service.



#### 4.03 Assault Leave

Any certificated employee of the Board who is assaulted by a student of the District or the immediate family of such student while in the course of such teacher's employment and who is temporarily disabled by any injury resulting from such assault shall continue to receive all benefits hereinafter provided; however, such leave will not be charged to sick leave or any other leave. To receive assault leave, the certificated employee is required to file charges and participate in criminal proceedings. The certificated employee shall apply for Workers' Compensation. If Workers' Compensation benefits are paid, the Board shall pay to such employee the difference between the benefits received and the employee's regular salary. On those days for which payment is made to the injured employee by the Bureau of Workers' Compensation, there shall be no deduction from the accumulated sick leave of the certificated employee. Assault leave as provided herein shall not exceed one hundred eighty four (184) days from the date of injury. Assault leave shall terminate at such time Workers' Compensation payments are terminated or a licensed physician indicates proper time for reinstatement, whichever occurs first.

#### 4.04 Leave of Absence

- A. A leave of absence shall be defined as a period of extended absence from duty without pay for which a request was submitted by a bargaining unit member and approval was given by the Board.
- B. Each request for a leave of absence will be considered by the Board upon its individual merits with the following guidelines:
  - 1. A leave of absence may be granted by the Board for a period of not more than two (2) consecutive school years.
  - 2. A leave of absence may be granted by the Board for service in the armed forces providing the service is required by the United States government.
  - 3. A leave of absence for professional improvement may be granted by the Board for a period of one (1) school year.
  - 4. The bargaining unit member may pay for his/her own fringe benefits during this leave of absence at group rates.
  - 5. No more than two (2) people per year can participate; the decision will be based on the number of years of seniority at Fort Frye.
  - 6. Upon receiving the leave, the employee will not, during said leave, work as a full or half-time teacher in another K-12 setting.

7. The request, stating the reason for the leave, must be received by the board no later than June 15. All leave requests will be acted upon at the regular June Board meeting.

#### 4.05 Pregnancy Leave

- A. Accumulated sick leave may be used by any teacher for reasons of pregnancy. Upon receiving a doctor's statement, sick leave shall be granted for six consecutive weeks. Upon certification of the attending physician in writing to the Superintendent that such teacher is unable to perform her assigned duties, the period of sick leave for maternity purposes shall be extended as determined by the teacher and the attending physician.
- B. Sick leave, as authorized under this section, shall not exceed that number of accumulated and unused sick leave days to the credit of the teacher and earned during the period of such leave.
- C. Any teacher whose accumulated sick leave days or transferred sick days are insufficient to cover the period of leave as set forth in section A above shall be granted maternity leave without pay for the remainder of the six (6) weeks. However, hospital and other fringe benefits shall be paid for by the Board. Upon certification of the attending physician in writing to the Superintendent that such teacher is unable to perform her assigned duties, the period of interim maternity leave without pay shall be extended as determined by the attending physician. During the extension of the interim maternity leave, the fringe benefits may be extended by the teacher at her own expense.
- D. No leave authorized pursuant to this section shall extend beyond the current school year.

#### 4.06 Maternity/Paternity Leave

- A. Leave rights: In addition to the pregnancy leave, a teacher who is pregnant or adopting a child less than one (1) year of age shall be granted a leave of absence without pay for maternity/paternity or adoption to begin at any time between (a) the commencement of pregnancy, or, in the case of adoption, the receipt of custody, or (b) the period during which sick leave is authorized pursuant to sections A and B of pregnancy leave. Such leave shall be for a period not to exceed the balance of the current school year, and it may be extended upon the approval of the Board upon application for extension.
- B. Application for extension: Application for maternity/paternity leave shall be in writing and it shall contain a statement of the expected date of birth, or, in the case of adoption, the date of obtaining custody, the date on which the leave of absence is to

commence, and the date the teacher expects to return to service. Such application shall be made no less than thirty (30) days prior to the beginning of such leave. No leave of absence shall extend beyond the term of such teacher's limited contract.

- C. Reinstatement rights: Upon return from approved maternity/paternity leave at the time set forth in the application for leave, the teacher shall be assigned to a position for which the teacher holds a valid unexpired certificate. If the teacher desires to return to service prior to the stated date of application for such leave, the teacher shall notify the Superintendent in writing that an early return to service is requested and the date upon which the teacher wishes to return. Upon recommendation of the Superintendent, the Board may authorize the early return of such teacher. Failure of the teacher to return on the date stated on the application (of extension) as authorized by the Board may be cause for disciplinary action as the Board deems necessary.
- D. Benefits during maternity/paternity leave: Fringe benefits may be continued at the teacher's own expense.

#### 4.07 Military Leave

Military leave shall be granted to teachers pursuant to the Ohio Revised Code.

#### 4.08 Professional Leave

- A. A Professional leave fund shall be included in the budget of the Board. The amount shall be determined by the Board and the Association. The overall needs of the educational program and the financial resources available shall be considered to determine an appropriate amount.
- B. Application for such leave shall be filed with the building principal ten (10) school days prior to the date of such leave. Leave shall be granted only by the Superintendent upon the recommendation of the building principal. Professional leave shall be related to the teacher's instructional program or supplemental position and shall be in line with the overall building instructional needs. Federal guidelines shall be taken into consideration. The teacher(s) may be requested to present a report on the seminar, workshop, or conference attended to the instructional staff.
- C. Staff members will be reimbursed for the following cost categories:
  - 1. Travel by motor vehicle -- established Board rate per mile;
  - 2. Cost of meals -- Six Dollars (\$6.00) maximum for breakfast  
Ten Dollars (\$10.00) maximum for lunch  
Fourteen Dollars (\$14.00) maximum for dinner
  - 3. A maximum of Eighty Dollars (\$80.00) per day for lodging;

4. Parking fees; and,
5. Registration fees for workshops or conferences.

Receipts are necessary for all expenses except item 1.

D. To be reimbursed, staff members shall turn in appropriate receipts and forms to the Treasurer's office in accordance with the following:

1. Any professional leave utilized during the period from September through February, appropriate receipts and forms will be due to the Treasurer's office by March 15, with reimbursement by the Treasurer distributed by April 15.
2. Any professional leave utilized during the period from March through August, appropriate receipts and forms will be due to the Treasurer's office by September 15, with reimbursement by the Treasurer distributed by October 15.
3. The total annual amount for the Professional Leave Fund is \$7,500. This amount will be divided in half (\$3,750) in accordance with the utilization periods (as in #1 and #2). Any remaining balance of the \$3,750 allocation of the Professional Leave Fund that is not utilized in the first professional leave period (September-February) shall be carried over to the next professional leave period (March-August).
4. Reimbursement cannot exceed the total cost incurred by the bargaining unit member for each conference. Reimbursement shall be made by the following formula:

$$C/T \times B = R$$

C = budgetary cap

T = total amount of first choice conferences

B = bargaining unit member's incurred cost (shown on submitted receipts)

R = reimbursement

- E. If a conference has a registration fee of \$200 or more, the staff member may request the board to pay the registration fee and then this amount will be deducted from said member's reimbursement.
- F. If fees are to exceed limitations and/or require air travel, prior approval of the Board is necessary.

#### 4.09 Sabbatical Leave

- A. A public school teacher who has completed five (5) years of service may, with the permission of the Board and the superintendent, be entitled to take a leave of absence with or without part pay, for one (1) or two (2) semesters subject to the following restrictions: The teacher shall present to the Superintendent for approval a plan for professional growth prior to such grant of permission, and at the conclusion of the leave provide evidence that the plan was followed. The teacher may be required to return to the District at the end of the leave for a period of at least one (1) year, unless the teacher has completed twenty-five (25) years of teaching in this state.
- B. The Board may not grant such a leave unless there is available a satisfactory substitute, nor grant such leaves to more than five percent (5%) of the professional staff at any one (1) time, nor allow a part salary in excess of the difference between the substitute's pay and the teacher's expected salary, nor grant a leave longer than one (1) school year, nor grant a leave to any teacher more often than once for each five (5) years of service, nor grant a leave a second time to the same individual when other members of the staff have filed a request for such a leave.
- C. Teachers on approved sabbatical leaves of absence shall be kept on the payroll records and shall be permitted to continue participation in the group insurance provided to teachers by paying to the Treasurer on a monthly basis the full cost of the premiums for such coverages.

#### 4.10 Jury Duty Leave

When it becomes necessary for a bargaining unit member to accept jury duty, the bargaining unit member shall be paid full salary provided such member turns over to the Treasurer all compensation paid to the bargaining unit member for jury duty. Such leave shall not be deducted from any other type of leave.

#### 4.11 Association Leave

- A. The Association shall be granted seven (7) teacher days annually for its representatives to attend professional meetings of the Ohio Education Association. Such leave will be requested in writing by the Association President to the Superintendent three (3) days prior to the use of such leave and shall not be charged against any leave otherwise granted.
- B. If the Board does not appropriate funds for professional leave due to financial problems, the Association may request leave with the Association reimbursing the Board for the substitute's wages.

#### 4.12 Personal Leave

- A. Certificated employees shall be granted three (3) unrestricted days annually to conduct personal business. However, personal leave shall not be granted for the last two weeks of the school year without approval of a written narrative submitted to the Superintendent by the applicant. The principal or his/her designee shall approve the application. The granting of such leave shall not be required if such leave has been granted to ten percent (10%) of the certificated staff of the building to which the applicant is assigned or two (2) persons, whichever is greater.
- B. Application for such leave shall be faxed to the Superintendent 48 hours prior to the beginning of such leave. In cases of emergency, the teacher will indicate why prior notice was impossible. If personal leave is not approved, the teacher will be given at least one (1) day's notice to make other arrangements or appeal the decision to the Superintendent. Leave may be granted without pay if applied for within three (3) days with prior notice and reasons for said leave stated.
- C. Unused personal leave days at the end of the bargaining unit member's contract year shall be added to the member's sick leave accumulation until the member has reached the maximum allowance sick leave accumulation. In this case, the member will be reimbursed \$50 for each unused personal leave day.
- D. Certificated employees that are hired or meet the sixty day qualification for benefits will have their personal leave prorated. If the first (1st) day of the sixty day requirement begins:
  - prior to November 30 - three (3) days
  - December 1 - January 15 - two (2) days
  - January 16 - March 15 - one (1) day
  - March 16 - end of year - zero (0) days

#### 4.13 National Board Teacher Certification Candidates

Bargaining unit members who have been accepted into the National Board Teacher Certification process may receive, upon request, one (1) professional day to prepare, compile, and/or complete the requirements for the certification. Said professional day will be granted only if reimbursement to the board is available through the grant money from the state.

## ARTICLE V -- COMPENSATION

### 5.01 Salary and Index

The BA-0 base salary shall be (3% increase) Twenty-six Thousand, Six Hundred Sixty-nine Dollars (\$26,669) for the 2007-2008 school year; (3% increase) Twenty-seven Thousand, Four Hundred Sixty-nine Dollars (\$27,469) for the 2008-2009 school year; (3% increase) Twenty-eight Thousand, Two Hundred Ninety-three Dollars (\$28,293) for the 2009-2010 school year. The salary index appears in Appendix A of this agreement. Salary schedules for the 2007-2008, 2008-2009, and 2009-2010 school years appear in Appendixes B, C, and D of this agreement respectively.

### 5.02 Co-Curricular Activity Salaries

The salary schedule for co-curricular activities appears in Appendix E of this agreement.

### 5.03 Athletic Coaching Salaries

The salary schedule for athletic coaching appears in Appendix F of this agreement.

### 5.04 Summer Curriculum Work

Payment for summer curriculum work may be budgeted by the Board in an amount to be determined by the Board which would be appropriated to the overall needs of the educational program and in relation to the financial resources available. The building priority needs will be determined by the staff and principal. If said work is approved by the Board, the rate of pay will be Seventeen Dollars (\$17.00) per hour.

### 5.05 Local Professional Development Committee (L.P.D.C.)

- A. There shall be one local professional development committee serving the Fort Frye Local School District. It shall have up to eleven (11) members: at least six (6) teachers selected by the bargaining unit, and as many as five (5) administrative representatives selected by the Board.
- B. A member of the L.P.D.C. may be removed by agreement between the Association President and the Superintendent, but only by reason of non-participation or failure to abide by the governing by-laws.
- C. Each member of the L.P.D.C. shall receive \$100 plus \$30 per meeting attended, not to exceed ten (10) meetings, for his/her participation in the work of the committee.
- D. The stipend shall be paid on the first paycheck in June.

#### 5.06 Mentors

- A. As a condition of employment, all bargaining unit members new to the district shall be required to participate in the mentor program for the first year of service.
- B. The building principal will assign each new bargaining unit member a mentor whose certification/license is the same subject area or as close as possible to that of the new bargaining unit member and who has completed the appropriate training.
- C. No mentor will participate in any informal or formal contractual evaluation of a new bargaining unit member.
- D. The mentor program will not replace the employment evaluation. Evaluations will be conducted in accordance with the negotiated contract and per applicable state laws.
- E. Mentors will be released from duties to observe his/her new bargaining unit member and a substitute will be provided for the mentor.
- F. Bargaining unit members, with Ohio Department of Education recognized training, will be compensated at the rate of \$200 in any year which they serve as an active mentor to a teacher new to the district.
- G. Bargaining unit members, with Ohio Department of Education recognized training, will be compensated at the rate of \$400 in any year which they serve as an active mentor to a teacher who is going through the Entry-Year Process.
- H. Upon receipt of documentation, the mentor will be paid the appropriate stipend for each mentee on the first paycheck following the completion of the academic year.

#### 5.07 Compensation for Substituting Pay

- A. Every reasonable effort shall be made to secure a regular substitute prior to requesting a regular teacher to serve as a substitute.
- B. When a full-time bargaining unit employee is to substitute for an absent bargaining unit employee, (s)he will be compensated at the rate of seventeen (\$17.00) per classroom period (high school) or seventeen (\$17.00) per hour (elementary) for all substitute duty.
- C. In those cases where substitutes are not available, or it is more efficient to utilize bargaining unit members, any teacher(s) who agree, may be utilized as substitutes to cover a class or classes (whole or part).

The building administrator, or his/her designee, shall create a list of possible substitutes to utilize based on seniority within the affected building. The substitution procedure selection process may be developed and rotated on most to least seniority and/or common planning period with the affected substitute time required.

- D. The administrator, or his/her designee, requesting an employee substitute for an absent member shall issue the reimbursement forms to the employee. The employee, at the conclusion of the work day, shall submit the forms to the principal.
- E. Payment will be made in the first pay following the submission of the absentee report and substitute form verifying substitution. In order for the substitute to be paid, all forms must be submitted according to the payroll date deadline schedule posted in each building. Missing the deadline will result in non-payment.
- F. The Board, or its designee, will maintain a record of all such assignments, substitutions and payments.

5.08 Pay Periods

All bargaining unit members shall receive their contracted salary in bi-weekly payments during the duration of the contract.

