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CONTRACT

Between the

**TRUMBULL CAREER AND TECHNICAL CENTER
BOARD OF EDUCATION**

and the

**TRUMBULL CAREER
AND
TECHNICAL CENTER EDUCATION ASSOCIATION**

June 29, 2014 - June 28, 2017

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ARTICLE I

RECOGNITION

100 Recognition

The Trumbull Career and Technical Center Board of Education, hereinafter referred to as the Board, recognizes the Trumbull Career and Technical Center Education Association, hereinafter referred to as the TCTCEA, an affiliate of the Northeast Ohio Education Association (NEOEA), Ohio Education Association (OEA), and the National Education Association (NEA), as the sole and exclusive employee representative.

101 Definition of Bargaining Unit

The collective bargaining unit shall be comprised of all regular, certificated and non-certificated personnel employed by the Board and working a minimum of three (3) hours per day and a minimum of one semester per school year.

101.1 Exclusion

This shall exclude the Superintendent, Administrative Assistant, Director, Treasurer, Assistant Treasurer, Dean of Students, Supervisors and all administrators who are engaged at least fifty percent (50%) of their time in administrative work and/or supervision of bargaining unit members, and the Adult Education Director, Coordinators, and instructors. This provision shall not apply to any employee who teaches at least one class per school day or any bargaining unit work.

103 Association Security

103.1 The Board recognizes the Association as the exclusive bargaining agent for the members of the bargaining unit. Exclusive recognition means that the School Board will not deal with any other organization, or any individual, in a manner or for a purpose inconsistent with the terms of this Agreement. Individual contracts of employment with members of the bargaining unit shall in all respects be consistent with this Agreement, which

shall be deemed incorporated by reference in such individual contracts.

- 103.2 In recognition of the Association's services to the bargaining unit, all members of the bargaining unit shall either be members of the TCTCEA or share in the financial support of the TCTCEA by paying to the TCTCEA a service fee equivalent to the amount of dues uniformly required of members of the Association.
- 103.3 Bargaining unit members who choose not to become members of the TCTCEA will be provided a packet of information containing the financial data of the TCTCEA, NEOEA, OEA, and NEA and the procedure for objecting to the portions of the service fee they don't feel they should be obligated to pay within one hundred and twenty (120) days of their rejection of membership in the TCTCEA.
- 103.4 Thirty (30) days after receiving the packet of information, the Treasurer of the district will deduct in equal shares, the service fee owed the TCTCEA from the service fee payer's remaining pays, and transmit those service fee deductions to the TCTCEA treasurer.
- 103.5 The TCTCEA shall indemnify the Trumbull Career and Technical Center, the Board of Education, District Treasurer, their agents, or assigns, and hold them harmless against any and all claims, demands, suits or other forms of liability, including legal fees and expenses, that may arise out of or by reason of action taken by the Trumbull Career and Technical Center for the purpose of complying with any of the provisions of this Article.

104 **TCTCEA Rights and Privileges**

- 104.1 Upon giving reasonable prior notice, the TCTCEA shall be allowed to use school facilities for meetings at reasonable times after student dismissal on school days, providing such use does not conflict or interfere with other scheduled activities in the building. When custodial service, other than regularly scheduled custodial service is required,

the Board may make standard charges as provided in Board policy.

When it becomes necessary for the TCTCEA to hold general membership meetings following the school day, any classified staff who are on duty will be permitted to attend the meeting for up to a maximum of thirty minutes. This will be permitted three times during the school year. Any School Support Personnel serving on the TCTCEA Executive Committee shall be released once a month to attend the regularly scheduled executive committee meetings.

- 104.2 The President of the TCTCEA will be given notification prior to all official and public meetings of the Board and a copy of the Agenda. A copy of the official minutes of the Board shall be provided for the President of the TCTCEA within five (5) working days after their adoption. If Board meetings are held during the school day, upon request to the Superintendent, the TCTCEA President or his designee shall be released from class long enough to attend the Board meeting.
- 104.3 When the Board creates a new position, or changes the qualifications, contract year or responsibilities of a position, or otherwise restructures a position, it shall develop or revise the job description and provide a copy thereof to the Association President within thirty (30) days. The administration will review job descriptions in light of comments submitted by the Association.
- 104.4 The TCTCEA may use employee mailboxes for communication purposes.
- 104.5 Bulletin boards will be provided within each employee lounge for posting of Association materials and information pertinent to the instructional process.
- 104.6 The Board accepts the responsibility to provide safe working conditions and working methods for its employees as required by law. The employees accept the responsibility to maintain the work area

and equipment in a proper and safe manner, and to follow safety rules and safe working methods set by the Board.

104.7 The Association President, or his/her designees, shall be entitled to up to fifteen (15) days for Association business each year. Additional days may be granted at the discretion of the Superintendent.

104.8 The Board and Association agree not to discriminate against any individual based on disability.

ARTICLE II

NEGOTIATION PROCEDURES

200 Scope of Negotiations

The Board shall enter into an agreement with the recognized bargaining representative for the purpose of negotiating in good faith all items which may affect the wages, salaries, hours and other terms and conditions of employment of the members of the bargaining unit, as provided by ORC 4117.

