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STATE EMPLOYMENT
RELATIONS BOARD

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MEMORANDUM AGREEMENT
THE WAUSEON EXEMPTED VILLAGE BOARD OF EDUCATION
AND
THE WAUSEON EDUCATION ASSOCIATION

SEPTEMBER 1, 2012

TO

AUGUST 31, 2013

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STATE EMPLOYMENT
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**ARTICLE I
RECOGNITION**

A. RECOGNITION

The Board of Education of the Wauseon Exempted Village School District (hereinafter referred to as the "Board") recognizes the Wauseon Education Association (hereinafter referred to as the Association), affiliated with the Ohio Education Association and the National Education Association, as the exclusive bargaining agent for all certified personnel employed as full-time or regular salaried part-time classroom teachers, librarians, and guidance counselors and excludes specifically the Superintendent, Assistant Superintendent, Administrative Assistants, Directors, Principals, Assistant Principals, Athletic Director and confidential, management level and supervisory employees employed under contracts governed by Sections 3319.01, 3319.011 and 3319.02 of the Revised Code and assigned to positions for which certificates are required pursuant to division (E), (F), (G), (H), (J), (L), and (M), of Section 3319.22 of the Ohio Revised Code.

B. MANAGEMENT RIGHTS

The Board and administration generally reserve all rights and powers conferred on them by law and reserve the right to use discretion in exercising such rights and to adopt, rescind or modify policies and rules in the course of exercising such rights. However, the Board shall not violate this Agreement and the Association does not waive any statutory right to bargain it may have, as to the impact of Board and administration actions on any mandatory bargaining subjects which are not in any way covered by other Articles in this Agreement.

The Union recognizes that Section 4117.08(C), Ohio Revised Code, specifically provides that the Board has the following powers:

1. Determine matters on inherent managerial policy which include, but are not limited to, areas of discretion or policy such as the functions and programs of the public employer, standards of services, its overall budget, utilization of technology, and organizational structure;
2. Maintain and improve the efficiency and effectiveness of governmental operations.
3. Determine the overall methods, process, means, or personnel by which governmental operations are to be conducted;
4. Suspend, discipline, demote, or discharge for just cause or lay off, transfer, assign, schedule, promote or retain employees;
5. Determine the adequacy of the work force;
6. Determine the overall mission of the employer as a unit of government;
7. Effectively manage the work force;
8. Take actions to carry out the mission of the public.

C. PAYROLL DEDUCTION FOR ASSOCIATION DUES

1. The Board shall provide payroll deductions for Association dues in accordance with the following:
 - a. Bargaining unit members shall submit written authorization for payroll deductions on a form provided by the Association to the Treasurer on or before October 1 of any year the bargaining unit member begins payroll deductions under this Agreement. Unless revoked or changed in accordance with the procedures contained herein, the authorization will continue from year to year.
 - b. Authorized payroll deductions will be made in ten (10) equal installments beginning with the second payroll in October.
 - c. By October 1 of each year, the Association will notify the Board's Treasurer as to the total amount of dues to be deducted per bargaining unit member. Such notification shall be in the form of a letter signed by the Association President or Treasurer.

The Board's treasurer shall transmit all monies deducted within seven (7) days of the last deduction of the month.
 - d. A bargaining unit member who wishes to change the method of payment of Association dues may do so between July 1 and July 31 of any year. It shall be the responsibility of the Association to inform bargaining unit members of this option at least once in September of each year, and to process any appropriate changes on revised authorization cards. All revised authorization cards must be submitted by the Association to the Treasurer by October 1 of each year.
2. The Union agrees to save the Employer harmless with respect to the deduction made and paid to it in accordance with the provisions hereof, and in the event deduction shall be made which should not have been made, the Union shall be responsible to return such monies to the employee or employees affected.

D. SCOPE OF NEGOTIATIONS

The subjects of bargaining shall be wages, hours, or terms and other conditions of employment and the deletion, modification or continuation of a provision of this Contract.

**ARTICLE II
NEGOTIATING PROCEDURES**

A. DIRECTING REQUESTS

Requests for negotiation meetings from the Association will be made directly to the Superintendent. Requests from the Board will be made to the President of the Association. Request from either party for commencement of negotiations shall be made no earlier than one hundred twenty (120) days and no later than ninety (90) days prior to the expiration of the existing Agreement. These requests shall contain a description of the items for negotiations. The parties will exchange their full and complete negotiations proposals at the initial meeting.

B. NEGOTIATION MEETINGS

An agreement will be reached by the Board and the Association within five (5) days of the request as to time and place of the meeting, which shall be held within fifteen (15) days after the request has been submitted, unless both parties agree to an extension of time. Further meetings shall be held at the request of either party involved. Negotiations meetings shall be held in executive session unless mutually agreed to by both parties.

C. REPRESENTATIONS

The Board and/or their designated representatives shall meet with representatives of the Association to negotiate in good faith.

The Board shall determine its team representatives. The Association shall determine its team representatives. The designated negotiators shall not exceed seven (7) members for each team.

D. ASSISTANCE

The parties may call upon professional and lay consultants to consider matters under discussion and to make suggestions. Up to three (3) consultants may be used by each of the parties in any of the negotiations meetings.

E. INFORMATION

The Board and Superintendent agree to furnish the Association's Negotiations Committee, upon request, and in reasonable time, both prior to and during negotiations, all regularly and routinely prepared information concerning financial resources of the District. Likewise, the Association shall provide relevant information to the Board within a reasonable time after the Board team's request.

F. **WHILE NEGOTIATIONS ARE IN PROGRESS**

1. **Spokesperson** - At the first negotiations meeting, each negotiating team shall identify its spokesperson; and that person shall have authority, with the approval of the team, to recommend, to revise, and to agree to a tentative proposal.
2. **Recesses** - The spokesperson of either team may recess his team for independent caucus at any time. Caucuses shall be no longer than thirty (30) minutes unless mutually agreed to by the parties.
3. **Item Agreement** - As negotiations items receive tentative agreement, they shall be reduced to writing and initialed by the spokesperson of each team.
4. **Scheduling of Meetings** - At the beginning of the negotiations process a series of tentative meeting dates shall be scheduled. Each meeting shall include a decision on an agreed time and place for the next subsequent meeting.
5. **Protocol** - No action to coerce, censor, or penalize any negotiating participant shall be made or implied as a result of participation in the negotiating process.
6. **Press Releases** - Either party shall be able to issue press releases. A copy of any release shall be sent to the other party at the same time and in the same manner as such information is released to the press.

**ARTICLE III
RATIFICATION PROCEDURE**

When an agreement is reached through negotiating, the outcome (including terms and effective dates) shall be reduced to writing and submitted to the Association and Board for formal approval. Following ratification of the Agreement by both parties, the Agreement shall then be signed by the parties and shall be binding on both parties.

**ARTICLE IV
DISPUTE RESOLUTION PROCEDURE**

In the event that the foregoing negotiations do not produce an agreement on all issues submitted for negotiations, either party may declare impasse and request that all unresolved issues be submitted to mediation. Upon written request by either party that an impasse has been declared, a joint request shall be submitted to Federal Mediation and Conciliation Service immediately to appoint a mediator to assist in the resolution of all remaining issues. In the event a mediated settlement cannot be achieved, the neutral shall issue an advisory recommendation for resolving the disagreement.

