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MASTER AGREEMENT

between the

AURORA EDUCATION ASSOCIATION

and the

AURORA BOARD OF EDUCATION

July 1, 2013 – June 30, 2016

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ARTICLE 1 RECOGNITION

A. TERMS OF RECOGNITION

1. The Aurora City Board of Education (hereinafter referred to as the "Board") recognizes the Aurora Education Association (hereinafter collectively referred to as the "Association" or "AEA"), an affiliate of the Ohio Education Association and the National Education Association, as the exclusive representative of all bargaining unit members as defined in B, below.

The purpose of such recognition shall be to bargain collectively as defined in Ohio Revised Code 4117, unless the parties agree otherwise as set forth in this Collective Bargaining Agreement.

2. The bargaining unit shall include all teachers and tutors, except Casual Employees, Substitute Teachers, and all Supervisors and Management Level Employees as defined in Ohio Revised Code 4117.01 (F) and (K), respectively. For the purpose of this Agreement, "Tutors" are defined as those individuals employed under at least a four-hour tutor contract and not assigned regular, ongoing, whole class instructional responsibilities (including, but not limited to, determination of course grades and credit). Tutors who are not regularly scheduled for four (4) hours per day or less than seven hundred twenty (720) hours per year shall be considered casual employees and shall not be entitled to the benefits of this Agreement.

No teacher as defined in Ohio Revised Code 3319.09 shall be designated as a Supervisor or a Management Level Employee unless he/she is employed under a contract governed by Ohio Revised Code 3319.011 or 3319.22, and:

- a. Is assigned to a position for which a certificate is required by Ohio Revised Code 3319.22 (E), (F), (G), (H), (J), (L), and (M).
- b. Is a Supervisor certified under Ohio Revised Code 3319.22 (I).

B. CHANGE IN RECOGNITION

Recognition of the Association as the exclusive representative of members of the above defined bargaining unit shall be for the term of this written Contract without challenge as provided for in Ohio Revised Code 4117; and will continue, thereafter, until a challenging employee organization is legally successful in gaining exclusive representation rights as provided for and in strict compliance with provisions set forth in Ohio Revised Code 4117.

ARTICLE 2 THE NEGOTIATING PROCESS

A. BARGAINING COLLECTIVELY DEFINED

“To bargain collectively” means to perform the mutual obligation of the public employer, by its representatives, and the representatives of its employees to negotiate in good faith at reasonable times and places with respect to wages, hours, terms and other conditions of employment, and the continuation, modification, or deletion of an existing provision of a collective bargaining agreement, with the intention of reaching an agreement or to resolve questions arising under the Agreement. This includes executing a written contract incorporating the terms of any agreement reached. The obligation to bargain collectively does not mean that either party is compelled to agree to a proposal, nor does it require the making of a concession.

B. TIMETABLE FOR BARGAINING

1. Negotiations shall be commenced no sooner than ninety (90) teacher working days prior to expiration of the current Agreement. The parties shall exert reasonable effort to complete negotiations for a Successor Agreement prior to expiration of the current Agreement, unless otherwise mutually agreed by the parties.
2. Request for the start of negotiations shall be in writing -- from the Association President to the Superintendent.
3. The first negotiations meeting must be held at a mutually convenient time and place within ten (10) days after the receipt of a request, unless both parties agree to an extension of time. The specific items in form and detail proposed for negotiations shall be exchanged at least forty-eight (48) hours prior to the first scheduled meeting.

C. BARGAINING MEETINGS

1. The Negotiations Team shall consist of six (6) members per team, including consultant/legal counsel, and a maximum of three (3) observers. Observers shall provide information on discreet topics following notice to the other team. Each Negotiations Team shall designate an official spokesperson.
2. Negotiations meetings shall be held in private sessions.
3. Each party shall be permitted to keep written minutes of each negotiations session. Items tentatively agreed upon will be provided to each Negotiations Team at the time of initialing.
4. Either Negotiations Team may call for a caucus at any time. If either team believes that this caucus would extend beyond a reasonable time, they

may request that the negotiations session shall be recessed until a later time.

5. Either Negotiations Team may declare a recess when it appears that meaningful progress cannot be attained. A recess can begin only after mutual agreement on the time, place, and date for the continuation of the negotiations sessions.
6. During the course of negotiations, items tentatively agreed to shall be reduced to writing and initialed by the spokesperson for each Negotiations Team and set aside.

D. ASSISTANCE AND STUDY COMMITTEES

1. By mutual consent, the parties may call upon competent professional and lay representatives to consider matters under discussion and to make suggestions. Such consultants may be used during a negotiations meeting.
2. During the course of negotiations, joint study committees may be created by mutual consent of the Negotiations Teams. At the time the Study Committee is created, its purpose and assignment shall be stated and the time set for a report of its findings to be submitted only to the Negotiations Teams. The work or results of such committees shall be advisory only.

E. EXCHANGE OF INFORMATION

Prior to and during the period of the negotiations sessions, the Board and the Association agree to furnish each other, upon written request and in a reasonable time period, with information essential to the respective Negotiations Teams.

F. AGREEMENT

1. When total agreement is reached by the Negotiations Teams, all initialed tentative agreements shall be compiled in contract form. The final copy shall contain terms of the Contract and the effective date of the Master Contract.
2. The total Contract shall first be submitted to the Association for ratification. If the Association ratifies the Contract, its President and Negotiations Team shall affix their signatures.
3. The Board shall then receive written certification that the entire Contract has been accepted or rejected by a majority of the membership of the Association.

4. If the Association has ratified the Contract, the Board, at its next regular or a special meeting, shall accept or reject the total Contract. If the Board ratifies the Contract, its President, Superintendent, and Treasurer shall affix their signatures and, by resolution, the Contract shall become part of the official minutes of the Board.
5. Items in such a ratified Contract shall constitute revisions of any conflict in Board or administrative rules and regulations.
6. The Association shall be responsible for compiling, typing, and printing the final Contract. The parties shall jointly pay for the printing of the Contract in sufficient quantity as is needed should a printed, rather than an electronic copy of the contract be prepared.
7. In the event that either party rejects the Contract, the Impasse Procedure (Section G, below) shall be implemented.

G. IMPASSE

1. In the event of failure to reach agreement, the parties pledge to utilize such mediatory provisions as are provided herein. The parties accept their obligation to insure the uninterrupted operation of the school system.
2. In the event that impasse is declared by either party after full consideration and discussion of the proposals and counterproposals, the parties agree to submit the unresolved matter(s) to the Federal Mediation and Conciliation Service (FMCS) for the purpose of mediating an agreement. The parties shall meet at the request of the mediator. The mediator shall only have the authority to assist the parties in reaching an agreement. In the event that the services of a mediator are called upon, the mediation process shall last for a minimum of ten (10) days or until the expiration date of the Contract, whichever is less.

It is agreed that the procedures set forth in this Section constitute a mutually agreed Dispute Settlement Procedure which supersedes the procedures contained in Ohio Revised Code 4117.14, except that the Association does retain the right to strike by following the procedures required in Ohio Revised Code Chapter 4117.

If the FMCS is unable to supply a mediator, the mediator shall be selected through the American Arbitration Association (AAA) pursuant to its rules.

Mediator costs shall be shared equally by the Board and the Association. Any expert witness or consultant witness shall be paid for by the party requesting the services.

H. NO REPRISAL

The Board and the Association assure each other that no reprisal of any kind shall be taken against any participant in negotiations between the Association and the Board by reason of such activity.

I. AMENDMENT PROCEDURE

Any amendment to this Contract shall be binding on both parties. The process for amending the Master Agreement shall be that prescribed in Section F, above, of this Article.

ARTICLE 3 GRIEVANCE PROCEDURE

A. DEFINITION OF TERMS

1. 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 to.
2. A "grievant" is a teacher, group of teachers, or the Association who allege to have a grievance.
3. "Days" shall mean actual teacher working days.
4. "Party in interest" is that person(s) who might be required to take action, or against whom action might be taken, in order to resolve the grievance.
5. The "purpose" of this Grievance Procedure is to secure, at the lowest possible level, equitable solutions to any grievances.

B. RIGHTS OF THE GRIEVANT

1. A grievant, at his/her sole choosing, may appear in his/her own behalf or may be represented at any and all steps of the Grievance Procedure by the Association (or its affiliates) or by counsel.
2. The fact that an employee 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 reemployment or recommendation for other employment; nor shall the grievant, the Association or its officers, or any member of the Board, or employee of the District, be placed in jeopardy or be the subject of reprisal or discrimination for having followed or participated in this Grievance Procedure.

C. RIGHTS OF THE ASSOCIATION

1. Decisions rendered at each formal level will be made in writing on forms hereto attached, setting forth the decision and reasons therefore; and will be transmitted promptly to all parties of interest, the AEA President, the Administration, and the grievant.
2. A grievance that affects more than one (1) teacher may be filed on behalf of all affected teachers, provided that the grievance is signed by at least one (1) specific teacher and those known affected teachers are notified of the filing.
3. The Association has the option to withdraw its support at any time, provided the grievant is informed in writing prior to the filing at subsequent level. However, the grievant may continue the step and assume all costs of arbitration.

D. TIME LIMITS

1. The number of days indicated at each step is considered a maximum. Time limits specified, however, may be extended by written agreement of the parties in interest.
2. Informal Level (Level I): At the Informal Level the grievant shall meet with her/his administrator/supervisor to discuss the incident that gave rise to the alleged violation, misinterpretation or misapplication of the written grievance. If the Informal Level is not completed within fifteen (15) days (except continuing or on-going grievances) after the act or condition giving rise to the grievance is known, or should have been known, the grievance shall be considered waived.
3. If a formal grievance (Level II) is not filed within ten (10) days after the Level I meeting is concluded the grievance shall be considered waived.
4. If a decision on a grievance is not appealed within the time limit specified at any level of the Procedure, the grievance will be deemed settled on the basis of the disposition at that step and further appeal shall be barred.
5. Failure at any level of an Administrator to communicate a decision within the specified time limit shall permit the grievant to proceed to the next level of the Formal Procedure.
6. In the event a grievance is filed at such time that it cannot be resolved by the close of the calendar school term, or commencement of the Christmas or Spring Recess, further attempts at resolution shall be postponed until the beginning of the new school term, or return to school following the

Recess, unless the parties in interest otherwise agree. The parties shall so agree where irreparable injury would result from a postponement until the next term.

7. Temporary absence of a Building Principal, Immediate Supervisor, or the Superintendent shall continue, but may extend, the running of the days during absence of such Principal, Immediate Supervisor, or the Superintendent, but in no case for more than five (5) additional days.
8. All grievances shall be filed at the lowest possible level, which means that level of the Procedure at which the Administrator deciding the grievance has the authority to make a decision.

E. HEARINGS

1. Hearings held under this Procedure shall be conducted at a time and place which will afford a fair and reasonable opportunity for all persons, including witnesses, entitled to be present to attend.
2. All Level I, II, III, and IV hearings held under this Grievance Procedure shall be structured so that due process, under the circumstances, is accorded to both sides. Each hearing shall have provision for: initial presentation of the grievant's case, presentation of the Administration's case, and final summaries; with either party having the right, at his/her own option, to waive any or all of the foregoing. Arbitration hearings shall be conducted under the rules and regulations of the American Arbitration Association (AAA).

F. GRIEVANCE PROCEDURE

1. Level I (Informal): If a teacher believes there is a basis for a grievance, he/she must first discuss the matter with his/her Principal or Immediate Supervisor in an effort to resolve the problem informally.
2. Level II (Formal): If the grievant is not satisfied with results of Level I, or is unable for cause beyond his/her control to discuss the matter with his/her Building Principal or Immediate Supervisor within the time prescribed in Section D, herein, he/she may begin the formal procedure by submitting a formal grievance on the form attached and made a part hereof, marked Exhibit G, to his/her Principal or Immediate Supervisor. Within five (5) days of the receipt of the form, the Principal or Immediate Supervisor shall make a written decision. The decision reached at this meeting will be recorded in Level II of the Grievance Report Form and signed by both parties
3. Level III (Formal): If the grievant is not satisfied with the results of Level II, he/she may continue the formal procedure by again submitting, within five (5) days, the formal grievance to the Superintendent or his/her designee.

The grievance shall be heard by the Superintendent within ten (10) days of its receipt by him/her. Five (5) days prior to the hearing, written notice of the time and place shall be given to the grievant and his/her representative, if any, and any Administrator who has previously been involved in the grievance. Within five (5) days of the hearing, the Superintendent or his/her designee shall make a written decision. The decision reached at this meeting will be recorded in Level III of the Grievance Report Form and signed by both parties.

4. Level IV (Formal): If the grievant is not satisfied with the results of Level III, or if no decision has been rendered within ten (10) days from the date of the hearing of the grievance at Level III, or no hearing is held within the time limits, the grievant may refer the grievance to the Board's Personnel Committee within twenty (20) days after the date of the Level III hearing.

Within ten (10) days of the receipt of written referral by the Board, its Personnel Committee shall meet with the grievant for the purpose of arriving at a mutually satisfactory solution to the grievance. A decision shall be rendered in writing within five (5) days.

5. Level V (Formal): If the grievant is not satisfied with the results of Level IV, or if no decision is rendered within ten (10) days of the date of the hearing, or if no hearing is held, then, within fifteen (15) days, the grievant may request a hearing by an arbitrator. The arbitrator will be selected within ten (10) days from a list of seven (7) names provided by the AAA. Each side would strike a name until a person is chosen. The striking of the first name shall be determined by a coin toss. The arbitrator shall have no power to alter, add to, nor subtract from the terms of the Contract. The decision shall be rendered in writing, with copies to the Superintendent, the Association, and the grievant; and shall be binding on all parties. The cost shall be equally borne by the Board and the grievant.

G. MISCELLANEOUS

1. The parties shall use discretion in releasing proceedings and/or decisions when dealing with a grievance.
2. All grievance processing will normally be conducted during the regular workday and generally shall be scheduled so as not to interfere with regular classroom duties of the parties involved.

ARTICLE 4 PROVISIONS CONTRARY TO LAW

- A. If either party believes any provision of this Document or any application of this Document is contrary to law, then either party may request and shall be granted, within twenty (20) days, a meeting to discuss said provisions.

- B. Nothing written into this Contract shall restrict or deny to any teacher, or the Board, rights provided by law or in the rulings and regulations of the State. It is, however, recognized by the parties that provisions of this Agreement supersede State law within the guidelines established by Ohio Revised Code 4117.

ARTICLE 5 ASSOCIATION RIGHTS

A. FAIR SHARE FEE

1. The Board of Education agrees to automatic payroll deduction, as a condition of employment, of an amount equal to dues of the AEA, from the pay of all bargaining unit members who elect not to become members of the Association, or who elect not to remain members.
2. The Board Treasurer shall, upon notification from the Association that a member has terminated membership, commence the check-off of the Fair Share Fee with respect to the former member and the amount of the Fair Share Fee yet to be deducted shall be the annual membership dues less the amount previously paid through payroll deduction.
3. Payroll deduction of such Fair Share Fee shall begin at the same payroll period as dues deductions are begun for members of the AEA, except that no deductions shall be made for newly employed bargaining unit members until the first paycheck of October, which period shall be the required probation period for newly employed bargaining unit members.
4. Dues rates and Fair Share Fee rates shall be transmitted by the AEA to the Board Treasurer for the purpose of determining the amount to be payroll deducted; and the Board agrees to promptly transmit all amounts deducted to the Association.
5. Upon timely demand, nonmembers may appeal to the Association the payment of the Fair Share Fee pursuant to the Internal Procedure adopted by the Association, or such nonmembers may submit such appeals as provided by law.
6. Implementation of this Fair Share Fee provision shall begin in the first paycheck received in January by bargaining unit members who have elected not to be members of the Association; the AEA agrees to notify all such nonmembers of their right to become Association members during the month of September.
7. Nevertheless, the amount to be deducted from the pay of all non-AEA members shall be the full dues of the AEA unless the AEA notifies the Board Treasurer to the contrary; and such deductions shall continue through the remaining number of payroll periods over which AEA membership dues are deducted.

B. RIGHT TO CONDUCT ASSOCIATION BUSINESS

1. The Superintendent shall authorize up to fifteen (15) Person Days with pay, per year, to teachers selected by the President of the Association to represent the AEA, or chosen to serve on programs or in any official capacity at Association meetings, conferences, or conventions the number of Association days shall be increased to twenty (20) in the year in which the negotiated agreement expires.

The Association President or any teacher so designated shall, upon request, receive a leave of absence at no cost to the Board of Education to conduct Association business. The application and approval time line will be the same as for a Sabbatical Leave. During such leave, the individual so released will continue full status as a Board employee.

2. Duly authorized representatives of the AEA and its respective affiliates shall be permitted to transact official AEA business on school property at reasonable times, provided that this shall not interfere with or interrupt normal school operations, and provided that any AEA business to be transacted with certificated/licensed employees during contracted times shall be with the prior notification of the Building Administrator.

C. RIGHT TO INFORMATION

1. The AEA President shall be provided, prior to each Board meeting, with one (1) copy of the Board meeting Agenda and other such material as provided to the Board at the same time as sent to the Board, excluding confidential material and privileged communications.
2. Prior to final adoption and/or general publication, the Board will provide appropriate information to the Association regarding any major change in fiscal or educational policy. The Board will provide a full text of adopted policies and procedures to the AEA President and update the same within two (2) weeks of adoption.
3. Appropriations information will be made available to teachers through the Superintendent.

D. RIGHT TO USE BOARD PROPERTY

1. The Association or any committee thereof shall have the right to use school buildings and facilities, without charge, for professional meetings at times when a custodian is normally on duty. Any request for use of special meeting facilities to conduct AEA business shall be directed to the Superintendent for prior approval. When special custodial services for

- such meetings are required, the Board may make a reasonable charge for such services.
2. The Association may have the right to use school-owned office equipment and audio-visual equipment provided that:
 - a. Such use does not interfere with normal functions of the school.
 - b. The use is strictly to serve the legitimate business of the AEA, such as the production of records, notices, or correspondence.
 - c. The purpose is for internal business use of the AEA and not for public distribution.
 - d. Cost of expendable supplies and repairs for damages caused by misuse of equipment will be charged to the Association.
 3. Teachers will be permitted to use buildings for professional duties as long as a custodian is on duty. Proper planning and arrangements with the Building Principals will be necessary for other situations should the need arise.
 4. The Association shall have the right to use inter-school telephones for communications to teachers, providing such does not interfere with the scheduled activities of the teachers.
 5. The Association shall have the right to use the District Mail Service, Public Address System, mailboxes, computers, e-mail system (in accordance with the authorized use policy), and bulletin boards, at least one of which shall be provided for AEA use in each building, for the purpose of notices, communications, and matters of Association concern. A copy of all communications sent to the general membership, via school mail, will be forwarded to the Superintendent.

ARTICLE 6 TEACHER CONTRACTS

A. LIMITED CONTRACTS

Upon employment, a full- or half-time teacher ineligible for a continuing contract shall be issued three (3) one-year limited contracts; and, upon the satisfactory completion of the third (3rd) one-year contract, may be issued two-year limited contracts until the teacher is eligible for a continuing contract. A teacher who meets the eligibility requirements for a continuing contract while working on a multiyear limited contract, may be awarded the continuing contract prior to the final year of the multiyear limited contract. Such awarding of a continuing contract shall require the Superintendent's recommendation and Board action.