201 Negotiations Teams

Each side shall select its own team, which shall consist of not more than five (5) members, two of whom shall be observers. In addition, each side may use an outside consultant at the table, and the Association President may attend as an observer. Each team shall designate a spokesperson, but other team members can participate in the discussion with the spokesperson's permission.

202 Initiating Negotiations

If the Board wants to initiate negotiations, it shall do so by making a written request to the TCTCEA President. If the TCTCEA wants to initiate negotiations, it shall do so by making a written request to the Superintendent. Meetings between the TCTCEA negotiating team and the Superintendent or his official representative will be scheduled for a mutually satisfactory time (within 15 days

after the date of the request for a meeting, unless a mutually satisfactory later date is agreed upon).

203 **Negotiations Meetings**

203.1 Negotiations shall begin no later than 60 days prior to the expiration of the contract and negotiations shall be held within a period not to exceed forty-five days unless otherwise mutually agreed to by the parties.

203.1.1 Once the meeting date, time and place have been established by agreement of the parties, the following procedure will be used:

At the first meeting, the party requesting negotiations shall submit in writing its proposals first, the other party shall immediately submit its proposals in writing second and thereafter additional items or proposals shall not be submitted by either party unless the other party specifically agrees.

203.2 Meetings will be scheduled at reasonable, mutually agreeable times and places. Except in emergencies, three (3) days notice will be given in setting up or cancelling a negotiations session. Dates for negotiations will, if possible, be determined at each session, setting a schedule for the next meeting. A time limit for each session will be established, which may be extended upon mutual agreement. Recesses may be called by either side with a maximum time limit of fifteen (15) minutes for each recess. A caucus may be called by either party with a maximum time limit of 30 minutes unless mutually extended by the parties.

203.3 Negotiations meetings shall be closed to the public.

203.4 Proposals and counterproposals will be presented in writing. A schedule of which proposals will be discussed at each session will be agreed upon by both sides at least one session in advance.

- 203.5 No releases or other public statements shall be made to the news media about the contents of negotiations, except by consent of the parties. Interim negotiation reports may be made by the TCTCEA to its membership and by the Board team to the Board.
- 203.6 Meetings may be adjourned and/or reconvened by mutual consent of the participating parties.

204 **Agreement**

- 204.1 Tentative agreement on specific subjects shall be reduced to writing and initialed by each team.
- 204.2 When final agreement is reached on all items, it shall be reduced to writing and submitted by the TCTCEA team to the TCTCEA membership for approval. Upon approval by the TCTCEA membership, the agreement shall be submitted to the Board for approval at its next meeting or at a special meeting not later than fifteen days after the Association ratification. If it is approved by the Board, then the agreement shall be signed by both parties and the Board shall pass a resolution adopting the contract.
- 204.3 When agreement is reached, it shall be jointly announced to the public.

205 **Disagreement**

- 205.1 If agreement has not been reached at the end of the 45 day period prescribed by paragraph 303.1, either party may request the service of the U.S. Federal Mediation and Conciliation Services office.
- 205.2 The appointed mediator shall have the power to meet with the parties jointly or separately, and take such other steps as he may deem appropriate in order to resolve matters under dispute.
- 205.3 If, after the 15-day mediation period or upon the expiration of the contract, whichever occurs last, if the parties have still not reached agreement, the mutually agreed dispute resolution (MAD) shall be

deemed exhausted. Mediation will terminate upon exhaustion of the MAD, unless the parties both agree to continue to negotiate with the assistance of the mediator. The cost of the mediator to be shared equally by the Board and TCTCEA. The procedure set forth in this Article represents a mutually agreed dispute settlement (MAD) procedure which supersedes the dispute procedure contained in Section 4117.14, Ohio Revised Code.

206 **Reopening of Negotiations: In Term Bargaining**

206.1 Negotiations on the existing agreement may be reopened on any items(s) at any time prior to the expiration of the agreement only upon the mutual agreement of both parties in writing to re-open such negotiations on a specific item or items.

206.2 No change in any specific term of this agreement shall be made during the life of this contract except by mutual agreement. Neither party shall have any duty to negotiate any matter during the term of this agreement, including those matters which arise pursuant to Ohio Revised Code 4117.08, and which would otherwise require the parties to meet and bargain. The Association and/or Board waives any right to meet and bargain regarding those issues and the Board may, but need not, maintain the status quo on those issues.

ARTICLE III

GRIEVANCE PROCEDURE

300 **Grievance**

This grievance procedure shall be the exclusive method of resolving disputes concerning the alleged violation, misapplication or misinterpretation of this Agreement.

301 **Definitions**

301.1 A grievance is any alleged violation, misapplication or misinterpretation of this Agreement.

301.2 "Days" shall mean actual work days for the employee classification involved in the grievance.

301.3 A grievant is the TCTCEA or any member of the bargaining unit who has a grievance.

302 **Rights of the Grievant and the Association**

302.1 A grievant at his/her sole choosing may appear on his/her own behalf or may be represented at any and all steps of the grievance procedure by a maximum of two (2) TCTCEA representatives and one (1) OEA representative and/or an attorney.

302.2 The chairperson of the Association grievance committee shall receive prior notice of and invitation to each meeting held to resolve a grievance. Decisions made at each formal level shall be made in writing on the appropriate forms setting forth the decision and the reasons therefore, and shall be transmitted promptly to all parties in interest, to the chairperson of the Association grievance committee and the administrator involved.