The Board and the Association shall present the report to their respective members for a vote within ten (10) days. Unless either the Association or the Board rejects the report by a majority vote, a new contract shall be entered into in accordance with its recommendations.

The time limits and other provisions set forth above may be waived or adjusted by mutual agreement.

Costs incurred in securing and utilizing the services of a neutral party shall be shared equally by the Board and the Association.

The procedure established by this Section constitutes the agreed Dispute Resolution Procedure between the parties under Revised Code Section 4117.14(C), and, except by mutual agreement, no other dispute resolution procedure shall be utilized.

**ARTICLE V
INDIVIDUAL RIGHTS**

A. NON-DISCRIMINATION

In administering this Contract, the parties shall not discriminate on the basis of race, creed, religion, color, national origin, age, sex, and marital status. SERB shall be the exclusive remedy for alleged discrimination based on union membership or non-membership, and participation or non-participation in lawful union activities.

B. PERSONNEL FILES

1. Personnel files shall be maintained in the offices of the Superintendent and the building principal(s). Copies of documents pertaining to work performance and discipline placed in either file shall be given to the teacher. The teacher shall sign the document indicating only that he/she has received the document.

The teacher has the right to attach a rebuttal to any document pertaining to discipline and work performance.

The contents of the personnel files shall be limited to items pertaining to work performance, discipline and routine financial and personnel data.

2. Personnel records will be confidential subject to provisions of the Ohio Revised Code.
3. All entries into the personnel file shall be dated as to entry.

**ARTICLE VI
PROVISIONS CONTRARY TO LAW**

- A. If any provision of this document or any application of the document to any bargaining unit member shall be found contrary to law, by the U. S. Supreme Court or Ohio Supreme Court, the parties shall bargain the impact of the court decision and bring the Contract into compliance. Then this provision or application shall be deemed invalid except to the extent permitted by law; but all other provisions thereof shall continue in full force and effect.

- B. In accordance with the authority as set forth in Chapter 4117 of the Ohio Revised Code, the provisions of this agreement shall supersede and replace any contrary provisions of the Ohio Revised Code and any Ohio Supreme Court decisions interpreting the Ohio Revised Code.

**ARTICLE VII
EVALUATION**

- A. A committee composed of four (4) persons appointed by the Superintendent and four (4) persons appointed by the Association shall be established to devise an evaluation procedure, criteria and instrument. This committee shall submit its recommendations to the Board and the Association for approval prior to becoming the uniform method for evaluation during the ensuing school year.

Upon the request of either party, the procedures, criteria and instrument shall be reviewed once each year during the month of April utilizing the procedure set forth in the first paragraph.

The uniform method of evaluation of certified staff adopted by the Board of Education and as updated from time to time pursuant to paragraph one (1) above shall be the method for evaluating all certified employees in the district and said method shall supersede in all respects the provisions of Section 3319.111, Revised Code.

- B. Supplemental Evaluation Forms will be developed by a committee for supplementals. The Committee shall be composed of three (3) unit members who have supplemental positions and three (3) persons appointed by the Superintendent.
- C. Copies of the evaluation instruments shall be included in the Memorandum Agreement.

**ARTICLE VIII
GRIEVANCE PROCEDURE**

Nothing contained in this procedure shall be construed as limiting the individual right of a bargaining unit member having a complaint or problem to discuss the matter informally with the members of the administration through normal channels of communication. During all phases of the grievance process, an Association officer shall have the right to be present.

DEFINITIONS

- A. A grievance is defined as a complaint involving the alleged violation, misinterpretation, or misapplication of a written provision of the negotiated agreement entered into between the Board and the Association.
- B. A grievant shall mean a bargaining unit member, the Association, or a group of bargaining unit members. Where more than one bargaining unit member is grieving, each shall sign the grievance.

GENERAL

- A. The fact that a teacher files a grievance shall not be recorded in his/her personnel file or in any file used in the transfer, assignment, or promotion process; nor shall such fact be used in any recommendation for re-employment or recommendation for other employment; nor shall the teacher, the Association, or its officials be placed in jeopardy or be subject for reprisal or discrimination for having followed this grievance procedure.
- B. The time limits specified in this procedure may be extended by written agreement of the parties involved.
- C. If a grievance hearing or a meeting with the Administration is scheduled during the unit members' work day, the unit member(s) required to be present for the hearing or meeting shall be released without loss of pay or benefit.

STEP ONE

Any employee having a grievance shall first discuss such grievance with his/her building principal.

STEP TWO

If the discussion does not resolve the grievance to the satisfaction of the grievant, such grievant shall have the right to lodge a written grievance with such building principal. Said grievance shall be filed within thirty (30) calendar days after the grievant knew, or through the exercise of reasonable diligence should have known, of the occurrence of the facts upon which the grievance is based. If a grievance is not filed or advanced within the appropriate time limits, the right of the grievant to grieve or to continue the grievance is waived. If the administration does not respond to the grievance within the appropriate time limits said grievance is advanced to the next step. The written grievance shall be on a standard form (see Appendix "F") and shall contain a concise statement of the facts upon which the grievance is based and a reference to the specific provision of the negotiated agreement allegedly violated, misinterpreted or misapplied. A copy of such grievance shall be filed with the Superintendent. The grievant shall have a right to request a hearing before the building principal. Such hearing shall be conducted within five (5) working days after the receipt of such request. The grievant and the Association shall be advised in writing of the time, place and date of such hearing and the grievant shall have the right to be represented at such hearing by a representative of the Association. The building principal shall take action on the written grievance within five (5) working days

after the receipt of said grievance, or, if a hearing is requested, within five (5) working days after the conclusion of said hearing. The action taken and the reasons for the action shall be reduced to writing and copies sent to the grievant, the Association, and the Superintendent.

STEP THREE

If the action taken by the building principal does not resolve the grievance to the satisfaction of the grievant such grievant may appeal in writing to the Superintendent. Failure to file such appeal within five (5) working days from receipt of the written memorandum of the principal's action on said grievance shall be deemed a waiver of the right to appeal. Upon request, a hearing shall be conducted by the Superintendent within five (5) working days after the receipt of the request. The grievant shall have the right to be represented at such hearing by a representative of the Association. The Superintendent shall take action on the appeal of the grievance within five (5) working days after receipt of the appeal, or, if a hearing is requested, within five (5) working days after the conclusion of said hearing. The action taken and the reasons for the action shall be reduced to writing and copies sent to the grievant, the Association, and the building principal.

STEP FOUR

If the Association is not satisfied with the disposition of the grievance by the Superintendent at Step Three, the Association may request a hearing before an arbitrator. The Association's request for arbitration shall be made in writing within thirty (30) calendar days following the receipt of the disposition of the grievance in Step Three. The Association's request for arbitration shall be by certified mail with return receipt requested to the Superintendent. Within five (5) working days following receipt by the Superintendent of the Association's request for arbitration, the Board or its designated representative and the Association shall mutually petition the American Arbitration Association to provide a list of arbitrators in accordance with its Voluntary Labor Arbitration Rules. Once the arbitrator has been selected he/she shall proceed with the arbitration on the grievance in accordance with these rules. If the question of arbitrability is raised in connection with a grievance, the arbitrator shall first decide this question before moving on to the grievance itself. The arbitrator shall have the authority to consider only a single grievance or several grievances involving a common question(s) of interpretation or application.