5.09 Pay for Partial Year

Bargaining unit members will be granted one (1) year of teaching experience for completing one hundred twenty (120) or more teaching days within one (1) school year. This experience will be credited after completion of the school year.

5.10 Teaching Experience

The Board shall recognize “years of teaching experience” as follows:

- A. All teachers presently employed by the Board shall be paid salary as set forth in the teachers’ salary schedule.
- B. A year of teaching experience in the District shall consist of at least one hundred twenty (120) days under a teacher’s contract.
- C. For teachers newly employed in the District, a contracted teacher with verified experience from a public or chartered nonpublic school with one hundred twenty (120) days shall be placed on the salary schedule as follows:
  - 1. One (1) to ten (10) years’ experience will be placed on the salary schedule per years’ experience.
  - 2. Ten (10) years’ experience or more will be placed on the salary schedule at ten (10) years or per years’ experience.

- D. One (1) year of teaching experience will be recognized for each year of one-half (1/2) day assignment of at least one hundred twenty (120) days under a teacher's contract. (One-half [1/2] day is defined as a minimum of three and three-quarter [3-3/4] hours.)
- E. A teacher, upon fulfilling the requirements for the next degree, hour, or column on the salary schedule, will be placed on such column by transcript or degree verification. Verification shall consist of the teacher presenting a transcript or other official document that shows the hours or degrees. The increase shall be effective at the beginning of the year if notified by September 15 or for one-half (1/2) year by January 15. To be placed at the Masters +15 or the Masters +30 level, a bargaining unit member must have accumulated 15 or 30 graduate hours respectively other than those specified for his/her masters degree.
- F. Teachers who begin employment beginning the second semester shall receive their increments at mid-year.
- G. Active military service in the Armed Forces of the United States shall be used as years of teaching experience. For purposes of this calculation, a partial year of active military service of eight (8) continuous months or more in the armed forces shall be counted as a full year. "Armed Forces" of the United States, as used in this section, include Army, Navy, Marine Corps, Coast Guard, Auxiliary Corps, Red Cross nurse serving with the Army, Navy, Air Force, or hospital service of the United States, full time service with the American Red Cross in a combat zone, and such other service as is designated by the Congress as included therein.
- H. Previously accumulated unused leave days shall be restored to all teachers returning to the system, provided that such teachers return to the District within ten (10) years from the date of the last termination from public service.
- I. Regular substitute teachers who are appointed regular teachers shall be given service credit of one (1) year for each one hundred twenty (120) days taught as a regular substitute teacher in the District.

#### 5.11 Part-time Staff

- A. Any bargaining unit member who is under contract to work three and three-quarter (3 3/4) hours or less per day shall be considered a part-time staff member.
- B. In order to be eligible for fringe benefits, a bargaining unit member must be under contract to regularly work more than three and three-quarter (3 3/4) hours per day.
- C. Any bargaining unit member receiving full benefits prior to July 1, 1998 shall not lose these benefits unless employed less than three and three-quarter (3 3/4) hours.

### 5.12 Re-employment of retired teachers

- A. Re-employed teachers will be placed at step 0, at the appropriate educational level. Thus they will be considered new employees.
- B. Re-employed teachers are not eligible for Board paid health care, prescription drug plan, or dental plans. The re-employed teacher may participate at his/her own expense.
- C. Re-employed teachers will be responsible for all the employee's share of STRS.
- D. There will be zero sick leave carried over as the severance package eliminates all such leave. They will not be eligible for future severance considerations. Sick leave may be accrued according to the contract.
- E. Salary schedule advancement will be the appropriate educational level times years of new rehired service.
- F. The re-employed teachers will receive life insurance as per contract and will receive \$500 annually in lieu of all other insurances. Upon completion of the full contract year, the \$500 will be paid by June 30.
- G. The Board shall follow the following sequence for limited contracts:
  - 1. Two (2) one- (1) year contracts:
  - 2. Two (2) year contracts thereafter.Each contract will expire automatically at the end of the contract year.

### 5.13 Annual Notice of Salary

With respect to the year in which this Agreement expires, the parties agree that the annual notice of salary required by Ohio Revised Code 3319.12 for the following school year will be furnished by July 1 or not later than thirty (30) days after ratification of the parties' successor agreement, whichever deadline occurs later.

## ARTICLE VI -- FRINGE BENEFITS

### 6.01 Hospitalization/Major Medical Insurance

- A. The Board shall provide single and family hospitalization/major medical health insurance program for all full-time employees. Part-time employees shall be as defined in Section 5.11

Coverage and benefits shall be as contained in Appendix I of this contract.

- B. An open enrollment period will be held during the month of September each year, with coverage beginning on October 1. Any teacher employed after the beginning of the school year will have no more than ten (10) working days to enroll from the starting date of employment.
- C. Any bargaining unit member who is covered by his/her spouse's health insurance and who elects to decline Board insurance coverage shall be eligible for the following insurance options:
1. An employee eligible for family insurance coverage may decline Board insurance coverage and receive an annual payment of \$3,500.
  2. An employee eligible for family insurance coverage may elect to take single insurance coverage and shall receive an annual payment of \$1,500.
  3. When both a husband and wife are bargaining unit members, no insurance coverage waiver can be claimed, but cost of the insurance to the couple will be waived (see section 6.05).
  4. Employees electing to participate in the above insurance waiver must notify the District Treasurer in writing no later than December 1, 2007 for the first year, and no later than August 1 for the subsequent years.
  5. Any employee who has elected to participate in the insurance waiver and during the year loses insurance coverage through divorce, death, job loss, layoff etc. shall be provided Board insurance coverage upon notification of the Treasurer.
  6. Any employee electing to take the insurance option shall receive payment in October following the school year in which the member has elected not to receive the coverage.
  7. The first year of this contract only, the option shall be from January 1--August 31. The remaining two (2) years the option shall be annual from September 1--August 31. Any employee electing to take this option shall not be subject to any precondition clause upon re-enrollment in the negotiated insurance program.
- D. Any employee hired after July 1, 1995, choosing single or family health care coverage must be covered by the plan for twelve (12) months before a pre-existing condition is covered or that the condition goes twelve (12) months without treatment.
- E. Pre-certification is a procedure which requires that an approval be obtained from the Pre-certification Center prior to incurring expenses for certain Inpatient and Outpatient Services. An 800 phone number will be provided on your ID card. Pre-certification is normally completed by your attending physician and/or hospital. For emergency admissions, pre-certification is not required prior to admission, although there is a need for contacting the Pre-certification Center within 24 hours of admission.

6.02 Prescription Drug

The Board shall provide single and family prescription. A summary of the insurance specifications appears in Appendix I.

6.03 Dental Insurance

The Board shall provide single and family dental benefits through Core Source or its equivalent. The benefits shall remain the same as the 2006-2007 school year.

6.04 Life Insurance

- A. The Board shall purchase from a carrier licensed by the State of Ohio group term life insurance for each full time member of the bargaining unit in the amount of Twenty-Five Thousand Dollars (\$25,000) for the life of this agreement.
- B. Additionally, an employee may purchase up to an additional Twenty-Five Thousand Dollars (\$25,000) of life insurance at the employee's expense in accordance with the procedures required by the insurance carrier. The cost of this insurance shall be deducted from the employee's paycheck.

6.05 Cost of Insurance Coverage

Bargaining Unit Members shall pick up 10% (2007-2008), 10% (2008-2009) and 11% (2009-2010) of the cost of the premium for medical insurance. When both a husband and wife are bargaining unit members, the cost of insurance to the couple will be waived. A section 125 tax reduction for employee portion of Insurance Premium shall apply.

6.06 Insurance Committee

- A. Effective with the ratification of this Agreement, the Board and FFTA shall establish a Health Insurance Committee. The FFTA shall appoint three (3) representatives to serve on the committee for a three (3) year term and the Board shall appoint three (3) representatives to serve on the committee for a three (3) year term. OAPSE may also appoint three (3) representatives.
- B. The purpose of the Health Insurance Committee shall be to improve the quality of health care and lower the cost of health insurance for all enrollees in the health insurance plan. The duties of the Committee shall be to review and analyze all pertinent healthcare and health insurance information germane to the stated purpose of the Committee and to recommend changes regarding health insurance and healthcare systems. The Committee's general area of review and counsel shall include, but are not limited to the following:

- (1) Review of the current plan provisions and proposals for any modification in the benefit plans;

- (2) Recommendation for any health insurance education programs for current and potential enrollees; and
- (3) Review of any additional cost containment measures that may alter the delivery of health care services, while maintaining quality, and not shifting any costs from the plans to the employees.

The Committee may each year by mutual agreement:

1. Review the Boards contract with any Broker, Agent or other person or Entity providing Health Insurance services to the Board.
  2. Require a competitive bidding process among a number of qualified and certified Insurance Brokers when procuring Health Insurance for Board employees and their families.
  3. Receive annual training along with two (2) Board members and two (2) Association officers from the Ohio Public Sector Labor management Health Care Benefits Committee regarding proper Health Insurance Committee functions and activities.
- C. In the event consensus cannot be reached as to plan modifications, the current plan shall remain in effect. If consensus as to plan modifications or changes occurs, the new proposal(s) shall be submitted to both sides for ratification.
- D. The Board shall provide the Committee with information on bargaining unit claims and experience, financial reports and other information requested by the Committee. The Board will pay all reasonable costs incurred that pertain to materials and training in fulfilling the purpose of the Committee. Release time for the members of the Committee shall be made available such as to allow members to complete their purposes on said Committee. The Committee shall determine the duration and frequency of all regular meetings and shall update the Board and FFTA on a quarterly basis with any and all relevant information regarding the Committee's work.

#### 6.07 Board Pickup of Employee Contributions to STRS

- A. For purpose of this section, total annual salary per pay period for each bargaining unit member shall be the salary otherwise payable under this agreement and his/her contract. The total annual salary and salary per pay period of each bargaining unit member shall be payable by the Board in two parts: (1) deferred salary and (2) cash salary. A bargaining unit member's deferred salary shall be equal to that percentage of said bargaining unit member's total annual salary or salary per pay period which is required from time to time by the State Teachers' Retirement System (STRS) to be paid as a bargaining unit member contribution by said member and shall be paid by the Board to STRS on behalf of said members as follows:

<u>Pickup on Pickup</u>	<u>Salary Reduction</u>
2%	Balance of Member's Contribution

- B. The Board shall compute and remit its bargaining unit member contributions to STRS based upon total annual salary, including the "pickup." The Board shall report for federal and Ohio income tax purposes as a bargaining unit member's gross income said member's total annual salary less the amount of the "pickup." The Board shall report for municipal income tax purposes as a bargaining unit member's gross income said member's total annual salary, including the amount of the "pickup." The Board shall compute income tax withholding based upon gross income as reported to the respective taxing authorities.
- C. The Treasurer shall continue the provisions of this section.
- D. Board pickup shall terminate immediately if deemed illegal by a court of competent jurisdiction or by the Internal Revenue Service.
- E. The Board shall compute and remit all applicable contributions to STRS based upon annual salary and/or earned compensation which includes the amount of the pickup computed therein.
- F. The pickup percentage shall apply uniformly to all employees of the bargaining unit and no employee covered by this provision shall have the option to elect a wage increase or other benefit in lieu of the employer pickup.
- G. The salary schedule will be used for the purpose of computing daily rate of pay, for determining paid salary adjustments to be made due to absences, and for all other purposes of compensation.

6.08 Admission to Co-Curricular Activities

Teachers working in the District are entitled to free admission to athletic and other co-curricular activities. If a teacher is accompanied to a particular event by his/her spouse, then he/she will be admitted free.

6.09 Severance Pay

- A. Each bargaining unit member shall at the time of retirement or death be entitled to severance pay. Retirements and requests for severance pay shall be submitted to the superintendent at least 90 days prior to effective date of retirement. If notification is not received by this specified date and the bargaining unit member retires, the member will forfeit the payment of severance pay. Exclusions shall be made for health related extreme emergencies. Retirement shall be defined to mean actual retirement from STRS, or a retirement system with reciprocity with STRS, and have officially applied and been approved by STRS for retirement benefits. The retiree or

the beneficiary, as specified on STRS, shall be paid for one half (1/2) unused accumulated sick leave days computed at the bargaining unit member's actual per diem rate, excluding extended service or pay for additional duties according to the table below:

<u>Years in District</u>	<u>Days</u>
one (1) to ten (10)	thirty-three (33)
eleven (11) to twenty (20)	forty-eight (48)
twenty-one (21) to twenty-five (25)	fifty-six (56)
twenty-six (26) or more	sixty (60)

- B. Four (4) days will be added if the average sick leave absence rate for the employee is five (5) days or less for the last three (3) years.

6.10 Professional Growth

- A. Eligibility: All bargaining unit members shall be eligible for participation in the professional growth program. Recipients will be chosen from those with degrees, proper certification, and one (1) year of prior professional service in the District.
- B. Selection: Bargaining unit members must be enrolled in courses pertaining to their Individual Professional Development Plan (IPDP). Applications must be submitted to the Local Professional Development Committee (LPDC) at least four weeks prior to the beginning of class. Upon approval of the LPDC, applications will be forwarded to the Superintendent's Office for approval by the Board of Education at its next meeting.

Courses taken by bargaining unit members holding a permanent certificate must be related to or supportive of their field of certification. Applications must be submitted to the Superintendent's Office at least four (4) weeks prior to the beginning of class for approval by the Board of Education at its next meeting.

All summer courses must be approved by the LPDC by September 15 and by the Board at the regular September meeting.

- C. Reimbursement: The bargaining unit member must pass with an average "B" grade or better, or receive credit in courses, to be eligible for reimbursement. Also, the bargaining unit member must submit a receipt showing tuition cost from the educational institution attended. The bargaining unit member must teach in the District the year following receiving this credit to be eligible to receive payment. Reimbursement will be offset to those who qualify and receive tuition help from other sources.

- D. Fifteen Thousand Dollars (\$15,000) for 2007-2008; Seventeen Thousand Dollars (\$17,000) for 2008-2009; and Nineteen Thousand Dollars (\$19,000) for 2009-2010 shall be budgeted for professional growth, and reimbursement shall be made in accordance with the following formula:

C = Budgetary cap

T = Total amount of approved tuition for the entire bargaining unit

B = Bargaining unit member incurred tuition cost

R = Reimbursement per bargaining unit member

$$\frac{C}{T} \times B = R$$

- E. Reimbursement shall not exceed the total cost incurred by the bargaining unit member.
- F. Applications for all tuition reimbursement must be submitted to the Superintendent by October 1. Payment will be made to each bargaining unit member by October 15 in a separate check.