B. CONTINUING CONTRACTS

1. A continuing contract is a contract which shall remain in effect until the teacher resigns, elects to retire, or is retired pursuant to Ohio Revised Code 3307.37, or until it is terminated or suspended; and shall be granted only to teachers holding Professional, Permanent, or Life Certificates/licenses. The certificate/license must be in the field being taught.
2. Teachers eligible for continuing contract status shall be those teachers qualified as to certification/license, who, within the last five (5) years, have taught for at least three (3) school years in the Aurora City Schools and who have completed and turned in to his/her principal the District's continuing contract request form (Exhibit H) by September 15 of the school year in which eligible. Notwithstanding the foregoing, for teachers who received their initial teacher license on or after January 1, 2011, such teachers shall be eligible for continuing contract status who have held a teaching license for at least seven (7) years, and who have taught for at least three (3) of the last five (5) years in the Aurora City Schools, and who have completed and turned in to his/her principal the District's continuing contract request form (Exhibit H) by September 15 of the school year in which eligible. During the first week of each school year, the Administration shall forward the continuing contract request form to each teacher on limited contract who might be eligible for continuing contract consideration, i.e., has taught for at least three (3) school years in the Aurora Schools within the last five (5) years or is employed in the Aurora Schools and has completed two (2) years of Aurora service after holding a continuing contract in another Ohio school district. Failure to complete and submit the form constitutes a full waiver by the teacher to receipt of a continuing contract starting with that or the following school year.
3. Further, the Superintendent may recommend reemployment of such teacher under an extended limited contract for not to exceed two (2) more years, provided that written notice of the intention to make such recommendation has been given to the teacher with reasons directed at professional improvement of the teacher, on or before the thirtieth (30th) day of April; and provided that written notice from the Board of its action on the Superintendent's recommendation has been given to the teacher on or before the thirtieth (30th) day of April; but, upon subsequent reemployment, only a continuing contract may be entered into.
4. A teacher eligible for continuing contract status, employed under an extended limited contract for not to exceed two (2) years, pursuant to written notice from the Superintendent of his/her intention to make such recommendation, is, at the expiration of such limited contract, deemed reemployed under a continuing contract at the same salary plus an increment granted by the Salary Schedule; unless the Board, acting on the

Superintendent's recommendation as to whether or not the teacher should be reemployed, gives such teacher written notice of its intention not to reemploy him/her on or before the 30th day of April. (Ohio Revised Code 3319.08 and 3319.11)

5. When a teacher holding a continuing contract in another Ohio school district is employed, State law shall be followed in offering a continuing contract after two (2) years of successful teaching in the Aurora City Schools. (Ohio Revised Code 3319.11)

C. SUPPLEMENTAL CONTRACTS

1. Co-curricular/extracurricular salaries are listed in Article 13, Section B (Salary Schedule for Co-curricular/Extracurricular Assignments).
2. Supplemental contracts will be issued for assigned and paid supplementary duties. All supplemental assignments shall be limited contracts; shall be issued prior to the start of the assignment; and shall automatically expire at the end of the school year.
 - a. When general fund revenues are paid to staff members for additional services rendered to the District, the payments shall be negotiable as supplemental contracts and shall be subject to all provisions contained herein.
 - b. Payments to staff members for additional services rendered to the District whose source is from a Federal, State, County, Local, or private grant are exempt from the requirement of negotiating prior to implementation.
 - c. When funds raised and administered through the student activity accounts are used to employ individuals for in-house programs, those positions will be appropriately posted in all buildings before being filled.
3. At the conclusion of their duties, all persons performing reimbursable supplementary duties shall submit a form to the appropriate Supervisor certifying that the assignment has been completed. The Administrator shall forward to the Superintendent, the pertinent information in order to make payment for services rendered.
4. All supplemental contracts shall automatically terminate at the end of their prescribed terms, without Board action and without notice to the affected employees.
5. If a supplemental contract position calls for an Assistant and the top position is filled, the Assistant position shall be posted and filled by one of the qualified applicants as long as student participation warrants an

Assistant. Determination of whether there is/is not sufficient student participation shall be made by the Administration.

D. CONTRACT FORMS

1. The current Limited, Continuing, Supplemental Contracts, and Annual Salary Notice forms are attached hereto as Exhibits C, D, E, and F respectively.
2. The contract form will express the legal obligation of the Board to the teachers, as well as those of the teacher to the Board. Therefore, included on the contract will be the length of the school calendar, years of experience, and training credited. Contracts will be issued as soon as possible but not later than June 15.

E. EDUCATIONAL APPRAISAL

1. Purposes
 - a. To promote instruction which enhances student learning.
 - b. To help the educator to achieve greater effectiveness in education.
 - c. To improve communication between staff and Administration.
 - d. Provide definite written documentation of an educator's performance to be used:
 - (1) As evidence of educator performance.
 - (2) In advancement of the position and awarding of continued employment.
 - (3) As reference material (recommendations to other systems).
 - (4) As part of an ongoing plan for improvement of instruction.
 - (5) To assist in making personnel decisions.
2. Educator Appraisal Procedures for Educators
 - a. The formal program for the educator appraisal will be accomplished through classroom observations, walk-throughs, professional growth plans and written appraisals. Appraisals and observations are not the same. Appraisals are inclusive and represent cumulative professional activity of the educator. Observations are a one-time classroom visit by the appraiser. Appraisals shall be based upon the Educator Evaluation Criteria.

- (1) A minimum of two (2) observations will be conducted per appraisal for educators.
- (2) A minimum of thirty (30) consecutive minutes will be allotted for each classroom observation.
- (3) Observations and appraisals may be conducted by the educator's Principal, Assistant Principal, or by other appropriately certificated and credentialed Administrators employed full time by the Aurora City Schools. In the event of exigent circumstances, the AEA President and the Superintendent will meet to discuss how to complete the affected evaluations.
- (4) Formal classroom observations may be announced or unannounced. Announced observations normally require pre- and post-conferences. A pre-conference will be scheduled by the appraiser and appraisee to determine the nature of the observation and for providing background information. Observations shall be followed by a post-conference where the appraiser reviews with the appraisee his/her observations. All written observations will be conducted with the knowledge and awareness of the educator involved. A copy of the written observation shall be given to and discussed with the educator within ten (10) school days following each observation. The educator shall have the right, at this conference, to present evidence of standards met which may not have been observed by the evaluator. Such evidence shall be noted and shall be documented on the educator's formal written evaluation.
- (5) An educator and the appraiser may mutually agree to alternative observational methods such as a video submitted by the educator.
- (6) Educators will be observed two (2) or more times each year, the first time by the end of the first semester. A teacher may request, in writing, that the second observation be completed no later than March 31. No action leading to nonrenewal of contract will be taken against an educator unless at least three (3) observations have been conducted within the current year.
- (7) The evaluation/appraisal procedure set forth in Exhibit J shall be implemented for all educators.

- (8) Walk-Through: A formative assessment tool designed to inform evaluation, gather evidence of instruction, provide educators with the opportunity to showcase their skill and expertise, and to provide targeted evidence-based feedback to educators. It is generally made up of the walk-through itself and a means of providing timely feedback to the educator. A walk-through is less than twenty (20) minutes, but at least three (3) minutes in duration.
- (9) All educator evaluations are completed by May 1. Educators evaluated under this policy are provided with a written copy of their evaluation results by May 10.
- (10) Educators evaluated and receiving an effectiveness rating of accomplished may be evaluated every two years.
- (11) An educator's signature on the file copy of a written appraisal report shall acknowledge that the appraisal has been reviewed and discussed with the appraiser. The educator's signature does not necessarily indicate agreement.
- (12) An educator shall have the right and opportunity to submit a written statement for attachment to the written appraisal placed in his/her personnel file by the last teacher workday.
- (13) Upon furnishing the Superintendent's Office with reasonable prior notice, an educator shall have the right to examine performance appraisals.

b. Educator Performance Calculation

Each evaluation will result in an effectiveness rating of "Accomplished," "Skilled," "Developing," or "Ineffective." Each educator will be evaluated using multiple evaluation factors with fifty percent of the evaluation attributed to multiple measures of student growth and with fifty percent of the evaluation attributed to educator performance (or as prescribed by law). Educator performance and student growth measures shall be combined to produce a summative educator effectiveness rating as follows:

<i>Educator Performance</i>				
Student Growth	4	3	2	1
Above	Accomplished	Accomplished	Skilled	Developing
Expected	Skilled	Skilled	Developing	Developing
Below	Developing	Developing	Ineffective	Ineffective

c. Student Growth Measure (SGM)

Student academic growth will be measured through multiple measures that shall include value-added scores on evaluations for teachers where value-added scores are available. Other student growth measures shall be selected from the Ohio Department of Education's assessment list for teachers of subjects where value-added scores are not available and/or local measures of student growth using state-designed criteria and guidance.

Educator performances will be evaluated during the two cycles of formal observations and periodic classroom walk-throughs.

The annual *Final Summative Rating of Educator Effectiveness* rating will utilize a rolling three (3) year average of SGM data with the educator performance rating from the current year.

Students who have unexcused or excused absences greater than 25% of the total instructional days shall not be included in the growth measure calculation.

An educator evidencing approved leave (e.g. FMLA, Maternity, Parental or other Board approved leave) in consultation with the evaluator may defer consideration of student growth measures to a subsequent year or modify the SGM's expectations.

Each PLC must submit to the administration for approval, the Student Growth Measure Plan for the following year by May 31st.

For the 2013-2014 school year non-OTES educators will be evaluated by the existing evaluation system, but will work with the administration to develop a new evaluation system for subsequent years.

3. Professional Growth Plans

a. Professional Growth Plans help educators focus on areas of professional development that will enable them to improve their practice. The Professional Growth Plan should be reflective of the data available and include:

- Identification of area(s) for future professional growth;
- Specific resources and opportunities to assist the educator in enhancing skills, knowledge and practice;
- Outcomes that will enable educators to increase student learning and achievement.

- b. Educators with above expected levels of student growth will develop a professional growth plan and may choose their credentialed evaluator for the evaluation cycle.

Educators with expected levels of student growth will develop a professional growth plan collaboratively with the credentialed evaluator and will have input on their credentialed evaluator for the evaluation cycle.

Educators with below expected levels of student growth will develop an improvement plan with their credentialed evaluator. The administration will assign the credentialed evaluator for the evaluation cycle and approve the improvement plan.

- c. For the 2013-2014 school year, all educators will develop a professional growth plan in consultation with their credentialed evaluator. For the 2014-2015 school year and beyond a professional growth plan/improvement plan will be developed as prescribed in paragraph (b) above.
- d. The first collaborative meeting will take place no later than October 15. The educator's professional growth plan will be submitted to the Administrator by October 25. Final approval of professional growth plan will be forwarded by the Administrator no later than November 1. An end-of-year conference, to discuss the status of the educator's professional growth plan, will take place no later than May 1. The educator shall provide documentation demonstrating status or completion of goal(s).

4. Correction of Deficiencies/Improvement Plan

- a. Improvement Plans are developed in response to ineffective ratings in performance and/or student growth. The Improvement Plan is intended to identify specific areas for improvement of performance and for identifying guidance and support needed to help the educator improve. A plan of improvement may be initiated at any time during the evaluation cycle by the evaluator based on deficiencies in performance as documented by evidence collected by the evaluator. When an improvement plan is initiated, the administrator and educator should collaborate to identify areas of concern but should include:

- Identify, in writing, the specific area(s) for improvement to be addressed in relationship to the Ohio Standards for the Teaching Professions;

- Specify, in writing, the desired level of performance that is expected to improve and a reasonable period of time to correct the deficiencies;
 - Develop and implement a written plan for improvement that will be initiated immediately and includes resources and assistance available;
 - Determine additional education or professional development needed to improve in the identified area(s);
 - Gather evidence of progress or lack of progress.
- b. If, as a result of appraisal process, an educator is to be disciplined, reprimanded, suspended, transferred, non-renewed, terminated or otherwise deprived of any professional advantage, the action will not take place without the educator being given the opportunity to correct documented deficiencies. "Terminated" means to remove the educator under Ohio Revised Code 3319.16. "Nonrenewal" means the act of non-renewing the educator's limited contract under Ohio Revised Code 3319.11. "Just Cause" shall be defined as failure to correct documented deficiencies. A limited contract educator who is being non-renewed may not grieve the substance of either any evaluation or documented deficiencies.
5. Beginning with the 2015-16 school year, teachers of core subject areas, as defined by State law, who have received a rating of "Ineffective" for two of the three most recent school years (beginning with data from the 2013-14 school year) must register for and take all written examinations of content knowledge selected by the Ohio Department of Education. No teacher shall be responsible for the cost of taking an examination under this section.
6. All forms used for educator appraisal shall be attached hereto. (See Exhibit J)
7. All educator appraisals for which the procedures specified in this Article were not followed and/or the forms listed above were not used as required by this Article shall be deleted and removed from the educator's record.
8. It is specifically agreed that this Agreement supersedes all provisions of Ohio Revised Code 3319.11 and 3319.111, except as designated otherwise.
9. Knowledge of the evaluation procedure should be reviewed through an annual inservice meeting held at the beginning of each school year at each level conducted by Administrators and Association representatives.

10. The evaluation committee will convene prior to the end of the 2013-14 school year to review the procedures of section E of the contract and make recommendations for improvement.

F. PERSONNEL FILE

1. A personnel file for each certificated employee shall be maintained in the Superintendent's Office. Each employee shall be responsible for providing the following information to be included in each file:
 - a. Completed Application Form
 - b. Copy of current Teaching Certificate
 - c. Complete current Official Transcript
 - d. Current withholding Federal and State Income Tax Forms
 - e. Current Tuberculosis X-ray Card or Negative Skin Test results
 - f. Official copy of discharge from military service, where applicable.
 - g. Credentials and other Letters of Recommendation
2. Each teacher and his/her designated representative has the right, upon twenty-four (24) hour notice, to view the materials in his/her personnel file with the Superintendent or his/her designee present, exclusive of confidential letters of recommendation or reference. If an unfavorable statement or notation is in the file, the staff member shall be given an opportunity to place a statement of rebuttal or explanation in his/her file.

Said statement of rebuttal or explanation shall be dated and filed within ten (10) days of review.
3. All documents included in a teacher's personnel file shall be dated and identifiable as to source. A teacher shall be given a copy of anything placed in his/her file within ten (10) working days of it being placed in his/her file.
4. A teacher may request, and shall receive during the term of this Agreement, one (1) copy per year of any item in his/her personnel file, exclusive of confidential letters of recommendation or reference.
5. Any document in the personnel file that cannot be documented as to source, accuracy, relevance, completeness, or timeliness shall be deleted

from the file by the Superintendent, acting for the Board, and no reference shall be made.

6. The personnel file is to be reviewed in the Administration Office.
7. In addition to the provisions of Item 5 above, a teacher who has received what she/he would characterize as a negative evaluation or written reprimand is entitled to submit a rebuttal to that document. The rebuttal will be permanently affixed to the document and included in any disclosure. The teacher may request that such item, including the rebuttal, be expunged from her/his file. The response of the Administration to such a request shall not be subject to the grievance procedure.

G. PAYROLL DEDUCTIONS

1. Credit Union: The Board will accommodate teachers requesting deductions for payments to a teacher's Credit Union, to be selected by a majority of teaching staff. The Board will provide Payroll Deduction Authorization Forms.
2. STRS: The twelve (12) month deductions shall continue in effect until legal requirements by the State legislate it otherwise.
3. Tax Sheltered Annuities: The Board shall continue to allow members to deduct for Tax Sheltered Annuities. The enrollment periods for said annuities shall be limited to September 1 - September 30 and January 1 - January 31.
4. The OEA Fund For Children and Public Education: The Board shall deduct, upon written authorization, contributions to the OEA Fund For Children and Public Education on a monthly basis.

ARTICLE 7 SCHOOL YEAR AND SCHOOL DAY

A. SCHOOL YEAR

1. The parties recognize the legal responsibility of the Board to set the School Calendar. The AEA shall serve in an advisory capacity to plan the School Calendar. Calendar planning shall include a recommendation on when calamity make-up days will be scheduled for that school year. Representatives from all levels, members of the Administration, and community members shall serve on the Advisory Committee.
2. The School Calendar shall consist of one hundred eighty-five (185) days as follows:
 - a. One hundred eighty-one (181) Instructional Days including one (1) New/Transfer Student Orientation Day.

- b. One (1) Teacher Day (immediately preceding opening of school year).
 - c. One (1) Teacher Day (immediately following the last Student Day of the First Semester).
 - d. One (1) Teacher Day (immediately following the last Student Day of the school year).
 - e. One (1) District-Wide InService Day planned by the Superintendent in consultation with a District-Wide InService Committee.
 - f. NEOEA Day will not be scheduled as a school day.
 - g. Saturday shall not be a mandatory workday.
3. Each newly hired teacher shall be provided with two (2) days paid at the professional development rate to allow for setting up of the teacher's classroom and to prepare for the curriculum and evaluation process attendant with the position prior to the start of the school year. If the newly hired teacher is hired after the start of the school year, he/she shall be provided with two (2) work days for such purposes prior to the beginning of student supervisory and instructional duties.

B. SCHOOL DAY

1. Length of working day shall be no more than seven and three-quarter (7 3/4) hours. Four (4) PLC meetings times per month, either before or after school as determined at the building level, the time prior to the arrival of students or after the dismissal of students shall be utilized for teachers to collaborate on assessments, lesson design, curriculum mapping or pacing, and improvement of student achievement and for faculty and administration meetings devoted to such efforts. One (1) faculty meeting per month may be called to discuss relevant issues. In the event of extenuating circumstances, additional faculty meetings may also be called. Such meetings will be restricted to emergencies. The working day will include at least a thirty (30) minute duty-free uninterrupted lunch, and passing time shall not be considered part of the thirty (30) minutes. Building staff meetings shall be held during the normal working day, whenever possible. Building administrators will attempt to limit the number of building meetings where attendance of all staff is mandatory.
2. Duties shall be equalized, but such equalization does not require that duties be equal on any given day, week, or month. Duties shall be of a professional nature and not custodial or secretarial. In addition, duties do not involve the preparation of lesson plans, entering of grades for nor

formal assessment of student academic work and will not be required of a teacher beyond the Article VII(B)(1) contractual work day of 7 and 3/4 hours.

3. Every effort will be made to equalize planning time within each building. Such calculations shall not include passing time between classes, increments of less than ten (10) minutes, and time required for travel from one building to another. Planning time is individual time directed by the teacher in pursuit of excellence in her/his personal classroom/subject area(s) during a student day. The Administration will not schedule faculty or PLC meetings during such time. Preparation time shall be at least as follows:

Grades pre-K-5 – a daily average of forty-two (42) minutes per day, with at least thirty (30) minutes of that period scheduled in an uninterrupted interval; for half-day Kindergarten, a daily average of forty-two (42) minutes, with a minimum of twenty (20) minutes of said preparation time scheduled in an uninterrupted fashion. A guaranteed thirty (30) minutes of uninterrupted preparation time will be provided for each K-5 teacher each day beginning in the 2005-06 school year and thereafter. The a.m./p.m. planning time may occur between the morning and afternoon session of Kindergarten. An attempt will be made to begin this guarantee immediately provided hiring of additional staff is not required.

Harmon – The equivalent of one uninterrupted period per day.

High School – The equivalent of one uninterrupted period per day.

4. Traveling teachers shall be given a minimum of 15 minutes to travel from one building to another. Travel time shall not be considered part of their planning time or lunch.
5. A teacher assigned an advanced placement course or International Baccalaureate will be assigned no more than five and one-half (5 1/2) class duty assignments and a homeroom or equivalent responsibility.
6. For classes where the a final exam is given as one large group, middle school teachers who are responsible for grading final exams will be provided with one (1) period of release time for each section taught that requires grading of a final exam.

C. STAFF DEVELOPMENT

1. The parties recognize the importance of staff development to the effectiveness of the educational program and to the professional growth of each teacher. It is further recognized that, where practical, staff

development activities that do not require the teacher to be absent from the classroom are desirable.

- a. Where possible, some staff development activities may be scheduled for nonschool time, i.e. evenings, Saturdays, and summer recess.
- b. The District-Wide InService Committee will be involved in the planning of these designated staff development activities, with input from the Aurora Education Association and the Administration.
- c. Teachers participating in these designated programs shall have the option of receiving a stipend equivalent to the appropriate prorata portion of ninety dollars (\$90) per day or the equivalent prorata day added to their Sick Leave accumulation. [For purposes of determining the prorata distribution, a day shall be considered to be seven (7) hours in length.] The committee shall determine the prorata amount of Sick Leave or compensation, which shall be determined and communicated to staff members in advance of each program.
- d. It is specifically agreed that the implementation of this incentive system for the designated staff development activities is not intended to alter in any way existing and current practices regarding faculty meetings, curriculum development, and staff development activities.

ARTICLE 8 WORKING CONDITIONS

A. CLASS LOAD

1. Minimum classroom teacher staffing within the School District will be forty (40) teachers per 1,000 students. In computing the student-teacher ratio, the following certificated personnel shall be excluded: Principal, Assistant Principal, Guidance Counselor, Librarian, Nurse, School Psychologist, Speech Therapist, Tutors, Reading Specialists, and Teachers of Gifted Programs, and all Elementary Special Teachers such as Music, Computer Education, Art, Physical Education, and Learning Disabilities teachers. For purposes of this calculation, students and teachers in units for multiple disabilities and autism will be excluded.
2. Teachers whose primary building assignment is at the high school, are limited to 5 and ½ classes, plus a duty per year. A teacher whose primary assignment is the high school and who is assigned to 6 classes for the full year shall receive 1/10 of the base.

3. Although administration has the final authority in developing schedules, it will do its best so as not to assign more than for (4) preps (academic courses, not specials courses) at the middle school.
4. Reasonable effort by administration will be made in attempting to balance elementary special's teacher's schedules so that contact time is equitable.
5. A teacher who may be assisting with the implementation of an IEP or Accommodation Plan shall be provided the opportunity to propose goals and objectives to the IEP and/or 504 Team prior to or at the team meeting. Appropriate inservice will be made available to such teachers. Disputes regarding the amount and type(s) of inservice required shall first be discussed with the teacher's Principal and, if not resolved, submitted to the Superintendent. The Superintendent's decision in such disputes shall be final and binding.
6. Students identified as L.D., D.H., Orthopedic, and B.D., when mainstreamed, and those students on Reading Improvement Plans, shall be distributed based on equity and the educational needs of the students. For students on Reading Improvement Plans, such distribution shall be equally among those with appropriate credentials. Reasonable efforts shall be taken to assign such students on a rotational basis. Prior to the start of each school year when student schedules are developed, the special education teachers shall meet with the building principal or assistant to review the assignments of special education students in the building. Any agreed upon changes in classroom composition shall be implemented.
7. Full-time and part-time Special Education Unit Teachers (Pre-School and Multi-Handicapped and Autistic) have unique working conditions and schedules. Such teachers as well as tutors required to write IEPs, shall be eligible for the IEP preparation stipend and a 30-minute duty free lunch. Part-time special education teachers and tutors holding an appropriate license who are required to write IEPs shall receive the IEP preparation stipend in a proportion equal to their weekly schedule. For example, a one-half time Special Education Teacher shall receive 50% of the IEP preparation stipend. Further, such teachers will not be assigned a duty on days students are scheduled for instruction with such teachers. Those teachers and tutors required to write IEPs will schedule with their building administrator preparation time in accordance with the time provisions of Article 7(B)(3). The administration and those responsible for scheduling IEP, ETR or similar meetings will make a good faith attempt not to schedule such meetings during periods, e.g. summer break, winter break, when school is not in session. All teachers, including special education teachers, required to attend IEP, ETR or similar meetings with respect to special education services during periods when school is not in session shall be reimbursed for such attendance at the IEP Rate.