302.3 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 re-employment 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 subject to reprisal or discrimination for having followed or participated in this grievance procedure.

302.4 A grievance that affects more than one (1) employee may be filed on behalf of affected employees by the TCTCEA.

302.5 All grievances shall be filed at the lowest possible level. The lowest possible level means that level of the grievance procedure at which the administrator deciding the grievance has authority to make decision.

302.6 All formal hearings held under this procedure shall be structured so that due process under the circumstances is accorded both sides. Each hearing shall have provision for: initial presentation of the grievant's case, presentation of the administration's case, questioning and discussion.

303 **Time Limits**

303.1 The number of days considered at each step is considered a maximum. The time limits specified, however, may be extended by written agreement of the parties in interest.

303.2 If a formal grievance (Level II) is not filed within 20 days after the act or conditions giving rise to the grievance, or when the grievant should have known of the act or conditions giving rise to the grievance, then the grievance shall be considered waived.

303.3 Failure of the grievant or employer to comply with time lines for issuing a grievance decision or appealing a grievance decision at Levels II through IV shall result in the grievance proceeding to the next step. However, failure to file a grievance within the time limit established by Section 303.2 or failure to appeal a Level III decision to arbitration within the time established in Section 304.5 shall be considered waiver of the grievance.

303.4 Failure at any level of an administrator to communicate a decision in writing within the specified time limit shall permit the grievant to proceed to the next level of the formal grievance procedure.

303.5 In the event a grievance is filed at such time that it cannot be resolved by the close of a calendar school term, or the commencement of the Christmas or spring recess, further attempts at resolution shall not be made until the beginning of the new school term or the return to school following the recess, unless the parties in interest otherwise agree. The parties shall also agree where irreparable injury would result from a postponement until the next term.

303.6 The temporary absence of a director, immediate supervisor or the Superintendent shall toll the running of the days during the absence of such director, immediate supervisor or Superintendent, but in no case for more than five additional days.

303.7 Hearings held under this procedure shall be conducted at a time and place which will afford fair and reasonable opportunity for all persons, including witnesses, entitled to be present to attend. Hearings shall not be held during employee's working hours unless both parties mutually agree otherwise.

304 **Grievance Procedure**

304.1 **Level I (Informal)**

If an employee believes there is a basis for a grievance, he/she must first discuss the matter with the Director or immediate supervisor in an effort to resolve the problem informally. Prior to the discussion, the employee shall submit a Notice of Informal Grievance on the form supplied (Appendix A). If an immediate decision cannot be rendered during the discussion, the supervisor shall have five (5) days in which to give the grievant a decision in writing. As soon as a decision is made regarding the Level I Grievance, the grievant will have up to five (5) days to respond.

304.2 **Level II (Formal)**

If the grievant is not satisfied with the results of Level I, or is unable for cause beyond his/her control to discuss the matter with his/her immediate supervisor or Director within the time limits aforementioned, he/she may begin formal procedure by submitting the formal grievance on the grievance procedure form (see Appendix B) to his/her immediate supervisor and Director. Within five (5) days after receipt of the form, the immediate supervisor and Director shall hold a hearing with the grievant. Within five (5) days from the hearing, the immediate supervisor and Director shall issue a combined written decision. The decision reached

shall be recorded in Level II of the grievance report form and signed by both parties.

304.3 **Level III (Formal)**

If the grievant is not satisfied with the results of Level II, within ten (10) days of the Level II disposition he/she may continue the formal grievance procedure by again submitting the formal grievance to the next appropriate level (Superintendent). Within five (5) days of the receipt of the form, the Superintendent shall schedule a hearing for a date that is mutually acceptable to the parties. Within five (5) days of the hearing the Superintendent shall issue a written decision. The decision reached shall be recorded on Level III of the grievance report form and signed by both parties.

304.4 **Level IV (Formal)**

If the grievant is not satisfied with the disposition made at Level III, within ten (10) days of said disposition he/she may request in writing a hearing by the Board of Education. The hearing shall be held in executive session within ten (10) days after receipt of the request. Within ten (10) days of such Board hearing, a written decision will be issued by the Board President to the parties. The decision reached shall be recorded on Level IV of the grievance report form.

304.5 **Level V (Formal)**

If either the TCTCEA or the grievant is not satisfied with the disposition of the grievance by the Board, the TCTCEA may request a mediator from FMCS in an attempt to resolve the grievance in writing within ten (10) working days of the Board Disposition of the grievance and shall deliver a copy of the written request for the mediator to the Superintendent also within ten (10) working days of the Board's decision. If after two meetings with the mediator, a resolution is not reached, the grievance may be advanced to arbitration.