#### 6.11 Retirement Incentive

- A. Each bargaining unit member eligible to retire and who elects to retire shall receive fifty percent (50%) of the difference between the member's current salary plus 14% and the bachelor's degree step 0 plus 14%. A member who retires a year after eligibility will receive 25%. Extended time and supplemental contracts are excluded from the member's current salary.
- B. The age and service requirements of STRS for retirement must be complied with in order to be eligible for the payment.
1. Any age and 30 years of service.
  2. 55 years of age and 25 years of service; or
  3. 60 years of age and a minimum of 5 years of service.
- C. The payment shall be made in one lump sum between January 1 and January 15 of the first year of the employee's retirement. At the employee's option, the payment may be made in two equal payments between January 1 and January 15 of the first two years following the employee's retirement. This retirement bonus will not be subject to STRS withholdings either by the employee or the Board.
- D. Any member who has or will have 30 years of service by the end of any school year must make application for the retirement incentive bonus by March 15 of their 30th year to be eligible to receive this bonus. Once an employee reaches 30 years of service, that employee must take advantage of the retirement bonus or lose eligibility.

- E. Members who are eligible to retire but have less than 30 years experience may apply for the Retirement Incentive Program. Those in the “below thirty years of service” categories that are pension-eligible now will have a second opportunity on reaching 30 years of service.
- F. This incentive is in effect for the term of the contract.
- G. To be eligible for the retirement incentive, the effective date of retirement must be no earlier than after the last teacher work day of the given school year and must be no later than by June 30 of the year the notice was given.

## **ARTICLE VII – CONTRACTS**

- 7.01 The Board shall provide each member of the instructional staff with individually written contracts in keeping with the provision of the Ohio Revised Code and Board-adopted policies in accordance with the provision below.
- 7.02 Any agreement as supervisor (advisor/coach) for extracurricular activities for which additional compensation is to be paid shall be written in a supplemental contract. Supplemental renewal shall be issued by the Board at least ninety (90) days prior to the commencement of the extracurricular activity.
- 7.03 In consideration of the services rendered by the teacher, the Board agrees to pay said teacher a base annual salary as prescribed by the salary schedule of the District.
- 7.04 Copies of the Board’s policies, administrative rules, and regulations which affect teachers shall be provided to the Association President at the same time copies are sent to the building principals.
- 7.05 The Board shall follow the following sequence:
  - A. Two (2) one- (1) year contracts;
  - B. A two- (2) year contract;
  - C. A three- (3) year contract; and
  - D. Five- (5) year contracts thereafter.
- 7.06 A teacher may be given a one (1) or two (2) year contract at the end of any multi-year contract following subsection B above if the written evaluation indicates unsatisfactory performance (Does Not Meet Expectations). At the end of that one (1) or two (2) year contract, the teacher shall be awarded the contract previously denied or nonrenewed.

## ARTICLE VIII -- NONRENEWAL OF LIMITED TEACHING CONTRACTS

8.01 In the event that the Superintendent intends to recommend to the Board the nonrenewal of a limited teaching contract, he/she shall notify the affected employee no less than twenty (20) calendar days prior to the Board meeting at which formal action on the recommendation is to occur. The notice to the employee shall be in writing, and shall contain the following:

- A. Specific reasons for the recommendation;
- B. A tentative date for a meeting between the employee, his/her representative of choice, and the Superintendent; and,
- C. The date of the Board meeting at which formal action is to occur and the employee's right to a hearing before the Board with a representative of his/her choice.

The meeting in section B above shall be held at a mutually agreeable date and time, but no less than five (5) calendar days prior to the Board meeting.

8.02 In the event the Board votes to nonrenew a contract which has been recommended for renewal by the Superintendent, the Board shall give the employee a notification with written specific reasons for such action within ten (10) calendar days following a formal hearing before the Board, with a representative of his/her choice within ten (10) calendar days from the date of notification.

8.03 An employee notified by the Superintendent in section 1 above of a recommendation to nonrenew shall be entitled to a hearing with a representative of his/her choice, at the Board meeting at which formal action is to occur. Following the hearing, the Board shall act, and if the action is to nonrenew the employee, shall be notified in writing with the specific reasons for the action no later than ten (10) days following the Board meeting.

8.04 Grievance(s) regarding nonrenewal will be filed at Level Four.

8.05 After completing his/her fourth (4th) year of teaching in the District, a bargaining unit member shall only be nonrenewed for just cause.

## ARTICLE IX -- VACANCIES, TRANSFERS, ASSIGNMENTS AND PROMOTIONS

9.01 Vacancies

- A. When a bargaining unit member resigns, retires, is terminated, nonrenewed, or is promoted out of the bargaining unit, and the administration determines that the position held by that bargaining unit member must be filled, the position shall be deemed a vacancy subject to the provisions of this article.

- B. All teaching and supplemental contract vacancies and new positions shall be posted for seven (7) calendar days in each building throughout the calendar year. Each such posting shall include the position, grades (i.e. K-6, 7-8, and 9-12), school location(s), and certification required by the State Department of Education.
- C. Summer procedures for notice of vacancies will be as follows:
  - 1. Information relevant to the vacancy will be available to bargaining unit members via a recorded message that can be dialed by telephone, 984-2497, ext. 314.
  - 2. Notifications of vacancies will be provided to the Association President by the Superintendent. If the Association President is unavailable, the Superintendent will contact the President-Elect, Secretary, or Treasurer of the Association until notification has been made.
  - 3. After July 1 postings of vacancies will observe a fast track which allows administration to interview and recommend for employment without following the 7-day posting requirement as contained in Section B. Simultaneously, Section 9.01C, parts 1 and 2 will be followed.
- D. The President of the Association will be notified in writing of all vacancies and new positions for certified staff positions.

#### 9.02 Transfers and Reassignments

- A. A transfer (voluntary or involuntary) is a change in the bargaining unit member's building assignment. (Special teachers in the elementary areas of physical education, art and music are exempted from this provision.)
- B. A reassignment (voluntary or involuntary) is a change in the bargaining unit member's position as to previously assigned responsibilities as to a grade level or subject area in the elementary schools or a change in more than one (1) course offering in the secondary school.
- C. Bargaining unit members who desire a transfer and/or reassignment may file a written statement of such desire with the Superintendent's office. An application for a vacancy, transfer, and/or reassignment may be renewed annually. Applications may be completed at any time.
  - 1. Each individual(s) who requests a transfer and/or reassignment shall be considered when a vacancy, transfer, and/or reassignment exists that he/she requests.
  - 2. An individual(s) not selected shall be given a written or verbal statement of the Superintendent's decision within five (5) working days after the candidate is selected.

- D. Bargaining unit members will be notified in writing on or before July 31 of any intent to transfer and/or reassign said bargaining unit member to another grade level, building(s), or subject to be taught. This written notification of change shall include specific reasons for the transfer and/or reassignment.
1. The bargaining unit member may request a meeting with the Superintendent concerning this transfer and/or reassignment. An Association representative of the teacher's choice may be present at such meeting.
  2. To transfer and/or reassign a teacher after July 31, the Superintendent shall contact the teacher for a conference to discuss the transfer and/or reassignment. If the teacher cannot be contacted within five (5) days, a certified letter shall be sent to the teacher's address of record for the purpose of requesting a conference.
  3. A bargaining unit member involuntarily transferred or reassigned after July 31 and after a conference with the Superintendent shall be granted up to five (5) days' extended time at his/her per diem rate depending upon the nature of the reassignment and/or transfer. The number of extended days shall be mutually agreed upon by the teacher, principal, and/or Superintendent.

9.03 Other Certified Vacancies

- A. The Superintendent shall post a notice in all schools of any administrative (supervisory) vacancy. A copy of said notice shall be given to the Association President.
- B. Bargaining unit members who desire to apply for such positions shall submit their applications in writing within seven (7) calendar days from the first day of the posting.

9.04 Teaching Assignments

- A. A bargaining unit member shall expect to teach in the same building and grade level (elementary) or subject area (secondary) for the following school year.
- B. An elementary teacher shall be given written or verbal notification of his/her grade level and building assignment for the following school year by the building principal by the last teacher workday. This notification should occur at the end of a school day.
- C. A secondary teacher (7-12) shall be given a class period-by-period listing of his/her course teaching assignment for the following school year by the building principal by July 31.

- D. Any change in the teacher's assignment from the previous year as described above, if not notified and agreed to by July 31, is considered an involuntary transfer and/or reassignment.
- E. The building principal will distribute a questionnaire (see Appendix K) for each teacher to fill out. The information from the questionnaire will be used for administrative awareness. The questionnaire will be distributed no later than March 1 and returned to the building principals no later than March 15.

## **ARTICLE X -- PERSONNEL**

### **10.01 Personnel Files**

- A. An official file which includes the following items shall be maintained in the office of the Superintendent for each teacher:
  - 1. Application for employment;
  - 2. Current employment contracts(s);
  - 3. Ohio teaching certificate;
  - 4. College transcripts and other in-service credit;
  - 5. Written reprimands or complaints that have led to reprimands, together with any written replies thereto;
  - 6. Written observations and evaluations required by the District's evaluation procedure or attachments if attachments are continuations of teacher or principal comments; and,
  - 7. Letters of commendation and certificates of award.
- B. A teacher shall be notified immediately of any request(s) to view the contents of the teacher's personnel file. The teacher shall be given the opportunity to be present when his/her file is viewed. In the event the teacher is unavailable, the record shall be released within a reasonable time period. Nothing in this procedure shall be construed to waive any rights conferred under ORC.
- C. No anonymous complaint critical of a teacher shall be included in the file.
- D. If a teacher disputes the accuracy, timeliness, relevance or scope of any item in his/her file, it shall be reviewed by the principal and staff member involved, and the teacher shall be given the opportunity to file a written reply.
- E. A teacher shall have the right to review evaluations in his/her file and to have a written reply to same included in his/her file.

- F. Informal notices or records about teachers maintained by administrators shall not be included in the official file, except to the extent such notices or records are made a part of the teacher's formal evaluation.
- G. A teacher may request and shall receive at his/her expense a reproduction of any item in his/her file exclusive of confidential letters of recommendation or references.
- H. A written reprimand(s) shall be removed from the official file sixty (60) months from the date of placement if a second reprimand for a similar offense is not given. The bargaining unit member may request that the reprimand be destroyed after the sixty (60) month period.
- I. At any time that anything is placed in a teacher's official personnel file, he/she will be given a copy.

#### 10.02 Class Size

- A. The Board shall maintain a pupil/teacher ratio which shall be no less than that prescribed by standards promulgated by the Department of Education, State of Ohio, and shall be subject to all penalties and conditions of said standard.
- B. If any class, except special classes (music, art, physical education, etc.) exceeds thirty-two (32) students, the President of the Association, the teacher affected, the building principal, and the Superintendent shall meet and work out an acceptable arrangement. Transfer/ reassignment procedures outlined in this contract shall be waived to correct problems.
- C. Any teacher who does not have a planning period shall be paid the equivalent of a class period of his/her regular salary.

#### 10.03 Building Staff Meetings

- A. Except as otherwise provided, all teachers assigned to a school building shall be required to attend no more than two (2) general staff meetings per month called by the principal. Except in the case of an emergency, such required staff meetings shall not exceed ninety (90) minutes per month beyond the teacher's scheduled day. The principal may schedule such other staff meetings during the teacher's scheduled day as he/she deems appropriate. Attendance at additional meetings beyond the teacher's scheduled day shall be voluntary unless called because of an emergency. Announcements concerning Association activities may be made by the Association representatives at the conclusion of staff meetings.
- B. Whenever possible, at least forty-eight (48) hours notice will be given as to the meeting dates.

#### 10.04 Academic Freedom

- A. Bargaining unit members shall be guaranteed academic freedom. Such freedom shall be exercised within the bonds of the curriculum guides as adopted by the Board. Bargaining unit members shall have the right to create a classroom environment which shall be conducive to investigation, interpretation, analysis and evaluation of data on all sides of a critical issue under study, but shall be responsible for exercising reasonable and sound judgment in accordance with generally accepted professional standards in selecting for discussion those issues which he/she deems relevant to the maturity and understanding of the students involved.
- B. The principal in each school shall be responsible for supervising teachers with respect to all teaching activity conducted within the building to assure compliance with such curriculum guide.

#### 10.05 Complaints

##### A. Informal Procedure:

- 1. The Board and the Association agree that the most beneficial method to resolve public complaints or concerns is through face-to-face conferences at the building level. Conferences between teachers, pupils, parents, principals, and other persons involved shall be utilized in resolving complaints or concerns.
- 2. Conferences between teachers, pupils, parents, principals, and other appropriate staff shall be pursued before using the formal procedure. When specific assistance is needed to assist a student, the principal and teacher shall discuss options and decide on a plan of action.

##### B. Formal Complaint Procedure:

- 1. If the complaint or concern has not been resolved by use of the above procedure, the following formal procedure shall be used. For the purpose of this article, a public complaint shall be defined as a complaint received in writing or a complaint in which the person is willing to come to the school and meet with the teacher(s) involved and an administrative representative. Initially, all public complaints shall be the responsibility of the building administrator. At the discretion of the administrator, all complaints shall be screened as determined by said administrator. However, after appropriate screening, the building administrator shall present to the teacher(s) involved a written description of the alleged problem (and/or resolution thereof) including the name of the person(s) making the complaint. Complaints (or resolutions thereof) shall be discussed with the involved teacher within five (5) school days of receipt of the complaint by the principal or other administrator.

2. The building administrator and teacher shall make an investigation of the alleged problem and arrange, if necessary, a conference with the teacher, principal, and complainant to resolve the issue.
3. If the issue is not resolved to the satisfaction of the parties involved, the alleged problem shall be referred to the Superintendent for further investigation and a conference with said parties.
4. In a like manner, the issue, if not resolved, shall be referred to the Board.
5. The administration shall not issue a written reprimand regarding a complaint under this provision until the bargaining unit member has been given an opportunity to pursue the matter to the highest level of the complaint procedure as described herein above.

#### 10.06 Non-teaching Duties

The primary duty of a classroom teacher is to teach. Nonteaching duties shall be kept to a minimum level to the extent that alternate actions can be reasonably implemented within the financial resources available, and all assignments shall be made as equitable as the schedule will permit within each building.

#### 10.07 Classroom Visitations

Persons other than certificated employees, county office personnel, or North Central officials, who wish to observe a bargaining unit member's classroom may do so, with prior notification and approval from the principal and notification to the bargaining unit member by the principal in advance of the visitation.

#### 10.08 Cooperating Teacher Guidelines

- A. Upon being made aware of the availability of student teacher(s) by a college or university, the building principal will notify the faculty in the area of licensure, grade level or institution's request and will be given the opportunity to express interest in becoming a cooperating teacher.
- B. A teacher's participation as a cooperating teacher is limited to once every three years.
- C. Placement will be determined by the college or university in cooperation with the building principal. Seniority will be taken into consideration, but will not be the sole determining factor.
- D. Student teachers shall be responsible to the cooperating teacher, the building principal and other such persons as designated by the superintendent.

- E. All stipends shall be paid directly to the cooperating teachers for their services rendered beyond the duties and responsibilities of their teaching contract.