A teacher who is required to be part of an IEP team or MFE team meeting that continues after school hours as defined on the Curriculum Development Timesheet will be paid a pro-rata curriculum development rate. Full-time and part-time special education unit teachers (pre-school and multi-handicapped and autistic) and tutors who are required to write IEPs who receive the IEP preparation stipend are not eligible for such additional payment at the curriculum development rate for meeting attendance.

8. All teachers shall attend one Open House/Meet and Greet, or similar. Traveling teachers and cross-grade level teachers attending more than one (1) Open House will be paid at the staff development rate, for an additional Open House. Teachers will receive a minimum of one (1) hour per night for each Open House. In the event of extenuating circumstances, which will affect the ability of the teacher to attend, arrangements should be made between the teacher and the building administrator to properly inform parents of course content.

B. SCHOOL ENVIRONMENT

1. The Administration will make reasonable efforts to properly clean, maintain, heat, light, and ventilate workrooms, classrooms, offices, and staff rooms. The Board shall furnish employment which is safe for the members of the bargaining unit; shall furnish and use safety devices and safeguards; shall adopt and use methods and processes; follow and obey orders; and shall do every other thing reasonably necessary to protect the life, health, safety, and welfare of such employees.

No member of the bargaining unit shall remove, displace, damage, destroy, or carry off any safety device or safeguard furnished or provided for use in any employment or place of employment or interfere in any way with the use thereof by any other person.

No employee shall interfere with the use of any method or process adopted for the protection of any employee in such employment or place of employment, or frequenter of such place of employment, or fail to follow and obey orders, and to do every other thing reasonably necessary to protect the life, health, safety, and welfare of such employees and frequenters.

2. All teachers so requesting will be given a locker or cabinet, with hasp, able to be locked.
3. Adequate staff parking at each building shall be provided.

C. TRAVELING TEACHER

1. A "traveling teacher" shall be defined as a teacher who is assigned instructional responsibilities in two (2) or more buildings. However, travel

time will be provided only to teachers assigned instructional duties in two (2) or more buildings on any single workday.—A traveling teacher assigned to teach in two or more buildings shall receive a stipend, at the end of the school year, \$600. The stipend shall not apply to occupational therapists, physical therapists, psychologists and guidance counselors.

2. Each traveling teacher shall be notified by September 15 to which building he/she shall have primary responsibility.
3. The traveling teacher will be appraised by the Principal at the building of his/her primary responsibility. The appraisal will include the teacher's performance of responsibilities in all assignments irrespective of building.
4. A traveling teacher who attends more than one conference night also shall be paid an hourly rate for attendance at the additional conference night at the substitute rate set forth in Article XIII(D)(2). The traveling teacher may elect not to attend conference nights, provided the traveling teacher makes provision so parents are properly informed of information they would have received had the teacher been in attendance.
5. Traveling teachers shall be given a minimum of fifteen (15) minutes to travel from one building to another. Travel time shall not be considered part of their planning time or lunch time.
6. Traveling teachers will meet at the beginning of each year with other affected staff to identify needs including, but not limited to, room setups, parking, inclement weather, and time management. A plan will be developed to accommodate these needs.
7. Teachers required to travel on school business shall be reimbursed at the IRS-approved rate.

D. SUPERVISING TEACHER/STUDENT-TEACHER

1. The Association offers its full support of the Student-Teachers' Program and will attempt, upon request, to aid in implementation or in finding solutions to any unanticipated problems connected with this program.
2. Policies established by the cooperating university, unless they are in conflict with this Agreement, shall be followed in implementation of Student-Teachers' Program.
3. Teachers will be consulted, where practical, during the process of selecting Student-Teachers. No Student-Teacher shall be assigned without the consent of any Supervising Teacher.

4. If there should be a conflict of personalities, or for other reasons as determined by the Supervising Teacher, between the Supervising Teacher and the Student-Teacher, the Supervising Teacher (through Superintendent) may recommend to the cooperating university that the Student-Teacher be transferred. Such a recommendation shall in no way be used in the adverse evaluation of the Supervising Teacher.
5. The Student-Teacher shall not be used as a Substitute Teacher except as an emergency substitute for his/her Supervising Teacher in a situation not to exceed thirty (30) minutes in any single day, nor shall the Student-Teacher assume the contractual responsibilities of a regular teacher.
6. Since the services rendered by the Supervising Teacher are above and beyond the duties/responsibilities of a regular teacher, the Supervising Teacher shall be paid an honorarium or stipend as provided by the college/university, at the rate established by the college/university, for those services rendered outside the regular school day and beyond the duties/responsibilities specified in the teaching contract minus normal payroll deductions.

ARTICLE 9 CHANGES IN ASSIGNMENT OR TRANSFER OF PERSONNEL

- A. Every attempt will be made to notify any teacher, at least ten (10) calendar days in advance, of any intended transfer or change of assignment and the reason(s) therefore. If the teacher does not wish to accept the new position, the position shall be opened to other staff based solely upon certification/licensure and seniority. If no other teacher currently on staff wishes to volunteer for the position, then the teacher notified to be transferred shall have the right to a meeting with the Superintendent and shall have the right to transfer out of the position to any other open position for which he/she is certified. In the event that any change in assignment or involuntary transfer occurs after August 1, the affected teacher shall be provided with one (1) day paid at the professional development rate to allow for the moving and placement of the teacher's materials and to prepare for curriculum and evaluation process attendant with the new position.
- B. A good faith attempt will be made to avoid the involuntarily transfer and/or reassignment of a teacher more than one time in a three year period. If an involuntary transfer or reassignment is to be made more than once in that period, the principal will meet with the affected teacher and Association president or designee to explain the reasons for the transfer or reassignment.
- C. Personnel openings shall be posted and current staff will be the first considered for said position(s) prior to hiring new personnel.

D. If a teacher is transferred from one building to another, or in the Elementary building from one room to another, after the school year has begun, the teacher shall be provided a substitute for up to two (2) days to pack and unpack teaching materials. The teacher shall also be provided with necessary packing materials and the necessary custodial services to move the materials.

E. **ALTERNATIVE WORK ASSIGNMENT (Medical Transfers)**

If an educator claims that she/he needs a reasonable accommodation of her/his disability as defined under the American with Disabilities Act, the Superintendent or designee and the Association President or designee shall meet to review the request and determine what steps, if any, should be taken to respond to the question.

F. **TRANSITIONAL WORK ASSIGNMENT**

The District provides transitional work assignments to members who are temporarily disabled due to a work related injury or illness to facilitate the member's return to their regular job assignment. Such assignments will be made under the following conditions:

1. Upon the member's medical release to return to work with physical restrictions and limitations, a determination will be made by the member's building principal in consultation with the Superintendent to provide a suitable job assignment which accommodates the member's temporary/partial disability. The Association President will be consulted regarding any transitional work assignment.
2. A written recommendation for a transitional work assignment will be made by either the appropriate department/building personnel or through the District's third party administrator to the Superintendent, with a copy to the Association President to determine if an accommodation can be made based on the employee's temporary medical restrictions. Transitional work duty assignments may include as many of those job duties and tasks that are part of the employee's existing job or assignments that accommodate the employee's temporary medical restrictions.
3. The decision to provide transitional work duty assignments will be based on the employee's medical restrictions and limitations and the ability of the department and/or building to provide such assignments. Transitional work assignments will not exceed 120 calendar days during a twelve (12) month period and there shall be no guarantee to provide such assignments.
4. The employee shall be compensated at his/her regular earnings rate for all work performed during the course of the transitional work duty assignment. Sick time will continue to accrue at the employee's regular rate of pay during the transitional work duty assignment.

5. During the course of a transitional work duty assignment, the employee will be expected to follow prescribed treatment as defined by their attending physician, as well as any requests by the District for additional medical information or clarification through a medical examination by a board approved physician.
6. If after 120 calendar days, an employee is unable to resume his/her regular job assignment or its essential functions, the employee will be placed on sick leave, if any accrued and unused sick time is available, or workers compensation as appropriate.
7. Upon a full medical release by the employee's attending physician and approval of the Superintendent, the employee will resume the full duties and responsibilities of their regularly assigned position. If there is a disagreement concerning whether the employee can resume full duties, a doctor approved by both the employee's doctor and the doctor assigned by the Board will be controlling.

ARTICLE 10 REDUCTION IN STAFF

A. CAUSE(S)

When, for the reasons set forth in the Ohio Revised Code, the Board decides that it will be necessary to reduce the number of teachers, it may make a reasonable reduction.

B. ATTRITION

The number of persons affected by a Reduction In Staff (RIS) will be kept to a minimum by not employing replacements for employees who die, retire, resign, or are terminated or non-renewed. The employment of replacements for some positions may be necessary in the event that employees in the system do not possess necessary certification/licensure.

C. SUSPENSION OF CONTRACTS

Reductions under this RIS Procedure, when unavoidable, will be effectuated at the beginning of the following school year and shall be accomplished through the suspension of a teacher's contract, unless the teacher has been employed for the express purpose (communicated in writing to the teacher at the time of employment) of replacing an existing staff member for an approved leave of one (1) year or less, in which case the contract will be non-renewed. In such cases, notice of nonrenewal will be given on or before April 30. Notice of contract suspensions will be given on or before May 7.

D. NOTIFICATION

At least thirty (30) days prior to a nonrenewal for RIS or suspension for RIS, the Board shall give written notice to the Association, through its President, of its intent to effect a RIS. Such notice shall contain the reason(s) for the RIS and the positions affected.

E. ORDER OF REDUCTION

1. The Board shall proceed to suspend contracts in accordance with the recommendation of the superintendent who shall, within each teaching field affected, give preference to teachers on continuing contracts. The board shall not give preference to any teacher based on seniority, except when making a decision between teachers who have comparable evaluations.
2. Except for educators hired as leave replacements under the provisions of Section C, above, reductions shall be accomplished through the order listed below effective upon the completion of the summative evaluations for all educators for the 2015-2016 school year (Prior to that time, the parties agree to use the RIS procedure in effect for the 2011-2013 contract):
 - a. Limited contract teachers shall be reduced first, by using the following order:
 - (1) Comparable evaluations as defined herein
 - (2) Seniority in District, when evaluations are comparable as defined herein.
 - b. Continuing contract educators may be reduced only after all limited contract teachers of the same certification/licensure. Such reduction in the continuing contract staff shall be according to Ohio Revised Code 3319.17 solely, considering:
 - (1) Comparable evaluations as defined herein
 - (2) Seniority in District, when evaluations are comparable as defined herein.
3. During the term of this contract, there will be three tiers of comparable classification ratings for classroom teachers. Classroom educators with summative evaluations ratings of Accomplished shall be considered to have "comparable" evaluation results. Classroom educators with summative evaluations of "skilled" or "developing" shall be considered to have comparable evaluations results. Classroom educators with an Ineffective summative evaluation rating shall be considered to have

comparable evaluation results. Such determination for the purposes of RIS shall be made based on the combined average summative evaluation ratings from the current and the two (2) previous school years.

F. PROCEDURE

1. On or before November 1 of each school year, the Superintendent shall provide the bargaining agent with a Seniority List of all teachers in the school system in their areas of certification/licensure. Teachers shall be placed on all Seniority Lists for which they are certified. As additional certification is obtained, the Seniority List shall automatically be updated until July 10.
2. A modified seniority list identifying educators in the three comparable categories will be shared with the AEA President by November 1.
3. Seniority shall be determined by the length of continuous service in the District. If two (2) or more teachers have the same length of continuous service, then seniority will be determined by:
 - a. The date of the Board meeting at which the teacher was hired; and then by
 - b. The date on which the teacher submitted a completed job application. Length of continuous service will not be interrupted or affected by authorized leaves of absence.

Unpaid leaves of absence shall not be included in the calculation of years of service in the determination of seniority, but shall not interrupt continuous service.

4. Teachers selected for RIS shall immediately be placed upon a RIS List compiled from Seniority Lists provided for above. Teachers released shall not appear on this list.
5. The Board shall notify every affected teacher and the Association of those teachers being suspended and the recall order. As each person is reemployed, the Board shall notify the Association.
6. A teacher whose contract was suspended because of staff reduction shall, if he/she desires, be placed on the Substitute List.

G. RECALL

1. Seniority shall not be the basis for rehiring a teacher, except when making a decision between teachers who have comparable evaluations as defined in Article 10 E. In the event of a recall when evaluations are comparable,

educators will be recalled in reverse order of being suspended, provided the teacher is certified/licensed.

2. While there are previous teachers of the District who are suspended as a result of a RIS, and who possess proper certification/licensure to fill any vacancy which may arise, no new teacher(s) shall be hired.
3. The Board shall give written notice of recall, by registered or certified letter, to the teacher at the last known address. It shall be the responsibility of each teacher to notify the Board Treasurer of any change of address.
4. Within ten (10) workdays of the returned certificate of receipt of offer to return to employment, the teacher shall accept the position by replying in writing or by phone, or it shall be determined that he/she has declined the position. No new staff member shall be hired until all staff on leave who are certified/licensed have been offered an opportunity in writing to return to active employment in accordance with this Article. It is the teacher's responsibility to keep his/her address current with the Board Treasurer's Office.
5. Teachers returning to employment after a RIS shall resume their previous contract status, seniority, salary, and fringe benefits.
6. If a teacher declines an offer to return, or does not answer a request to return, said teacher shall be removed from the Recall List and the Board shall have no further obligation to that teacher.
7. Any limited contract teacher suspended as a result of staff reduction shall be placed on a Recall List for a period not to exceed twenty-seven (27) months from July 1 of the calendar year in which they were reduced.

H. DISPLACEMENT RIGHTS

Each educator affected by a RIS may elect to displace a less senior teacher who has a comparable or lesser summative evaluation rating as defined herein who holds a position for which the affected teacher is licensed/certified.

ARTICLE 11 LEAVES

A. SICK LEAVE

1. Teachers will be granted fifteen (15) days Sick Leave per year accumulated at the rate of one and one-fourth (1 1/4) days per month, unlimited accumulation. Each teacher will be advanced five (5) days Sick Leave, if current accumulation is exhausted, to be paid back through normal accumulation. In cases of extreme hardship and/or extenuating circumstances, the Superintendent, with the approval of the Board, may

consider extending Sick Leave on a Personal Leave basis when Sick Leave has been exhausted.

2. Sick Leave may be used for absence due to personal illness, injury, pregnancy, exposure to contagious disease which could be communicated to others, and for absence due to illness, injury, or death in the employee's immediate family.
3. "Immediate family" is interpreted to include parent, parent-in-law, grandparent, brother, sister, child, spouse, brother-in-law, sister-in-law, daughter-in-law, son-in-law, aunt, uncle, or a member of the immediate household.
4. Ten (10) days are allowed in any one (1) year to be given to another AEA member. If a member elects to give a sick day to another member, the member will have that day deducted from their total amount of sick leave. A member can only receive a maximum of twenty (20) days in any one year. Members will contact the AEA President to request additional days. Once the approval process is completed through the AEA, the AEA President will then submit the form to the Treasurer. (Exhibit B)

B. PERSONAL LEAVE

1. Each member of the bargaining unit shall be granted two (2) nonconsecutive Personal Leave days per school year, upon request, under the following guidelines. Up to one (1) unused day of Personal Leave may be accumulated for use in a subsequent year for a total of a maximum of three (3) days Personal Leave in any school year.
 - a. Personal days approved shall not be deducted from Sick Leave days.
 - b. A request for a Personal Leave day must be made to the Superintendent via the Building Principal.
 - c. A request for a Personal Leave day must be submitted to the Principal at least three (3) days in advance; however, exceptions to this rule may be made in emergency situations.
 - d. Personal Leave days shall not be granted for the day before or the day after a legal holiday; however, exceptions may be made for emergency situations.
 - e. Personal Leave days shall not be granted for the day before or the day after a vacation period; however, exceptions may be made in emergency situations.

- f. Personal Leave days shall not be granted on Teacher Days nor InService Days; however, exceptions to this rule may be made for emergency situations.
 - g. The parties agree that the purpose of Personal Leave is to attend to personal concerns which cannot be scheduled outside the school day, and not primarily for recreational purposes or in any way for the pursuit of other gainful employment.
 - h. Requests for Personal Leave which are occasioned by religious holidays, court appearances under subpoena which are personal in nature, and graduation or wedding of members of the immediate family, as defined in Section A.3, above, will be granted as exemptions to Sections B, 1.d, B.1.e, and B.1.f, above. The maximum of two (2) days [or three (3) days of Personal Leave for staff members who have accumulated an additional day as provided in Section B, 1, above, shall apply in those cases as well.
 - i. Personal Leave for teachers entering the school system during the school year will be prorated to the nearest half day.
 - j. At the end of the school year, if two (2) Personal Leave days have not been used, one (1) is carried over to the next school year and one (1) will be calculated as a retirement incentive (calculated as a sick day).
2. The Superintendent may grant any additional Personal Leave days for any reason he/she deems appropriate and shall determine the validity of this request for leave granted under this paragraph.

C. ASSAULT LEAVE

1. Any teacher who is assaulted while performing assigned duties shall be granted a paid leave of absence for the period designated by the teacher's physician, up to twenty-five (25) workdays, and said days shall not be deducted from Sick Leave.
2. For receipt of Assault Leave, the teacher must file a police report and cooperate with the legal authorities in any prosecution. A teacher may either receive Workers' Compensation temporary total disability payments or Assault Leave for the days of absence.
3. If the teacher receives any payment for lost wages from a court suit, the Board shall be reimbursed for any Assault Leave payments that are specifically granted in the court suit.

D. SABBATICAL LEAVE

1. "Sabbatical Leave" is defined as a leave of absence granted by the Board of Education to any member of the certificated/licensed staff, for a period not to exceed one (1) year, for the purpose of permitting the teacher to engage in professional activities which will be mutually beneficial to the employee and the school system. At the discretion of the Board, Sabbatical Leave will be granted for the express purpose of strengthening or improving a department or specific area of the instructional program.
2. Eligibility -- To Be Eligible For Sabbatical Leave
 - a. Applicant must have five (5) years service in the Aurora School District; and
 - b. Applicant must have displayed a high degree of instructional competence and a strong curriculum orientation as reflected in evaluations; and
 - c. Applicant must present a plan for professional growth; and at the conclusion of the leave, the staff member must present evidence to the Superintendent that the plan was followed.
 - d. A staff member may be considered for a Sabbatical Leave after each seven (7) years of service in the Aurora City Schools. The number of teachers on leave in any one (1) year will be limited to three (3) teachers.
 - e. Sabbatical Leave for less than a full school year will be considered by the Board only if a satisfactory replacement can be obtained.
3. Selection
 - a. All applications shall be filed with the Superintendent by March 1.
 - b. A committee will screen the applicants and send its recommendations to the Superintendent and Board for final action no later than April 1. The committee shall consist of six (6) certificated staff members. The Association shall appoint three (3) members: one (1) Elementary, one (1) Middle, and one (1) High School teacher; and the Superintendent shall appoint the other three (3) members.
 - c. The Board shall act on the committee's recommendations at its regular April meeting.
4. During such Sabbatical Leave, the staff member shall be deemed to be in the employ of the Aurora School District. The staff member shall be

entitled to all fringe benefits in effect during leave and will be paid a salary consistent with the payment schedule of other certificated employees, equivalent to the difference of the salary he/she would have earned and the salary of the replacement teacher. The Board shall provide all necessary forms to those on Sabbatical Leave.

5. Any staff member receiving Sabbatical Leave must sign a formal agreement to return to service for a minimum period of one (1) year following the return from Sabbatical Leave, unless causes beyond the control of the individual prevent such return to service. If service is terminated by the individual before the end of the one (1) year minimum, a salary refund to the Board will be due proportional to the amount of service not actually rendered. Such refund is to include amounts paid for retirement, insurance, and other fringe benefits.
6. The staff member on leave will accrue experience credit. He/she will assume his/her proper position on the current Salary Schedule (plus any additional hours earned) and will assume his/her previous position or one comparable to it at the same level, if at all possible, upon his/her return from Sabbatical Leave.