304.6 **Level VI (Formal)**

If the TCTCEA is not satisfied with the results of mediation, the TCTCEA may, at the grievant's request, seek an arbitration hearing by completing an Arbitration Request Form and submitting same within ten (10) working days following the second mediation session permitted by the immediately preceding Section (if the parties agree to a single mediation session, the ten (10) working days shall run from the date of the single mediation session). The request for binding arbitration shall be made within ten (10) working days following the receipt of the Board's disposition of the grievance. The request for binding arbitration shall be submitted by certified mail with return receipt requested to the Treasurer of the Board of Education, or shall be personally delivered to the Treasurer; in either event, it must be received by the Treasurer within the aforementioned ten-day period. Thereafter, the TCTCEA shall petition the American Arbitration Association to provide both parties with a list of nine (9) names from which an arbitrator will be selected by the alternate strike method with the union striking first, and then notify in accordance with the rules of the American Arbitration Association. Once the arbitrator has been selected, he/she shall conduct a hearing on the grievance in accordance with the rules and regulations of the American Arbitration Association. The arbitrator shall be confined to consideration of the Contract and shall have no power to add to, alter or subtract from the terms of the Contract. Cost of the Arbitrator and the hearing room shall be the obligation of the losing party. The arbitrator shall hold the necessary hearing(s) promptly and issue the decision within such time as may be agreed upon. The decision shall be in writing and a copy sent to all parties present at the hearing. The decision of the arbitrator shall be binding on all parties. Similarly, settlement of a grievance at any step of the grievance procedure shall be binding on all parties. No later than forty-five (45) days after an arbitrator's decision on a grievance, the decision shall be implemented, unless appealed by either party to the Court of Common Pleas.

ARTICLE IV

EMPLOYEE RIGHTS

400 Employee Rights

- 400.1 No reprisals shall be taken against employees by virtue of their participation in the negotiations or grievance procedures provided by this contract, or by virtue of their membership in a professional or labor organization, or by virtue of the participation in lawful TCTCEA activities which are not in violation of this Agreement.
- 400.2 The confidentiality of the contents of each employee's mailbox, desk and/or locker shall be respected by faculty, staff and administration.
- 400.3 When an employee has objective reasons to believe that a parent or student conference will be hostile and will involve complaints about the employee's performance, the employee may request that a supervisor be present to witness the conference. The employee may have an Association representative present as a witness.
- 400.4 Every employee shall have a locked area in which to place personal belongings for safety and security. The key to this separate locked area shall be kept by the Director to be used in case of emergency. Substitutes or other personnel shall not have access to this area. (Note: Employees to utilize current areas to be locked, no new locked areas will be added.)
- 400.5 Bargaining unit members have the right to join or to refrain from joining any organization for their professional or economic improvement and for the advancement of public education.
- 400.6 The school district will give reasonable support to teachers who discuss controversial topics with students in the course and scope of their employment and consistent with board curriculum and policy.

400.7 Evaluation of student performance is primarily the responsibility of the professional staff. The retention or promotion of students shall be the ultimate responsibility of the Superintendent or his/her designee, who will attempt to communicate with the staff member if his/her decision is contrary to the staff member's recommendation.

401 **Personnel Files**

401.1 Employees shall have the right to inspect their own personnel files upon request to the Superintendent or his/her designee, and to have copies made of material in their personnel files at their expense provided that: The inspection shall be during the school day when the Superintendent or his/her designee is available; the inspection shall not be conducted at a time which conflicts with other assigned duties; and the employee shall not have a right to inspect or copy material which, by law, is confidential, such as confidential references supplied prior to employment. An employee's personnel file shall be considered confidential and shall be inspected by only authorized personnel, by the employee or by someone with the employee's written authorization. However, under the Public Records Act, the public may have access to any document in the file by requesting that document by name or subject. When such a request is made, the employee shall be notified as soon as possible to the extent possible of the request and of the person making the request.

401.2 Except for materials confidential by law, no materials which reflect adversely on the employee shall be placed in the employee's personnel file without prior notice to the employee. Employees may submit written responses to such derogatory material, and the employee's response also shall be put in the employee's personnel file.

401.3 There shall be only one official file for each employee. Said file shall be kept and maintained by the Central Office.

401.4 No anonymous material shall be placed in any employee's file.

402 **Parent/Community Complaints**

The administration will encourage parents and community members to express concerns and work directly with affected staff members before bringing complaints to the Board and administration. The administration will promptly communicate parent and community concerns to affected staff members.

403 **Sexual Harassment**

A bargaining unit member's right to freedom from employment discrimination includes the opportunity to work in an environment untainted by sexual harassment. Sexually offensive speech and conduct are wholly inappropriate to the harmonious employment relationships necessary to the operation of the District and intolerable in a workplace.

Sexual harassment includes all unwelcome sexual advances, blocking the exit from the situation, requests for sexual favors, and verbal or physical contacts of a sexual nature whenever submission to such conduct is made a condition of employment or a basis for an employment decision, or when such conduct has the purpose or effect of unreasonably interfering with work performance or creating an intimidating, hostile, or offensive working condition.

The Board shall maintain and enforce a policy prohibiting sexual harassment. A bargaining unit member engaging in such prohibited sexual harassment of another employee of the district or of a student shall be subject to discipline according to Article IV, Section 404 (Just Cause) and 405 (Progressive Discipline).

404 **Just Cause**

No employee shall be disciplined, reprimanded, suspended or denied promotion without just cause.