## **ARTICLE XI – REDUCTION IN STAFF**

- 11.01 The employment contracts of teachers shall be suspended pursuant to Ohio Revised Code §3319.17 when the positions to which such teachers are assigned are eliminated as a result of any of the following:
  - A. A substantial reduction in the funds available to the Board, provided that such reduction cannot be avoided by the reasonable exercise of the Board's taxing of other fiscal powers
  - B. A substantial reduction in pupil enrollment
  - C. The discontinuance of a particular type of teaching service
  - D. Discontinued use of one (1) or more school buildings
  - E. Territorial changes affecting the District
  - F. Return to duty of regular teachers after leaves of absence
- 11.02 If the Board is contemplating the layoff (suspension of employment contracts) of a teacher(s), it shall so notify the Association at least sixty (60) days before the proposed effective date of the layoff. Such notice shall be in writing and shall include the specific positions to be affected, the proposed time schedule, and the reasons for the proposed action. Within five (5) days after receiving the aforementioned notice, the Board shall, if requested to do so, grant the Association the opportunity to appear before the Board to present written or oral arguments concerning the reduction in force.
- 11.03 Contracts shall be suspended on the basis of least seniority within each area of certification. Each teacher's name shall appear in order of seniority on a list for his/her area(s) of certification. Teachers with continuing contracts shall be deemed senior to all teachers on limited contracts.
- 11.04 Any teacher who is laid off shall be notified, in writing, at least thirty (30) days before the effective date of the layoff. Such notice shall include the proposed time schedule and the reasons for the proposed action.

- 11.05 Seniority shall be computed from a teacher's date of continuous current employment. Seniority shall not accrue during any leave of absence or assignment to an administrative position, but such time shall not break existing seniority. When seniority is equal, upon consultation with the Association, the teacher to be laid off shall be determined by the Superintendent.
- 11.06 Upon the giving of notice as provided in subsection 2 above, the Superintendent shall cause a list to be posted in each school building showing the seniority of each teacher employed by the Board and shall promptly cause the posting of any changes in said list. A copy of such list and all changes thereto shall be given to the President of the Association or his/her designated representative.
- 11.07 A teacher who is laid off shall remain on the recall list for thirty (30) months after the effective date of his/her layoff unless he/she:
- A. Waives his/her recall rights in writing
  - B. Resigns
  - C. Fails to accept recall to the position that he/she held immediately prior to the layoff or to a substantially equivalent position
  - D. Fails to report to work in a position that he/she has accepted within ten (10) days after receipt of the notice of recall by registered or certified mail, unless such employee is sick or injured; if a teacher has secured temporary employment elsewhere, he/she shall be allowed a reasonable amount of additional time before being required to report for work
  - E. Teacher(s) that accept part-time position(s) shall not waive full-time recall in area(s) of certification
- 11.08 When there is a vacancy in a negotiating unit position, that teacher with the most seniority among those teachers laid off and certificated for the position shall be restored by the Board at the same seniority, salary and fringe benefits as he/she would have received if the layoff had not taken place, provided, however, that such teacher shall not be granted service credit for salary purposes, for such time such teacher's contract was suspended. No new teachers may be hired by the Board for any position as long as there is an eligible teacher certificated for the position on the recall list, as provided in section 7 above.
- 11.09 Notice of recall shall be given in writing and sent by registered or certified mail to the last address given to the Board by a teacher. A copy of the notice of recall shall be given to the Association. If a teacher fails to respond within ten (10) days after receipt of the above notice of recall, he/she shall be deemed to have refused the position offered.

- 11.10 While on layoff, a teacher shall have the option to remain an active participant in any group insurance program offered by the Board by paying the full premium of such insurance contract.

## **ARTICLE XII -- LENGTH OF DUTY DAY/SCHOOL YEAR**

### **12.01 Duty Day**

The length of the regular duty day for teachers shall be seven (7) hours, exclusive of a duty-free lunch period which shall not be less than thirty (30) consecutive minutes.

### **12.02 School Year**

The length of the school year for classroom teachers shall be one hundred eighty-four (184) days, of which one hundred seventy-eight (178) days shall be with pupils in attendance. Two (2) days shall be parent/teacher conference days. The first day of school shall be for in-service. The second day of school shall be for classroom preparation: no more than one-half (1/2) of this day shall be taken by in-service. The last day of each semester shall be a records day. The duty days of teachers shall be as set forth in the school calendar with any amendments thereto. Make-up days will be designated on the Board-adopted school calendar.

### **12.03 Planning Time**

Each bargaining unit member shall have at least two hundred (200) minutes of planning time per week. The planning period shall be used to perform professional responsibilities other than classroom instruction. During such time bargaining unit members shall not be required to supervise or instruct students.

## **ARTICLE XIII -- TEACHER EVALUATION**

### **13.01 Philosophy**

The evaluation process is a cooperative effort between the individual being evaluated and the person responsible for making the assessment. The process involves a joint responsibility to focus upon performance areas needing improvement and working cooperatively to achieve the best results.

### **13.02 Evaluation Procedure**

- A. The Superintendent has charged the principal of each school unit with the responsibility of evaluating the staff each year.

- B. The Association recognizes the responsibility of principals and other administrators to make periodic evaluations of the performance of the teachers.
- C. Improved teacher performance is a goal of teacher evaluation. Another goal is providing quality education in the District. Another goal is determining whether or not teachers continue to be employed in the District.
- D. All monitoring and observation of the performance of the teacher in connection with such evaluation shall be conducted openly with the full knowledge of the teacher. The teacher shall receive a copy of all written observation reports. These reports shall be discussed with the teacher, and positive assistance and a reasonable time period given to correct any deficiencies.
- E. All evaluations shall be written on the Fort Frye Local School District evaluation form (Appendix J).
- F. Minimum evaluations                      Contract length
 

2	up for renewal
1	2 or 3 years
1	5 year
1	3 year period on continuing

Evaluations shall be completed by December 15 and April 1 of each school year for teachers up for limited contract renewal.

- G. The teacher is to individually sign all three (3) copies of their evaluation to indicate the evaluation has been examined.
  - One copy is to be kept in the principal's files;
  - One copy is to be sent to the Superintendent's files;
  - One copy is to be retained by the teacher.
- H. Each teacher's evaluation shall be discussed with him or her in a teacher-principal conference. This conference shall occur within five (5) school days of the formal observation in the classroom. This conference shall provide an opportunity to discuss the teacher's strengths and significant contributions, and for constructive suggestions as to how the teacher can grow professionally in any area where weakness has been indicated.
- I. In the event that more than two (2) formal evaluations are conducted, there shall be a minimum of thirty (30) calendar days between such evaluations.
- J. Evaluations shall not be conducted prior to October 1 of any school year.
- K. Area(s) of the evaluation that are rated (Does Not Meet Expectations) shall be listed on the evaluation with written recommendations from the evaluation listing methods of improvement and the reason(s) that such ratings were given.

- L. One (1) evaluation may be done by an administrator or certificated supervisor other than the teacher's assigned principal at the teacher's request.
- M. Periodic, unannounced, walk-through observations will be conducted by an administrator.

#### **ARTICLE XIV – ASSOCIATION RIGHTS AND RESPONSIBILITIES**

##### **14.01 The Board grants to the Association the following privileges:**

- A. To use the facilities of any building for meetings, without fee, upon notification to the administrator in charge of such building. Permission to use such facilities shall be given as long as it does not interfere with any previously authorized activity in said building. The Association shall be responsible to restore the meeting facility to its original condition upon conclusion of such meeting.
- B. To use the Board-owned equipment including, but not limited to, typewriters, calculators, duplicating equipment, and audiovisual equipment at times which do not interfere with the operation of the school system. Removal of any such equipment from school premises shall be only upon the express written consent of the principal. Any expendable supplies, such as duplicating masters and stencils, shall be supplied by the Association.
- C. To use the inter-school mail system in the school offices to distribute Association bulletins, newsletters, or other circulars.
- D. To use bulletin boards in teacher lounges or workrooms to disseminate information to members, provided that any material so posted shall be signed by an officer of the Association or committee chairperson.
- E. To use telephones in any building to carry out Association business. Any fees or toll call charges shall be reimbursed to the Board by the Association. These calls are not to be made at a time that interferes with duties assigned by the Board and administration.
- F. To allow representatives to call meetings of Association members within the building. These meetings shall not be scheduled during class time or during conference periods when a teacher has scheduled an appointment with a student or parent or at any time which conflicts with other scheduled meetings.
- G. To allow the President of the Association or his/her designated official to visit schools. Upon his/her arrival, he/she shall notify the principal of his/her presence. These visits to the schools must not interfere with the teachers' regularly assigned duties.

- H. To place stickers identifying Association members on their mailboxes.
- I. Dues may be paid through payroll deduction: Membership in NEA, OEA, SEOEA, FFTA, Credit Union, TSA, other professional dues on dues deduction form and EPAC. All payroll deductions will be mailed to the appropriate agency within a reasonable amount of time, but not to exceed five (5) days.
- J. The Board and/or administration will not discourage membership in the Association.
- K. The Association will be provided one-half (1/2) day each year for in-service topics of its choosing.
- L. Maintenance of membership: Dues deductions for membership in the NEA, OEA, SEOEA, and the Association shall continue from year to year unless a member makes a written request to the Treasurer to withdraw.
- M. The President of the Association and/or his/her designated representative shall be granted, upon request, the opportunity to meet with the Superintendent or his/her designee to review and discuss current school problems and practices with the administration.
- N. The Association President will appoint three (3) bargaining unit members to a committee to meet with the Superintendent to provide input into the appropriations document prior to Board action. The association President will be given reasonable prior notice as to the adoption of the annual appropriations measure.
- O. The Board shall pay the full cost of tuition and other actual and necessary expenses incurred in connection with any courses, workshops, seminars, conferences, in-service training sessions, or such other programs which a bargaining unit member is required to attend by the administration, as authorized by the Board.

14.02 The Association shall be provided with:

- A. One (1) copy of all Board agendas, minutes, and financial reports of public record shall be given to the President of the Association at least 24 hours prior to the regular board meeting and as timely as possible for special meetings.
- B. One (1) copy of the appropriations, budget, monthly budget reports, and training and experience grid shall be given to the President of the Association within a reasonable time after such forms are completed.
- C. Upon specific request for a specific item, data or documents which will assist it in developing intelligent, accurate, informed, and constructive programs for members and their students, together with other available information which may be necessary to formulate programs or process grievances; provided, however, nothing herein shall require the Board to prepare such material nor to release a confidential report.

- D. A place on the agenda of all regular Board meetings to be used by the Association to communicate with the Board.
- E. Five (5) days' released time for the President of the Association to conduct Association business. A twenty-four (24) hour written notification to the building principal is necessary. The cost of the substitute may be charged to the Association.

14.03 Fair Share Fee

- A. Any bargaining unit member employed prior to July 1, 1995 and not a member of the Association shall not be subject to the requirements of this section unless he/she becomes a member at any time after July 1, 1995.
- B. Payroll Deduction of Fair Share Fee

The Board shall deduct from the pay of members of the bargaining unit who elect not to become or to remain a member of the Association, a fair share fee for the Association's representation of such non-member during the term of this contract. No non-member filing a timely demand shall be required to subsidize partisan political or ideological causes not germane to the Association's work in the realm of collective bargaining.

- C. Notification of the Amount of Fair Share Fee

Notice of the amount of the annual fair share fee, (which shall not be more than one hundred percent (100%) of the unified dues of the Association) shall be transmitted by the Association to the Treasurer of the Board on or about September 15 of each year during the terms of this contract for the purpose of determining amounts to be payroll-deducted, and the Board agrees to promptly transmit all amounts deducted to the Association.

- D. Schedule of Fair Share Fee Deductions

- 1. All Fair Share Fee Payers

Payroll deduction of such annual fair share fees shall commence on the first (1st) pay date which occurs on or after January 15th annually. In the case of unit employees newly hired after the beginning of the school year, the payroll deduction shall commence on the first pay date or after the later of:

- a. Sixty (60) days employment in a bargaining unit position or
- b. January 15th

## 2. Upon Termination of Membership During the Membership Year

The Treasurer of the Board shall, upon notification from the Association that a member has terminated membership, commence the deduction of the fair share fee with respect to the former member, and the amount of the fee yet to be deducted shall be annual fair share fee less the amount previously paid through payroll deduction. The deduction of said amount shall commence on the first (1st) pay date occurring on or after forty-five (45) days from the termination of membership.

### E. Transmittal of Deductions

The Board further agrees to accompany each such transmittal with a list of the names of the bargaining unit members for who all such fair share fee deductions were made, the period covered, and the amounts deducted for each.

### F. Procedure for Rebate

The Association represents to the Board that an internal rebate procedure has been established in accordance with Section 4117.09 (C) of the Revised Code and that a procedure for challenging the amount of the representation fee has been established and will be given to each member of the bargaining unit who does not join the Association and that such procedure and notice shall be in compliance with all applicable state and federal laws and the Constitutions of the United States and the State of Ohio.

### G. Entitlement of Rebate

Upon timely demand, non-members may apply to the Association for an advance reduction/rebate of the fair share fee pursuant to the internal procedure adopted by the Association.

## **ARTICLE XV – NONDISCRIMINATION IN EMPLOYMENT**

The parties agree there shall be no employment discrimination because of such person's handicap, race, color, creed, religion, national origin, age or sex as prohibited by law.

## **ARTICLE XVI – ELECTRONIC GRADING SYSTEMS**

An Electronic Grading Implementation Committee shall be formed. The Committee shall consist of three (3) bargaining unit members, appointed by the Association President and three (3) Administrators, appointed by the Superintendent. The Committee shall meet and draft recommendations consistent with the Collective Bargaining Agreement to be presented to the Board for their approval.

## ARTICLE XVII -- DURATION AND INTENT OF AGREEMENT

- 17.01 The terms of this agreement shall be prepared and published by the Board and distributed to each employee. The Association President and the Superintendent shall each receive an additional ten (10) copies for their respective use. The costs of publication shall be shared equally by the Board and the Association.
- 17.02 During the duration of this contract, the Board shall maintain all terms, conditions and benefits of employment which are subject to any provision of this contract at not less than the level in effect as of the effective date of this contract.
- 17.03 In the event there is a conflict between a provision of this contract and state or federal laws or valid rules or regulations adopted by a federal agency:
- A. Federal laws, or valid rules or regulations adopted by a federal agency shall prevail over conflicting provisions of this contract.
  - B. The provisions of this contract shall prevail over conflicting state law in accordance with Ohio Revised Code §4117.10 (a).
- 17.04 This contract shall be effective from 12:01 AM on July 1, 2007 through midnight June 30, 2010.

**ARTICLE XVIII – SIGNATURES TO AGREEMENT**

IN WITNESS WHEREOF, the parties hereto have set their hands this 29th day of June, 2007, at Beverly, Ohio.