E. JURY DUTY/SUBPOENAED WITNESS LEAVE

Each member of the bargaining unit who is requested and accepts assignment to jury duty, or must be present as a subpoenaed witness, (not covered under B-1-h) shall be paid his/her regular full salary while on such leave. However, within thirty (30) days of receipt by the employee of any fees or payment, said fees and/or payments shall be remitted to the Aurora City Schools, minus mileage and meal expenses.

F. PARENTAL LEAVE

1. Guidelines: Any female teacher may use Sick Leave or advancements thereof for absence due to disability caused or contributed to by pregnancy, miscarriage, abortion, childbirth, and recovery therefrom (hereinafter collectively referred to as "pregnancy"). Parental Leave may be used in lieu of Sick Leave when any female teacher who is still disabled has exhausted Sick Leave. A female teacher who is pregnant or adopting a child less than one (1) year of age may request and shall be entitled to a leave of absence without pay for maternity or child care reasons to begin any time during pregnancy; or, in the case of adoption, the receipt of custody; or up to one (1) year for child care after the child is born or adopted. Such leave shall be for up to the remainder of the current semester and two (2) additional semesters, or three (3) semesters if leave commences during the first semester. A male teacher shall be eligible for Parental Leave following the birth or adoption of a child consistent with the terms of this Section.

2. Application For Leave: Application for Parental Leave shall be filed on the Leave of Absence Form, and shall contain a statement on the expected date of birth -- or, in the case of adoption, the date of obtaining custody; the date on which the leave is to commence, and the term of the leave. The maximum term of leave shall be the remainder of the current semester and three (3) additional semesters if the leave commences in the first semester, or the remainder of the current semester and two (2) additional semesters if the leave commences in the second semester. Once approved, the leave request can be modified only with the approval of the Board and the Superintendent. In the case of miscarriage or abortion, the teacher shall be entitled to reinstatement at the beginning of the next grading period. In this event, if necessary, the Board may suspend the contract of a staff member replacing the teacher on Parental Leave without complying with the Reduction In Staff notice requirements specified in Article 10 (Reduction In Staff), Section D.
3. Rights While On Leave: Any teacher on Parental Leave shall be entitled to request in writing to the Superintendent, and receive the right, to continue to be covered by any/all insurances as selected by the employee, provided that the teacher pays to the Board Treasurer, ten (10) days in advance of each month, the full amount of the monthly group plan premium of such coverages. Any overpayment of premium shall be refunded to the staff member upon termination of Parental Leave.
4. Staff member shall submit in writing to Superintendent, notification of his/her intent to return to teaching by December 1 if the teacher desires to return for the second semester, and March 1 if the teacher desires to return at the beginning of the next school year. Failure to submit a request to return by December 1 will be treated as a request for a leave extension for the second semester; failure to submit a request by March 1 will be treated as a resignation. One (1) month prior to the date specified above, the Board will serve notice of this provision by certified mail to the affected teacher. Staff member shall be entitled to reinstatement at the expiration of leave to the general level training assignment held immediately prior to the leave unless shifts in pupil enrollment dictates or the job is combined or eliminated.

G. RELIGIOUS HOLIDAY LEAVE

A maximum of one (1) unpaid day shall be granted during any one (1) year for religious holidays which are not recognized in the school calendar and which prohibit the teacher from working on those days.

H. FAMILY AND MEDICAL LEAVE ACT

The parties incorporate by reference the mandatory provisions of the Family and Medical Leave Act (FMLA). It is agreed that FMLA entitlements shall be used

concurrently with existing leave entitlements. Seniority shall accumulate during FMLA leave and existing life insurance shall be maintained.

ARTICLE 12 INSURANCES

A. The Employee Insurance Program shall be as follows:

1. Eligibility: All teachers employed by regular contract may elect to participate in the insurance plan described herein. The board contribution will consist of the percentage of the teacher's contracted assignment multiplied by the coverages identified below.

Staff members with less than full-time contracts employed as of September 1, 1992, will continue to receive the same insurance benefits as full-time staff members for the duration of this Agreement.

2. Comprehensive Hospitalization and Major Medical Insurance Program

- a. The Board of Education shall provide a Comprehensive Hospitalization and Major Medical Insurance Program for members of the bargaining unit with no less than the specifications in Exhibit K. The Board of Education shall pay ninety-five (95%) of the Single premium or eighty-five (85%) of the Family premium cost.

- (1) As part of this Program, the employee is responsible for out-of-pocket expenses as per the Insurance Plan.
- (2) The Plan as administered will have a maximum out-of-pocket of Five Hundred Dollars/One Thousand Dollars (\$500.00/\$1,000.00) in-network and Nine Hundred Dollars/Eighteen Hundred Dollars (\$900.00/\$1,800.00) out-of-network for 2013-14 and 2014-15. See chart below for 2015-16 amounts.
- (3) After each December 31, any employee who has incurred annual out-of-pocket expenses totaling more than Three Hundred Dollars/Six Hundred Dollars (\$300.00/\$600.00) will be reimbursed by the Board of Education to a maximum of Six Hundred Dollars/Eight Hundred Dollars (\$600.00/\$800.00) In-network and out-of-network.
- (4) The deductible shall be \$300 single/\$600 family [in-network] for 2013-14 and 2014-15. See chart below for 2015-16 amounts.
- (5) There shall be a \$15 co-pay for each primary care doctor visit only [in-network] for 2013-14 and 2014-15. See chart below for 2015-16 amounts.

b. The parties recognize the necessity to contain the cost of the Insurance Program. Therefore, the parties agree that the following Cost Containment provisions shall be implemented in the Hospitalization Insurance Plan:

- (1) Voluntary second opinion.
- (2) Pre-certification and pre-admission testing for outpatient surgery as well as inpatient surgery.
- (3) No weekend hospital entrance except in cases of emergency.
- (4) Extension of the pre-existing condition exclusion to both basic Hospital and Major Medical benefits for all employees hired after September 1, 1992. (This provision not valid effective July 1, 2014.)
- (5) Expansion of rules for spouse coverage, along with Board option to pay the spouse's share of any contributory plan.
- (6) Requirement that spouses take Workers' Compensation benefits, where applicable.
- (7) Limitation of penalty for failure to pre-certify to a maximum penalty of Five Hundred Dollars (\$500.00).

2015-16 Medical Plan

	In Network	Out of Network
Benefits		
Deductible-Single/Family	\$250/\$500	\$500/\$1000
Coinsurance	90%	70%
Coinsurance Max (Excl.Ded.)	\$750/\$1500	\$1500/\$3000
Total Out of Pocket Maximum	\$1000/\$2000	\$2000/\$4000
Physician/Office Services		
Office Visit PCP/Specialist	\$10/\$20	30% after deductible
Surgical Services	\$10/\$20	30% after deductible
Urgent Care	\$35	30% after deductible
Allergy Testing	\$10/\$20	30% after deductible

Preventative Services		
Routine Physical Exam (18+)	100%	100%
Well Child Care	100%	100%
Immunizations	100%	100%
Routine Mammogram	100%	100%
Routine Pap Test	100%	100%
Out Patient Services		
Surgical Services	10% after deductible	30% after deductible
Diagnostic Services	10% after deductible	30% after deductible
Emergency Room-Emergency	\$75 Co-pay	\$75 Co-pay
Speech Therapy	\$20 per visit	30% after deductible
Physical/chiro/occupational (see summary)	\$20 per visit	30% after deductible
Inpatient Facility		
Semi-Private Room & Board	10% after deductible	30% after deductible
Maternity	10% after deductible	30% after deductible
Skilled Nursing Facility (see summary)	10% after deductible	30% after deductible
Additional Services		
Durable Medical Equipment	10% after deductible	30% after deductible

(8) Minimal Essential Coverage Plan- Beginning 2013-14 the Board will provide a Minimal Essential Coverage plan to its employees. This plan is an option for any bargaining unit member. (see Exhibit M)

3. Dental Insurance

- a. The Board shall provide Single or Family Dental Insurance coverage for each teacher. Specifications shall be no less than the specifications in Exhibit K.
- b. The Board of Education shall pay ninety-five (95%) of the Single premium or eighty-five (85%) of the Family premium cost.

4. Term Life Insurance: The Board of Education will provide and pay the premium for Term Life Insurance coverage for each teacher in the amount of Sixty Thousand (\$60,000) Dollars. Teachers will be able to purchase voluntary supplemental life insurance at their cost. Teachers will be given notification in September with coverage beginning October 1st.

5. Prescription Drug Insurance

a. The copays for prescription drugs dispensed by a retail agency are ten dollars (\$10.00) for generic, fifteen dollars (\$15.00) for formulary drugs and thirty dollars (\$30.00) for non-formulary drugs.

The copays for prescription drugs dispensed by the mail order pharmacy are twenty dollars (\$20.00) for generic drugs, thirty dollars (\$30.00) for formulary brand name drugs and sixty (\$60.00) for non-formulary brand name drugs. Up to a 90-day supply may be dispensed by the mail order pharmacy for mail order prescription drugs.

The Board of Education shall pay ninety-five (95%) of the Single premium or eighty-five (85%) of the Family premium cost.

6. Vision

a. The Board shall provide vision insurance (VSP Option 2) beginning the 2013-14 school year with family plans paying 15% of the premium and single paying 5% of the premium.

VSP Option 2

	Network	Out of Network
Frequency		
Exam	12	
Lens	12	
Frame	12	
Exam Co-Pay	\$20	up to \$45
Lenses Co-Pay	\$20	varies by lens
Frames Allowance	up to \$150	up to \$70
Contact Lenses	up to \$150	up to \$105
Network	VSP Choice	
Rate Guarantee	4 year	

7. Transfer from part-time to full-time status shall be deemed a "qualifying event" for purposes of insurance coverage under this Article.

8. Waiver of Coverage

An employee eligible for but who declines all coverage, single and family, for a full year (September 1 — August 31), and supplies written verification of coverage elsewhere shall receive a one time payment of \$2,500 and an added \$2,500 for each year thereafter she/he declines all coverage, single and family, with the Aurora Schools.

B. SECTION 125 PLAN ("CAFETERIA PLAN")

1. The Board has established a "Cafeteria Plan" that is designed to (a) allow teachers who must make employee contributions for health care coverage to elect to do so on a pre-tax basis, (b) allow teachers to elect to receive additional cash in lieu of Board paid health care coverage (as agreed to by the Board and the AEA), and (c) allow teachers to elect to participate in the dependent care and medical care flexible spending accounts ("FSAs") described in paragraph 5 below. In accordance with the foregoing, the Payment in Lieu of insurance Coverage provisions of this Agreement shall be made through the Cafeteria Plan,

2. The Cafeteria Plan will be designed to meet the requirements of Internal Revenue Code ("IRC") Section 125 and applicable regulations. Accordingly, each teacher will have an opportunity on an annual basis to enroll in the Cafeteria Plan. The election to participate must be submitted during the enrollment period of each school year and may not be revoked during the current plan year (January 1 through December 31st) unless there is a change in the teacher's circumstances that, in accordance with IRC Section 125, permits the teacher to change his/her election under the plan (e.g., divorce, death of spouse, change in employment status including employment status affecting a spouse or dependent, birth or adoption of a child, a child losing eligibility for coverage, a court order requiring coverage, or other enrollment rights consistent with federal law). If revoked, any account balance will be governed by paragraph 3.c. Details of the Cafeteria Plan will be provided on an annual basis at the time of enrollment and will also be available through the Board Treasurer's office.

3. Dependent Care FSA

a. Under the Cafeteria Plan, each teacher will be allowed to make a pre-tax "salary reduction" election up to the maximum amount allowable under IRC Section 129 (currently \$5000 per year), and receive a corresponding credit under a dependent care FSA.

Under the dependent care FSA, reimbursement may be received for dependent care expenses described in IRC Section 129.

- b. The salary reduction and corresponding credits will be made and issued in eighteen (18) equal installments, beginning with the first pay in January.
- c. No teacher may be entitled to reimbursement from the dependent care account in excess of the amount credited to the account.

4. Health Care FSA

- a. Under the Cafeteria Plan, each teacher will be allowed to make a separate pre-tax "salary reduction" election up to a maximum amount of \$2,500 (exclusive of teacher contributions for health coverage) per year, and receive a corresponding credit under a health care FSA. Under the health care FSA, reimbursement may be received for medical expenses (under IRC Section 213) that are not otherwise reimbursable by the health care plans of the Board or of another employer.
- b. The salary reduction shall be made in eighteen (18) equal installments beginning with the first pay in January.

5. Forfeiture of Unused Allocations

To comply with the requirement of IRC Section 125, amounts remaining in either the dependent care or health care FSA at the end of each plan year will be forfeited. In the event a teacher separates from employment during a plan year with a remaining balance in the FSA account(s), the teacher may continue to receive reimbursements from the account(s) through the end of that plan year.

6. Administrative Fees

The Board shall delegate administration to a third party administrator. All administrative fees and any other costs associated with the Plan will be offset by a service fee charged to each participating teacher.

- 7. The "Cafeteria plan" shall proceed only if there is sufficient voluntary enrollment by teachers to support the program.
- 8. The Board shall adopt a Section 125 Plan, in addition to that set forth above, which provides that premium contributions made by teachers shall be made in pre-tax dollars.

C. HEALTH CARE COMMITTEE

The parties agree to form a joint health care committee consisting of four (4) members appointed by the AEA president and four (4) members appointed by the Superintendent for the purpose of studying health care issues and making recommendations to their respective bargaining teams. Meetings will be scheduled quarterly and co-chaired by the AEA president or designee and the Superintendent or designee unless agreed to differently by a majority of the members of the Committee.

ARTICLE 13 SALARY AND REIMBURSEMENTS

A. REGULAR

For purposes of calculating the salary and benefit levels for teachers who enter into part-time teaching contracts with the Board, part-time status shall be a fractional portion of six (6) class duty assignments at the secondary level (Grades 9-12) and 1450 student contact minutes/shared duties per week at the elementary level.

Members of the bargaining unit shall be compensated according to the salary schedules contained in Exhibit A. (The base salary on the schedules shall be as follows: \$39,314, \$39,708, \$40,106.) For the 2013-14 school year only, for a teacher who will not receive a step, they will receive a stipend of \$400.00 by December 1st.

1. Half-Year Experience: Teachers employed prior to September 1, 1992, receiving one-half (1/2) year service increments shall continue to receive these increments for the duration of this Agreement. Teachers employed after September 1, 1992, shall be placed on the Salary Schedule based upon their nearest full year of service up to the maximum years of service defined in Section A.5, below. A "full year of service" shall be defined as one hundred twenty (120) or more days of service in any school year.
2. Additional Training
 - a. Each teacher who has completed training which would qualify him/her for a higher salary bracket pursuant to this Section shall file, by September 15 or by February 1 with the Board Treasurer, satisfactory evidence of the completion of such additional training.

The Treasurer shall then immediately place the teacher, pursuant to this Section and Ohio Revised Code 3317.13, in the proper salary bracket in accordance with training and years of service. Forms for filing such claims for salary adjustments are available in the Superintendent's or the Treasurer's Office. In accordance with

Ohio Revised Code 3317.14, teacher contracts will be amended, provided:

- (1) Academic work is completed satisfactorily.
 - (2) Academic work provides sufficient semester hours to qualify for the next column on the Salary Schedule.
 - (3) Academic work is not in a program considered extraneous to educational responsibilities.
 - (4) Satisfactory evidence of application for official transcript has been received at the Board of Education.
 - (5) Above criteria is based on eventual receipt of the official transcript. The intent is not to penalize teacher because of normal delays by the university.
- b. New employees holding a Bachelor's Degree with strong undergraduate preparation, may, at the Superintendent's discretion, be placed up to the BA +20 Column.
- c. Effective September 1, 2007, employees are eligible for placement on the MA/MA column upon satisfaction of the following requirements:
- (1) Completion of at least thirty (30) graduate level semester hours of academic work in a resident program after receipt of her/his first Master's degree
 - (2) These graduate semester hours must result in receipt of a recognized specialty degree issued by an accredited university; and
 - (3) The specialty degree is clearly pertinent to the teacher's assigned bargaining unit position.

3. Payroll Distribution

- a. The Board will continue to distribute payroll checks biweekly for the duration of this Agreement.

If payday falls on a legal holiday or on a day when school is not in session, paychecks will be distributed one (1) day prior to the scheduled payday. If a scheduled pay falls within one (1) day of the last school day prior to the Winter or Spring Break, that paycheck shall be distributed on the last school day prior to the

break. All checks issued prior to the scheduled payday under this provision will be dated for the regularly scheduled payday.

b. All members of the-Bargaining unit shall be paid by direct deposit.

4. Prorated Docking: Deductions from salary for days docked will be prorated over the remaining pay periods at the option of the teacher. However, this Section shall not be effective if the total amount of deduction exceeds the total amount earned as of the deduction date.
5. Experience Credit: Teachers shall be granted up to ten (10) years experience credits, which may include up to five (5) years for military duty, and may, at the discretion of the Superintendent, be granted up to fifteen (15) years of previous experience.

College hours taken to qualify for an initial teaching certificate after having received a Bachelor's Degree or a Master's Degree in a non-education area will not be counted for salary schedule placement for newly hired teachers.

Teachers with nonpublic experience will get up to five (5) years experience with the Superintendent having discretion to give up to ten (10) years.

B. SALARY SCHEDULE FOR COCURRICULAR/EXTRACURRICULAR ASSIGNMENTS

1. Filling Positions: The parties agree that the Board has the right to fill or not fill co-curricular or extracurricular positions; however, when these positions are filled, payment for services will be paid at the agreed-upon rates. All co-curricular or extracurricular positions shall be posted, and bargaining unit members will be considered before such positions are offered to bargaining unit nonmembers. The Board agrees to abide by the Ohio Revised Code when filling positions.
2. Supplemental job qualifications shall not unfairly exclude members of the bargaining unit.
3. Computation Basis: Salaries are listed as percentages of the B.A. Base +10, step 0 in effect for each school year.
4. All supplemental payments are to be payable as a single sum for the pay period next following completion of the assignment, or may be paid in a separate check once per quarter, at the option of the teacher.

5. a. NonAthletic CoCurriculars and Extracurriculars

Academic Decathalon	2%
Art Exhibit Coordinator (with job description)	5%
Assistant Concert Band	2%
Assistant Marching Band Director	10%
Assistant Musical Director, High School/Harmon	6%
Assistant Play Director, High School/Harmon	3%
Auditorium Manager	10%
Band Director	15%
Best Buddies	2%
BETA	3%
Cheerleader Advisor, Harmon (per season)	3%
Cheerleader Advisor, High School (per season)	3%
Choral (with job description)	7%
Class Advisor, Freshman	2%
Class Advisor, Junior	4%
Class Advisor, Senior	4%
Class Advisor, Sophomore	2%
Clubs, High School/Harmon/Leighton (as approved by Administration)*	2%
Craddock General Music Performance	0.5%
Flag Corps Advisor	6%
JVS Cheerleader Advisor AHS (per season)	2%
Leighton Band	1%
Leighton General Music Performance	0.5%
Leighton Choral	1%
Leighton Orchestra	1%
Local Professional Development Committee Member	3%
Local Professional Development Committee Secretary	5%
Mentorship	4%
Middle School Band Director (with job description)	2%
Middle School Choral (with job description)	2%
Musical Director, High School/Harmon	10%
National Honor Society	3%
Newspaper, Elementary	4%
Newspaper, Harmon	4%
Newspaper, High School	4%
Orchestra Middle (with job description)	2%
Orchestra	5%
Play Director, High School/Harmon	8%
Pom Pom Advisor	6%
Quiz Bowl	3%
Science Olympiad	2%

Sixth Grade Camp Coordinator	2%
Special Education Teachers (full time, part-time prorated, inc. speech paths and Occupational Therapists)	3%
Student Council, Elementary	5%
Student Council, Harmon	5%
Student Council, High School	5%
Talent farewell Show Team	6%
Washington DC Coordinator	2%
Yearbook, High School	8%

*Pilot clubs can be established on a trial basis with administrative approval for one (1) year only at one percent (1%). A new club that is not a pilot will continue to be at two percent (2%).