The arbitrator shall hold the necessary hearing and issue the decision within such time as may be agreed upon. The decision shall be in writing and copy sent to all parties present at the hearing. The decision of the arbitrator shall be final and binding upon all parties.

The arbitrator shall not have the authority to add to, subtract from, modify, change, or alter any of the provisions of this collective bargaining agreement, nor add to, detract from, or modify the language therein in arriving at a determination of any issue. Furthermore, the arbitrator is strictly prohibited from making a decision contrary to law.

The costs and expense of the arbitrator and American Arbitration Association shall be shared equally by the Board and the Association.

**ARTICLE IX
FAIR DISMISSAL PROCEDURE**

When an unsatisfactory situation or serious and repeated problem related to the employment performance of a teacher is observed by the principal, a conference will be scheduled with the teacher. The teacher-principal conference will take place as soon as practical, on or before April 1.

The purpose of the conference is to make the teacher aware in writing of unsatisfactory performance, to make written recommendations for correction, and to indicate that if the situation is not corrected, there will be a recommendation for non-renewal of contract.

At this time, the teacher will have the opportunity to present his/her written response to the principal and his/her plans for improvement of the unsatisfactory situation.

The teacher will have an opportunity to meet with the Superintendent and Principal, and in writing, present his/her information regarding the unsatisfactory situation and/or performance and review material concerning non-renewal.

The Superintendent shall notify the teacher, in writing, of his recommendation prior to making a recommendation to the Board of Education.

The teacher shall have the right to appeal the recommendation in a hearing before the Board of Education.

The procedure for fair dismissal set forth herein supersedes the provisions of Section 3319.11, Revised Code.

**ARTICLE X
LEAVE OF ABSENCE**

A. SICK LEAVE

Ohio law provides that teachers may earn one and one-fourth (1-1/4) days of sick leave per month of service. Each teacher accumulates this amount for each month of the year in which the teacher is under contract and is cumulative up to two hundred fifty (250) days.

If a bargaining unit member uses more than five (5) consecutive sick days during the school year, the board may request a doctor's note verifying the need to be absent.

An accrued sick leave statement shall be given to each teacher in September.

B. PERSONAL LEAVE

Personal leave not to exceed three (3) days per school year shall be granted to each member. Except in cases of a documented emergency, application for personal leave must be made not less than five (5) working days prior to leave.

Except in cases of documented emergency or significant family event, personal leave shall not be taken on the day before or after a holiday or vacation period during the school year, on a staff work day, an in-service day, or during the conference portion of parent/teacher conference days. No more than six (6) teachers district-wide may be granted personal leave on any given day.

Bargaining unit members shall receive an amount equal to the substitute daily rate per day for one (1) remaining personal leave day which is not used.

C. PROFESSIONAL LEAVE

Professional leave may be granted to members for the purpose of attending workshops, educational conferences or visitations. Request for leave should be made at least two (2) weeks in advance. The request should be discussed with the building principal and then submitted to the Superintendent for approval.

D. FUNERAL LEAVE

An employee will be excused to attend any funeral provided prior approval has been given by the Superintendent. Such leave will be deducted from accumulated sick leave.

E. PARENTAL LEAVE

The Board shall grant a parental leave without pay for bargaining unit members requesting such leave. This leave shall include cases of adoption. The leave shall not be for longer than one school year.

The bargaining unit member shall submit a written request to the Superintendent, specifying the proposed dates the leave is to commence and terminate. The request shall be submitted at least thirty (30) days prior to the date on which the leave would be scheduled to begin. This provision may be waived by the Superintendent.

The Board may require that the termination of such leave coincide with the end of a semester, or some other point in time at which the bargaining unit member's return coincides with the needs of the Board to avoid disruption of the studies of pupils and work schedules of other employees. This provision shall not be construed to require return while illness or disability precludes bargaining unit member's return.

Upon return to service at the expiration of such leave the bargaining unit member shall resume the contract status which he/she held prior to such leave and shall return to the same position held prior to the leave. If upon return from approved parental leave the same position is no longer in existence then the bargaining unit member shall be entitled to a substantially equivalent position for which he/she holds valid unexpired certification.

A teacher on parental leave shall be granted the option of continuing group insurance coverage. This coverage shall be at the teacher's expense. The teacher's right to such coverage shall be subject to approval of the insurance carrier. The teacher must present payment to the Treasurer not later than the 15th of each month preceding the date on which the Treasurer sends payment to the insurance carrier. Failure to pay on time shall result in forfeiture of coverage.

F. JURY DUTY

Employees in the bargaining unit who are requested to perform jury duty will be granted paid leave. During such leave the employee will be considered as being in attendance. The employee shall suffer no loss of salary, benefits, or other contractual advantage as a result of such leave. The employee shall turn over to the Board money he/she receives as payment for jury duty service.

G. FAMILY MEDICAL LEAVE ACT

The Board and the members shall comply with the provisions of the Family Medical Leave Act, provided, however, that the member shall use leave under FMLA concurrent with any other leave for which the member may be eligible under the provisions of this contract. The provisions of this paragraph shall not be applicable to intermittent leave not covered by the Family Medical Leave Act.

The twelve month period shall begin on the first day the employee takes leave under this provision.

**ARTICLE XI
FRINGE BENEFITS**

A. SEVERANCE

The Wauseon Board of Education agrees that upon acceptance for "service retirement" as defined by the STRS, a teacher will receive one-fourth (1/4) of the total accumulation of his/her sick days calculated at his/her per diem rate at the time of retirement to a maximum sixty-two (62) days.

A bargaining unit member who has attained the maximum sick leave in the last two years of employment prior to retirement and suffers a catastrophic illness (absent eighty consecutive days in final year of employment) shall receive no less than a minimum of forty (43) days severance.

B. COLLEGE REIMBURSEMENT

Reimbursement for graduate college or university class work shall be as follows:

1. All course work must be pre-approved by the Superintendent and must be in the field of education.
2. Payment for the prior school year including summer courses will be made with the October pay period.
3. An employee will be reimbursed for the hours taken and passed with at least a grade of C or receive a Pass in a Pass/Fail course provided a transcript and a paid fee slip are delivered to the Treasurer by September 30.
4. Reimbursement will be made based upon type of hours taken (quarter or semester). The amount of reimbursement may not exceed the actual amount expended by the employee for said course work.
5. The formula for reimbursement will be \$21,000 for the 2012-2013 school year divided by the number of semester and quarter hours taken. Quarter hours shall be counted as 2/3 of a semester hour. On September 1, 2013, the college reimbursement fund will go back to \$35,000.

C. TRAVEL EXPENSE

The Board of Education will pay mileage to teachers who must travel between buildings to fulfill their regular teaching duties. Mileage will be determined by the distance between buildings and based on actual miles driven and shall be approved by the Superintendent.

Payment will be made in two (2) installments at the end of semesters. Forms for reimbursement will be supplied by the Board of Education.

Employees eligible for mileage reimbursement will be paid at the IRS rate.