**FOR THE BOARD:**

*J. Waite*  
President

*Dora Jean Beungerner*  
Superintendent

*Randy Jones*  
Treasurer

**FOR THE ASSOCIATION:**

*Bonnie M. Hutchins*  
President

*Tricka B. Schneider*  
President Elect/Negotiating Team Member

*Teresa A. Collins*  
Negotiating Team Co-Chairperson

*Carly L. Skiffner*  
Negotiating Team Co-Chairperson

*Jan E. Bosta*  
Negotiating Team Member

*Sandra Bright*  
Negotiating Team Member

*Deborah L. Misel*  
Negotiating Team Member

*Deborah A. Males*  
Negotiating Team Member

*Chris M. VanLo*  
Negotiating Team Member

APPENDIX A

FORT FRYE LOCAL SCHOOL DISTRICT  
TEACHERS' SALARY INDEX SCHEDULE

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Step	Bachelor's	Bachelor's + 150 Hrs	Master's	Master's + 15 HRS	Master's + 30 HRS
0	1.000	1.038	1.105	1.110	1.150
1	1.043	1.086	1.153	1.158	1.200
2	1.081	1.129	1.201	1.206	1.250
3	1.119	1.172	1.249	1.254	1.300
4	1.157	1.215	1.297	1.302	1.350
5	1.195	1.258	1.345	1.350	1.400
6	1.233	1.301	1.393	1.398	1.450
7	1.271	1.344	1.441	1.446	1.500
8	1.309	1.387	1.489	1.494	1.550
9	1.347	1.430	1.537	1.542	1.600
10	1.385	1.473	1.585	1.633	1.681
11	1.423	1.516	1.633	1.681	1.729
12	1.461	1.559	1.681	1.729	1.777
13	1.499	1.602	1.729	1.777	1.825
14	1.518	1.623	1.777	1.825	1.873
20	1.537	1.644	1.801	1.849	1.897
27	1.556	1.665	1.828	1.883	1.931

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APPENDIX B

FORT FRYE LOCAL SCHOOL DISTRICT  
2007-2008 TEACHERS' SALARY SCHEDULE

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Step	Bachelor's	Bachelor's +150 HR	Master's	Master's + 15 HRS	Master's + 30 HRS
0	26,669	27,682	29,469	29,603	30,669
1	27,816	28,963	30,749	30,883	32,006
2	28,829	30,109	32,029	32,163	33,336
3	29,843	31,256	33,310	33,443	34,670
4	30,856	32,406	34,590	34,723	36,003
5	31,869	33,550	35,870	36,003	37,337
6	32,883	34,696	37,150	37,283	38,670
7	33,896	35,843	38,430	38,563	40,004
8	34,910	36,990	39,710	39,843	41,337
9	35,923	38,137	40,990	41,124	42,670
10	36,937	39,283	42,270	43,550	44,831
11	37,950	40,430	43,550	44,831	46,111
12	38,963	41,577	44,831	46,111	47,391
13	39,977	42,724	46,111	47,391	48,671
14	40,484	43,284	47,391	48,671	49,951
20	40,990	43,844	48,031	49,311	50,591
27	41,497	44,404	48,751	50,218	51,498

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*[Handwritten signature]*

APPENDIX C

FORT FRYE LOCAL SCHOOL DISTRICT  
2008-2009 TEACHERS' SALARY SCHEDULE

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Step	Bachelor's	Bachelor's + 150 Hrs	Master's	Master's +15 HRS	Master's + 30 HRS
0	27,469	28,513	30,353	30,491	31,589
1	28,650	29,831	31,672	31,809	32,963
2	29,694	31,013	32,990	33,128	34,336
3	30,738	32,194	34,309	34,446	35,710
4	31,782	33,375	35,627	35,765	37,083
5	32,825	34,556	36,946	37,083	38,457
6	33,869	35,737	38,264	38,402	39,830
7	34,913	36,918	39,583	39,720	41,204
8	35,957	38,100	40,901	41,039	42,577
9	37,001	39,281	42,220	42,357	43,950
10	38,045	40,462	43,538	44,857	46,175
11	39,088	41,643	44,857	46,175	47,494
12	40,132	42,824	46,175	47,494	48,812
13	41,176	44,005	47,494	48,812	50,131
14	41,698	44,582	48,812	50,131	51,449
20	42,220	45,159	49,472	50,790	52,109
27	42,742	45,736	50,213	51,724	53,043

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*ST. MARY*

APPENDIX D

FORT FRYE LOCAL SCHOOL DISTRICT  
2009-2010 TEACHERS' SALARY SCHEDULE

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Step	Bachelor's	Bachelor's + 150 HRS	Master's	Master's + 15 HRS	Master's + 30 HRS
0	28,293	29,368	31,264	31,405	32,537
1	29,510	30,726	32,622	32,763	33,952
2	30,585	31,943	33,980	34,121	35,366
3	31,660	33,159	35,338	35,479	36,781
4	32,735	34,376	36,696	36,837	38,196
5	33,810	35,593	38,054	38,196	39,610
6	34,885	36,809	39,412	39,554	41,025
7	35,960	38,026	40,770	40,912	42,440
8	37,036	39,242	42,128	42,270	43,854
9	38,111	40,459	43,486	43,628	45,269
10	33,186	41,676	44,844	46,202	47,561
11	40,261	42,892	46,202	47,561	48,919
12	41,336	44,109	47,561	48,919	50,277
13	42,411	45,325	48,919	50,277	51,635
14	42,949	45,920	50,277	51,635	52,993
20	43,486	46,514	50,956	52,314	53,672
27	44,024	47,108	51,720	53,276	54,634

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*St. ...*

**APPENDIX E**

Appendix E Indexed on Base Salary - See Section 5.01  
 Fort Frye Local School District  
**Co-Curricular Activity Salary Index**

POSITION	YEARS OF EXPERIENCE IN DISTRICT					
	0	1	2	3	4	5
Head Teacher	0.10000	0.10500	0.11000	0.11500	0.12000	0.12500
Class Play Advisor	0.02431	0.02601	0.02771	0.02942	0.03112	0.03282
Newspaper Advisor	0.04224	0.0452	0.04815	0.05111	0.05407	0.05702
Publicity	0.03025	0.03237	0.03449	0.0366	0.03872	0.04084
Yearbook Advisor	0.04818	0.05155	0.05493	0.0583	0.06167	0.06504
Department Head – HS	0.03377	0.03613	0.0385	0.04086	0.04323	0.04559
Team Leader	0.03377	0.03613	0.0385	0.04086	0.04323	0.04559
National Honor Society Advisor	0.02123	0.02272	0.0242	0.02569	0.02717	0.02866
Prom Advisor	0.02409	0.02578	0.02746	0.02915	0.03084	0.03252
Band Head	0.08437	0.09028	0.09618	0.10209	0.10798	0.1139
Vocal Head	0.04224	0.0452	0.04815	0.05111	0.05407	0.05702
Student Council Advisor	0.03828	0.04096	0.04364	0.04632	0.049	0.05168
Flag Corps Advisor	0.03687	0.03945	0.04203	0.04462	0.0472	0.04978
Percussion Instructor	0.03714	0.03974	0.04234	0.04493	0.04753	0.05013
Jr. High Student Council Advisor	0.0191	0.02043	0.02177	0.02311	0.02444	0.02578
District Newspaper Editor	0.06685	0.07153	0.07621	0.08088	0.08556	0.09024
Seniors In The Job Market	0.03979	0.04257	0.04536	0.04814	0.05093	0.05371
AV Repairman	0.02652	0.02838	0.03023	0.03209	0.03395	0.0358
Computer Repair Technician	0.02652	0.02838	0.03023	0.03209	0.03395	0.0358
Detention Hall Monitor	Hourly Rate	Hourly Rate	Hourly Rate	Hourly Rate	Hourly Rate	Hourly Rate

Appendix E-1 Indexed on Base Salary - See Section 5.01  
 Fort Frye Local School District  
 2007-2008 Co-Curricular Activity Salary Schedule

\$26,669

Position	Years of Experience in District					
	0	1	2	3	4	5
Head Teacher	2,648	2,800	2,934	3,067	3,200	3,334
Class Play Advisor	648	693	739	785	830	875
Newspaper Advisor	1,126	1,205	1,284	1,363	1,442	1,521
Publicity	807	863	920	976	1,033	1,089
Yearbook Advisor	1,285	1,375	1,465	1,555	1,645	1,735
Department Head - HS	901	964	1,027	1,090	1,153	1,216
Team Leader	901	964	1,027	1,090	1,153	1,216
National Honor Society Advisor	566	606	645	685	725	764
Prom Advisor	642	688	732	777	822	867
Band Head	2,250	2,408	2,565	2,723	2,880	3,038
Vocal Head	1,126	1,205	1,284	1,363	1,442	1,521
Student Council Advisor	1,021	1,092	1,164	1,235	1,307	1,378
Flag Corps Advisor	983	1,052	1,121	1,190	1,259	1,328
Percussion Instructor	990	1,060	1,129	1,198	1,268	1,337
Jr. High Student Council Advisor	509	545	581	616	652	688
District Newspaper Editor	1,783	1,908	2,032	2,157	2,282	2,407
Seniors In The Job Market	1,061	1,135	1,210	1,284	1,358	1,432
AV Repairman	707	757	806	856	905	955
Computer Repair Technician	707	757	806	856	905	955
Detention Hall Monitor	\$14.51/hr	\$15.54/hr	\$16.56/hr	\$17.57/hr	\$18.58/hr	\$19.61/hr

Appendix E-2 Indexed on Base Salary - See Section 5.01  
 Fort Frye Local School District  
 2008-2009 Co-Curricular Activity Salary Schedule

**APPENDIX E-2**  
**\$27,469**

POSITION	YEARS OF EXPERIENCE IN DISTRICT					
	0	1	2	3	4	5
Head Teacher	2,747	2,884	3,022	3,159	3,296	3,434
Class Play Advisor	668	714	761	808	855	902
Newspaper Advisor	1,160	1,242	1,323	1,404	1,485	1,566
Publicity	831	889	947	1,005	1,064	1,122
Yearbook Advisor	1,323	1,416	1,509	1,601	1,694	1,787
Department Head - HS	928	992	1,058	1,122	1,187	1,252
Team Leader National Honor Society Advisor	928 583	992 624	1,058 665	1,122 706	1,187 746	1,252 787
Prom Advisor	662	708	754	801	847	893
Band Head	2,318	2,480	2,642	2,804	2,966	3,129
Vocal Head	1,160	1,242	1,323	1,404	1,485	1,566
Student Council Advisor	1,052	1,125	1,199	1,272	1,346	1,420
Flag Corps Advisor	1,013	1,084	1,155	1,226	1,297	1,367
Percussion Instructor Jr. High Student Council Advisor	1,020 525	1,092 561	1,163 598	1,234 635	1,306 671	1,377 708
District Newspaper Editor Seniors In The Job Market	1,836 1,093	1,965 1,169	2,093 1,246	2,222 1,322	2,350 1,399	2,479 1,475
AV Repairman	728	780	830	881	933	983
Computer Repair Technician	728	780	830	881	933	983
Detention Hall Monitor	\$14.95/hr	\$16.01/hr	\$17.06/hr	\$18.10/hr	\$19.14/hr	\$20.20/hr

**APPENDIX E-3**  
**\$28,293**

Appendix E-3 Indexed on Base Salary - See Section 5.01  
Fort Frye Local School District  
**2009-2010 Co-Curricular Activity Salary Schedule**

POSITION	YEARS OF EXPERIENCE IN DISTRICT					
	0	1	2	3	4	5
Head Teacher	2,829	2,971	3,112	3,254	3,395	3,537
Class Play Advisor	688	736	784	832	880	929
Newspaper Advisor	1,195	1,279	1,362	1,446	1,530	1,613
Publicity	856	916	976	1,036	1,096	1,155
Yearbook Advisor	1,363	1,459	1,554	1,649	1,745	1,840
Department Head - HS	955	1,022	1,089	1,156	1,223	1,290
Team Leader	955	1,022	1,089	1,156	1,223	1,290
National Honor Society Advisor	601	643	685	727	769	811
Prom Advisor	682	729	777	825	873	920
Band Head	2,387	2,554	2,721	2,888	3,055	3,223
Vocal Head	1,195	1,279	1,362	1,446	1,530	1,613
Student Council Advisor	1,083	1,159	1,235	1,311	1,386	1,462
Flag Corps Advisor	1,043	1,116	1,189	1,262	1,335	1,408
Percussion Instructor	1,051	1,124	1,198	1,271	1,345	1,418
Jr. High Student Council Advisor	540	578	616	654	691	729
District Newspaper Editor	1,891	2,024	2,156	2,288	2,421	2,553
Seniors In The Job Market	1,126	1,204	1,283	1,362	1,441	1,520
AV Repairman	750	803	855	908	961	1,013
Computer Repair Technician	750	803	855	908	961	1,013
Detention Hall Monitor	\$15.40/hr	\$16.49/hr	\$17.57/hr	\$18.64/hr	\$19.71/hr	\$20.81/hr

APPENDIX F

Appendix F Indexed on Base Salary - See Section 5.01  
 Fort Frye Local School District  
 Athletic Coaching Salary Index

*(see back of contract)*

POSITION	YEARS OF EXPERIENCE IN DISTRICT					
	0	1	2	3	4	5
Volleyball Head	0.08782	0.09271	0.0977	0.10316	0.10888	0.11438
Junior Varsity	0.04521	0.04983	0.0542	0.05874	0.06314	0.06715
Baseball/Softball Heads	0.06246	0.06818	0.0742	0.08039	0.08622	<del>0.09090</del> <sup>0.09709</sup>
Varsity Assistant	0.04185	0.04568	0.0497	0.05423	0.05803	0.06209
Junior Varsity	0.03608	0.04246	0.0482	0.05386	0.0578	0.06090
Junior High Girls	0.02431	0.03025	0.0361	0.04213	0.04508	0.04824
Track/Cross Country Head	0.06246	0.06818	0.0742	0.08039	0.08622	0.09709
Varsity Assistant	0.03608	0.04246	0.0482	0.05423	0.05803	0.06209
Junior High	0.02431	0.03025	0.0361	0.04213	0.04508	0.04824
Golf Head	0.05608	0.06246	0.0682	0.07423	0.07803	0.08209
Cheerleading Head	0.04818	0.05423	0.0604	0.06622	0.0709	0.07586
Jr. High Cheerleading	0.02159	0.0231	0.0246	0.02613	0.02764	0.02915
Football Head	0.11053	0.11669	0.1224	0.12857	0.1344	0.14100
Varsity Assistant (3)	0.06039	0.06622	0.0725	0.07843	0.08437	0.09042
Junior Varsity	0.06039	0.06622	0.0725	0.07843	0.08437	0.09042
Junior High (2)	0.03608	0.04246	0.0482	0.05423	0.06028	0.06450
Basketball Head	0.11053	0.11669	0.1224	0.12857	0.1344	0.14100
Varsity Assistant	0.07406	0.07818	0.0820	0.08614	0.09	0.09450
Junior Varsity	0.06039	0.06622	0.0725	0.07843	0.08437	0.09042
Freshman	0.04026	0.04598	0.0536	0.05753	0.06325	0.06768
Junior High (2)	0.03608	0.04246	0.0482	0.05423	0.06028	0.06450
Athletic Director (4 periods release time)	0.10611	0.11353	0.1210	0.12839	0.13582	0.14324
Activity Coordinator	0.02652	0.02838	0.0302	0.03209	0.03395	0.03580
Activity Coordinator	0.02652	0.02838	0.0302	0.03209	0.03395	0.03580
Activity Coordinator	0.02652	0.02838	0.0302	0.03209	0.03395	0.03580