Department Chairs

High School

English	5%
Mathematics	5%
Science	5%
Social Studies	5%
Other (2)	5%

Harmon

English/Reading	5%
Mathematics	5%
Science	5%
Social Studies	5%
Other	5%

Elementary

Pre K +K	5%
1	5%
2	5%
3	5%
4	5%
5	5%
Other Pre K-2 and 3-5	5%
Pre School Department Head	5%

Pre K-12 Art	5%
Pre K-12 Music	5%
Pre K-12 Guidance	5%
Pre K-12 Physical education	5%
Pre K-12 Nurse	5%
Pre K-12 Special Ed effective 2008-09	5%

Saturday School Supervisor (minimum two hours on each scheduled day)	\$19.27/Hour	2013-2014
	\$19.46/Hour	2014-2015
	\$19.65/Hour	2015-2016

Computer Lab	\$19.27/Hour	2013-2014
	\$19.46/Hour	2014-2015
	\$19.65/Hour	2015-2016

Overnight Supervision of Students (where activities not performed under	\$63.95/Night	2013-2014
	\$64.59/Night	2014-2015
	\$65.24/Night	2015-2016

Supplemental; effective with the 2008-09 school year overnight supervision stipend issued for bargaining unit members holding supplementals who are approved for and required to supervise students on overnight trips including, effective 2008-09, overnight stipend for faculty supervisors on high school class trips

Resident Educator per teacher County Stipend/\$850.00

Intramurals	\$10.95/Hour	2013-2014
	\$11.06/Hour	2014-2015
	\$11.17/Hour	2015-2016

Sixth Grade Camp Coordinator One (1) Day Released Time

Washington Trip Director One (1) Day Released Time

- b. In response to the posting of a position as Director of a play or musical, members of the bargaining unit may apply for the hiring of a Directing Team. The Directing Team for a musical will have available for payment, an amount equal to sixteen percent (16%) of the Base Salary; the Directing Team for a play will have available for payment, an amount equal to eleven percent (11%) of the Base Salary. The application for hiring a Directing Team must contain the names of the people to be given supplemental contracts, the amount to be paid to each, and a brief description of the duties to be performed by each. The Board maintains the discretion not to accept any or all members of the Directing Team. The teacher who files the application will serve as the Directing Team's primary contact person with the School Administration. Members of the bargaining unit may similarly request the hiring of an advising team for High School Cheerleading.

6. Athletic Program Positions

Ticket Manager	High School	5%
Site Manager	High School	\$45/event
Site Manager	Harmon	\$35/event
Site Manager	9th Grade	\$35/event

<u>Baseball</u>	Head Coach	Varsity	12%
	Assistant Varsity	One (1)	9%
	Assistant JV	One (1)	8%
	Assistant (Freshmen)	One (1)	8%
	Assistant (8th)	One (1)	7%
	Assistant Varsity	One (1)	

<u>Basketball (Boys)</u>	Head Coach	Varsity	15%
	Assistants **	Varsity (2)	10%
	Assistant **	Freshman (1)	9%
	Assistant **	8th Grade (1)	8%
	Assistant **	7th Grade (1)	8%

**Two (2) Assistants will be paid 10%; one (1) Assistant will be paid 9%; two (2) Assistants will be paid 8%.

<u>Basketball (Girls)</u>	Head Coach	Varsity	15%
	Assistants (Varsity)	One (1)	10%
	Assistant (JV)	One (1)	10%
	Assistant (Freshmen)	One (1)	9%
	Assistant (8th)	One (1)	8%
	Assistant (7th)	One (1)	8%

<u>Cross Country</u>	Head Coach	Varsity	8%
	Assistant High School	Two (2)	6%
	Assistant 7th & 8th Grade	Two (2)	6%

[Will hire one person at intramural rate to accompany 7th and 8th grade teams on away trips.]

<u>Football</u>	Head Coach	Varsity	18%
	Assistants **	Varsity (5)	13%
	Assistants **	Freshman (2)	9%
	Assistants **	8th Grade (2)	8%
	Assistants **	7th Grade (2)	8%

**Five (5) Assistants will be paid 13%; two (2) Assistants will be paid 9%; four (4) Assistants will be paid 8%.

<u>Golf (Boys)</u>	Head Coach	Varsity	8%
	Assistant		6%

<u>Golf (Girls)</u>	Head Coach	Varsity	8%
	Assistant		6%

<u>Hockey</u>	Head Coach		12%
	Assistant (Varsity)		8%

<u>Soccer (Boys)</u>	Head Coach	Varsity	12%
	Assistant (High School)	One (1)	9%
	Assistant	One (1)	6%
	Assistant (8th)	One (1)	6%

<u>Soccer (Girls)</u>	Head Coach	Varsity	12%
	Assistant (High School)	One (1)	9%
	Assistant	One (1)	6%
	Assistant (8th)	One (1)	6%

<u>Softball (Girls)</u>	Head Coach	Varsity	12%
	Assistant Varsity)	One (1)	9%
	Assistant (JV)	One (1)	8%
	Assistant (Freshmen)	One (1)	8%
	Assistant (8th)	One (1)	7%

Swim	Head Coach		12%
	Assistant (Varsity)		8%
	Diving Assistant		8%

<u>Tennis (Boys)</u>	Head Coach	Varsity	8%
	Assistant (High School)	One (1)	6%
	Assistant (8th)	One (1)	4%
	Assistant (7th)	One (1)	4%
<u>Tennis (Girls)</u>	Head Coach	Varsity	8%
	Assistant (High School)	One (1)	6%
	Assistant (8th)	One (1)	4%
	Assistant (7th)	One (1)	4%
<u>Track (Boys)</u>	Head Coach	Varsity	12%
	Assistant Varsity	Two (2)	9%
	Assistant (8th)	One (1)	7%
	Assistant (7th)	One (1)	7%
	Assistant Varsity	Two (2)	9%
<u>Track (Girls)</u>	Head Coach	Varsity	12%
	Assistants (Varsity)	Two (2)	9%
	Assistant (8th)	One (1)	7%
	Assistant (7th)	One (1)	7%
<u>Track</u>	Assistant (7 th & 8 th)	One (1)	7%
<u>Volleyball</u>	Head Coach	Varsity	11%
	Assistant (Varsity)	One(1)	8%
	Assistant (Freshmen)	One (1)	8%
	Assistant (8th)	One (1)	6%
	Assistant (7th)	One (1)	6%
<u>Wrestling</u>	Head Coach	Varsity	15%
	Assistant	Varsity (1)	10%
	Assistant	Varsity (1)	9%
	Assistant (8th)	One (1)	8%
	Assistant (7th)	One (1)	8%

Effective with the 2006-07 school year, a new column at one percent (1%) above base column for each position paid as a percentage of a salary schedule amount shall be added for those with five (5) or more years of Aurora experience in the supplemental position. For this purpose, the longevity step applies to AEA bargaining unit members only for previous experience in a specific sport or activity in Aurora regardless of level or gender. All positions paid as a percentage of teaching salary.

If new positions are created by the Board or if the duties connected with existing positions are substantially altered, the pay for the newly created or altered position shall be negotiated by representatives of the Board and the AEA. The pay that is determined by the Committee shall be considered an addendum to the existing supplemental professional schedule. An activity may be commenced during negotiation of the compensation, but the pay that results shall be effective with the first day the activity began. Coaches who attend classes mandated by the Ohio High School Athletic Association shall be reimbursed for the full cost for completion of all such mandatory training.

For any individual holding a supplemental contract which is affiliated with the reaching of the final four level for team sports or the state championship meet for individual event sports, such individuals shall receive an additional \$200 stipend. For individual sports, such stipend shall be only paid to the coach(es) as determined by the head coach.

C. SUMMER SCHOOL

1. Selection of Teachers

- a. In making the selection of teachers for Summer School classes, the primary consideration shall be the best possible instruction for Summer School students.
- b. Currently employed teachers shall be the first hired to teach in areas for which they are certified.
- c. If currently employed teachers are not available, the position may then be filled with other personnel who are certified in the appropriate area.
- d. Teachers applying for Summer School positions shall be evaluated by the Building Principals in consultation with consultants, Supervisors, or Building Department Heads, whichever are applicable.
- e. The final selection shall be made by the Superintendent.
- f. Assignments are made according to the applicant's preferences, whenever possible.
- g. Preference will be given to those candidates otherwise qualified who have had previous successful and dependable Summer School teaching experience.

2. Notification of Teacher Appointments: The following schedule shall be used in staffing Summer School:

- a. Application forms for Summer School teaching to be made available in the buildings by April 1.
 - b. Application forms for Summer School teaching to be returned to Building Principals by April 15.
 - c. Evaluation by Building Principals to be completed and forwarded to the Personnel Office by April 20.
 - d. The review and selection of applicants shall be made by May 15.
 - e. Two (2) weeks prior to the beginning of Summer School, letters of two (2) types will be sent to those applying for Summer School teaching positions:
 - (1) A letter of probable employment . . . Barring unforeseen circumstances, this individual can depend upon teaching in the Summer School Program.
 - (2) A letter placing the teacher on a reserve list . . . These teachers to be employed if the need arises.
3. Application Forms: Forms shall be provided for the purpose of application.
 4. Summer School Compensation: Total salary is computed by multiplying the rate per hour (0.001 of BA+20 Base rounded to nearest quarter) times the total classroom hours.

\$41.75/Hour 2014; \$42.00/Hour 2015; \$42.50/hour 2016
 5. Evaluation: Evaluation shall include the Teacher Evaluation under established policy, Program Evaluation, and Financial Evaluation.
 6. Consolidation of Courses: Course structure of the Summer School Program will be clarified in those instances where enrollments require that combination programs be utilized.

D. SUBSTITUTE ASSIGNMENTS

1. Teachers who are asked to cover or split a class during their planning period shall have the option of accepting or rejecting such a request, except in cases of an emergency. Rejection of a request to substitute during a planning period shall not be held against that teacher.

2. The rate for all grade level teachers who cover or split a class during a planning period shall be: 0.0008 of the B.A. Base 0 experience per hour and prorated for shorter periods to the nearest quarter hour.

\$31.45/Hour 2013-2014; \$31.76/Hour 2014-2015; \$32.08/Hour 2015-16

E. HOMEBOUND INSTRUCTION

In recognition of the Board's legal obligation to provide instruction for Homebound students, the following procedures will be adhered to:

1. Upon notification of the need for Homebound Instruction, the Board shall post all Homebound Instruction positions, and bargaining unit members will be considered before such positions are offered outside the bargaining unit.
2. Individuals providing Homebound Instruction shall be employed on an hourly basis. The hourly rate for individuals providing Homebound Instruction shall be as follows:

\$23.93/Hour 2013-14; \$24.17/Hour 2014-15; \$24.41/Hour 2015-16

F. CURRICULUM DEVELOPMENT

Teachers who participate in the development of new courses or who participate in revising existing courses shall perform such work during the regular day except when the Board may elect to schedule curriculum work outside thirty (30) minutes beyond the regular workday in which case teachers shall be compensated as set forth in Article 13.D.2.

G. SEVERANCE PAY

1. A severance payment shall be made to employees of record upon retirement. Eligibility for said payment shall be related to the accrued, unused Sick Leave at the time of retirement as follows:
 - a. Shall be based on the employee's daily rate of pay at the time of retirement. Daily rate is the annual salary for regular teaching assignments divided by the number of contractual days.
 - b. Shall be twenty-six percent (26%) of the accumulated Sick Leave at time of retirement. The percentage shall be thirty percent (30%) for any teacher with fifteen (15) or more years experience in the Aurora City Schools. The maximum number of days of Sick Leave in the computation of severance shall be two hundred ninety (290). When an employee retires when first eligible [under STRS guidelines or with 30 years of service], the severance calculation, as defined

above, shall be based upon all sick days accumulated regardless of the two hundred ninety (290) day limitation above.

- c. Shall be a one-time lump sum payment per employee made after the employee has presented evidence of having received a retirement payment.
 - d. Shall eliminate all Sick Leave credit when paid.
 - e. Shall be paid when the "retirement" has been effected and confirmed by the State Teachers Retirement System (STRS).
 - f. If a bargaining unit member who has officially retired dies prior to the actual receipt of severance pay, then the payment shall be made to his/her beneficiary as designated on his/her Life Insurance Policy (Reference: Article 12, Section E), unless otherwise specified in writing to the Treasurer. If a bargaining unit member becomes eligible for retirement while still employed and that bargaining unit member passes away, the severance pay shall be paid to his/her estate.
2. Teachers who notify the Board (by March 1) of their intent to retire at the end of the school year and who do in fact retire at the end of the school year shall receive a \$500 bonus.
 3. If by April 1 a teacher notifies the Superintendent's office of her/his intention to retire after the last day of school of that particular year and begin STRS health care coverage effective July 1, the Aurora Schools agree to reimburse the teacher for her/his costs of that STRS healthcare coverage for up to \$500 per month for family coverage for the months of July and August of that year, if the teacher held family coverage through Aurora Schools at the time of notification, and up to \$150 per month for the months of July and August of that year of the teachers holding single coverage at the time of notification.

H. WORKSHOPS

1. In recognition of its responsibility for providing employees with an opportunity for professional growth, the Board of Education has established the following regulations governing employees' attendance and/or participation in programs designed to further the professional growth of its participants.
 - a. Where an employee has been invited to serve in an official capacity at a workshop, State, or National professional meeting; or where an employee requests or has been directed by the Superintendent to attend a professional meeting.

- b. The Board's obligation is to:
 - (1) Provide and pay for a substitute (not to be drawn against amount established in Section G.3, below).
 - (2) Pay expenses at the IRS-approved rate for automobile travel, not to exceed six hundred (600) miles.
 - (3) Pay for bus, train, or plane fare, whichever is judged as the most satisfactory means of transportation.
 - (4) Pay actual cost of food and lodging.
 - (5) Pay for registration fees.
- c. The Board will continue its present practice of releasing teachers for professional meetings, visitations, and resource trips. Requests must be made to the Superintendent.

2. Requests

- a. All requests for attending meetings, conferences, workshops, etc., are subject to the following requirements:
 - (1) The form required and provided by the Board must be completed by the employee requesting leave from regular duty.
 - (2) The Principal will forward the request with his/her recommendation to the Superintendent for final decision.
 - (3) Evidence of the meeting to be attended must be presented with the request form.
 - (4) Receipts covering costs incurred while attending meetings must be presented to the Superintendent's Office before the employee may be reimbursed for his/her expenses.
 - (5) All requests are subject to the final approval of the Superintendent.

3. Appropriation: The Board shall appropriate no less than Four Thousand Dollars (\$4,000.00) per calendar year for the implementation of this program.

I. PROFESSIONAL DEVELOPMENT PROGRAM

1. The Board shall appropriate a sum sufficient to provide \$34,500 in fiscal years 2014 through 2016 to provide reimbursement to teachers and tutors for earned college credit, subject to the following conditions:
 - a. The teacher shall have taught in the Aurora City Schools for a minimum of one (1) year.
 - b. College courses must be taken in or related to education, teaching, an area of certification or administration, and must be demonstrated to the Superintendent.
 - c. Available monies shall be provided to pay reimbursement to all bargaining unit members, on a first-come/first-served basis, within the following priority:
 - (1) Those teachers who have demonstrated need as shown on the Evaluation Form.
 - (2) All other teachers.
 - d. Teacher desiring such reimbursement must meet with the Building Principal, and receive approval of Building Principal and the Superintendent on the appropriate form provided for this purpose, prior to enrolling in the college course.
 - e. Teachers shall submit written proof in the form of an official transcript of completed credit at an accredited university, with a passing grade, to the Superintendent, at the conclusion of the quarter in which the previously approved course was taken.
 - f. The reimbursement shall be the cost of courses approved in accordance with procedures established herein at the rate of up to One Hundred Dollars (\$100.00) for each quarter hour [up to One Hundred Fifty Dollars (\$150.00) per semester hour] successfully completed [not to exceed nine (9) quarter hours, six (6) semester hours] annually per teacher, provided the preceding provisions of this Section have been met.
 - g. The reimbursement is to be payable as a single sum, in a separate check, for the pay period next following presentation of the official transcript that the course work has been successfully completed and verification of the actual tuition cost.
 - h. Each teacher receiving reimbursement under this Section, prior to his/her receipt of such pay, shall agree that he/she will teach in this District for at least one (1) full school year following the receipt of

such reimbursement. If such teacher fails to teach in the District for the required period, the amount of such reimbursement received during the prior school year shall be deducted from said teacher's final pay.

- i. No teacher shall be reimbursed for more than six (6) quarter hours [or four (4) semester hours] until all other requests have been honored during each fiscal year.

J. STRS PICK-UP WITH REDUCTION

1. The Board of Education of the Aurora City School District, herewith, agrees with the Aurora Education Association to pick-up (assume and pay) contributions to the State Teachers Retirement System (STRS), upon behalf of the employees in the bargaining unit, on the following terms and conditions:
 - a. The amount to be picked-up and paid on behalf of each employee account. The employee's annual compensation shall be reduced by an amount equal to the amount picked-up and paid by the Board.
 - b. The pick-up percentage shall apply uniformly to all members of the bargaining unit.
 - c. No employee covered by this provision shall have the option to elect a wage increase or other benefit in lieu of the employer pick-up.
 - d. The pick-up shall apply to all compensation, including supplemental earnings.

ARTICLE 14 TUTORS

A. Tutors covered under this Collective Bargaining Agreement shall be entitled to the following benefits.

1. All rights and benefits under the following Articles:
 - a. Article 1 Recognition
 - b. Article 2 The Negotiation Process
 - c. Article 3 Grievance Procedure
 - d. Article 4 Provisions Contrary To Law
 - e. Article 5 Association Rights

- f. Article 11 Leaves
- g. Article 12 Insurances (Section I.6)
- h. Article 13 Professional Development Program
- i. Article 15 Tuition for Teacher Dependents
- j. Article 20 Agreement

2. The following rights in these three (3) Articles:

a. Article 6. Teacher Contracts

A. Limited Contracts

Tutors shall be hired under a tutor's contract.

E. Teacher Appraisal

11. Tutors shall be entitled to appraisals consistent with Section E of this Article.

F. Personnel File

G. Payroll Deductions

b. Article 10. Reduction In Staff

Both Reduction In Staff and recall for tutors shall be by seniority. Tutors shall be included only on a Seniority List for tutors. Tutors shall not have a right to be included on other Seniority Classification Lists, and other members of the bargaining unit shall have no seniority rights to be placed on the Tutor List, except for previous tutor experience. Seniority rights are extended for purpose of Reduction In staff only. Other tutor rights shall be consistent with the teacher provisions of this Article.

c. Article 13. Salary and Reimbursements

Tutors shall be employed on an hourly basis as per past practice. The hourly rate for all tutors under the terms of this Agreement shall be as follows:

\$25.24/Hour 2013-14; \$25.49/Hour 2014-15; \$25.74/Hour 2015-16

3. Tutors whose daily work schedule includes four or more student contact hours shall be entitled to and shall receive a thirty (30) minute paid lunch.

ARTICLE 15 TUITION FOR TEACHERS' DEPENDENTS

The following benefit is available to members of the bargaining unit employed as the date of ratification of the 2009-11 contract. Children of members who do not reside within the District and who are initially employed after that date are not eligible for tuition free attendance.

Children of members of the bargaining unit who are employed on or before the date of ratification of the 2009-11 contract and who reside outside the school district may apply to enroll their children in the Aurora City Schools at the beginning of the school year at no cost, provided there is space available as determined by the Superintendent, and the children do not require special education (described on IEP) or vocational educational services that are not available in the District schools and which are not ordinarily provided to regular students. Such teachers whose children elect to participate in post secondary option (PSEO) or any other similar academic program that is at additional cost to the district, shall continue to be eligible to have their children attend the Aurora City Schools, but shall be responsible for paying the cost of the tuition for participation in PSEO, or other similar program.

Employees participating in this program shall provide transportation for their children to and from school. The children shall arrive and leave their school(s) on the same time schedules as other pupils, thereby assuring that the parent/employee's duties or the duties of other employees shall not be interrupted as a result of this benefit.

Specifically, the parent/employee will make arrangements for the off-site care of their children before and after school which will not interfere with their regular and/or supplemental duties and responsibilities. This plan must be approved by the Building Principal. Child care by any employee during regular or supplemental working hours is inappropriate and will be considered a violation of this Article. If a child is identified during the course of the school year as requiring special education services, the child will be returned within a reasonable period of time to their school district of residence.

ARTICLE 16 LPDC

The purpose of the Local Professional Development committee (LPDC) is to oversee and review professional development plans for licensure renewal. The LPDC will work closely with the Aurora City School District's staff development committee to ensure alignment of goals and expectations.

A. ORGANIZATION AND STRUCTURE

1. The LPDC will be made up of five (5) members:

- a. Three (3) teacher representatives, one from each level (Elementary, Middle and High School) appointed by the association president.
 - b. An administrator
 - c. A representative selected by the superintendent
2. All certificated/licensed staff shall have the right to appeal a decision of the LPDC pursuant to the committee's bylaws.
 3. The decision of the LPDC to approve a staff member's Individual Professional Development plan is not grievable.
 4. The LPDC will follow all Ohio Department of Education regulations and state statutes.
 5. The files and records of the LPDC will be maintained in an equitable manner.
 6. Compensation for LPDC members is outlined in Article 13.

ARTICLE 17 RESIDENT EDUCATOR

- A. The Aurora City Schools shall follow the guidelines and requirements for the Resident Educator Program as described by the Ohio Department of Education for each teacher hired under a Resident Educator license for four (4) years required by the program. Teachers who serve as mentors shall be compensated at a rate of \$850.00 for each year, per mentee, in the program.

Such guidelines shall include a prohibition against the Mentor Teacher participating in evaluation of any Resident Educator in any way, including being requested or directed to make any recommendation regarding the continuing employment of the Resident Educator or to divulge any information or documentation resulting from the Mentor/Mentee discussions.

ARTICLE 18 NATIONAL BOARD CERTIFICATION

The Board of Education will award a \$2,000.00 bonus to any Aurora member of the AEA bargaining unit who receives such certification while employed by the Board.