405 **Progressive Discipline**

405.1 The following shall be the progression of discipline administered for employee infractions:

- a. Verbal Warning
 - b. Written Reprimand
 - c. Suspension I (up to five days without pay)
 - d. Suspension II (up to 10 days without pay)
 - e. Termination
- 405.2 Based upon the severity of the situation, disciplinary action may warrant deviation from the above procedure. Discipline shall be commensurate with the offense.
- 405.3 Any written record of disciplinary action will be kept in the employee's active personnel file for the appropriate time period as outlined in the negotiated agreement.
- 405.4 Employee may have a rebuttal attached to any discipline in the personnel file.
- 405.5 The time limits for any disciplinary action for any employee shall be:
- a. Verbal shall be removed from the employee's file after two (2) years after the date of issue.
 - b. Written reprimand shall be removed from the employee's file after three (3) years after the date of issue.
 - c. All suspensions shall be removed from the employee's file after four (4) years after the date of issue.

ARTICLE V

ASSIGNMENT AND TRANSFER

500 **Vacancy**

A vacancy shall exist when the Board and Administration determine to fill a bargaining unit position vacated by a bargaining unit member or a new bargaining unit position is established.

501 **Notification of Vacancy**

501.1 Notice of any vacancy, certified, classified, administrative or supervisory, shall be posted on bulletin boards accessible to all employees for at least ten (10) work days before the position is filled so that current employees may apply for the position. Current employees who apply will be interviewed to determine qualifications and given consideration for the position before outside applicants may be interviewed.

501.2 Notice of vacancies shall also be emailed to employees on leaves of absence and the recall list. During the summer vacation, notices of vacancies will be emailed to employees.

502 **Filling of a Vacancy**

Any bargaining unit member who files a timely application for a vacancy shall be offered an interview for the vacancy. If the employee is not selected, the Superintendent will notify the employee within ten (10) days after his/her decision.

503 **Transfer**

The authority to assign and transfer employees shall be vested solely in the administration. Transfers shall be considered either voluntary or involuntary and shall be subject to the following terms and conditions:

503.1 **Voluntary Transfer**

Members of the bargaining unit who desire to transfer into a vacancy or new position are encouraged to make written application to the Superintendent. Applications for certificated positions will include the grade and/or subject to which the individual desires to be assigned in order of preference. Applications for staff support positions shall specify the job classification(s) desired. Such written applications will be considered before assignments to vacancies. Employees who file timely applications and who are qualified shall be offered an interview for the vacancy. Qualifications shall be based on the minimum qualifications required by the job

description. If, all factors are equal, as determined by the Superintendent, then a current employee shall be hired rather than an outside applicant, and a more senior employee shall be hired over a less senior employee.

503.2 **Involuntary Transfer**

Before an involuntary transfer is initiated by the Administration, a conference shall be held by the Superintendent with the employee, the Director, and the supervisor setting forth the necessity of the transfer. The employee may be accompanied by a TCTCEA representative. No employee shall be transferred in a manner that is arbitrary, unreasonable, or unnecessary. In transfers and reassignments that are involuntary and two or more equally qualified employees could be subject to this provision, the least senior employee shall be transferred or reassigned. In all involuntary transfers and reassignments, the decision will be initiated by the Superintendent and reasons shall be given in writing to the affected employee(s).

503.3 Transfers and assignments shall not violate State Department of Education certification standards.

504 **Temporary Assignment**

504.1 When the Board has at least 24 hours notice of a temporary vacancy of two or more days, qualified part-time employees in the classification in which the vacancy occurs shall be given the opportunity to work additional hours prior to having that vacancy filled by a substitute.

504.2 The Board shall notify qualified part-time employees in the classification in which the vacancy occurs of the opportunity to work the additional hours. The most senior eligible employee requesting the additional hours by 4:30 p.m. shall have the right to accept the additional hours. Up to three moves, by seniority, may be made for additional hours for each instance of temporary vacancy. After three moves, the Board may hire a substitute.

504.3 The Board retains the right to hire substitutes or leave the position vacant if no employee elects to accept additional hours.

504.4 No employee shall be assigned or receive a greater number of hours through temporary assignment than are assigned a regular classified bargaining unit member.

505 **Notification of Assignment**

Each bargaining unit member shall be notified in writing no later than August 8, of his/her professional assignment which shall contain the teacher's schedule for the school day. When circumstances change making a change necessary in a teacher's assignment, the Superintendent shall send notice to the teacher as soon as possible.

ARTICLE VI

REDUCTION IN FORCE

600 **Reduction In Force**

If the Board decides to effect a planned reduction in the number of employees in the bargaining unit, it is understood and agreed that this article shall govern the reduction in all respects. If HB 153's revisions of Ohio Revised Code section 3319.17 are repealed, the reduction in force provisions set forth in HB153 and subsequent Board policy shall be null and void and the parties agree to immediately negotiate replacement language according Ohio Revised Code. The following guidelines will apply to bargaining unit personnel:

600.1 As soon as individual bargaining unit members to be affected by a reduction in force are informed of the Board's intention to lay them off, then the Superintendent shall notify the TCTCEA of the reduction by informing the TCTCEA President in writing of the names of teachers to be affected by the reduction in force.

600.2 A list of bargaining unit members on layoff shall be maintained by the administration for recall

purposes, and a current copy of the list shall be provided to the TCTCEA President.

600.3 **Attrition**

The number of persons affected by a RIF will be kept to a minimum by not employing replacements insofar as practicable for employees who retire or resign or whose limited contracts are not renewed for reasons other than the planned reduction in the number of employees.