APPENDIX F-1

Appendix F-1 Indexed on Base Salary-See Section 5.01  
 Fort Frye Local School District  
 2007-2008 Athletic Coaching Salary Schedule

\$26,669

POSITION	YEARS OF EXPERIENCE IN DISTRICT					
	0	1	2	3	4	5
Volleyball Head	2,342	2,472	2,606	2,751	2,904	3,050
Junior Varsity	1,206	1,329	1,445	1,567	1,684	1,791
* <i>Junior High</i>	<i>962</i>	<i>1,132</i>	<i>1,285</i>	<i>1,446</i>	<i>1,608</i>	<i>1,720</i>
Baseball/Softball Heads	1,666	1,818	1,979	2,144	2,299	<del>2,424</del> <i>2,589</i>
Varsity Assistant	1,116	1,218	1,325	1,446	1,548	1,656
Junior Varsity	962	1,132	1,285	1,436	1,541	1,624
Junior High Softball	648	807	963	1,124	1,202	1,287
Track/Cross Country Head	1,666	1,818	1,979	2,144	2,299	2,589
Varsity Assistant	962	1,132	1,285	1,446	1,548	1,656
Junior High	648	807	963	1,124	1,202	1,287
Golf Head	1,496	1,666	1,819	1,980	2,081	2,189
Cheerleading Head	1,285	1,446	1,611	1,766	1,891	2,023
Jr. High Cheerleading	576	616	656	697	737	777
Football Head	2,948	3,112	3,264	3,429	3,584	3,760
Varsity Assistant (3)	1,611	1,766	1,934	2,092	2,250	2,411
Junior Varsity	1,611	1,766	1,934	2,092	2,250	2,411
Junior High (2)	* <u>962</u>	<u>1,132</u>	<u>1,285</u>	<u>1,446</u>	1,608	1,720
Basketball Head	2,948	3,112	3,264	3,429	3,584	3,760
Varsity Assistant	1,975	2,085	2,187	2,297	2,400	2,520
Junior Varsity	1,611	1,766	1,934	2,092	2,250	2,411
Freshman	1,074	1,226	1,429	1,534	1,687	1,805
Junior High (2)	962	1,132	1,285	1,446	1,608	1,720
Athletic Director	2,830	3,078	3,227	3,424	3,622	3,800
Activity Coordinator	707	757	805	856	905	955
Activity Coordinator	707	757	805	856	905	955
Activity Coordinator	707	757	805	856	905	955

\* *Same as Jr. Varsity Basketball*  
*Jr High Football (see back of contract)*

APPENDIX F-2

Appendix F Indexed on Base Salary - See Section 5.01  
 Fort Frye Local School District  
 2008-2009 Athletic Coaching Salary Schedule

\$27,469

POSITION	YEARS OF EXPERIENCE IN DISTRICT					
	0	1	2	3	4	5
Volleyball Head	2,412	2,547	2,684	2,834	2,991	3,142
Junior Varsity	1,242	1,369	1,489	1,614	1,734	1,845
* Jr. High	991	1,166	1,324	1,479	1,656	1,772
Baseball/Softball Heads	1,716	1,873	2,038	2,208	2,368	2,497 2667
Varsity Assistant	1,150	1,255	1,365	1,490	1,594	1,706
Junior Varsity	991	1,166	1,324	1,479	1,588	1,673
Junior High Softball	668	831	992	1,157	1,238	1,325
Track/Cross Country Head	1,716	1,873	2,038	2,208	2,368	2,667
Varsity Assistant	991	1,166	1,324	1,479	1,588	1,673
Junior High	668	831	992	1,157	1,238	1,325
Golf Head	1,540	1,716	1,873	2,039	2,143	2,255
Cheerleading Head	1,323	1,490	1,659	1,819	1,948	2,084
Jr. High Cheerleading	593	635	676	718	759	801
Football Head	3,036	3,205	3,362	3,532	3,692	3,873
Varsity Assistant (3)	1,659	1,819	1,992	2,154	2,318	2,484
Junior Varsity	1,659	1,819	1,992	2,154	2,318	2,484
Junior High (2)	991	1,166	1,324	1,479	1,656	1,772
Basketball Head	3,036	3,205	3,362	3,532	3,692	3,873
Varsity Assistant	2,034	2,148	2,252	2,306	2,472	2,596
Junior Varsity	1,659	1,819	1,992	2,154	2,318	2,484
Freshman	1,106	1,263	1,472	1,580	1,737	1,859
Junior High (2)	991	1,166	1,324	1,479	1,656	1,772
Athletic Director	2,915	3,119	3,324	3,527	3,731	3,935
Activity Coordinator	728	780	830	881	933	983
Activity Coordinator	728	780	830	881	933	983
Activity Coordinator	728	780	830	881	933	983

\* Same as Jr High Football (see back of contract)

Appendix F Indexed on Base Salary - See Section 5.01  
 Fort Frye Local School District  
 2009-2010 Athletic Coaching Salary Schedule

POSITION	YEARS OF EXPERIENCE IN DISTRICT					
	0	1	2	3	4	5
Volleyball Head	2,485	2,623	2,764	2,919	3,081	3,236
Junior Varsity	1,279	1,410	1,533	1,662	1,786	1,900
* Jr. High	1,021	1,201	1,364	1,534	1,706	1,825
Baseball/Softball Heads	1,767	1,929	2,099	2,274	2,439	2,572 2747
Varsity Assistant	1,186	1,292	1,406	1,534	1,642	1,757
Junior Varsity	1,021	1,201	1,364	1,524	1,635	1,723
Junior High Softball	688	856	1,021	1,192	1,275	1,365
Track/Cross Country Head	1,767	1,929	2,099	2,274	2,439	2,747
Varsity Assistant	1,021	1,201	1,364	1,534	1,642	1,757
Junior High	688	876	1,021	1,192	1,275	1,365
Golf Head	1,587	1,767	1,930	2,100	2,208	2,323
Cheerleading Head	1,363	1,534	1,709	1,874	2,006	2,146
Jr. High Cheerleading	611	653	696	739	782	825
Football Head	3,127	3,302	3,463	3,638	3,803	3,989
Varsity Assistant (3)	1,709	1,874	2,051	2,219	2,387	2,558
Junior Varsity	1,709	1,874	2,051	2,219	2,387	2,558
Junior High (2)	1,021	1,201	1,364	1,534	1,706	1,825
Basketball Head	3,127	3,302	3,463	3,638	3,803	3,989
Varsity Assistant	2,095	2,212	2,320	2,437	2,546	2,674
Junior Varsity	1,564	1,874	2,051	2,219	2,387	2,558
Freshman	1,139	1,301	1,517	1,628	1,790	1,915
Junior High (2)	1,021	1,201	1,364	1,534	1,706	1,825
Athletic Director	3,002	3,212	3,423	3,633	3,843	4,053
Activity Coordinator	750	803	854	908	961	1,013
Activity Coordinator	750	803	854	908	961	1,013
Activity Coordinator	750	803	854	908	961	1,013

\* same as Jr High Football (see Varsity schedule)

**FORT FRYE LOCAL SCHOOL DISTRICT  
PROFESSIONAL STAFF FORMAL GRIEVANCE FORM  
LEVEL TWO**

Once the employee has tried to settle his/her problem informally with his/her immediate supervisor and the discussion does not resolve the grievance, the employee has the right to lodge a written grievance with the building principal.

The second step in the grievance procedure requires a "statement of the facts upon which the grievance is based and a reference to the specific provision of the written agreement allegedly violated, misinterpreted or misapplied."

Please fill out the form with the appropriate information.

Date \_\_\_\_\_ Time \_\_\_\_\_

Name of Grievant \_\_\_\_\_

Section of Contract Violated \_\_\_\_\_

\_\_\_\_\_

Statement of the Grievance \_\_\_\_\_

\_\_\_\_\_

Requested Remedy \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Signature of Aggrieved Employee

\_\_\_\_\_  
Signature of Principal

**FORT FRYE LOCAL SCHOOL DISTRICT  
NOTICE OF GRIEVANCE HEARING FORM  
LEVELS TWO AND THREE**

TO: \_\_\_\_\_

This is a written notification of a grievance hearing to be held as follows:

Date: \_\_\_\_\_

Time: \_\_\_\_\_

Place: \_\_\_\_\_

\_\_\_\_\_  
Signature

Date: \_\_\_\_\_

**FORT FRYE LOCAL SCHOOL DISTRICT  
SUMMARY OF INSURANCE**

**APPENDIX I**

<b>FORT FRYE LOCAL SCHOOL DISTRICT Certificated Staff Benefit Summary</b>		
<b>SERVICE</b>	<b>NETWORK BENEFITS</b>	<b>NON-NETWORK BENEFITS</b>
Maximum Individual Limit <i>(per lifetime)</i>	\$2,000,000 The maximum individual limit applies across all plans or options offered by the employer. When the maximum individual limit is reached under one option or plan, it is also reached under any other options or plans offered by the employer.	
Deductible <i>(per Calendar Year)</i>	\$500/person; \$1000/family	
Out-of-Pocket Expense <i>(per Calendar Year – excludes deductible)</i>	\$1000/person; \$2000/family	\$2000/person; \$4000/family
<b>❖ Preventive Care (See Notes Below)</b>		
➤ Routine Physicals (to age 1)	100% (\$500 per calendar year maximum)	80% after deductible
➤ Routine Physicals (Age 1 – 9)	100% (\$150 per calendar year maximum)	80% after deductible
➤ Routine Mammogram	100% (one mammogram per calendar year)	80% after deductible
➤ Routine PAP Test	100% (one pap test per calendar year)	80% after deductible
➤ Routine PSA Test	100% (one psa test per calendar year)	80% after deductible
<b>❖ Hospital</b>		
➤ In-Patient (general hospital only)	80% after deductible	60% after deductible
➤ X-ray, Lab, Anesthesia	80% after deductible	60% after deductible
➤ Physician Visits	80% after deductible	60% after deductible
<b>❖ Out-Patient Expenses</b>		
➤ Office Visits	100% after \$20 co-pay	60% after deductible
➤ X-ray & Lab	80% after deductible	60% after deductible
➤ Physical Therapy	80% after deductible (\$1,000 per calendar year maximum) <i>The calendar year maximum may be exceeded only if continuing therapy is deemed medically necessary and progressive in nature. You may not exceed the calendar year maximum for maintenance therapy.</i>	60% after deductible
➤ Surgery	80% after deductible	60% after deductible
➤ Second Surgical Opinion	100% after \$20 co-pay	60% after deductible
➤ Out-Patient Hospital	80% after deductible	60% after deductible
➤ Emergency Room	100% after \$100 co-pay (Emergency use) 80% after deductible (Non-Emergency Use)	80% after deductible 60% after deductible
➤ Pre-Admission Testing	100%	80% after deductible
➤ Chiropractic Care	80% after deductible (\$1,000 per calendar year maximum)	Same as Network benefit
➤ Maternity Care	Same as any illness	Same as any illness
➤ Skilled Nursing Facility	100%	80% after deductible
➤ Home Health Care	100% (60 visits per benefit period)	80% after deductible
➤ Hospice Care	80% after deductible	60% after deductible

SERVICE	NETWORK BENEFITS	NON-NETWORK BENEFITS
➤ Rehabilitative Hospital	80% after deductible (\$24,000 per calendar year maximum)	60% after deductible
❖ <b>Mental Health/Substance Abuse Care</b>		
➤ In-Patient Mental Health (Psychiatric or General Hospital)	80% after deductible 22 days* per calendar year maximum	60% after deductible
➤ In-Patient Substance Abuse (Substance Abuse or General Hospital)	80% after deductible (22 days* per calendar year maximum)	60% after deductible
➤ Out-Patient Mental Health Care	80% after deductible (15 visits per calendar year maximum)	60% after deductible
➤ Out-Patient Substance Abuse Care	80% after deductible (\$1,000 per calendar year maximum)	60% after deductible
❖ <b>Medical Supply and Equipment Purchase or Rental</b>	80% after deductible	60% after deductible
❖ <b>Private Duty Nursing</b>	80% after deductible (\$5,000 per calendar year maximum)	60% after deductible
❖ <b>Ambulance</b>	80% after deductible	60% after deductible
❖ <b>Supplemental Accident</b>	100% after \$20 co-pay—Doctor 100% after \$100 co-pay-ER	80% after deductible
❖ <b>Prescription Drugs – Pharmacy Data Management</b>		
➤ Retail Drugs	\$5 Generic/\$15 Formulary/\$25 Non-Formulary (30 Day Supply)	
➤ Home Delivery Drugs	\$10 Generic/\$30 Formulary/\$50 Non-Formulary (90 Day Supply)	
<ul style="list-style-type: none"> <li>• Wellness (Preventive) Covered Services <ul style="list-style-type: none"> <li>1. Well Baby and Child Care ages 18 and under: <ul style="list-style-type: none"> <li>a. Routine examinations and medical history, including development assessment and anticipatory guidance; and</li> <li>b. Routine immunizations;</li> </ul> </li> <li>2. Well Adult Care ages 19 and over: <ul style="list-style-type: none"> <li>a. One routine physical examination per Benefit Year;</li> <li>b. Routine gynecological care, including cytologic screening;</li> <li>c. Chest x-ray and routine laboratory services;</li> <li>d. One Screening Mammography per Benefit Year for a Covered Person age 35 or older, subject to the Benefit limits shown on the Outline of Benefits.</li> </ul> </li> </ul> </li> <li>• The 22 days per calendar year maximum is a combined maximum between in-patient psychiatric, substance abuse, and alcohol disorders.</li> <li>• Benefits paid at 100% are not subject to deductible or co-insurance.</li> <li>• Network and Non-Network benefit maximums co-accumulate.</li> <li>• Services related to Network Hospital use will be paid at the Network level of benefits. However, this does not include a Network in-patient confinement where the physician of your choice is Non-Network. In this instance, Non-Network providers will be considered at the Non-Network level of benefits. Please contact the Preferred Provider number on the back of your identification card for assistance in selecting Network Providers.</li> </ul>		

- Out-of-Area is designated as the area outside of the boundaries of the established Network. Reasonable and customary charges outside of the Network area are payable as Non-Network benefits.
- This document is intended to be a brief summary of benefits currently available to Fort Frye Local School District Plan Participants. As such, it does not contain all the conditions and limitations applicable to the benefits which may be available under the Plan. For more information regarding a particular benefit, you should consult the Summary Plan Description which is provided by the Plan Administrator to each Participant in the Plan. This document is not intended to be a Summary Plan Description as that term is defined in ERISA. Any conflict or ambiguity arising between this document and the actual Plan Document for the Fort Frye Local School District Plan shall be resolved in favor of such Plan Document. Interpretation of any Plan provision shall be made by the Plan Administrator under the terms of the Plan Document. The benefits under this Plan are subject to change in accordance with the amendment procedures established by the Plan, and any such changes may not necessarily be reflected in this document.