ARTICLE 19 NON-TRADITIONAL TECHNOLOGICALLY ADVANCED MEDIUM COURSES

The implementation of courses taught by a non-traditional, technologically advanced medium shall be submitted to a committee composed of four representatives of the Association selected by the Association President, and four representatives of the Board selected by the Superintendent for the development of a Memorandum of Understanding on this topic.

ARTICLE 20 AGREEMENT

- A.** This Master Contract represents the entire Negotiated Contract between the Aurora City Board of Education and the Aurora Education Association. The Association recognizes that the Board is not required to bargain during the life of this Master Contract on subjects reserved to the management and direction of the School District except as affect wages, hours, terms, and other conditions of employment, and the continuation, modification, or deletion of an existing provision of a Collective Bargaining Agreement.
- B.** The parties acknowledge that during the negotiations which resulted in this Master Contract, each had the unlimited right and opportunity to submit proposals on any subject within the scope of negotiations. The understandings and agreements arrived at by the parties, after the exercise of the above right and opportunity, constitute the entire Master Contract between said parties, and settles all issues on all matters within the scope of negotiations.
- C.** The parties agree that this Master Contract and the appendices hereto shall be effective July 1, 2013, and shall remain in full force until June 30, 2016.
- D.** During the term of this Agreement, negotiations shall be reopened if the State Employment Relations Board or any court of competent jurisdiction determines, after all appeals or time for appeal have been exhausted, that any provision is unlawful, or if the Board is required to change a provision of this Agreement or a material term or condition of employment not addressed in this Agreement due to a change in state or federal law or a circumstance not anticipated during the negotiation of this Agreement. In either event, the parties will meet to negotiate regarding the necessary change(s) within ten (10) calendar days of written request by either the Board or Association and will continue such bargaining for a period of fifteen (15) calendar days following the initial meeting. If agreement is not reached at that point, then the parties shall request the appointment of a commissioner from the Federal Mediation and Conciliation Service. Concurrently, the parties shall petition the American Arbitration Association for a list of seven (7) names of potential arbitrators. The arbitrator shall be chosen in accordance with the provisions of Article 4(F)(5), provided that the arbitrator, following appointment, shall be required to issue a decision within thirty (30) days following her/his appointment, unless an extension of that time limitation is agreed to in writing by both parties. The arbitrator's decision on the matter shall be final and binding upon both the Board and Association.

ARTICLE 21 DRUG-FREE WORKPLACE

The Association and Board oppose the illegal use of drugs by any employee and oppose the use of illegal drugs or alcohol which presents a significant risk to safe and effective performance of job responsibilities. The parties agree that it is in the best interest of the Board, Association and all students that the District be a drug and

alcohol-free work place. The Association and Board wholeheartedly support reasonable efforts by the other to obtain and maintain this result.

1. The Association further recognizes the right and duty of the Board to make, publish, and enforce rules and policies to assure this result.
2. The term “drug” includes cannabis, as well as other controlled substances including alcohol as defined in the Ohio Revised Code. The term “illegal drug usage” or “illegal drug abuse” includes the use of cannabis or any controlled substance which has not been legally prescribed and/or dispensed, or the abusive use of alcohol or a legally prescribed drug.
3. Before any reasonable suspicion testing program commences, at least three administrators appointed by the Superintendent shall attend training offered by the Ohio Bureau of Workers’ Compensation in the detection and prevention of abuse of drugs or alcohol paid by the Board. Four members appointed by the Association President shall be offered the opportunity to attend such training.
4. Employees may be tested for abusive illegal drug usage of drugs or alcohol where there are reasonable grounds to believe that the employee to be tested is abusing illegal drugs. Before an employee may be directed to reasonable grounds testing, a committee composed of at least two appropriately trained administrative personnel will consider the specific, objective facts which raise reasonable concerns regarding illegal drug abuse. The administrators will offer to meet with an appropriately trained AEA member appointed by the AEA President to review and discuss those facts and inferences. Such facts and inferences may be based upon, but are not limited to, any of the following:
 - a. Observable phenomena, such as direct observation of drug or alcohol use, possession or distribution, or the physical symptoms of being under the influence of drugs or alcohol, such as but not limited to slurred speech, dilated pupils, odor of alcohol or marijuana, changes in affect, dynamic mood swings, etc.
 - b. A pattern of abnormal conduct, erratic or aberrant behavior, or deteriorating work performance (e.g. frequent absenteeism, excessive tardiness, recurrent accidents) which appears to be related to substance or alcohol abuse and does not appear to be attributable to other factors.
 - c. The identification of an employee as a focus of a criminal investigation into unauthorized drug possession, use or trafficking.
 - d. Repeated or flagrant violations of the Board’s safety or work rules, which are determined by a supervisor to pose a substantial risk of physical injury or property damage and which appear to be related

to substance use or substance use that may violate the Board's drug free workplace policy and do not appear attributable to other factors.

5. Any member who may have caused or contributed to an on-the-job accident, as defined below, shall submit to a drug and/or alcohol test. "Accident" means an unplanned, unexpected or unintended event which occurs on Board property, during the conduct of the Board's business, or during working hours, or which involves Board-supplied motor vehicles or motor vehicles used in conducting the Board's business, or within the scope of employment, and which results in any of the following:
 - a. A fatality of anyone involved in the accident.
 - b. Bodily injury requiring off-site medical attention away from the employer's place of employment.
 - c. Vehicular damage in apparent excess of \$2500, or
 - d. Non-vehicular damage in apparent excess of \$2500.
6. Provided the Board had reasonable cause to believe that the employee to be tested is abusing illegal drugs or alcohol, an employee refusing to submit to testing shall be disciplined up to and including discharge.
7. Testing shall be conducted at a laboratory that meets "Mandatory Guidelines for Federal Workplace Drug Testing Programs and is listed on the Federal Register."
 - a. Guidelines and Additional Requirements -- Except as otherwise provided, all drug testing will, as a minimum, be conducted in accordance with the U.S. Department of Health and Human Services' "Mandatory Guidelines for Federal Workplace Drug Testing Programs," as set forth in the Federal Register and at Board expense. In addition to the "Guidelines," urine samples will be separated into two containers at the time of sample donation. One portion of the original urine sample will be kept secure and chemically stable and made available for verification of laboratory testing results as provided in Section E., 2. All alcohol testing will, as a minimum, include the use of: evidential-grade breath alcohol analysis devices." Moreover, where a confirmatory test is performed directly on blood, one portion of the sample will be kept secure and chemically stable and made available for verification of laboratory testing results as provided in Section E., 2.

b. Testing Positive

- (1) In the case of a "positive" test result, the employee will be so advised by the appropriate representative of the laboratory conducting the test, on a confidential basis, prior to the reporting of the results to the Employer, and the employee will have the right to discuss and explain the results, including the right to advise the laboratory representative of any medication prescribed by his/her own physician, which may have affected the results of the test.
- (2) An employee testing "positive" will have the right to have the secured portion of his/her urine or blood sample independently retested by a HHS-certified laboratory of his/her choice and at his/her expense. If the independent retest is "negative" the employee will be permitted to resume work immediately and be reimbursed for the cost of such independent test.

8. The Board shall encourage and refer the employee to participate in drug and/or alcohol counseling, employee assistance, rehabilitation, and other drug and alcohol abuse treatment programs. Employees who have tested "positive" under these procedures will be encouraged to accept a referral to such a Program.

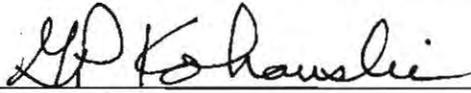
9. Discipline

- a. Confirmation – No adverse action or discipline will be taken against any employee on the basis an unconfirmed "positive" result of a drug or alcohol test. Confirmation of positive drug test results will be conducted using the GCMS method or other method which may subsequently be recognized by the U.S. Department of Health and Human Services as the state-of-the-art for validity and accuracy of drug testing results. Confirmation of positive alcohol test results will be conducted using a second breath sample and a second analytic device. In addition, at the option of the employee, a further confirmatory test will be performed on a blood specimen using the Gas Chromatography method or other method which may subsequently be recognized by the U.S. Government as the state-of-the-art for validity and accuracy of alcohol testing results.
- b. Grievance Procedure – Any discipline or adverse action imposed by the Employer as a result of this drug and alcohol program, including the results of chemical testing, will be subject to the grievance and arbitration procedures as provided in the collective bargaining agreement. Such discipline must meet the just cause standard.

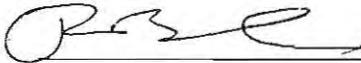
10. The Board shall pay for the first two (2) tests. Additional tests of the original specimen desired by the employee shall be at his or her own expense, and done at the lab of his/her choice other than the one used by the Board.
11. Subject to the provisions of this policy, employee confidentiality shall be maintained.
12. This Section shall be construed and applied so as to be consistent with the Americans With Disabilities Act.

SIGNATURES

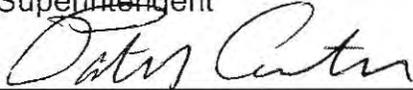
AURORA CITY BOARD OF EDUCATION



President



Superintendent



Representative



Representative



Representative



Treasurer

AURORA EDUCATION ASSOCIATION

10/23/13

Date



President/Negotiations Chair

10/24/13

Date



Member

10/24/13

Date



Member

10/24/13

Date



Member

10/24/13

Date



Member

10/23/13

Date



Labor Relations Consultant

EXHIBIT A-1

AURORA CITY CLASSROOM TEACHERS ASSOCIATION
 BASE SALARY - \$39,314

EFF JULY OF 2013-14 SCHOOL YEAR
 MEMBERS EMPLOYED PRIOR TO 9-1-92

	BACH	BA+10	BA+20	BA+30	MASTERS	MA+10	MA+20	MA+30	MA+MA
STEP	SALARY	SALARY	SALARY	SALARY	SALARY	SALARY	SALARY	SALARY	SALARY
0	39,314	40,493	41,673	42,852	45,211	46,391	47,570	48,749	51,108
1	40,887	42,113	43,340	44,566	47,020	48,246	49,473	50,699	53,153
2	42,522	43,796	45,074	46,347	48,899	50,176	51,450	52,728	55,279
3	44,224	45,549	46,878	48,203	50,857	52,185	53,506	54,835	57,489
4	45,993	47,369	48,753	50,129	52,889	54,273	55,645	57,029	59,789
5	47,833	49,264	50,703	52,134	55,004	56,443	57,870	59,309	62,179
6	49,748	51,234	52,732	54,218	57,206	58,700	60,186	61,680	64,668
7	51,737	53,282	54,843	56,388	59,494	61,047	62,592	64,149	67,254
8	53,805	55,413	57,037	58,645	61,872	63,488	65,096	66,716	69,944
9	55,956	57,630	59,317	60,992	64,349	66,028	67,699	69,385	72,743
10	58,193	59,934	61,692	63,433	66,924	68,670	70,407	72,161	75,652
11	60,520	62,332	64,160	65,969	69,602	71,418	73,222	75,046	78,679
12	62,942	64,825	66,728	68,607	72,385	74,276	76,151	78,050	81,828
13	62,942	64,825	66,728	68,607	72,385	74,276	76,151	78,050	81,828
14	65,458	67,420	69,397	71,351	75,278	77,248	79,198	81,172	85,103
15	65,458	67,420	69,397	71,351	75,278	77,248	79,198	81,172	85,103
16	68,076	70,117	72,173	74,205	78,290	80,338	82,367	84,419	88,508
17	68,076	70,117	72,173	74,205	78,290	80,338	82,367	84,419	88,508
18	70,801	72,920	75,058	77,173	81,423	83,550	85,661	87,796	92,050
19	70,801	72,920	75,058	77,173	81,423	83,550	85,661	87,796	92,050
20	70,801	72,920	75,058	77,173	81,423	83,550	85,661	87,796	92,050
21	73,631	75,837	78,062	80,260	84,678	86,892	89,089	91,307	95,734
22	73,631	75,837	78,062	80,260	84,678	86,892	89,089	91,307	95,734
23	73,631	75,837	78,062	80,260	84,678	86,892	89,089	91,307	95,734
24	76,576	78,872	81,183	83,471	88,067	90,367	92,651	94,959	99,563
25	76,576	78,872	81,183	83,471	88,067	90,367	92,651	94,959	99,563
26	76,576	78,872	81,183	83,471	88,067	90,367	92,651	94,959	99,563
27	79,638	82,025	84,431	86,809	91,590	93,980	96,359	98,757	103,545

EXHIBIT A-2

AURORA CITY CLASSROOM TEACHERS ASSOCIATION
 BASE SALARY - \$39,314

EFF JULY OF 2013-14 SCHOOL YEAR
 MEMBERS HIRED AFTER 9-1-92

STEP	BACH SALARY	BA+10 SALARY	BA+20 SALARY	BA+30 SALARY	MASTERS SALARY	MA+10 SALARY	MA+20 SALARY	MA+MA SALARY	PHD SALARY
0	39,314	40,493	41,673	42,852	45,211	46,391	47,570	49,339	51,108
1	40,887	42,113	43,340	44,566	47,020	48,246	49,473	51,313	53,153
2	42,522	43,796	45,074	46,347	48,899	50,176	51,450	53,365	55,279
3	44,224	45,549	46,878	48,203	50,857	52,185	53,506	55,500	57,489
4	45,993	47,369	48,753	50,129	52,889	54,273	55,645	57,721	59,789
5	47,833	49,264	50,703	52,134	55,004	56,443	57,870	60,029	62,179
6	49,748	51,234	52,732	54,218	57,206	58,700	60,186	62,431	64,668
7	51,737	53,282	54,843	56,388	59,494	61,047	62,592	64,927	67,254
8	53,805	55,413	57,037	58,645	61,872	63,488	65,096	67,526	69,944
9	55,956	57,630	59,317	60,992	64,349	66,028	67,699	70,227	72,743
10	58,193	59,934	61,692	63,433	66,924	68,670	70,407	73,034	75,652
11	60,520	62,332	64,160	65,969	69,602	71,418	73,222	75,955	78,679
12	62,942	64,825	66,728	68,607	72,385	74,276	76,151	78,994	81,828
13	62,942	64,825	66,728	68,607	72,385	74,276	76,151	78,994	81,828
14	65,458	67,420	69,397	71,351	75,278	77,248	79,198	82,154	85,103
15	65,458	67,420	69,397	71,351	75,278	77,248	79,198	82,154	85,103
16			72,173	74,205	78,290	80,338	82,367	85,441	88,508
17			72,173	74,205	78,290	80,338	82,367	85,441	88,508
18					81,423	83,550	85,661	88,858	92,050
19					81,423	83,550	85,661	88,858	92,050
20					81,423	83,550	85,661	88,858	92,050
21					84,678	86,892	89,089	92,411	95,734
22					84,678	86,892	89,089	92,411	95,734
23					84,678	86,892	89,089	92,411	95,734
24					88,067	90,367	92,651	96,107	99,563
25					88,067	90,367	92,651	96,107	99,563
26					88,067	90,367	92,651	96,107	99,563
27					91,590	93,980	96,359	99,952	103,545

EXHIBIT A-3

AURORA CITY CLASSROOM TEACHERS ASSOCIATION
 BASE SALARY - \$39,708

EFF JULY OF 2014-15 SCHOOL YEAR
 MEMBERS EMPLOYED PRIOR TO 9-1-92

	BACH	BA+10	BA+20	BA+30	MASTERS	MA+10	MA+20	MA+30	MA+MA
STEP	SALARY	SALARY	SALARY	SALARY	SALARY	SALARY	SALARY	SALARY	SALARY
0	39,708	40,899	42,090	43,282	45,664	46,855	48,047	49,238	51,620
1	41,296	42,535	43,774	45,013	47,491	48,730	49,969	51,207	53,685
2	42,948	44,235	45,525	46,812	49,389	50,679	51,966	53,256	55,833
3	44,668	46,006	47,348	48,686	51,366	52,708	54,043	55,385	58,065
4	46,454	47,844	49,242	50,632	53,419	54,817	56,203	57,600	60,388
5	48,313	49,758	51,211	52,657	55,555	57,009	58,450	59,903	62,802
6	50,247	51,747	53,260	54,761	57,779	59,288	60,789	62,298	65,316
7	52,256	53,816	55,393	56,953	60,090	61,659	63,219	64,792	67,928
8	54,344	55,968	57,608	59,232	62,492	64,124	65,749	67,384	70,645
9	56,516	58,208	59,911	61,603	64,994	66,690	68,377	70,081	73,472
10	58,776	60,535	62,310	64,069	67,595	69,358	71,113	72,884	76,410
11	61,126	62,957	64,803	66,630	70,299	72,134	73,956	75,799	79,468
12	63,573	65,475	67,396	69,294	73,110	75,020	76,914	78,832	82,648
13	63,573	65,475	67,396	69,294	73,110	75,020	76,914	78,832	82,648
14	66,114	68,095	70,093	72,066	76,033	78,022	79,992	81,985	85,956
15	66,114	68,095	70,093	72,066	76,033	78,022	79,992	81,985	85,956
16	68,758	70,819	72,896	74,949	79,075	81,143	83,192	85,265	89,395
17	68,758	70,819	72,896	74,949	79,075	81,143	83,192	85,265	89,395
18	71,510	73,650	75,811	77,947	82,239	84,387	86,520	88,676	92,972
19	71,510	73,650	75,811	77,947	82,239	84,387	86,520	88,676	92,972
20	71,510	73,650	75,811	77,947	82,239	84,387	86,520	88,676	92,972
21	74,369	76,597	78,844	81,064	85,527	87,763	89,982	92,222	96,693
22	74,369	76,597	78,844	81,064	85,527	87,763	89,982	92,222	96,693
23	74,369	76,597	78,844	81,064	85,527	87,763	89,982	92,222	96,693
24	77,343	79,662	81,997	84,308	88,950	91,273	93,580	95,911	100,561
25	77,343	79,662	81,997	84,308	88,950	91,273	93,580	95,911	100,561
26	77,343	79,662	81,997	84,308	88,950	91,273	93,580	95,911	100,561
27	80,436	82,847	85,277	87,679	92,508	94,922	97,324	99,746	104,583

EXHIBIT A-4

AURORA CITY CLASSROOM TEACHERS ASSOCIATION
 BASE SALARY - \$39,708

EFF JULY OF 2014-15 SCHOOL YEAR
 MEMBERS HIRED AFTER 9-1-92

	BACH	BA+10	BA+20	BA+30	MASTERS	MA+10	MA+20	MA+MA	PHD
STEP	SALARY	SALARY	SALARY	SALARY	SALARY	SALARY	SALARY	SALARY	SALARY
0	39,708	40,899	42,090	43,282	45,664	46,855	48,047	49,834	51,620
1	41,296	42,535	43,774	45,013	47,491	48,730	49,969	51,827	53,685
2	42,948	44,235	45,525	46,812	49,389	50,679	51,966	53,900	55,833
3	44,668	46,006	47,348	48,686	51,366	52,708	54,043	56,056	58,065
4	46,454	47,844	49,242	50,632	53,419	54,817	56,203	58,299	60,388
5	48,313	49,758	51,211	52,657	55,555	57,009	58,450	60,630	62,802
6	50,247	51,747	53,260	54,761	57,779	59,288	60,789	63,056	65,316
7	52,256	53,816	55,393	56,953	60,090	61,659	63,219	65,578	67,928
8	54,344	55,968	57,608	59,232	62,492	64,124	65,749	68,202	70,645
9	56,516	58,208	59,911	61,603	64,994	66,690	68,377	70,930	73,472
10	58,776	60,535	62,310	64,069	67,595	69,358	71,113	73,766	76,410
11	61,126	62,957	64,803	66,630	70,299	72,134	73,956	76,716	79,468
12	63,573	65,475	67,396	69,294	73,110	75,020	76,914	79,785	82,648
13	63,573	65,475	67,396	69,294	73,110	75,020	76,914	79,785	82,648
14	66,114	68,095	70,093	72,066	76,033	78,022	79,992	82,978	85,956
15	66,114	68,095	70,093	72,066	76,033	78,022	79,992	82,978	85,956
16			72,896	74,949	79,075	81,143	83,192	86,297	89,395
17			72,896	74,949	79,075	81,143	83,192	86,297	89,395
18					82,239	84,387	86,520	89,748	92,972
19					82,239	84,387	86,520	89,748	92,972
20					82,239	84,387	86,520	89,748	92,972
21					85,527	87,763	89,982	93,338	96,693
22					85,527	87,763	89,982	93,338	96,693
23					85,527	87,763	89,982	93,338	96,693
24					88,950	91,273	93,580	97,070	100,561
25					88,950	91,273	93,580	97,070	100,561
26					88,950	91,273	93,580	97,070	100,561
27					92,508	94,922	97,324	100,954	104,583