601 **Layoffs**

601.1 All employees will be deemed “comparable” in statistical measurement of data for the first five years of this agreement ending June 28, 2019. After this date, within each teaching field affected, reduction not achieved by attrition shall be accomplished by comparing evaluations and retaining the teacher with the higher evaluation. If the evaluations are comparable then the reduction shall be based upon seniority. Teachers with seniority may bump into other departments if, and only if, the teacher is certified for a position in another department at the time the layoff notice is approved and sent.

601.2 Classified employees shall be reduced within their current job classifications, as defined in Section 604, with the employee having the lowest seniority within a classification being the first to be laid off. No employee shall be permitted to bump into another classification (i.e. custodian to office worker) or bump someone with greater seniority. Layoffs, if necessary, shall be made prior to April 30.

602 **Recall**

602.1 Employees on layoff status shall have recall rights as provided herein. "Recall rights" means the right to be offered an available position within the employee's teaching field or job classification before the position is filled by recalling another employee with the same contract status and less seniority or by hiring an employee not already employed by the

Board. "Available position" refers to a position which has the same or lesser pay rate, annual compensation, status and responsibilities; it is not intended that an employee would be able to improve his/her pay rate, annual compensation (excluding supplementals), or status by recall. Teachers holding multiple certifications may return to any vacancy for which they are certified. Employees holding continuing contract status will be given preference over those holding limited contracts.

- 602.2 The seniority of an employee recalled and returned to employment shall be calculated as if the employee had been on a leave of absence without pay.
- 602.3 Notice of recall shall be given by the Superintendent, or designee to the individual being recalled by telephone, telegram, or registered mail to the last telephone number or last address given by the employee to the Superintendent. It shall be the responsibility of the employee to keep the Superintendent advised in writing of a telephone number and mailing address at which he/she can be reached. If an employee fails to accept reemployment in writing postmarked ten (10) work days from the date of said notification, said employee shall be considered to have rejected the offer and shall be removed from the RIF list. To decline a position with fewer hours or less pay than the position held when placed upon the recall list shall not constitute a waiver of recall rights.
- 602.4 Each employee on continuing contract status at the time of the RIF shall remain on the recall list and have recall rights for three (3) years from his/her last day of active service in the system, unless he/she fails to accept a recall or waives his/her recall rights in writing. Each employee on limited contract shall remain on the recall list and shall have recall rights for fourteen (14) consecutive months following April 30 of the year the RIF notice is presented, unless he/she fails to accept a recall or waives his/her recall rights in writing. After one (1) year on the RIF list, each employee must notify the Superintendent

of his/her continued interest in reemployment. Any employee who fails to so notify the Superintendent shall be deemed to have waived his/her recall rights.

602.5 Employees on the Recall List shall receive first preference for substitute duty if they are available when called.

603 **Reasons for Reduction in Force**

Reasons for reduction in forces may be a decline in enrollment at the school and/or affecting a specific position(s), return of teachers from leave, financial reasons, changes in programs, changes in state funding and territorial changes. The Board will make decisions regarding program changes and specific position eliminations in a nondiscriminatory, nonarbitrary manner.

604 **Teaching Field or Job Classification**

For the purposes of this Article and all other provisions of the contract, "teaching field" shall mean the teacher's area(s) of certification. Job classification for support personnel shall mean custodians, office workers, cafeteria employees and paraprofessionals (educational assistants/aides).

605 **Seniority**

For purposes of this article and all other provisions of the contract, seniority shall mean the period of an employee's employment by the Board since the employee's most recent date of hiring on a prorated basis. Any employee reaching 120 or more days during a school year shall be given credit for one (1) year of seniority. Only one year of seniority can be awarded in any school year. Current employees as of November 27, 2001, who may be reduced to less than 50% employment shall continue to accrue seniority and remain bargaining unit members.

605.1 Periods of time on authorized paid leave of absence shall count towards an employee's seniority in the district. Unpaid leaves of absence time on recall due to a reduction in force, and time worked in a non-bargaining unit position shall not be counted toward seniority but shall not interrupt a bargaining

unit member's seniority. The seniority of an employee who has returned to employment following resignation or other termination of employment will be measured from the date of return.

605.2 In the event that two employees have the same length of seniority, their relative seniority shall be determined by the date on the employee's contract. If two employees with the same seniority also have the same contract date, then the tie shall be broken by lottery.

606 **Continuation of Health Benefits**

Any employee on the recall list due to a RIF shall be able to continue any or all Board health benefits at their own expense, as provided by the Consolidated Omnibus Budget Reconciliation Act of 1985 (COBRA).

606.1 Under the provisions of this Act, all employees will have the same coverage as that provided other employees and pay no more than the amount paid by the Board.

607 **Notice to TCTCEA**

As soon as individual teachers to be affected by a reduction in force are informed of the Board's intention to lay them off, then the Superintendent shall notify the TCTCEA of the reduction by informing the TCTCEA President in writing of the names of teachers to be affected by the reduction in force. A list of teachers on layoff shall be maintained by the administration for recall purposes, and a current copy of the list shall be provided to the TCTCEA President.