D. HEALTH INSURANCE

Bargaining unit members and their dependents selecting health insurance will be covered under a managed care health insurance plan offered by the Board, specifically Access Plus or High Deductible Health Plan. The employee has the choice of which plan they choose. Bargaining unit members selecting Access Plus will pay 10% of the monthly insurance premium.

Bargaining Unit members selecting the High Deductible Health Plan with the Health Savings Account will pay 10% of the monthly insurance premium for a family plan and 7% of the monthly premium for a single plan. The Board will also match up to \$1,200 annually for a family plan and up to \$600 annually for a single plan to be deposited directly into the bargaining unit member's Health Savings Account.

Part-time employees shall receive a single health insurance plan or the cost of a single plan toward a family plan.

INSURANCE INCENTIVE

Current enrollees, employees who participated but opted out prior to the 1995 agreement and new hires opting out of the health insurance plan shall receive \$1,000 per year. Payments will be made in March and September following the prior 6 month period of waiver. Employees cannot be enrolled at any time in the prior 6 month period in order to be entitled to the waiver payment. Employees who opt out may re-enroll in the insurance plan if there is a change in status; i.e. marriage, death, spousal carve-out, etc. but will not be entitled to the waiver for the 6 month period in which they enroll.

E. DENTAL INSURANCE

All full-time certified employees and their dependents will receive dental insurance. The plan shall be the NBED3 Plan offered by Northern Buckeye Education Council. All certified employees shall pay 20% of the monthly insurance premium.

F. LIFE INSURANCE

At Board expense each full-time certified employee will receive term life insurance in the amount of \$50,000.00. Part-time employees in the bargaining unit may be included at their option in this group coverage by paying pro-rata premiums in inverse proportion to the amount of time that they work.

G. S.T.R.S. SHELTER

The Board of Education shall designate each employee's mandatory contribution to the State Teachers' Retirement System of Ohio as "picked up" by the Board as contemplated by Internal Revenue Service Ruling 77-464 and 81-36, although they shall continue to be designated as employee contributions as permitted by Attorney General Opinion 82-097, in order that the amount of the employee's income reported by the Board as subject to federal and Ohio income tax shall be the employee's total gross income reduced by the then-current percentage amount of the employee's mandatory State Teachers' Retirement System contribution which has been designated as "picked up" by the board, and that the amount designated as "picked up" by the Board shall be included in the final average salary, provided that no employee's total salary is increased by such "pick up" nor is the Board's total contribution to the State Teachers' Retirement System of Ohio increased thereby.

In the event that there is a determination that the foregoing adversely affects the qualified status under the Internal Revenue Code of the contributions by the Board of the "pick up" contributions or of the STRS retirement plan, this "pick up" provision shall be null and void.

H. 125 BENEFIT PLAN

All employee insurance costs will be tax sheltered in a 125 Plan to the extent permitted by law.

I. CERTIFICATION/LICENSURE

Each bargaining unit member will be reimbursed one-time for BCI/FBI checks, retroactive to the 2007-2008 school year and capped at \$65.

J. VISION INSURANCE

Vision Insurance will be provided with the member paying 100% of the cost of coverage.

**ARTICLE XII
COMPENSATION**

A. SALARY SCHEDULE

1. Base salary effective September 1, 2012 is \$32,799 and the salary schedule which members of the bargaining unit shall be paid is provided in Appendix "A".

B. SALARY INDEX

The salary index for members of the bargaining unit is provided in Appendix "D".

C. RATE - ADULT EDUCATION TEACHERS

The hourly rate for adult education programs is determined by multiplying the factor .00068 times the base salary of the teachers' current schedule.

Instructors of Planetarium Shows and AP Lab Presentations which are presented outside the teacher workday for students and/or the public shall be compensated at the Adult Education Rate for each performance.

D. RATE-SUMMER SCHOOL TEACHER AND TUTOR

The hourly rate for summer school teacher and tutor is determined by multiplying the factor .00068 times the base salary of the teacher's current salary.

E. SUPPLEMENTAL SALARIES

The supplemental salary for members of the bargaining unit is provided in Appendix "E".

Compensation is determined by multiplying the appropriate index value times the base salary then in effect.

Beginning with all new hires effective July 1, 2004, placement will be based on years of coaching experience and activity experience.

F. EXTENDED TIME

If the Board offers extended time to bargaining unit members beyond the regular school year, then the rate of compensation shall be pro-rata to the bargaining unit member's salary on the salary schedule.

G. COMPENSATION FOR PART-TIME

Effective September 1, 1985, all part-time teachers will be compensated pro-rata according to the salary schedule:

1 class	1/7
2 classes	2/7
3 classes	3/7
4 classes	4/7
5 classes	3/4
6 classes	7/8
7 classes	

All part-time teachers teaching five (5) or more classes shall receive a daily conference period.

H. COMPENSATION - I.E.P. FORMS/SPECIAL EDUCATION STUDENTS

Bargaining unit members required by the building principal to participate in meetings concerning the I.E.P.'s of handicapped students shall be compensated for all time required beyond the regular school day. Said compensation shall be at .00068 times the base (BA-O) salary.

In regards to Alternate Assessments, a committee comprised of the Superintendent, Building Principals, School Psychologist, a WEA Representatives and three teachers responsible for the administration of the assessments arrived at the following parameters:

1. Teachers who are responsible for the administration of alternate assessments will have the ability to utilize professional days, as needed and approved by the building principal, to help in the preparation, administration and authoring of the assessments.
2. Through an evaluation of alternate assessment needs in each building, the district will consider making classroom aides available. In addition, the district will attempt to provide for joint prep/planning time for the teacher and the aide.
3. When the need arises to have an aide assist with classroom responsibilities and/or alternate assessment responsibilities, the district acknowledges the need to train these aides. The training of these aides will be accomplished through the use of professional days for both the teacher (trainer) and the aide when done during the contracted year. If the need for training is done outside the contracted year, the teacher (trainer) will be compensated at .00068 times the base (BA - 0) salary.
4. The district will assure the availability of digital cameras, flash drives, and appropriate printing capabilities for the numerous pictures that are needed. In addition, the building principal, superintendent and technology coordinator will evaluate requests for laptops to be provided to those that administer alternate assessments.

I. COMPENSATION - COMMITTEE RESPONSIBILITIES

Bargaining unit members who are required by the Curriculum director to serve on Committees that meet outside the work-day, to write or update a course of study, shall be compensated at the hourly rate of .00068 times the base salary (BA-0).

J. LOCAL PROFESSIONAL DEVELOPMENT COMMITTEE

1. There shall be one LPDC which shall function on a District-wide basis.
2. There shall be seven (7) members of the LPDC as follows: One (1) teacher from each building and three administrators.
3. The Committee members of the LPDC shall be compensated with a supplemental contract at Level "D."
4. The members of the committee shall serve three (3) year rotating terms.
5. The LPDC shall determine the meeting times, places, dates, and frequency of meetings to be held. Meetings shall not be held during times scheduled for teacher-student contact.
6. The LPDC shall determine its rules for voting, planning, or other organizational issues that are in compliance with the Master Contract and the Ohio Revised Code.
7. The Wauseon Board of Education shall, upon the approval of the Superintendent, pay reasonable costs for training and materials needed for LPDC members.
8. Appeals of decisions of the LPDC shall be directed to the LPDC Appeals Committee which is separate and apart from the LPDC. The LPDC shall determine the composition of the LPDC Appeals Committee. Should the decision of the LPDC Appeals Committee be unsatisfactory to the teacher member, the teacher shall have the right to appeal to the State level body.