EXHIBIT A-5

AURORA CITY CLASSROOM TEACHERS ASSOCIATION
 BASE SALARY - \$40,106

EFF JULY OF 2015-16 SCHOOL YEAR
 MEMBERS EMPLOYED PRIOR TO 9-1-92

STEP	BACH SALARY	BA+10 SALARY	BA+20 SALARY	BA+30 SALARY	MASTERS SALARY	MA+10 SALARY	MA+20 SALARY	MA+30 SALARY	MA+MA SALARY
0	40,106	41,309	42,512	43,716	46,122	47,325	48,528	49,731	52,138
1	41,710	42,962	44,213	45,464	47,967	49,218	50,469	51,721	54,223
2	43,379	44,678	45,982	47,281	49,884	51,187	52,487	53,790	56,393
3	45,115	46,467	47,822	49,174	51,881	53,237	54,584	55,940	58,647
4	46,920	48,324	49,735	51,139	53,955	55,366	56,766	58,178	60,993
5	48,797	50,257	51,725	53,185	56,112	57,580	59,036	60,504	63,432
6	50,750	52,266	53,794	55,310	58,358	59,882	61,398	62,922	65,970
7	52,779	54,356	55,948	57,524	60,692	62,277	63,853	65,441	68,609
8	54,889	56,529	58,186	59,826	63,119	64,767	66,408	68,060	71,353
9	57,083	58,791	60,512	62,220	65,646	67,358	69,063	70,783	74,208
10	59,365	61,142	62,934	64,711	68,272	70,053	71,826	73,615	77,176
11	61,739	63,588	65,453	67,298	71,004	72,857	74,697	76,558	80,264
12	64,210	66,131	68,072	69,989	73,843	75,772	77,685	79,622	83,477
13	64,210	66,131	68,072	69,989	73,843	75,772	77,685	79,622	83,477
14	66,776	68,778	70,795	72,788	76,795	78,804	80,794	82,807	86,817
15	66,776	68,778	70,795	72,788	76,795	78,804	80,794	82,807	86,817
16	69,448	71,529	73,627	75,700	79,867	81,957	84,026	86,120	90,291
17	69,448	71,529	73,627	75,700	79,867	81,957	84,026	86,120	90,291
18	72,227	74,389	76,570	78,728	83,064	85,233	87,387	89,565	93,904
19	72,227	74,389	76,570	78,728	83,064	85,233	87,387	89,565	93,904
20	72,227	74,389	76,570	78,728	83,064	85,233	87,387	89,565	93,904
21	75,115	77,364	79,634	81,876	86,384	88,642	90,884	93,146	97,662
22	75,115	77,364	79,634	81,876	86,384	88,642	90,884	93,146	97,662
23	75,115	77,364	79,634	81,876	86,384	88,642	90,884	93,146	97,662
24	78,118	80,461	82,819	85,153	89,841	92,188	94,518	96,872	101,568
25	78,118	80,461	82,819	85,153	89,841	92,188	94,518	96,872	101,568
26	78,118	80,461	82,819	85,153	89,841	92,188	94,518	96,872	101,568
27	81,243	83,677	86,132	88,558	93,435	95,873	98,300	100,746	105,631

EXHIBIT A-6

AURORA CITY CLASSROOM TEACHERS ASSOCIATION
 BASE SALARY - \$40,106

EFF JULY OF 2015-16 SCHOOL YEAR
 MEMBERS HIRED AFTER 9-1-92

	BACH	BA+10	BA+20	BA+30	MASTERS	MA+10	MA+20	MA+MA	PHD
STEP	SALARY	SALARY	SALARY	SALARY	SALARY	SALARY	SALARY	SALARY	SALARY
0	40,106	41,309	42,512	43,716	46,122	47,325	48,528	50,333	52,138
1	41,710	42,962	44,213	45,464	47,967	49,218	50,469	52,346	54,223
2	43,379	44,678	45,982	47,281	49,884	51,187	52,487	54,440	56,393
3	45,115	46,467	47,822	49,174	51,881	53,237	54,584	56,618	58,647
4	46,920	48,324	49,735	51,139	53,955	55,366	56,766	58,884	60,993
5	48,797	50,257	51,725	53,185	56,112	57,580	59,036	61,238	63,432
6	50,750	52,266	53,794	55,310	58,358	59,882	61,398	63,688	65,970
7	52,779	54,356	55,948	57,524	60,692	62,277	63,853	66,235	68,609
8	54,889	56,529	58,186	59,826	63,119	64,767	66,408	68,886	71,353
9	57,083	58,791	60,512	62,220	65,646	67,358	69,063	71,641	74,208
10	59,365	61,142	62,934	64,711	68,272	70,053	71,826	74,505	77,176
11	61,739	63,588	65,453	67,298	71,004	72,857	74,697	77,485	80,264
12	64,210	66,131	68,072	69,989	73,843	75,772	77,685	80,585	83,477
13	64,210	66,131	68,072	69,989	73,843	75,772	77,685	80,585	83,477
14	66,776	68,778	70,795	72,788	76,795	78,804	80,794	83,810	86,817
15	66,776	68,778	70,795	72,788	76,795	78,804	80,794	83,810	86,817
16			73,627	75,700	79,867	81,957	84,026	87,162	90,291
17			73,627	75,700	79,867	81,957	84,026	87,162	90,291
18					83,064	85,233	87,387	90,648	93,904
19					83,064	85,233	87,387	90,648	93,904
20					83,064	85,233	87,387	90,648	93,904
21					86,384	88,642	90,884	94,273	97,662
22					86,384	88,642	90,884	94,273	97,662
23					86,384	88,642	90,884	94,273	97,662
24					89,841	92,188	94,518	98,043	101,568
25					89,841	92,188	94,518	98,043	101,568
26					89,841	92,188	94,518	98,043	101,568
27					93,435	95,873	98,300	101,965	105,631

EXHIBIT A-7

INDEXING 2013-14

BASE SALARY - \$39,314

MEMBERS EMPLOYED PRIOR TO 9-1-92

STEP	BACH INDEX	BA + 10 INDEX	BA + 20 INDEX	BA + 30 INDEX	MASTERS INDEX	MA + 10 INDEX	MA + 20 INDEX	MA + 30 INDEX	MA+MA INDEX
0	1.0000	1.0300	1.0600	1.0900	1.1500	1.1800	1.2100	1.2400	1.3000
1	1.0400	1.0712	1.1024	1.1336	1.1960	1.2272	1.2584	1.2896	1.3520
2	1.0816	1.1140	1.1465	1.1789	1.2438	1.2763	1.3087	1.3412	1.4061
3	1.1249	1.1586	1.1924	1.2261	1.2936	1.3274	1.3610	1.3948	1.4623
4	1.1699	1.2049	1.2401	1.2751	1.3453	1.3805	1.4154	1.4506	1.5208
5	1.2167	1.2531	1.2897	1.3261	1.3991	1.4357	1.4720	1.5086	1.5816
6	1.2654	1.3032	1.3413	1.3791	1.4551	1.4931	1.5309	1.5689	1.6449
7	1.3160	1.3553	1.3950	1.4343	1.5133	1.5528	1.5921	1.6317	1.7107
8	1.3686	1.4095	1.4508	1.4917	1.5738	1.6149	1.6558	1.6970	1.7791
9	1.4233	1.4659	1.5088	1.5514	1.6368	1.6795	1.7220	1.7649	1.8503
10	1.4802	1.5245	1.5692	1.6135	1.7023	1.7467	1.7909	1.8355	1.9243
11	1.5394	1.5855	1.6320	1.6780	1.7704	1.8166	1.8625	1.9089	2.0013
12	1.6010	1.6489	1.6973	1.7451	1.8412	1.8893	1.9370	1.9853	2.0814
13	1.6010	1.6489	1.6973	1.7451	1.8412	1.8893	1.9370	1.9853	2.0814
14	1.6650	1.7149	1.7652	1.8149	1.9148	1.9649	2.0145	2.0647	2.1647
15	1.6650	1.7149	1.7652	1.8149	1.9148	1.9649	2.0145	2.0647	2.1647
16	1.7316	1.7835	1.8358	1.8875	1.9914	2.0435	2.0951	2.1473	2.2513
17	1.7316	1.7835	1.8358	1.8875	1.9914	2.0435	2.0951	2.1473	2.2513
18	1.8009	1.8548	1.9092	1.9630	2.0711	2.1252	2.1789	2.2332	2.3414
19	1.8009	1.8548	1.9092	1.9630	2.0711	2.1252	2.1789	2.2332	2.3414
20	1.8009	1.8548	1.9092	1.9630	2.0711	2.1252	2.1789	2.2332	2.3414
21	1.8729	1.9290	1.9856	2.0415	2.1539	2.2102	2.2661	2.3225	2.4351
22	1.8729	1.9290	1.9856	2.0415	2.1539	2.2102	2.2661	2.3225	2.4351
23	1.8729	1.9290	1.9856	2.0415	2.1539	2.2102	2.2661	2.3225	2.4351
24	1.9478	2.0062	2.0650	2.1232	2.2401	2.2986	2.3567	2.4154	2.5325
25	1.9478	2.0062	2.0650	2.1232	2.2401	2.2986	2.3567	2.4154	2.5325
26	1.9478	2.0062	2.0650	2.1232	2.2401	2.2986	2.3567	2.4154	2.5325
27	2.0257	2.0864	2.1476	2.2081	2.3297	2.3905	2.4510	2.5120	2.6338

EXHIBIT A-8

INDEXING 2013-14

BASE SALARY - \$39,314

MEMBERS HIRED AFTER 9-1-92

STEP	BACH INDEX	BA + 10 INDEX	BA + 20 INDEX	BA + 30 INDEX	MASTERS INDEX	MA + 10 INDEX	MA + 20 INDEX	MA+MA INDEX	PHD INDEX
0	1.0000	1.0300	1.0600	1.0900	1.1500	1.1800	1.2100	1.2550	1.3000
1	1.0400	1.0712	1.1024	1.1336	1.1960	1.2272	1.2584	1.3052	1.3520
2	1.0816	1.1140	1.1465	1.1789	1.2438	1.2763	1.3087	1.3574	1.4061
3	1.1249	1.1586	1.1924	1.2261	1.2936	1.3274	1.3610	1.4117	1.4623
4	1.1699	1.2049	1.2401	1.2751	1.3453	1.3805	1.4154	1.4682	1.5208
5	1.2167	1.2531	1.2897	1.3261	1.3991	1.4357	1.4720	1.5269	1.5816
6	1.2654	1.3032	1.3413	1.3791	1.4551	1.4931	1.5309	1.5880	1.6449
7	1.3160	1.3553	1.3950	1.4343	1.5133	1.5528	1.5921	1.6515	1.7107
8	1.3686	1.4095	1.4508	1.4917	1.5738	1.6149	1.6558	1.7176	1.7791
9	1.4233	1.4659	1.5088	1.5514	1.6368	1.6795	1.7220	1.7863	1.8503
10	1.4802	1.5245	1.5692	1.6135	1.7023	1.7467	1.7909	1.8577	1.9243
11	1.5394	1.5855	1.6320	1.6780	1.7704	1.8166	1.8625	1.9320	2.0013
12	1.6010	1.6489	1.6973	1.7451	1.8412	1.8893	1.9370	2.0093	2.0814
13	1.6010	1.6489	1.6973	1.7451	1.8412	1.8893	1.9370	2.0093	2.0814
14	1.6650	1.7149	1.7652	1.8149	1.9148	1.9649	2.0145	2.0897	2.1647
15	1.6650	1.7149	1.7652	1.8149	1.9148	1.9649	2.0145	2.0897	2.1647
16			1.8358	1.8875	1.9914	2.0435	2.0951	2.1733	2.2513
17			1.8358	1.8875	1.9914	2.0435	2.0951	2.1733	2.2513
18					2.0711	2.1252	2.1789	2.2602	2.3414
19					2.0711	2.1252	2.1789	2.2602	2.3414
20					2.0711	2.1252	2.1789	2.2602	2.3414
21					2.1539	2.2102	2.2661	2.3506	2.4351
22					2.1539	2.2102	2.2661	2.3506	2.4351
23					2.1539	2.2102	2.2661	2.3506	2.4351
24					2.2401	2.2986	2.3567	2.4446	2.5325
25					2.2401	2.2986	2.3567	2.4446	2.5325
26					2.2401	2.2986	2.3567	2.4446	2.5325
27					2.3297	2.3905	2.4510	2.5424	2.6338

EXHIBIT

A-9

INDEXING 2014-15

BASE SALARY - \$39,708

MEMBERS EMPLOYED PRIOR TO 9-1-92

STEP	BACH INDEX	BA + 10 INDEX	BA + 20 INDEX	BA + 30 INDEX	MASTERS INDEX	MA + 10 INDEX	MA + 20 INDEX	MA + 30 INDEX	MA+MA INDEX
0	1.0000	1.0300	1.0600	1.0900	1.1500	1.1800	1.2100	1.2400	1.3000
1	1.0400	1.0712	1.1024	1.1336	1.1960	1.2272	1.2584	1.2896	1.3520
2	1.0816	1.1140	1.1465	1.1789	1.2438	1.2763	1.3087	1.3412	1.4061
3	1.1249	1.1586	1.1924	1.2261	1.2936	1.3274	1.3610	1.3948	1.4623
4	1.1699	1.2049	1.2401	1.2751	1.3453	1.3805	1.4154	1.4506	1.5208
5	1.2167	1.2531	1.2897	1.3261	1.3991	1.4357	1.4720	1.5086	1.5816
6	1.2654	1.3032	1.3413	1.3791	1.4551	1.4931	1.5309	1.5689	1.6449
7	1.3160	1.3553	1.3950	1.4343	1.5133	1.5528	1.5921	1.6317	1.7107
8	1.3686	1.4095	1.4508	1.4917	1.5738	1.6149	1.6558	1.6970	1.7791
9	1.4233	1.4659	1.5088	1.5514	1.6368	1.6795	1.7220	1.7649	1.8503
10	1.4802	1.5245	1.5692	1.6135	1.7023	1.7467	1.7909	1.8355	1.9243
11	1.5394	1.5855	1.6320	1.6780	1.7704	1.8166	1.8625	1.9089	2.0013
12	1.6010	1.6489	1.6973	1.7451	1.8412	1.8893	1.9370	1.9853	2.0814
13	1.6010	1.6489	1.6973	1.7451	1.8412	1.8893	1.9370	1.9853	2.0814
14	1.6650	1.7149	1.7652	1.8149	1.9148	1.9649	2.0145	2.0647	2.1647
15	1.6650	1.7149	1.7652	1.8149	1.9148	1.9649	2.0145	2.0647	2.1647
16	1.7316	1.7835	1.8358	1.8875	1.9914	2.0435	2.0951	2.1473	2.2513
17	1.7316	1.7835	1.8358	1.8875	1.9914	2.0435	2.0951	2.1473	2.2513
18	1.8009	1.8548	1.9092	1.9630	2.0711	2.1252	2.1789	2.2332	2.3414
19	1.8009	1.8548	1.9092	1.9630	2.0711	2.1252	2.1789	2.2332	2.3414
20	1.8009	1.8548	1.9092	1.9630	2.0711	2.1252	2.1789	2.2332	2.3414
21	1.8729	1.9290	1.9856	2.0415	2.1539	2.2102	2.2661	2.3225	2.4351
22	1.8729	1.9290	1.9856	2.0415	2.1539	2.2102	2.2661	2.3225	2.4351
23	1.8729	1.9290	1.9856	2.0415	2.1539	2.2102	2.2661	2.3225	2.4351
24	1.9478	2.0062	2.0650	2.1232	2.2401	2.2986	2.3567	2.4154	2.5325
25	1.9478	2.0062	2.0650	2.1232	2.2401	2.2986	2.3567	2.4154	2.5325
26	1.9478	2.0062	2.0650	2.1232	2.2401	2.2986	2.3567	2.4154	2.5325
27	2.0257	2.0864	2.1476	2.2081	2.3297	2.3905	2.4510	2.5120	2.6338

EXHIBIT A-10

INDEXING 2014-15

BASE SALARY - \$39,708

MEMBERS HIRED AFTER 9-1-92

STEP	BACH INDEX	BA + 10 INDEX	BA + 20 INDEX	BA + 30 INDEX	MASTERS INDEX	MA + 10 INDEX	MA + 20 INDEX	MA+MA INDEX	PHD INDEX
0	1.0000	1.0300	1.0600	1.0900	1.1500	1.1800	1.2100	1.2550	1.3000
1	1.0400	1.0712	1.1024	1.1336	1.1960	1.2272	1.2584	1.3052	1.3520
2	1.0816	1.1140	1.1465	1.1789	1.2438	1.2763	1.3087	1.3574	1.4061
3	1.1249	1.1586	1.1924	1.2261	1.2936	1.3274	1.3610	1.4117	1.4623
4	1.1699	1.2049	1.2401	1.2751	1.3453	1.3805	1.4154	1.4682	1.5208
5	1.2167	1.2531	1.2897	1.3261	1.3991	1.4357	1.4720	1.5269	1.5816
6	1.2654	1.3032	1.3413	1.3791	1.4551	1.4931	1.5309	1.5880	1.6449
7	1.3160	1.3553	1.3950	1.4343	1.5133	1.5528	1.5921	1.6515	1.7107
8	1.3686	1.4095	1.4508	1.4917	1.5738	1.6149	1.6558	1.7176	1.7791
9	1.4233	1.4659	1.5088	1.5514	1.6368	1.6795	1.7220	1.7863	1.8503
10	1.4802	1.5245	1.5692	1.6135	1.7023	1.7467	1.7909	1.8577	1.9243
11	1.5394	1.5855	1.6320	1.6780	1.7704	1.8166	1.8625	1.9320	2.0013
12	1.6010	1.6489	1.6973	1.7451	1.8412	1.8893	1.9370	2.0093	2.0814
13	1.6010	1.6489	1.6973	1.7451	1.8412	1.8893	1.9370	2.0093	2.0814
14	1.6650	1.7149	1.7652	1.8149	1.9148	1.9649	2.0145	2.0897	2.1647
15	1.6650	1.7149	1.7652	1.8149	1.9148	1.9649	2.0145	2.0897	2.1647
16			1.8358	1.8875	1.9914	2.0435	2.0951	2.1733	2.2513
17			1.8358	1.8875	1.9914	2.0435	2.0951	2.1733	2.2513
18					2.0711	2.1252	2.1789	2.2602	2.3414
19					2.0711	2.1252	2.1789	2.2602	2.3414
20					2.0711	2.1252	2.1789	2.2602	2.3414
21					2.1539	2.2102	2.2661	2.3506	2.4351
22					2.1539	2.2102	2.2661	2.3506	2.4351
23					2.1539	2.2102	2.2661	2.3506	2.4351
24					2.2401	2.2986	2.3567	2.4446	2.5325
25					2.2401	2.2986	2.3567	2.4446	2.5325
26					2.2401	2.2986	2.3567	2.4446	2.5325
27					2.3297	2.3905	2.4510	2.5424	2.6338

EXHIBIT A-11

INDEXING 2015-16

BASE SALARY - \$40,106

MEMBERS EMPLOYED PRIOR TO 9-1-92

STEP	BACH INDEX	BA + 10 INDEX	BA + 20 INDEX	BA + 30 INDEX	MASTERS INDEX	MA + 10 INDEX	MA + 20 INDEX	MA + 30 INDEX	MA+MA INDEX
0	1.0000	1.0300	1.0600	1.0900	1.1500	1.1800	1.2100	1.2400	1.3000
1	1.0400	1.0712	1.1024	1.1336	1.1960	1.2272	1.2584	1.2896	1.3520
2	1.0816	1.1140	1.1465	1.1789	1.2438	1.2763	1.3087	1.3412	1.4061
3	1.1249	1.1586	1.1924	1.2261	1.2936	1.3274	1.3610	1.3948	1.4623
4	1.1699	1.2049	1.2401	1.2751	1.3453	1.3805	1.4154	1.4506	1.5208
5	1.2167	1.2531	1.2897	1.3261	1.3991	1.4357	1.4720	1.5086	1.5816
6	1.2654	1.3032	1.3413	1.3791	1.4551	1.4931	1.5309	1.5689	1.6449
7	1.3160	1.3553	1.3950	1.4343	1.5133	1.5528	1.5921	1.6317	1.7107
8	1.3686	1.4095	1.4508	1.4917	1.5738	1.6149	1.6558	1.6970	1.7791
9	1.4233	1.4659	1.5088	1.5514	1.6368	1.6795	1.7220	1.7649	1.8503
10	1.4802	1.5245	1.5692	1.6135	1.7023	1.7467	1.7909	1.8355	1.9243
11	1.5394	1.5855	1.6320	1.6780	1.7704	1.8166	1.8625	1.9089	2.0013
12	1.6010	1.6489	1.6973	1.7451	1.8412	1.8893	1.9370	1.9853	2.0814
13	1.6010	1.6489	1.6973	1.7451	1.8412	1.8893	1.9370	1.9853	2.0814
14	1.6650	1.7149	1.7652	1.8149	1.9148	1.9649	2.0145	2.0647	2.1647
15	1.6650	1.7149	1.7652	1.8149	1.9148	1.9649	2.0145	2.0647	2.1647
16	1.7316	1.7835	1.8358	1.8875	1.9914	2.0435	2.0951	2.1473	2.2513
17	1.7316	1.7835	1.8358	1.8875	1.9914	2.0435	2.0951	2.1473	2.2513
18	1.8009	1.8548	1.9092	1.9630	2.0711	2.1252	2.1789	2.2332	2.3414
19	1.8009	1.8548	1.9092	1.9630	2.0711	2.1252	2.1789	2.2332	2.3414
20	1.8009	1.8548	1.9092	1.9630	2.0711	2.1252	2.1789	2.2332	2.3414
21	1.8729	1.9290	1.9856	2.0415	2.1539	2.2102	2.2661	2.3225	2.4351
22	1.8729	1.9290	1.9856	2.0415	2.1539	2.2102	2.2661	2.3225	2.4351
23	1.8729	1.9290	1.9856	2.0415	2.1539	2.2102	2.2661	2.3225	2.4351
24	1.9478	2.0062	2.0650	2.1232	2.2401	2.2986	2.3567	2.4154	2.5325
25	1.9478	2.0062	2.0650	2.1232	2.2401	2.2986	2.3567	2.4154	2.5325
26	1.9478	2.0062	2.0650	2.1232	2.2401	2.2986	2.3567	2.4154	2.5325
27	2.0257	2.0864	2.1476	2.2081	2.3297	2.3905	2.4510	2.5120	2.6338