ARTICLE VII

EMPLOYEE CONTRACTS

700 **Issuance of Contracts**

Certificated employees shall be given written contracts as required by the Ohio Revised Code. Termination of limited and continuing contracts, and qualifications for continuing contracts, shall be governed by Chapter 3319. Renewal and

nonrenewal of teaching contracts shall be governed by this Agreement.

700.1 Employees shall be issued written contracts prior to the first day of school, or, in the event an employee is hired during the year, prior to the employee's first day of employment (except as otherwise provided herein).

700.2 School support personnel shall be employed and given written contracts in compliance with ORC §3319.081.

701 **Non-Renewal of Limited Teaching Contracts**

Pursuant to ORC Section 4117.10, the parties agree that the following procedures for nonrenewal of teaching contracts shall supersede the provisions of state law, including ORC Sections 3319.11 and 3319.111.

701.1 The Board of Education shall vote to nonrenew limited teaching contracts no later than (3319.11 Continuing service status - limited contract - notice of intent not to re-employ. If the Superintendent recommends that a teacher eligible for continuing service status not be reemployed, the Board may declare its intention not to re-employ the teacher by giving the teacher written notice on or before the first day of June of its intention not to re-employ the teacher) of the year in which the contract will expire. Any teacher who is considered deficient and is notified of the intent to nonrenew, but who has not received two evaluations during the year showing deficiencies and means to improve shall be given a one-year extended limited contract unless the teacher resigns by June 1.

701.2 The Board of Education shall notify the teacher in writing of the intent to non-renew not later than five (5) work days prior to the nonrenewal action. Any of the following shall constitute notice sufficient to comply with this section: (a) personal delivery of the notice to the teacher; (b) mailing the notice to the teacher's home address, postmarked no later than April 28; (c) certified mail delivery to the teacher's home address, return receipt showing delivery by

June 1, (d) actual receipt of written notice by teacher from any source and by any means.

- 701.3 A teacher whose limited contract is not renewed may request a written statement describing the circumstances that led to the Board's intention not to reemploy the teacher within ten (10) days of the nonrenewal notice. The treasurer of the Board, on behalf of the Board, shall provide, within ten (10) days of the date on which the treasurer receives a written demand for a written statement, such written statement describing the circumstances that led to the Board's intention not to renew the teacher. A teacher who is nonrenewed may request a meeting with the Board of Education in executive session. The request must be made in writing and delivered to the Superintendent or Treasurer no later than five (5) days after receipt of the treasurer's statement giving specific circumstances, or May 10, whichever is later. Upon receipt of such timely written request, the Board of Education shall meet with the teacher in executive session before the end of the school year. At the meeting, the teacher shall be afforded the opportunity to present his/her case to the Board as to why his/her contract should be renewed. The meeting need not be conducted as a formal hearing, but the employee shall have the right to a representative of his/her choice and be able to present witnesses and testimony.
- 701.4 Unless the Board of Education votes to reverse itself and reemploy the teacher, the Board of Education's nonrenewal decision shall be final and nonappealable for first-year teachers provided the employee received two evaluations showing persistent deficiencies in the second evaluation that existed in the first evaluation. A teacher who has completed at least one (1) full year teaching in Trumbull Career and Technical Center at the time of the nonrenewal vote and teachers who did not receive the appropriate number of evaluations may file a grievance and appeal the Board's decision under Article III of this Agreement. The standard of review in arbitration shall be whether the Board's action was arbitrary, capricious or unreasonable. Teachers also may grieve alleged procedural

defects, but reinstatement should not occur unless it is shown that the alleged procedural defect has prejudiced the teacher. Grievances may assert that the teacher did not, under the circumstances, receive sufficient notice of deficiencies and/or receive appropriate guidance.

702 **Other Contracts**

Section 701 of this Article shall apply to teaching contracts. It shall not apply to supplemental contracts. All such contracts shall be deemed nonrenewed each year unless the Board of Education affirmatively acts to rehire the teacher and renew the contract.

703 **Part Time Seniority**

Seniority and time on the salary schedule will be accrued according to the accrual on a total of 184 contract days in multiple years (i.e. 92 days one year and 92 days the next year would equal 184 days). Such accrual shall be in successive years with no break in service and such time shall be kept on a percentage basis (i.e. 90 days one year and 40 days the next year would equal .71 of 184 days). Any movement on the salary schedule or increase in salary shall take place only at the beginning of a new school year and only after the completion of a total of 184 contract days.

ARTICLE VIII

EVALUATION

800 **Job Description and Evaluation Development**

801 **Job Description**

Any changes other than de minimus changes in job descriptions of bargaining unit members shall be negotiated with the TCTCEA.

802 **Evaluations - General Principles**

The purpose of the evaluation is professional growth and improvement in teaching or job performance. It should allow for the development of a close relationship between the employee and the appraiser. It is understood and agreed that this evaluation article is intended and does supercede

because it is line with Ohio Revised Code and H.B. 153. If HB 153's revisions of Ohio Revised Code section 3319.17 are repealed, the revaluation provisions set forth in HB153 and subsequent Board policy shall be null and void and the parties agree to immediately negotiate replacement language according Ohio Revised Code.