K. DIRECT DEPOSIT

Payroll shall be by direct deposit. There shall be twenty-six (26) bi-weekly pay periods. In the event that there is a need to "re-cycle" payroll or make some other payroll adjustment, the Board will provide a three (3) month notice of the impending change.

L. DEDUCT DAYS

During the course of the 2012-2013 school year, every employee will receive two "deduct" days. Each day will be calculated as 1/184th of his/her base pay. That total amount of deduction will be spread out over the course of 26 pays.

**ARTICLE XIII
NO STRIKE/NO LOCKOUT**

A. NO STRIKE

The Association recognizes its legal obligation not to strike during the term of this Contract and before Dispute Resolution Procedures are exhausted, but it does not waive its rights to strike, upon statutory notice, after Contract expiration and exhaustion of Dispute Resolution Procedures.

B. NO LOCKOUT

The Board shall not lockout employees during the term of this Contract or while Dispute Resolution Procedure is in process.

**ARTICLE XIV
REDUCTION IN FORCE**

A. AUTHORITY TO INSTITUTE REDUCTION IN FORCE

The Wauseon Board, when it deems necessary, may reduce the number of teaching positions, but such reductions shall be limited to such reasons as:

1. Decline in student enrollment.
2. Return to duty of regular teachers after leaves of absence.
3. Suspension of schools or territorial changes affecting the District.
4. Lack of sufficient operating funds.

B. ORDER OF REDUCTION IN FORCE

If staff reduction is deemed necessary, the reduction shall be made as follows:

1. Suspension of contracts shall occur to non-tenured teachers first and shall be on a last employed-first to be suspended by teaching field basis.
2. If the suspension of the contract is necessary for any tenured teachers, this shall be on a last employed first to be suspended teaching field basis.
3. Displacement rights shall be exercised by all teachers within their respective contract status (continuing contract-tenured or limited) with no non-tenured teacher exercising displacement over tenured teachers. Displacement shall be limited to areas of the teacher's certification.
4. If a teacher has been required to obtain a certificate to meet the requirements of the current teaching assignment and also holds provisional or higher certification in other teaching fields, that teacher shall be placed with the appropriate contract status group and according to seniority and provisional or higher certification areas shall have displacement rights.

C. SENIORITY

Seniority shall be defined as continuous employment of a teacher beginning with the date of the Board meeting at which the teacher was hired, with all leave inclusive. Seniority shall be lost when a teacher resigns or retires. In the event that more than one employee has the same starting date of work, positions on the seniority list shall be determined by drawing lots.

D. RECALL

Teachers whose contracts have been suspended shall have rights to recall as follows:

1. First recall shall be of tenured teachers in order of seniority within the teacher's area(s) of certification.
2. If vacancies cannot be filled by tenured teachers, then non-tenured teachers shall be recalled in order of seniority within the teacher's area(s) of certification.
3. The recall list shall be maintained for a period of three (3) years. Thereafter, an employee on layoff shall lose his/her right to recall.
4. It shall be the employee's responsibility to provide the Board with their current address, as well as requiring the employee to respond to a notice of vacancy within fourteen (14) days of the receipt of certified mail by the Board. Refusal or failure of the employee to respond to a notice of vacancy shall constitute a refusal of the recall, and the employee's name shall be removed from the recall list.

E. NOTICE

When staff reduction is necessary, the Superintendent shall give notice of the intent to recommend the suspension of contracts to all teachers so affected sixty (60) days prior to Board action to reduce staff. The Board will attempt to reduce staff through attrition before resorting to reduction in force.

A list shall be prepared and updated annually ranking all tenured teachers in the District by seniority, giving areas of certification and present teaching and building assignment; then all non-tenured teachers in the District by seniority, giving areas of certification, and present teaching and building assignments. Each teacher whose contract is to be suspended and the Wauseon Education Association shall receive copies of this list. Teachers shall promptly notify the Superintendent of any change in his/her certification status.

F. BENEFITS

Teachers on layoff may continue to participate in benefit programs at their own expense for one year, provided that the insurance carrier permits such continuation of benefits, and provided further that the teacher must pay the full premium to the Treasurer not later than the 15th of the month preceding the date on which the Treasurer must send the payment to the insurance carrier.

G. PROVISIONS

The provisions of this article supersede the provisions of section 3319.17 R.C.

**ARTICLE XV
VACANCIES, TRANSFERS, AND REASSIGNMENTS**

A. POSTING OF VACANCIES

Definition: A vacancy is defined as an open teaching and/or supplemental position which the Board intends to fill.

When the Superintendent determines that a vacancy exists in a teaching position, and/or a supplemental position, he shall cause a notice to be posted at each school in the teacher's lounge and in the Superintendent's office. The vacancy shall be posted for at least five (5) working days. A copy of posting shall be sent to the WEA President. The posting shall include the following information:

- a. Position available
- b. Requirements for job
- c. Deadline for application
- d. Effective starting date
- e. Any additional pertinent information

A new application is necessary for each position posted. Applications from current employees shall be granted an interview.

Teachers who wish to be advised of vacancies during the summer shall notify the Superintendent in June, supply him with a stamped self-addressed envelope, and indicate which types of vacancies they are interested in. Teachers who have mailed such reports shall be notified of vacancies arising after June 15.

B. TRANSFER ASSIGNMENT

A teacher being transferred shall have the right to a conference with the Superintendent or his designee.

The conference shall be scheduled at a mutually agreeable time upon request by the teacher. Written reason(s) for the transfer shall be provided at the conference.

Teachers, who have been transferred shall maintain the right to apply for any vacancy posted in the District.

The administration reserves the right to assign and transfer teachers, provided only that teachers shall not be transferred for disciplinary or punitive reasons.

C. **ASSIGNMENT/REASSIGNMENT**

Definition: Assignment - Initial building assignment

Definition: Reassignment - An instructional change in assignment from grade level to grade level, department to department or within a department by the building principal.

Should the principal desire to reassign a teacher, a conference will be held with the teacher prior to implementation of the reassignment. At this conference the teacher will be given reason(s) for the reassignment.

**ARTICLE XVI
WORK DAY - CALENDAR**

A. WORK DAYS

1. The normal teacher working day shall be seven and one-half (7-1/2) hours, including a thirty minute duty free lunch period. Teachers may be required to be at school for more than seven and one-half (7-1/2) hours to complete their professional responsibilities. (Examples include, but are not limited to, attending conferences with students, parents or the administration; hearings; faculty meetings; evening programs and activities; and North Central evaluation activities.) However, said responsibilities shall not exceed those in effect as of July 1, 1984. The Board and administration reserve the right to determine starting and quitting times and otherwise to schedule the work day.
2. Secondary classroom teachers shall have one (1) preparation period per day. Elementary classroom teachers shall have at least two hundred (200) minutes duty-free preparation time per week during the teacher work day defined in paragraph 1. Each elementary teacher shall be advised by the administration of the specific time periods to be considered preparation time.