# FORT FRYE LOCAL SCHOOL DISTRICT

## Certificated Staff Evaluation

Teacher _____
Building _____
Date of Evaluation _____

Exceeds Expectations	Meets Expectations	Does Not Meet Expectations	N/E
<input type="checkbox"/> a. Effectively uses key concepts, underlying themes, relationships, and different perspectives related to the content area.	<input type="checkbox"/> a. Uses key concepts, underlying themes, relationships, and different perspectives related to the content area.	<input type="checkbox"/> a. Limited use of key concepts, underlying themes, relationships, and different perspectives related to the content area.	
<input type="checkbox"/> b. Effectively uses knowledge of student development to make learning experiences in the content area meaningful and accessible for every student.	<input type="checkbox"/> b. Uses knowledge of student development to make learning experiences in the content area meaningful and accessible for every student.	<input type="checkbox"/> b. Limited use of knowledge of student development to make learning experiences in the content area meaningful and accessible for every student.	
<input type="checkbox"/> c. Effectively relates ideas and information within and across content areas.	<input type="checkbox"/> c. Relates ideas and information within and across content areas.	<input type="checkbox"/> c. Relates ideas and information within and across content area in a limited manner.	
<input type="checkbox"/> d. Effectively understands and uses instructional strategies that are appropriate to the content areas.	<input type="checkbox"/> d. Understands and uses instructional strategies that are appropriate to the content areas.	<input type="checkbox"/> d. Understands and uses instructional strategies that are appropriate to the content areas in a limited manner.	
<input type="checkbox"/> a. Effectively utilizes student achievement data and state standards.	<input type="checkbox"/> a. Understands student achievement data and state standards.	<input type="checkbox"/> a. Displays little knowledge of student achievement data and state standards.	
<input type="checkbox"/> b. Sets, communicates, and implements high expectations for social, behavioral, and academic success.	<input type="checkbox"/> b. Generally sets and communicates expectations for social, behavioral, and academic success.	<input type="checkbox"/> b. Sets expectations for social, behavioral, and academic success in a limited manner.	

.....  
 Planning and Preparation

.....  
 1. Demonstrates competence in content knowledge appropriate to the teaching position.

.....  
 2. Demonstrates knowledge of students.

.....  
 N/E = Not Evaluated  
 Approved 8-27-06

# FORT FRYE LOCAL SCHOOL DISTRICT

## Certificated Staff Evaluation

Exceeds Expectations	Meets Expectations	Does Not Meet Expectations	N/E
<p><input type="checkbox"/> c. Consistently uses student developmental needs, background, and interests in planning for instruction.</p> <p><input type="checkbox"/> d. Executes a variety of researched-based strategies to engage all students in learning.</p> <p><input type="checkbox"/> e. Uses available resources, including technologies, in the development and sequencing of instruction.</p>	<p><input type="checkbox"/> c. Uses student development needs, background, and interests in planning for instruction.</p> <p><input type="checkbox"/> d. Selects researched-based strategies to engage students in learning.</p> <p><input type="checkbox"/> e. Occasionally uses resources in the development and sequencing of instruction.</p>	<p><input type="checkbox"/> c. Teacher disregards students developmental needs, background, and interests in planning for instruction.</p> <p><input type="checkbox"/> d. Displays limited researched-based strategies to engage students in learning.</p> <p><input type="checkbox"/> e. Uses limited resources in the development and sequencing of instruction.</p>	N/E
<p><input type="checkbox"/> a. Always aligns classroom instruction with state standards.</p> <p><input type="checkbox"/> b. Effectively uses research-based instructional strategies that address the full range of cognitive levels.</p> <p><input type="checkbox"/> c. Demonstrates flexibility and responsiveness in adjusting instruction to meet student needs.</p>	<p><input type="checkbox"/> a. Usually aligns classroom instruction with state standards.</p> <p><input type="checkbox"/> b. Uses research-based instructional strategies that address cognitive levels.</p> <p><input type="checkbox"/> c. Occasionally demonstrates flexibility and responsiveness in adjusting instruction to meet student needs.</p>	<p><input type="checkbox"/> a. Inconsistently aligns classroom instruction with state standards.</p> <p><input type="checkbox"/> b. Uses limited instructional strategies that address the full range of cognitive levels.</p> <p><input type="checkbox"/> c. Seldom demonstrates flexibility and responsiveness in adjusting instruction to meet student needs.</p>	N/E

Planning and Preparation

2. Demonstrates knowledge of students (cont.)

3. Demonstrates knowledge of resources in designing instruction.

N/E = Not Evaluated  
Approved 8-27-06

# FORT FRYE LOCAL SCHOOL DISTRICT

## Certificated Staff Evaluation

Exceeds Expectations	Meets Expectations	Does Not Meet Expectations	N/E
<p><input type="checkbox"/> d. Consistently engages students in varied experiences that meet diverse needs and promote social, emotional, and academic growth.</p> <p><input type="checkbox"/> e. Connects students' prior knowledge, life experiences, and interests in the instructional process.</p> <p><input type="checkbox"/> f. Uses available resources, including technologies, in the delivery of instruction.</p>	<p><input type="checkbox"/> d. Engages students in varied experiences that promote academic growth.</p> <p><input type="checkbox"/> e. Attempts to connect students' prior knowledge, life experiences, and interests in the instructional process.</p> <p><input type="checkbox"/> f. Occasionally uses available resources, including technologies, in the delivery of instruction.</p>	<p><input type="checkbox"/> d. Does not engage students in varied experiences that promote academic growth.</p> <p><input type="checkbox"/> e. Does not connect students' prior knowledge, life experiences, and interests in the instructional process.</p> <p><input type="checkbox"/> f. Uses limited resources in delivery of instruction.</p>	N/E
<p><input type="checkbox"/> a. Consistently aligns classroom assessment with instruction.</p> <p><input type="checkbox"/> b. Guides students in goal setting and assessing their own learning consistently throughout the year.</p> <p><input type="checkbox"/> c. Works with staff in analysis of student data as an on-going process.</p>	<p><input type="checkbox"/> a. Usually aligns classroom assessment with instruction.</p> <p><input type="checkbox"/> b. Guides students in goal setting and assessing their own learning with limited follow through.</p> <p><input type="checkbox"/> c. Works with staff in analysis of student data in isolated instances only.</p>	<p><input type="checkbox"/> a. Rarely aligns classroom assessment with instruction.</p> <p><input type="checkbox"/> b. Does not guide students in goal setting and assessing their own learning.</p> <p><input type="checkbox"/> c. Does not work with staff in analysis of student data.</p>	N/E

.....  
**Planning and Preparation**

.....  
**3. Demonstrates knowledge of resources in designing instruction (cont.)**  
 .....

.....  
**4. Understands and uses the results of multiple assessments to guide planning.**  
 .....

N/E = Not Evaluated  
 Approved 8-27-06

# FORT FRYE LOCAL SCHOOL DISTRICT

## Certificated Staff Evaluation

Exceeds Expectations	Meets Expectations	Does Not Meet Expectations	N/E
PRINCIPAL'S COMMENTS:			
<p><input type="checkbox"/> Establishes, communicates, models, and maintains high standards of responsible student behavior.</p> <p><input type="checkbox"/> Effectively develops and implements classroom procedures and routines of responsible student behavior and maximizes student learning.</p> <p><input type="checkbox"/> Uses instructional time effectively to maximize student achievement.</p> <p><input type="checkbox"/> Assumes responsibility for school and classroom materials, equipment, and facilities.</p> <p><input type="checkbox"/> Works with others to promote and ensure a safe and orderly environment on the school campus.</p>	<p><input type="checkbox"/> Establishes, communicates, models, and maintains adequate standards of responsible student behavior.</p> <p><input type="checkbox"/> Constantly develops and implements classroom procedures and routines of responsible student behavior.</p> <p><input type="checkbox"/> Uses instructional time for student achievement.</p> <p><input type="checkbox"/> Usually assumes responsibility for school and classroom materials, equipment, and facilities.</p> <p><input type="checkbox"/> Usually works with others to promote a safe environment.</p>	<p><input type="checkbox"/> Inconsistently establishes, communicates, models, and maintains standards of responsible student behavior.</p> <p><input type="checkbox"/> Inconsistently implements classroom procedures and routines.</p> <p><input type="checkbox"/> Uses instructional time inconsistently.</p> <p><input type="checkbox"/> Fails to assume responsibility for school and classroom materials, equipment, and facilities.</p> <p><input type="checkbox"/> Fails to promote a safe and orderly environment.</p>	
<p><b>Planning and Preparation</b></p> <p><b>Classroom Environment</b></p> <p><i>1. Implements a classroom management plan which establishes a safe, effective and positive learning environment for students and staff.</i></p>			

N/E = Not Evaluated  
Approved 8-27-06

# FORT FRYE LOCAL SCHOOL DISTRICT

## Certificated Staff Evaluation

Exceeds Expectations	Meets Expectations	Does Not Meet Expectations	N/E
<b>PRINCIPAL'S COMMENTS</b>			
<p><b>Classroom Environment</b></p>			
<p><b>Instruction</b></p> <p><i>1. Uses strategies to deliver instruction that meet the multiple learning needs of students.</i></p>	<p><input type="checkbox"/> a. Communicates state standards in the classroom.</p> <p><input type="checkbox"/> b. Engages most students in varied learning experiences.</p>	<p><input type="checkbox"/> a. Communicates state standards in a limited manner.</p> <p><input type="checkbox"/> b. Engages few students in varied learning experiences.</p>	
<p><i>2. Uses questioning and discussion techniques.</i></p>	<p><input type="checkbox"/> c. Presents some opportunity for the development of critical thinking, problem solving, and performance skills by using a variety of materials, technology, and resources.</p> <p><input type="checkbox"/> d. Undertakes a variety of teaching methods and instructional strategies.</p> <p><input type="checkbox"/> a. Uses appropriate questioning strategies which reflect the type of content, goals of the lesson, and the students involved.</p>	<p><input type="checkbox"/> c. Provides little opportunity for the development of critical thinking, problem solving, and performance skills.</p> <p><input type="checkbox"/> d. Uses limited teaching methods and instructional strategies.</p> <p><input type="checkbox"/> a. Relies on questions which do not reflect the type of content, goals of the lesson, and the students involved.</p>	

N/E = Not Evaluated  
Approved 8-27-06

# FORT FRYE LOCAL SCHOOL DISTRICT

## Certificated Staff Evaluation

Exceeds Expectations	Meets Expectations	Does Not Meet Expectations	N/E
<p><input type="checkbox"/> Instruction</p> <p><input type="checkbox"/> 3. Engages students in learning.</p>	<p><input type="checkbox"/> a. Uses a minimum of guide practices (wait time strategies, signaled responses, questioning techniques) to involve all students.</p> <p><input type="checkbox"/> b. Requires some practice of newly-learned skills while under the direct supervision of the teacher and followed by independent practice.</p>	<p><input type="checkbox"/> a. Uses no guided practices and involves only a few students.</p> <p><input type="checkbox"/> b. Requires little or no practice of newly-learned skills.</p>	
<p><input type="checkbox"/> 4. Provides feedback to students.</p>	<p><input type="checkbox"/> a. Adequately communicates assessment criteria.</p> <p><input type="checkbox"/> b. Communicates feedback in a general and repetitive nature and not always in a timely manner.</p>	<p><input type="checkbox"/> a. Communicates assessment criteria in a limited manner.</p> <p><input type="checkbox"/> b. Provides feedback only in non-specific, impersonal or untimely ways.</p>	
<p><input type="checkbox"/> c. Gives feedback in a manner that is supportive and encouraging to students.</p>	<p><input type="checkbox"/> c. Inconsistently gives feedback in a manner that is supportive and encouraging to students.</p>	<p><input type="checkbox"/> c. Gives feedback which is not supportive or encouraging.</p>	
<p>PRINCIPAL'S COMMENTS:</p>			

*N/E = Not Evaluated  
Approved 8-27-06*

**FORT FRYE LOCAL SCHOOL DISTRICT**  
**Certificated Staff Evaluation**

Exceeds Expectations	Meets Expectations	Does Not Meet Expectations	N/E
<input type="checkbox"/> a. Make an accurate assessment of a lesson's effectiveness and the extent to which it achieved its goals.	<input type="checkbox"/> a. Teacher has a generally accurate impression of a lesson's effectiveness and the extent to which it achieved its goals.	<input type="checkbox"/> a. Teacher has few suggestions of how a lesson or unit may be improved upon another time.	
<input type="checkbox"/> a. Records student assignments, assessments, and required non-instructional data.	<input type="checkbox"/> a. Records student data accurately.	<input type="checkbox"/> a. Provides insufficient evidence of accurate record keeping.	
<input type="checkbox"/> a. Provides appropriate, timely, and professional communication, both written and oral, to students, staff, parents, and community.	<input type="checkbox"/> a. Provides communication which is generally appropriate, timely, and professional.	<input type="checkbox"/> a. Provides little or no communication or provides communication which is unprofessional.	
<input type="checkbox"/> a. Effectively communicates assessment criteria and standards to all students and parents.	<input type="checkbox"/> a. Minimally communicates assessment criteria and standards to all students and parents.	<input type="checkbox"/> a. Fails to communicate assessment criteria and standards to all students and parents.	
<input type="checkbox"/> a. Makes an effort to be involved in activities/committees in the school community.	<input type="checkbox"/> a. Makes minimal effort to be involved in activities/committees in the school community.	<input type="checkbox"/> a. Makes no effort to be involved in activities/committees in the school community.	
<input type="checkbox"/> a. Seeks ways of improving ability and teaching performance by continuing study and by service to profession.	<input type="checkbox"/> a. Fulfills basic licensure requirements.		

.....  
**Professional Responsibility**  
 .....  
 1. *Reflects on Teaching*  
 .....  
 2. *Maintains accurate records.*  
 .....  
 3. *Communicates with students, staff, parents, and community.*  
 .....  
 4. *Contributes to school and district.*  
 .....  
 5. *Grows and develops professionally.*  
 .....