EXHIBIT

A-12

INDEXING 2015-16

BASE SALARY - \$40,106

MEMBERS HIRED AFTER 9-1-92

STEP	BACH INDEX	BA + 10 INDEX	BA + 20 INDEX	BA + 30 INDEX	MASTERS INDEX	MA + 10 INDEX	MA + 20 INDEX	MA+MA INDEX	PHD INDEX
0	1.0000	1.0300	1.0600	1.0900	1.1500	1.1800	1.2100	1.2550	1.3000
1	1.0400	1.0712	1.1024	1.1336	1.1960	1.2272	1.2584	1.3052	1.3520
2	1.0816	1.1140	1.1465	1.1789	1.2438	1.2763	1.3087	1.3574	1.4061
3	1.1249	1.1586	1.1924	1.2261	1.2936	1.3274	1.3610	1.4117	1.4623
4	1.1699	1.2049	1.2401	1.2751	1.3453	1.3805	1.4154	1.4682	1.5208
5	1.2167	1.2531	1.2897	1.3261	1.3991	1.4357	1.4720	1.5269	1.5816
6	1.2654	1.3032	1.3413	1.3791	1.4551	1.4931	1.5309	1.5880	1.6449
7	1.3160	1.3553	1.3950	1.4343	1.5133	1.5528	1.5921	1.6515	1.7107
8	1.3686	1.4095	1.4508	1.4917	1.5738	1.6149	1.6558	1.7176	1.7791
9	1.4233	1.4659	1.5088	1.5514	1.6368	1.6795	1.7220	1.7863	1.8503
10	1.4802	1.5245	1.5692	1.6135	1.7023	1.7467	1.7909	1.8577	1.9243
11	1.5394	1.5855	1.6320	1.6780	1.7704	1.8166	1.8625	1.9320	2.0013
12	1.6010	1.6489	1.6973	1.7451	1.8412	1.8893	1.9370	2.0093	2.0814
13	1.6010	1.6489	1.6973	1.7451	1.8412	1.8893	1.9370	2.0093	2.0814
14	1.6650	1.7149	1.7652	1.8149	1.9148	1.9649	2.0145	2.0897	2.1647
15	1.6650	1.7149	1.7652	1.8149	1.9148	1.9649	2.0145	2.0897	2.1647
16			1.8358	1.8875	1.9914	2.0435	2.0951	2.1733	2.2513
17			1.8358	1.8875	1.9914	2.0435	2.0951	2.1733	2.2513
18					2.0711	2.1252	2.1789	2.2602	2.3414
19					2.0711	2.1252	2.1789	2.2602	2.3414
20					2.0711	2.1252	2.1789	2.2602	2.3414
21					2.1539	2.2102	2.2661	2.3506	2.4351
22					2.1539	2.2102	2.2661	2.3506	2.4351
23					2.1539	2.2102	2.2661	2.3506	2.4351
24					2.2401	2.2986	2.3567	2.4446	2.5325
25					2.2401	2.2986	2.3567	2.4446	2.5325
26					2.2401	2.2986	2.3567	2.4446	2.5325
27					2.3297	2.3905	2.4510	2.5424	2.6338

EXHIBIT B

Aurora City School District

AEA Sick Leave Transfer Form

Print Name of Employee Donating Days: _____

Number of Days Donated: _____ (Minimum 1 Day; Maximum 10 Days)

Print Name of Employee Receiving Days: _____

I understand, by my signature below, that I am donating _____ sick days to the employee named above and that my balance of sick days will be reduced by the same number. Donations of sick days to an employee are non-refundable.

This request is per the Master Agreement between the AEA and the Aurora Board of Education effective July 1, 2013 through June 30, 2016 which states:

Ten (10) days are allowed in any one (1) year to be given to another AEA member. If a member elects to give a sick day to another member, the member will have that day deducted from their total amount of sick leave. A member can only receive a maximum of twenty (20) days in any one year. Members will contact the AEA President to request additional days. Once the approval process is completed through the AEA, the AEA President will then submit the form to the Treasurer.

Donor's Signature

Date

AEA President's Signature

Date

ACS Treasurer's Signature

Date

For Payroll Use Only

Number of Days Transferred: _____ Date of Transfer: _____

EXHIBIT C

LIMITED CONTRACT - REGULAR TEACHING DUTIES

AN AGREEMENT ENTERED INTO between _____, of _____, and the Board of Education of the Aurora City School District in Portage County, Ohio; WITNESSETH:

THE SAID _____ HEREBY AGREES to teach in the public schools of said District for a term of _____ year(s), beginning _____ and ending _____. SAID TEACHER FURTHER AGREES to abide by and maintain the rules and regulations now or hereafter adopted by the said Board of Education for the government of the Aurora City Schools.

SAID BOARD OF EDUCATION HEREBY AGREES to employ said teacher for the above noted term, said employment being subject to all provisions of law; and further agrees, in consideration of the services rendered by the teacher, to pay an annual amount of \$_____ (_____ dollars), payable in twenty six (26) biweekly installments. Basis for salary is shown below.

IN ADDITION, said teacher may be requested to perform emergency substitute teaching duties which shall be considered additional and remuneration will be in accordance with the adopted salary schedule.

THIS AGREEMENT ENTERED INTO at Aurora, Ohio, this _____ day of _____, 20____.

Teacher

Board President

Board Treasurer

SALARY BASED ON: _____ DEGREE
_____ YEARS TEACHING EXPERIENCE
_____ SALARY SCHEDULE AND STEP PLACEMENT
_____ DAYS \$_____ DAILY RATE = \$_____ TOTAL CONTRACT
_____ BIWEEKLY PAYMENTS (Annual)

EXHIBIT D

TEACHER CONTRACT - CONTINUING

AN AGREEMENT ENTERED INTO between _____ of _____, Ohio, and the Board of Education of the Aurora City School District, in Portage County, Ohio; and the said _____, holding a Professional, Permanent, or Life Certificate, hereby agrees to teach in the public schools of said District from the date of this Contract until he/she resigns, elects to retire, is retired pursuant to Revised Code 3307.37, or until this Contract is terminated or suspended as provided by law; and also agrees to abide by the rules and regulations adopted by said Board for the government of the schools of said District.

IN ADDITION, said teacher may be requested to perform emergency substitute teaching duties which shall be considered additional and remuneration will be in accordance with the adopted salary schedule.

AND IN CONSIDERATION of such services, the said Board of Education agrees to pay the said _____, in consideration of services rendered, an annual amount of \$ _____ (_____ dollars), payable in twenty six (26) biweekly installments. Basis for salary is shown below.

THIS AGREEMENT ENTERED INTO at Aurora, Ohio, this _____ day of _____, 20____.

Teacher

Board President

Board Treasurer

SALARY BASED ON: _____ DEGREE
_____ YEARS TEACHING EXPERIENCE
_____ SALARY SCHEDULE STEP PLACEMENT
_____ DAYS \$ _____ DAILY RATE = \$ _____ TOTAL CONTRACT
_____ BIWEEKLY PAYMENTS (Annual)

EXHIBIT E

SUPPLEMENTAL LIMITED CONTRACT

THIS LIMITED CONTRACT ENTERED INTO between _____, of _____, _____, Ohio, hereinafter referred to as "Teacher", and the Aurora Board of Education of Portage County, Ohio, hereinafter referred to as the "Board," WITNESSETH:

IN ADDITION to Teacher's regular teaching duties, said Teacher does hereby promise and agree to perform the following duties for and in behalf of said Board: _____

_____ ; and further agrees to abide by and maintain the rules and regulations adopted by such Board. Such additional duties shall be performed by the Teacher during the school year period beginning _____, 20__, and ending _____, 20__.

IN CONSIDERATION of the duties to be performed by said Teacher, the Board promises and agrees to pay said Teacher the sum of \$_____ (_____ dollars) annually, payable upon satisfactory completion of assignment.

THIS LIMITED CONTRACT entered into at Aurora, Ohio, this _____ day of _____, 20__ ; and expires at the conclusion of the event, athletic season and/or assignment, but not later than the current school year or the current Extended Time Assignment.

Teacher

Board President

Board Treasurer

EXHIBIT F
AURORA BOARD OF EDUCATION
AURORA, OHIO

ANNUAL SALARY NOTICE

DATE _____

TO: _____

This is to notify you that your salary in the public schools of the Aurora City School District, for the school year 20__-20__, will be _____ dollars (\$ _____).

Said salary will be payable in biweekly installments beginning _____.

New Daily Rate Will Be: _____

New BiWeekly Will Be: _____

Board of Education

President

Treasurer

(Step and Salary freezes occurred during school years 2011-2012 and 2012-2013. Placement on salary schedule and teaching experience may not match. For questions, please contact the payroll department.)

EXHIBIT G

GRIEVANCE PROCEDURE FORM

LEVEL _____

Name _____

Building _____

Alleged violations, misinterpretations, or misapplications of the Master Contract:

Statement of Grievance: (Include the pertinent provisions of Contract)

Remedy Requested: _____

Signature of Grievant

Date

Disposition Rendered: _____

Signature of Person Rendering Disposition

Date

(Attach additional pages, if needed, for completion of any Section.)

EXHIBIT H

AURORA CITY SCHOOLS

CONTINUING CONTRACT REQUEST

Print Name _____

Date: _____

Each fall the administration needs to compile a list of all teachers that wish to be considered for continuing contract. All teachers on limited contract who, within the last five years, have taught for at least three (3) school years in the Aurora city Schools or held a continuing contract in another Ohio school district and have been employed in the Aurora Schools for at least two (2) years will receive this form from the administration during the first week of the school year. A teacher who seeks to be considered for receipt of continuing contract starting with the following school year must complete this form disqualifies the staff member under Article 6 (B) (2) for consideration of continuing contract. Please review the experience and licensing requirements on the attachment to this form and complete the form if this applies to you. Sign and return both copies of the form to your building principal by September 15. Your principal will sign both and return one copy to you for your records.

Please check one of the following responses.

- _____ 1. I do not wish to be considered for a continuing contract.
- _____ 2. I may be eligible for a continuing contract. (Select this option if you are currently working on your professional (5-yr) license but are not sure if you will complete the needed coursework in time to meet the April 30th deadline.)
- _____ 3. I will be eligible for TO BE CONSIDERED FOR RECEIPT OF a continuing contract EFFECTIVE WITH THE START OF THE NEXT SCHOOL YEAR.
- _____ 4. I WILL NOT BE ELIGIBLE FOR CONSIDERATION FOR RECEIPT OF CONTINUING CONTRACT.

If you selected option 2 or 3, please complete the following.

_____ My Professional (8-yr) Certificate or Professional (5-yr) License is on file with the Board Office.

_____ I anticipate by Professional (5-yr) License will be issued on _____

Teacher's Signature Principal's Signature

(dated)

(date)

EXHIBIT I

EXPERIENCE AND LICENSING REQUIREMENTS FOR A CONTINUING CONTRACT:

1. Counting this school year, you must have three years teaching experience in Aurora or have been granted a continuing contract in another district and been teaching in Aurora for two years.
2. Certification/Licensure requirement:
 - a. You must currently hold a Professional (8-yr) Certificate in the field being taught, OR
 - b. You must have a Professional (5-yr) License in the field being taught on file with the District by April 30th of next year and have completed the applicable one of the following also by April 30:
 - If you did NOT hold a masters degree at the time of initially receiving a teacher's certificate under former law or an educator license, you will have completed thirty semester hours of coursework in the area of licensure or in an area related to the teaching field since the initial issuance of such certificate or license.
 - If you HELD a masters degree at the time of initially receiving a teacher's certificate under former law or an educator license, you will have completed six semester hours of graduate coursework in the area of licensure or in an area related to the teaching field since the initial issuance of such certificate or license.

EXHIBIT J

All educator evaluation forms are aligned to the Ohio Teacher Evaluation System.

EXHIBIT K
1 of 3

SUMMARY OF SCHEDULE OF BENEFITS- (THROUGH 2014-15)

Following is a Summary of Benefits covered under this Plan. All benefits are subject to medical necessity unless otherwise stated herein. All out-of-state claims and referrals are to be treated as In-Network claims.

COMPREHENSIVE MAJOR MEDICAL BENEFITS

Unless otherwise stated, all benefits are subject to the following deductible, co-pay and maximum amounts:

1. Lifetime Maximum Benefit for Eligible Expenses \$ 2,000,000 per covered person
2. Calendar Year Deductible (In-Network or Out-of-Network)
 In-Network:
 Per Person \$ 300.00
 Per Family \$ 600.00
 Out-of-Network:
 Per Person \$600.00
 Per Family \$1,200.00
3. Percentage for all Care and Treatment:
 In-Network (family) 90% of the first \$ 4,000.00
 Out-of-Network (family) * 80% of the first \$ 3,000.00
4. Individual Out-of-Pocket Maximum per year including deductible:
 In-Network:
 Per Person \$ 500.00
 Per Family \$ 1,000.00
 Out-of-Network:
 Per Person \$ 900.00
 Per Family \$ 1,800.00
5. Maximum Daily Service Charge Semi-Private Room Charge of confining hospital
6. Special Care Units (ICU & CCU) R&C, subject to deductible and coinsurance
7. Ancillary Services Maximum R&C, subject to deductible and coinsurance
8. In-Hospital Physician Visits R&C, subject to deductible and coinsurance
9. Diagnostic, X-Ray & Lab--In-Patient & Out-Patient: R&C, subject to deductible and coinsurance
 Pap Smear or Prostate Test 100% of R&C, limited to 1 per calendar year

*Board reimburses employee after December 31st of each year, out-of-pocket in excess of \$300.00/\$600.00 up to a total of \$600.00/\$800.00.

COMPREHENSIVE MAJOR MEDICAL BENEFITS (Cont'd)

- 10. Routine Mammogram 100% of R&C, limited to one (1) per calendar year
- 11. Surgical Services.....R&C, subject to deductible and coinsurance
- 12. \$15 co-pay for primary care doctor visits only (Illness/Injury).
- 13. Illness (Specialist).....R&C, subject to deductible and coinsurance
- 14. Anesthesia.....R&C, subject to deductible and coinsurance
- 15. In-Patient Therapy ServicesR&C, subject to deductible and coinsurance
- 16. Occupational TherapyR&C, subject to deductible and coinsurance
- 17. Home Health Care Services (see attached)R&C, subject to deductible and coinsurance
Calendar Year Maximum 100 Visits
- 18. Hospice Care (limited to 6 months of coverage)..... 80% R&C
- 19. Pregnancy Services..... Treated as any other illness
- 20. Routine Nursery Care.....R&C, subject to deductible and coinsurance
- 21. Newborn Exam -- first in-patient visit only.....R&C, subject to deductible and coinsurance
- 22. Pre-Admission Testing..... 100% R&C
- 23. Voluntary Second or Third Surgical Opinion..... 100% R&C
- 24. Emergency Room Treatment (in-network)
Accident 100% R&C to a limit of \$300 then 90%
(care received within 90 days as long as initial treatment is received within 72 hours of accident)
- 25. Mental, Nervous Disorders & Substance Abuse..R&C, subject to deductible and coinsurance
- 26. Prescription Drug Benefits –
Prescription Program... 2013-16 \$10 generic \$15 formulary, \$ 30 for non-formulary (retail). Mail Order \$20 generic, \$30 formulary and \$60 non-formulary (3 month supply)

PRE-EXISTING CONDITIONS FOR NEW PARTICIPANTS – AGES 19 AND OLDER

(per HIPAA law)

- 27. A condition is deemed to be pre-existing if treatment was received or expense incurred during the three (3) months immediately preceding the effective date. (This provision not valid effective July 1, 2014.)
- 28. The pre-existing limitation of the contract is satisfied if the participant has gone without treatment or expense incurred for three (3) consecutive months or twelve (12) months having expired while covered under the Plan. (This provision not valid effective July 1, 2014.)

DENTAL PLAN

30. Sealants for Children Under Age 14:

Pre-Molars 100%

EXHIBIT L

MEMORANDUM OF AGREEMENT

The Aurora Education Association ("Association") and the Aurora Board of Education ("Board") have reached the following mutual understandings on certain matters through a collaborative decision-making process; it is the intent of the parties to cooperatively work toward the achievement of these understandings:

1. We agree that on opening and both records days there are a variety of tasks which both teachers and administrators need to accomplish. Every effort will be made to accommodate everyone's needs on those days. Meetings should be organized for maximum efficiency and, where possible, adhere to fixed time limits.
2. We agree that traveling teachers will meet at the beginning of each year with other affected staff to identify unusual travel needs and develop a plan to accommodate them. These "courtesy" items may include room setups, parking, bad weather, and time management needs.
3. We agree that any staff member requesting gets a key to the elevator.
4. We agree that teachers should be considered for attendance at GCEDC liaisons meetings.
5. We agree that the District-Wide In-service Committee should take a more active role in formulating staff development activities.
6. We agree that the benefits of staff development programs should be disseminated in existing school and community publications.
7. We agree that where appropriate we should use staff members for staff development presentations.
8. We agree that staff development should include a focus on district and/or building themes.
9. We agree that we should maintain a system of feedback from participants as we develop staff development activities.
11. We agree that when appropriate members of the Board of Education and community will be invited to participate in staff development activities.
12. We agree that staff members will be encouraged to submit as early in the school year as possible Professional Leave requests for potential Spring activities so that those requests can be considered.
13. Reading Improvement Monitoring Plan- A voluntary (unpaid) committee will be formed with representatives of the bargaining unit and the administration to look at ways to

alleviate the additional work load created by the 3rd grade reading guarantee, the writing of the Reading Improvement Monitoring Plans and the collection of data in the elementary classroom. The committee will commence during the first full month of the 2013-14 school year and will include representatives from multiple grade levels and buildings.

14. We agree that Association Leave is for the purposes defined in the current Agreement. On those occasions when Association Leave does not consume an entire day out of the building the Association will request partial day leave.
15. We agree that special education teachers need to come into regular classroom to help with special education students where consistent with the needs of the child.
16. We agree that teachers and administrators will explore ways to schedule elementary students' specials so that greater equity in planning and instructional time will be achieved.
17. We agree that quality schools with students performing at or above expectations are a goal of both parties. We are, therefore, committed to improving student achievement within the current resources of the School District. This cooperative effort will include the establishment of building level quality teams which shall review and discuss various techniques, including, but not limited to: (1) the identification of base line date, (2) the development of a plan, (3) building-wide commitments to improve quality, and (4) strengthen the academic climate of expectations.
18. We agree to encourage the Portage County Schools Consortium to expand the health network opportunities for the participants in the program.

EXHIBIT M

MINIMAL ESSENTIAL MEDICAL COVERAGE PLAN

	In Network	Out of Network
Benefits		
Deductible-Single/Family	\$4000/\$8000	\$8000/\$16,000
Coinsurance	90%	50%
Coinsurance Max (Excl. Ded.)	\$2350/\$4700	\$4700/\$9400
Total Out of Pocket	\$6350/\$12,700	\$12,700/\$25,400
Physician/Office Services		
Office Visit PCP/Specialist	Deductible then 90%	50% after deductible
Surgical Services	Deductible then 90%	50% after deductible
Urgent Care	Deductible then 90%	50% after deductible
Allergy Testing	Deductible then 90%	50% after deductible
Preventative Services		
Routine Physical Exam (18+)	100%	50% after deductible
Well Child Care	100%	50% after deductible
Immunizations	100%	50% after deductible
Routine Mammogram	100%	50% after deductible
Routine Pap Test	100%	50% after deductible
Outpatient Services		
Surgical Services	Deductible then 90%	50% after deductible
Diagnostic Services	Deductible then 90%	50% after deductible
Emergency Room- Emergency	Deductible then 90%	50% after deductible
Speech Therapy	Deductible then 90%	50% after deductible
Physical/chiro/occupational (see summary)	Deductible then 90%	50% after deductible
Inpatient Facility		
Semi-Private Room & Board	Deductible then 90%	50% after deductible
Maternity	Deductible then 90%	50% after deductible
Skilled Nursing Facility (see summary)	Deductible then 90%	50% after deductible
Additional Services		
Durable Medical Equipment	Deductible then 90%	50% after deductible

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