B. CALENDAR

1. The regular school year shall consist of not more than one hundred eighty-four (184) scheduled days, including one (1) staff work day at the beginning and end of the school year. An additional unpaid day of orientation may be required for new staff members.
2. The calendar shall be determined at the discretion of the Board. The WEA may submit its suggestions to the Superintendent in February.

**ARTICLE XVII
ASSOCIATION RIGHTS**

The rights and privileges of the Association and its representatives as set forth in this Agreement shall be granted only to the Association as the exclusive representative of the employees, and to no other organization.

1. **Use of Buildings, Facilities, Equipment & Service**

- A. The Association and its representatives shall have the right to use school buildings in accordance with Board policy at all reasonable hours for meetings.
- B. The Association shall have the right to use school facilities and equipment, including typewriters, mimeographing machines, other duplicating equipment, calculating machines, computers and all types of audio-visual equipment at reasonable times, with prior approval of building principal, when such equipment is not otherwise in use. The Association shall pay for the reasonable cost of all materials and supplies incident to such use.

2. **Dissemination of Information**

- A. The Association shall have the right to post notices of activities and matters of Association concern on designated bulletin boards, at least one of which shall be provided in each school building. The Association may use the district mail service and employee mail boxes for communication to bargaining unit members. Any member mailing of a general nature shall be copied to the administration concurrently with the mailing.
- B. The Association shall have the right to use the P.A. system to announce Association related activities and/or meetings in accordance with building policy.

3. **Receipt of Board Information**

The employer agrees to furnish to the Association in response to written requests information concerning the following: any financial reports and audits after Board approval. Board meeting notices, agenda and minutes of all school board meetings; names, addresses, listed telephone numbers of all bargaining unit members; salaries paid thereof and education level and experience.

4. **Board Meetings**

The Association representative(s) at special and/or regular Board meetings shall have the right to address any item on the agenda at a time determined by the Board. The agenda shall be provided to the Association President at the same time and by the same means as provided to the Board.

5. **Access to Members of Bargaining Unit**

Duly authorized representatives of the Association and their respective affiliates shall be permitted to transact official Association business on school property before and after school and during lunch periods provided that this shall not interfere with or interrupt normal school operations. The representative shall check in at the principal's office upon entering the building.

6. **Board Policies**

One (1) copy of the Board of Education Policies & By-laws Book will be placed in each building. The location of the book will be such that teachers will have easy access to it. The Board will provide amendments to the Association Building Representatives for insertion into the book when applicable.

**ARTICLE XVIII
CLASS SIZE**

The Board and the Association recognize that the number of students in a classroom is a significant educational matter which must be based upon a number of factors, including state minimum standards, the financial resources of the district, the physical facilities available, and the overall needs of the educational program.

Inclusion

Classroom teachers who have assigned to their class a student who has been identified as handicapped under the Individual with Disabilities Act (IDEA) or 504, other than specific learning disability and/or speech and hearing, shall be part of the student's team which develops the student's Individual Educational Plan (IEP) and have direct input into the student's IEP. Additionally, such teachers shall be provided training, inservice programs and professional assistance to enable the teacher to implement the student's IEP. Such training, inservice programs, and/or professional assistance shall be provided on release time or the teacher shall be paid at .00068 times the base (BA-0) salary for the time involved.

**ARTICLE XIX
EMPLOYMENT OF RETIRED CERTIFICATED STAFF**

The terms of employment for a newly employed but previously retired certificated staff member shall be as per the contract except as follows:

1. Retirement from the district shall be considered a break in employment.
2. Former employees of the district shall be precluded from service credit earned prior to retirement.
3. A minimum of three (3) years service credit shall be given for experience at the appropriate education level attained.
4. The staff member shall be not be eligible for severance.
5. The staff member shall receive one (1) year limited contracts and shall not be eligible for continuing contracts as provided for in the Section 3319.11 ORC.
6. The staff member shall receive the same option for health insurance as other employees as listed in Article XI, D, "Health Insurance."
7. The provisions of this article are not grievable under Article VIII of this Agreement or through any action or claim filed with SERB or a court of law.
8. College reimbursement shall be provided only for licensure or certification renewal.
9. In order to meet the new State Teacher's Retirement system requirements of public notifications and public hearings, any staff member interested in pursuing this option must submit their resignation no later than April 1 of the school year preceding their desired re-employment.

**ARTICLE XX
SALARY NOTICE**

The Board shall not be required to furnish an annual salary notice as set forth in Section 3319.12, Ohio Revised Code.

**ARTICLE XXI
CONTINUING CONTRACT**

1. In order to be considered for a continuing contract, the member shall submit to the Superintendent on the year end check out form a statement that he/she intends to be eligible for a continuing contract by August 1 of the following calendar year.
2. The member must have a masters degree, and must hold a current, valid eight (8) year professional certificate or current, valid five (5) year professional educator license for the State of Ohio. The member shall have taught successfully in Wauseon Exempted Village School District for not less than three (3) years of the last five (5) years except for teachers who had a continuing contract with another Ohio Public School District.
3. The member shall provide written documentation of all items listed in (2) above to the Superintendent not later than April 1 of the school year when continuing service status is to be considered.
4. Nothing in this section shall be construed to alter or limit in any way the rights of the Board regarding its contractual options for a member who is eligible for continuing contract status.

**ARTICLE XXII
EVALUATION INSTRUMENT**

**Pre-Observation Plan
Wauseon Exempted Village School District**

Teacher's Name: _____ Grade: _____

Building: _____

Pre-Observation Conference Date: _____ Date(s) of Observation: _____

Please bring the following items to your Pre-Observation conference:

- Grade book
- Supplemental materials to be used in the lesson (hand-outs, worksheets, technology materials, etc.)
- Seating chart
- Professional goals
- Pre-Observation Plan (completed)
- Curriculum Map, Scope and Sequence or Academic Content Standards/Course of Study

A-1. How did you become familiar with relevant aspects of students' background knowledge and experience?

A-2a. What are your goals for student learning in this lesson? (What do you intend for students to learn?)

A-2b. Why have you chosen these goals for your lesson?

A-4a. What teaching methods have you selected to help you achieve your learning goals?

A-4b. What learning activities have you planned for this class (e.g., games to learn map skills, technology application, drawing the action in a story quiz, etc.)? Briefly outline the sequence of activities and indicate approximately how much time you plan to spend on each.

ACTIVITY

ALLOCATED TIME

A-4c. What accommodations are you making for individual student differences? (grouping arrangements, cultural, special needs, academic and social needs, giftedness, etc.)

A-3a. How does the content of this lesson build on what has been learned previously?

A-3b. How does the content of this lesson relate to what students will be learning in the future?

A-5a. How will you know that the students have learned what you intended them to learn? If appropriate, please STAPLE to this form a copy of your Evaluation Plan or instrument (e.g., list of oral questions, written quiz or test, rubric, student demonstration of a skill, or any other evaluation strategy you plan to use).

A-5b. If intervention is needed, how will it be provided?

D-4. How and for what reasons do you communicate with the parents or guardians of the students in your class?

D-3. How do you collaborate with other teachers and staff?