N/E = Not Evaluated  
 Approved 8-27-06

# FORT FRYE LOCAL SCHOOL DISTRICT

## Certificated Staff Evaluation

Exceeds Expectations	Meets Expectations	Does Not Meet Expectations	N/E
<div style="border: 1px dotted black; padding: 5px; margin-bottom: 10px;">                     6. Shows professional-ism                 </div> <input type="checkbox"/> a. Always presents himself or herself as a professional in appearance, manner, and speech, and handles difficult situations with poise.	<input type="checkbox"/> a. Usually presents himself or herself as a professional in appearance, manner, and speech, and handles difficult situations with poise.	<input checked="" type="checkbox"/>	
PRINCIPAL'S COMMENTS:			

PRINCIPAL'S SUMMARY:

TEACHER'S COMMENTS:

Teacher's Signature \_\_\_\_\_ Date \_\_\_\_\_

*(Signing this evaluation does not necessarily constitute agreement with its contents, but indicates that the evaluation has been shared with the employee)*

Evaluator's Signature \_\_\_\_\_ Date \_\_\_\_\_

Questionnaire

Name: \_\_\_\_\_ Building \_\_\_\_\_

Current Grade Level: \_\_\_\_\_ Current Subject Area: \_\_\_\_\_

Are you currently working on another area of licensure?

Do you have a new license?

If so, what is your new license?

Are you planning on continuing employment in this district next year?

If eligible, do you plan on retiring after this school year?

Are you satisfied in your current position and building? If yes, stop here.

If you would be interested in making a change in your current position, please answer the following questions. The information is for administrative awareness and does not mean that a change will be made.

What grade level would you be interested in teaching?

What subjects would you be interested in teaching?

In which building would you like to teach?

Additional Comments:

*Forms to be returned to the building principal by March 15.*

## MEMORANDUM OF UNDERSTANDING

The Association will form a committee for the purpose of working in conjunction with Board members to ensure that teacher concerns be addressed. This committee will be appointed by the Association President at the beginning of each academic year. One representative from the high school, junior high, and each elementary building will serve on the committee.

Board members will be invited quarterly to the Association Committee Meeting to address building concerns.

One or two bargaining unit representatives as appointed by the Association President may attend the district principal's meetings. Attendance will be approved upon request to the Superintendent by the Association President.

Bargaining unit members in all buildings will have input into scheduling and class size before final decisions are made.

# CERTIFICATE

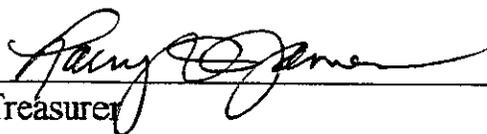
Section 5705.412, Ohio Revised Code

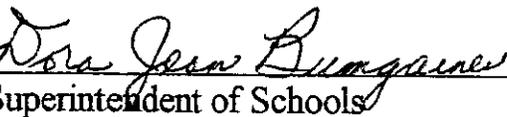
In the matter of: Negotiated Agreement between the Fort Frye Local School District Board of Education and the Fort Frye Teachers' Association for the period July 1, 2007 through June 30, 2010.

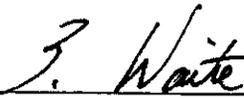
It is hereby certified that the Fort Frye Local School District Board of Education, Washington County, Ohio, has in effect for the remainder of the fiscal year and the succeeding fiscal year the authorization to levy taxes which, when combined with the estimated revenue from all other sources available to the district at the time of certification, are sufficient to provide operating revenues necessary to enable the district to maintain all personnel and programs for all the days set forth in its adopted school calendar for the current fiscal year and for a number of days in the succeeding fiscal years equal to the number of days instruction was held or is scheduled for the current fiscal year, except that if the above expenditure is for a contract, this certification shall cover the term of the contract, and if the above expenditure is for a wage or salary schedule, this certification shall cover the term of the schedule.

Dated: June 29, 2007

FORT FRYE LOCAL SCHOOL DISTRICT

By   
Treasurer

By   
Superintendent of Schools

By   
President, Board of Education

# Fort Frye Teacher's Association

## Memorandum of Understanding

Extension of 2007-2010  
Contract  
Until June 30, 2011

## MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is made this 23 day of September, 2008 by and between the Fort Frye Local School District (Board) and the Fort Frye Teachers' Association (Association).

**WHEREAS**, the Board and Association entered into a Collective Bargaining Agreement effective July 1, 2007 through June 30, 2010; and

**WHEREAS**, the Board appointed committee and Association met and have agreed to extend the current negotiated Agreement one additional year;

**NOW, THEREFORE**, the Board and Association agree to the following:

All terms and conditions of the current negotiated agreement will be extended with no changes until June 30, 2011 except for the following additions: **(bolded)**

Article 5.01

Salary and Index

**The BA-0 base salary shall be (3% increase) Twenty-nine Thousand, One Hundred Forty-one dollars (\$29,141) for the 2010-2011 school year. (See Appendix D-2 attached)**

Article 5.02

Co-Curricular Activity Salaries

**The salary schedule for Co-Curricular Activities for the 2010-2011 school year shall be increased by 3% as appears in Appendix E-4 attached.**

Article 5.03

Athletic Coaching Salaries

**The salary schedule for Athletic Coaching for the 2010-2011 school year shall be increased by 3% as appears in Appendix F-4 attached.**

Article 6.05

Cost of Insurance Coverage

**Bargaining Unit Members shall pick up 10% (2007-2008), 10% (2008-2009), 11% (2009-2010), and 11% (2010-2011) of the cost of the premium for medical insurance.**

Article 6.10

Professional Growth

D. Fifteen Thousand Dollars (\$15,000) for 2007-2008; Seventeen thousand Dollars (\$17,000) for 2008-2009; Nineteen Thousand Dollars (\$19,000) for 2009-2010; and **Twenty-one Thousand Dollars (\$21,000) for 2010-2011** shall be budgeted for professional growth and reimbursement shall be made in accordance with the following formula:

Article 17.04

This contract shall be effective from 12:01 a.m. on July 1, 2007 through midnight June 30, 2010 with an extension of one year until June 30, 2011, following ratification by the Fort Frye Teachers' Association and the Fort Frye Local School District Board of Education.

IN WITNESS WHEREOFF, the parties hereto have set their hands this 23 day of September, 2008 at Beverly, Ohio.

FOR THE BOARD

Dora Jean Bumgarner  
Superintendent

J. Waite  
President of the Board of Education

Amy D. Jones  
Treasurer

FOR THE ASSOCIATION

Beth De Bruin  
President, Fort Frye TA

Carly L. Spahr  
Negotiating Team Co-Chairperson

Teressa A. Collins  
Negotiating Team Co-Chairperson

Jan E. Boston  
Negotiating Team Member

Sandra L. Bright  
Negotiating Team Member

Deborah A. Msel  
Negotiating Team Member

C. M. VanKernell  
Negotiating Team Member

Rubie Miles  
Negotiating Team Member

**APPENDIX D-2**

**FORT FRYE LOCAL SCHOOL DISTRICT  
TEACHERS' SALARY SCHEDULE & INDEX**

**2010-2011**

**SALARY SCHEDULE**

**3%**

<b>Step</b>	<b>BA</b>	<b>BA+150</b>	<b>MA</b>	<b>MA+15</b>	<b>MA+30</b>
<b>0</b>	29,141 1.00000	30,248 1.03800	32,201 1.10500	32,347 1.11000	33,512 1.15000
<b>1</b>	30,394 1.04300	31,647 1.08600	33,600 1.15300	33,745 1.15800	34,969 1.20000
<b>2</b>	31,501 1.08100	32,900 1.12900	34,998 1.20100	35,144 1.20600	36,426 1.25000
<b>3</b>	32,609 1.11900	34,153 1.17200	36,397 1.24900	36,543 1.25400	37,883 1.30000
<b>4</b>	33,716 1.15700	35,406 1.21500	37,796 1.29700	37,942 1.30200	39,340 1.35000
<b>5</b>	34,826 1.19500	36,659 1.25800	39,195 1.34500	39,340 1.35000	40,797 1.40000
<b>6</b>	35,931 1.23300	37,912 1.30100	40,593 1.39300	40,739 1.39800	42,254 1.45000
<b>7</b>	37,038 1.27100	39,166 1.34400	41,992 1.44100	42,138 1.44600	43,712 1.50000
<b>8</b>	38,146 1.30900	40,419 1.38700	43,391 1.48900	43,537 1.49400	45,169 1.55000
<b>9</b>	39,253 1.34700	41,672 1.43000	44,790 1.53700	44,935 1.54200	46,626 1.60000
<b>10</b>	40,360 1.38500	42,925 1.47300	46,188 1.58500	47,587 1.63300	48,986 1.68100
<b>11</b>	41,468 1.42300	44,178 1.51600	47,587 1.63300	48,986 1.68100	50,385 1.72900
<b>12</b>	42,575 1.46100	45,431 1.55900	48,986 1.68100	50,385 1.72900	51,784 1.77700
<b>13</b>	43,682 1.49900	46,684 1.60200	50,385 1.72900	51,784 1.77700	53,182 1.82500
<b>14</b>	44,236 1.51800	47,296 1.62300	51,784 1.77700	53,182 1.82500	54,581 1.87300
<b>20</b>	44,790 1.53700	47,908 1.64400	52,483 1.80100	53,882 1.84900	55,280 1.89700
<b>27</b>	45,343 1.55600	48,250 1.66500	53,270 1.82800	54,873 1.88300	56,271 1.93100

Appendix E-4 Indexed on Base Salary - See Section 5.01  
 Fort Frye Local School District  
 2010-2011 Co-Curricular Activity Salary Schedule

**APPENDIX E-4**  
**\$29,141**

POSITION	YEARS OF EXPERIENCE IN DISTRICT					
	0	1	2	3	4	5
Head Teacher	2,914	3,060	3,206	3,351	3,497	3,643
Class Play Advisor	708	758	807	857	907	956
Newspaper Advisor	1,231	1,317	1,403	1,489	1,576	1,662
Publicity	882	943	1,005	1,067	1,128	1,190
Yearbook Advisor	1,404	1,502	1,601	1,699	1,797	1,895
Department Head - HS	984	1,053	1,122	1,191	1,260	1,329
Team Leader National Honor Society Advisor	984	1,053	1,122	1,191	1,260	1,329
Prom Advisor	619	662	705	749	792	835
Band Head	702	751	800	849	899	948
Vocal Head	2,459	2,631	2,803	2,975	3,147	3,319
Student Council Advisor	1,231	1,317	1,403	1,489	1,576	1,662
Flag Corps Advisor	1,116	1,194	1,272	1,350	1,428	1,506
Percussion Instructor Jr. High Student Council Advisor	1,074	1,150	1,225	1,300	1,375	1,451
District Newspaper Editor	1,082	1,158	1,234	1,309	1,385	1,461
Seniors In The Job Market	557	595	634	673	712	751
AV Repairman Computer Repair Technician	1,948	2,084	2,221	1,257	2,493	2,630
Detention Hall Monitor	1,160	1,241	1,322	140	1,484	1,565
	773	827	881	935	989	1,043
	773	827	881	935	989	1,043
	\$15.86/hr	\$16.98/hr	\$18.10/hr	\$19.20/hr	\$20.30/hr	\$21.42/hr

Appendix F Indexed on Base Salary - See Section 5.01

Fort Frye Local School District

**2010-2011 Athletic Coaching Salary Schedule**

POSITION	YEARS OF EXPERIENCE IN DISTRICT					
	0	1	2	3	4	5
Volleyball Head	2,559	2,702	2,847	3,006	3,173	3,333
Junior Varsity	1,317	1,452	1,579	1,712	1,840	1,957
Baseball/Softball Heads	1,820	1,987	2,162	2,343	2,513	2,649
Varsity Assistant	1,220	1,331	1,448	1,580	1,691	1,809
Junior Varsity	1,051	1,237	1,405	1,570	1,684	1,775
Junior High Softball	708	882	1,052	1,228	1,314	1,406
Track/Cross Country Head	1,820	1,987	2,162	2,343	2,513	2,829
Varsity Assistant	1,051	1,237	1,405	1,580	1,691	1,809
Junior High	708	882	1,052	1,228	1,314	1,406
Golf Head	1,634	1,820	1,987	2,163	2,274	2,392
Cheerleading Head	1,404	1,580	1,760	1,930	2,066	2,211
Jr. High Cheerleading	629	673	717	761	805	849
Football Head	3,221	3,400	3,567	3,747	3,917	4,109
Varsity Assistant (3)	1,760	1,930	2,113	2,286	2,459	2,635
Junior Varsity	1,760	1,930	2,113	2,286	2,459	2,635
Junior High (2)	1,051	1,237	1,405	1,580	1,757	1,880
Basketball Head	3,221	3,400	3,567	3,747	3,917	4,109
Varsity Assistant	2,158	2,278	2,390	2,510	2,623	2,754
Junior Varsity	1,760	1,930	2,113	2,286	2,459	2,635
Freshman	1,173	1,340	1,562	1,676	1,843	1,972
Junior High (2)	1,051	1,237	1,405	1,580	1,757	1,880
Athletic Director	3,092	3,308	3,526	3,741	3,958	4,174
Activity Coordinator	773	827	880	935	989	1,043
Activity Coordinator	773	827	880	935	989	1,043
Activity Coordinator	773	827	880	935	989	1,043

Following January 2008 FFLSD Board Meeting:

These changes affect Supplemental Salary Schedule, pg. 51 of FFTA 2007-2010 contract; Appendix F-1; Indexed on Base Salary; See Section 5.01 (\$26,669)

**Fort Frye Local School District 2007-2008 Athletic Coaching Salary Schedule**

1. Addition of **Junior High Volleyball** coaching position was approved at a previous year's Board Meeting. At that meeting, the salary approved matched the Junior High Football salary schedule:

Year	Step 0	Step 1	Step 2	Step 3	Step 4	Step 5
07-08	<b>\$962</b>	<b>\$1132</b>	<b>\$1285</b>	<b>\$1446</b>	<b>\$1608</b>	<b>\$1720</b>
08-09	<b>\$991</b>	<b>\$1166</b>	<b>\$1324</b>	<b>\$1479</b>	<b>\$1656</b>	<b>\$1772</b>
09-10	<b>\$1021</b>	<b>\$1201</b>	<b>\$1364</b>	<b>\$1534</b>	<b>\$1706</b>	<b>\$1825</b>

2. Adjustment to **Step 5 of Baseball/Softball Heads** at this step *only*. FFTA, Dr. Bumgarner, and Larry James agreed this adjustment is necessary because it is a misprint.

Year	Original Amounts	Corrected Amount-Step 5
07-08	\$2424	<b>\$2589</b>
08-09	\$2497	<b>\$2667</b>
09-10	\$2572	<b>\$2747</b>

\*Athletic Coaching Salary Index: Baseball/Softball Heads Year 5 should change from 0.09090 to **0.09709**

~**Bold Print indicates approved positions and amounts.**

**Please insert this copy in the back of your contract book for future reference.**

Original document: Submitted by Ericka Schneider, FFTA President 2007-2008