**WAUSEON EXEMPTED VILLAGE SCHOOL DISTRICT
TEACHER EVALUATION FORM**

Teacher's Name _____ Grade/Class Observed _____

Administrator's Name _____ Date of Observation ____/____/____

Number of Students _____ Date of Pre-Observation Conference ____/____/____

Date of Post-Observation Conference ____/____/____

Section 1: Planning	Evidence
A-1. STUDENT BACKGROUND (Pre-obs Plan, Lesson Plan)	<input type="checkbox"/> becoming familiar with relevant aspects of students' background knowledge and experience
A-2. GOALS (Pre-obs Plan, Lesson Plan)	<input type="checkbox"/> clear goals <input type="checkbox"/> appropriate goals <input type="checkbox"/> able to explain goals <input type="checkbox"/> goals not activities
A-3. CONTENT CONNECTION (Pre-obs Plan, Postobs Interview)	<input type="checkbox"/> how lesson fits within previous or future lesson <input type="checkbox"/> how lesson fits within the discipline as a whole
A-4. MATERIALS, RESOURCES, ACTIVITIES AND METHODS (Pre-obs Plan, Lesson Plan)	<input type="checkbox"/> materials <input type="checkbox"/> resources <input type="checkbox"/> activities <input type="checkbox"/> methods <input type="checkbox"/> aligned with goals <input type="checkbox"/> appropriate for students <input type="checkbox"/> differentiated goals if necessary
A-5. EVALUATION STRATEGIES (Pre-obs Plan, Lesson Plan)	<input type="checkbox"/> systematic <input type="checkbox"/> appropriate for goals <input type="checkbox"/> uses results for planning

SECTION 1 SUMMARY STATEMENT:

SECTION 1 SUGGESTIONS FOR IMPROVEMENT:

Section 2: Environment	Evidence
B-1. FAIRNESS (Observation)	<input type="checkbox"/> climate created that promotes fairness/respect
B-2. RAPPORT (Observation)	<input type="checkbox"/> attempts to establish rapport <input type="checkbox"/> appropriate to students backgrounds <input type="checkbox"/> age appropriate <input type="checkbox"/> diversified
B-3. LEARNING EXPECTATIONS (Observation)	<input type="checkbox"/> explicitly or implicitly implied that all students can succeed <input type="checkbox"/> communicate challenging learning expectations
B-4. CLASSROOM BEHAVIOR (Pre-obs Plan, Observation)	<input type="checkbox"/> establishes appropriate student behavior <input type="checkbox"/> maintains appropriate student behavior
B-5. PHYSICAL ENVIRONMENT/SAFETY (Observation)	<input type="checkbox"/> making the physical environment as safe and conducive to learning as possible

SECTION 2 SUMMARY STATEMENT:

SECTION 2 SUGGESTIONS FOR IMPROVEMENT:

Section 3: Instruction	Evidence
C-1. LEARNING GOALS AND PROCEDURES (Classroom Observation)	<input type="checkbox"/> making learning goals and instructional procedures clear to students
C-2. CONTENT COMPREHENSIBLE (Classroom Observation)	<input type="checkbox"/> content is accurate <input type="checkbox"/> content is comprehensible <input type="checkbox"/> lesson structure is logical and coherent
C-3. EXTENDING THINKING (Classroom Observation)	<input type="checkbox"/> encourages creative, independent and critical thinking
C-4. MONITORING STUDENT UNDERSTANDING (Classroom Observation, Post-obs Interview)	<input type="checkbox"/> monitors students' understanding <input type="checkbox"/> provides appropriate feedback <input type="checkbox"/> adjustments made, if necessary
C-5. INSTRUCTIONAL TIME AND PACING (Classroom Observation)	<input type="checkbox"/> pacing is appropriate <input type="checkbox"/> non-instructional procedures dealt with efficiently <input type="checkbox"/> entire instructional time spent on activities of instructional value

SECTION 3 SUMMARY STATEMENT:

SECTION 3 SUGGESTIONS FOR IMPROVEMENT:

Section 4: Professionalism	Evidence
D-1. REFLECTING ON LEARNING GOALS (Post-obs Plan)	<input type="checkbox"/> identifies strengths and weaknesses of lesson in relation to lesson goals <input type="checkbox"/> describes how he or she will use this information in the future
D-2. EFFICACY (Post-obs Plan)	<input type="checkbox"/> attempts to help students not meeting goals/exceeding goals <input type="checkbox"/> communicates things he has tried with student not meeting goals <input type="checkbox"/> brainstorms new ideas to try

The following items reflect the teacher's professionalism over time:

D-3. PROFESSIONAL RELATIONSHIPS (Post-obs Plan)	<input type="checkbox"/> has knowledge of/uses professional resources <input type="checkbox"/> collaborates to coordinate learning activities <input type="checkbox"/> collaborates to address other teaching concerns
D-4. PARENT COMMUNICATION (Pre-obs Plan)	<input type="checkbox"/> has knowledge of and uses various communication techniques with parents <input type="checkbox"/> attempts to communicate with parents in specific situations
D-5. PROFESSIONAL BEHAVIOR	<input type="checkbox"/> accepts and fulfills assigned responsibilities/duties in prompt/efficient manner <input type="checkbox"/> follow Board of Education policies/building procedures <input type="checkbox"/> maintains effective interpersonal skills

SECTION 4 SUMMARY STATEMENT:

SECTION 4 SUGGESTIONS FOR IMPROVEMENT:

ADDITIONAL COMMENTS OR SUGGESTIONS RELATED TO EDUCATIONAL OR PROFESSIONAL PERFORMANCE:

Teacher's Signature

Administrator's Signature

**Post-Observation Reflection Plan
Wauseon Exempted Village School District**

Teacher Name: _____ Date received by evaluator: _____

Date of Observation: _____

Directions: Please complete this form and return it to your evaluator within 24 hours of the observation.

D-1a. Did you depart from anything you planned for today? If so, why?

D-1b. If you were to teach this lesson again to the same students, what would you do the same/differently?

SAME: _____

DIFFERENTLY: _____

D-2a. Select a student/s that you thought performed well today. What enrichment strategies could you employ in the future?

D-2b. Select a student/s that you thought did not perform well today. What intervention strategies will you employ in the future?

9. Any additional concerns or comments:

**ARTICLE XXIII
COMPLETE AGREEMENT**

This Agreement supersedes and cancels all previous agreements, verbal or written or based on alleged past practices between the Board and Association, and constitutes the entire agreement between the parties. Any amendment or agreement supplemental hereto shall not be binding upon either party unless executed in writing by the parties to this Agreement.

**ARTICLE XXIV
DURATION**

This Agreement shall be effective upon ratification, except that the effective date of the economic provisions of this Agreement is September 1, 2012. This Agreement will remain in full force and effect until August 31, 2013.

This Agreement was ratified by the Wauseon Education Association at a general meeting held on the 16th day of July, 2012 and was ratified by the Board of Education of the Wauseon Exempted Village School District at a meeting held on the 19th day of July, 2012.

WAUSEON EDUCATION ASSOCIATION

THE BOARD OF EDUCATION OF
WAUSEON EXEMPTED VILLAGE
SCHOOL DISTRICT

by Carl Wilson
President

by Andrew L. Higgins
President

by Loren E. Dameron
Treasurer

by Joyce Oyer
Chairperson
W.E.A. Negotiating Committee

by Wanda A. Polman
Superintendent

WAUSEON EXEMPTED VILLAGE SCHOOL DISTRICT

APPENDIX "A"

**Article XII
Compensation**

2012-2013

Salary Schedule

	<u>B.A.</u>	<u>5 YEAR</u>	<u>M.A.</u>	<u>MA+15</u>
0	\$32,799	\$34,111	\$35,751	\$37,391
1	\$34,308	\$35,751	\$37,555	\$39,195
2	\$35,817	\$37,391	\$39,359	\$40,999
3	\$37,325	\$39,031	\$41,163	\$42,803
4	\$38,834	\$40,671	\$42,967	\$44,607
5	\$40,343	\$42,311	\$44,771	\$46,411
6	\$41,852	\$43,951	\$46,575	\$48,215
7	\$43,360	\$45,591	\$48,379	\$50,018
8	\$44,869	\$47,231	\$50,182	\$51,822
9	\$46,378	\$48,871	\$51,986	\$53,626
10	\$47,887	\$50,510	\$53,790	\$55,430
11	\$49,395	\$52,150	\$55,594	\$57,234
12	\$50,904	\$53,790	\$57,398	\$59,038
13		\$55,430	\$59,202	\$60,842
14			\$61,006	\$62,646
15				\$64,450
22	\$52,413	\$57,070	\$62,810	\$66,254

Bargaining Unit Members with 25 years experience or more will have \$650 longevity payment added to the amount shown on step 22.

WAUSEON EXEMPTED VILLAGE SCHOOL DISTRICT

APPENDIX "E"

SUPPLEMENTAL SALARIES

ATHLETIC DUTIES

2012-2013

If the Board assigns a member of the bargaining unit to a position listed on the following supplemental salary schedule, then said member shall be paid in accordance with the schedule.

Base Pay: \$32,799

Years Exp.	A	B	C	D	E
0-2	18.75% \$6,150	14.5% \$4,756	11.75% \$3,854	10.0% \$3,280	9.0% \$2,952
3-5	19.25% \$6,314	15.0% \$4,920	12.25% \$4,018	10.5% \$3,444	9.5% \$3,116
6-8	19.75% \$6,478	15.5% \$5,084	12.75% \$4,182	11.0% \$3,608	10.0% \$3,280
Above 8	20.25% \$6,642	16.0% \$5,248	13.25% \$4,346	11.5% \$3,772	10.5% \$3,444

- | | |
|--|---|
| <p>A. <u>Head Coach</u>
Basketball
Football
Wrestling</p> <p>B. <u>Head Coach</u>
Baseball
Cross Country
Softball
Swimming
Track
Volleyball</p> <p>C. <u>Other</u>
Assistant Basketball
Assistant Football
Assistant Volleyball
Assistant Wrestling
Cheerleader (HS) - Fall & Winter
Golf
Soccer
Tennis</p> | <p>D. <u>Other</u>
9th Basketball
9th Football
9th Volleyball
Assistant Baseball
Asst. Cheerleader (HS), Fall & Winter
Assistant Soccer
Assistant Softball
Assistant Swimming
Assistant Track
Diving Coach
Bowling</p> <p>E. <u>Other</u>
Cheerleader (MS), Fall & Winter
JH Basketball
Assistant Cross Country
JH Football
JH Track
JH Volleyball
JH Wrestling</p> |
|--|---|

Aquatics Director - \$8,750.00

WAUSEON EXEMPTED VILLAGE SCHOOL DISTRICT

APPENDIX "E"

SUPPLEMENTAL SALARIES

NON-ATHLETIC DUTIES

2012-2013

Base Pay: \$32,799

Years Exp.	A	B	C	D	E	F
0-2	8.25% \$2,706	6.00% \$1,968	6.75% \$2,214	6.00% \$1,968	5.50% \$1,804	3.75% \$902
3-5	8.75% \$2,870	6.50% \$2,132	6.75% \$2,214	6.00% \$1,968	5.50% \$1,804	3.75% \$902
6-8	9.25% \$3,034	7.00% \$2,296	6.75% \$2,214	6.00% \$1,968	5.50% \$1,804	3.75% \$902
Above 8	9.75% \$3,198	7.50% \$2,460	6.75% \$2,214	6.00% \$1,968	5.50% \$1,804	3.75% \$902

Included in the categories are the following:

- | | |
|--|--|
| <p>A. Chief Staff
Speech Team Coach
Spring Musical</p> <p>B. Fall Play (60%)
Assistant Fall Play (40%)
Assistant Speech Team Coach</p> <p>C. Assistant Musical
District Mentor Coordinator
Orchestra Director</p> <p>D. Assistant Instrumental
Middle School Yearbook
District Mentor
Drill Team Coach
Junior Class Advisor
LPDC
Majorette Coach</p> | <p>E. D.E.C.A.
F.F.A.
F.T.A.
Girls Christian Fellowship
J.E.T.S.
Mock Trial Director
National Honor Society
Quiz Bowl Director (HS)
Science Club
Student Council (Middle School)
Student Council (HS)
Ticket Manager (1/3 FB, 2/3 BB)</p> <p>F. Art Guild
Destination Imagination
Elm Street Choir
F.C.A.
F.C.C.L.A.
French Club
Power of the Pen
Quiz Bowl Director (Middle School)
Sock & Buskins
Spanish Club</p> |
|--|--|

Other

Summer Music

Years Exp.	Vocal	Instrumental
0-2	11.0% \$3,608	14.0% \$4,592
3-5	11.5% \$3,772	14.5% \$4,756
6-8	12.0% \$3,936	15.0% \$4,920
Above 8	12.5% \$4,100	15.5% \$5,084

**APPENDIX F
WAUSEON EXEMPTED VILLAGE SCHOOLS
GRIEVANCE FORM**

LEVEL _____

DATE _____

GRIEVANT _____

ASSIGNMENT _____

SPECIFIC SECTION OF CONTRACT VIOLATED:

STATEMENT OF GRIEVANCE:

BASIS OF GRIEVANCE:

ACTION REQUESTED:

(SIGNATURE OF GRIEVANT)

(RECEIVED BY)

(DATE)

DISPOSITION:

SALARY INDEX				
YEARS	B.A.	5 YEARS	M.A.	M.A.+15
0	1.0000	1.0400	1.0900	1.1400
1	1.0460	1.0900	1.1450	1.1950
2	1.0920	1.1400	1.2000	1.2500
3	1.1380	1.1900	1.2550	1.3050
4	1.1840	1.2400	1.3100	1.3600
5	1.2300	1.2900	1.3650	1.4150
6	1.2760	1.3400	1.4200	1.4700
7	1.3220	1.3900	1.4750	1.5250
8	1.3680	1.4400	1.5300	1.5800
9	1.4140	1.4900	1.5850	1.6350
10	1.4600	1.5400	1.6400	1.6900
11	1.5060	1.5900	1.6950	1.7450
12	1.5520	1.6400	1.7500	1.8000
13		1.6900	1.8050	1.8550
14			1.8600	1.9100
15				1.9650
Longevity				
22	1.5980	1.7400	1.9150	2.0200