When deficiencies are noted in an observation or evaluation report, a written plan for improvement, with assistance and recommendations, will be developed and reviewed with the employee by the administrator who conducted the observation. Implementation of this plan will be monitored, and the plan may be modified, supplemented or discontinued as warranted. The plan shall be included or incorporated in evaluation and observation reports.

Evaluators shall be a TCTC employed, credentialed evaluator. Each employee will receive proper training on the evaluation system that provides an awareness of what it is. Written notice shall be provided to the local association prior to making any changes to the evaluation process or evaluation instrument. written notification to all employees of the name and position of the evaluator 30 days prior to the pre-observation conference. Once the assigned evaluator has begun the evaluation process he/she must complete the evaluation process with said employee. If the TCTC Board/Administration wishes to change an evaluator then specific written rationale for the change shall be given to the employee and the TCTCEA President as soon as the change becomes necessary to the TCTC Administration.

The evaluation process shall be carried out openly, in a fair, reasonable, and objective manner with the full knowledge of the employee. Additionally, walkthroughs that are deemed a part of this evaluation process must be conducted in accordance with the definition/process established by this agreement. No misleading, inaccurate, undocumented or untimely information shall become part of an employees performance evaluation report.

Since the purpose of the evaluation system is to help the employee improve his/her instruction and the inclusion of data will assist in this process, all employees will be deemed "comparable" in statistical measurement of data for the first five years of this agreement ending June 28, 2019.

802.1 **Orientation**

Each employee will be regularly advised regarding the procedures and substance related to their evaluations. Such meetings shall occur at least once per year and more often if evaluations/procedures or instruments change. The employee has the right to waive this meeting if the employee chooses to do so.

802.2 **Informal Observations (Walk throughs)**

Informal observations of employees may occur at any time, with or without advance notice. Administrators may wish to share comments and suggestions with employees as a result of these informal observations. Such comments may be considered as informal and separate from the formal procedures described below.

A walk through shall serve as part of the evaluation process. Walk throughs shall be no more than 10 minutes in duration and there shall be no more than 2 walk throughs per evaluation cycle. All data gathered from the walk throughs shall be shared with the employee within 10 work days of the walk through.

Employees shall be notified of a general time frame of when the walk through will occur. The time frame shall not exceed two weeks advance notice.

802.3 **Pre-observation Conference**

Each employee will have a pre-observation conference with their immediate supervisor within ten (10) school days prior to the first observation of the employee in a school year. This conference may be face to face or by phone for satellite teachers. An employee may request a formal observation at anytime in addition to the ones required.

802.4 **Formal Observation**

Each formal observation shall consist of one walk through and one 30-minute observation of the employee when the employee is performing their

routine duties. The observer shall complete a written observation report and give a copy to the employee and a conference to be held after all observations that find deficiencies.

802.5 **Written Evaluation**

Employees shall receive a summative written evaluation and have a conference about the evaluation. Evaluations shall be based upon the observations of the employees performance and shall acknowledge to employees strengths and deficiencies. The evaluator will note all of the data (Student Growth Measures, LEA Measures, and Shared Attribution measures) used to support the conclusions to reach the formal evaluation report. A signature may not imply the employee agrees with the contents of the evaluation. Employees have the right to rebut the evaluation in writing.

802.6 **Improvement Plan**

An employee may be placed on an improvement plan by the employee's evaluator of record following the receipt of an ineffective rating on the evaluation instrument document.

Once the employee has been informed that they have been placed on an improvement plan, the implementation of this plan will occur not more than one month after being informed of the plan. The plan will then continue for one (1) school year from the time the improvement plan was implemented.

The employee and the evaluator of record for that stated employee will create the improvement plan together. In the event that the employee and the evaluator cannot agree on the expectations of the improvement plan, the teacher may request an employee of the District to facilitate further discussion between the teacher and the evaluator.

The improvement plan must include specific information, guidance, timelines, and resources. The plan should include but not limited to the following:

- Specific performance expectations, resources and assistance to be provided, and timelines for its competition
- Professional indicators documented as unsatisfactory through the formal evaluation process
- Reasonable sufficient time (not less than one grading period) and duration as to allow the teacher to improve performance to a satisfactory level

The evaluator of record shall complete the final evaluation report and the evaluator shall be required to meet with and provide a copy of the final evaluation to the teacher.

If the final report indicates that the teacher meets the criteria for the professional indicators for satisfactory performance as outlined in the improvement plan, the evaluator of record will recommend that the teacher be returned to a non-improvement plan status for the following school year.

802.7 **Mentor/Coaches**

The employee shall be assigned a trained mentor/coach as appropriate during the improvement plan time period.

- The mentor/coach shall hold a continuing contract status and have worked for a minimum five consecutive years in the district
- The mentor teacher/coach must have been trained through the Ohio Department of Education Instructional Mentoring Program
- The Mentor teacher/Coach must hold a valid teaching certificate/license
- The mentor teacher/coach does not have a formal evaluative role; they are there to provide growth and support to the teacher.
- Mentor teachers/coaches can request release time by the District that involves direct mentoring activities.

802.8 **Protections**

Mentor teaching status in the District shall not be used as a measure of evaluation. A mentor teacher shall not be requested or directed to make any recommendations regarding the continued employment of the teacher. All interactions between the employee and the mentor are confidential.

802.9 **Due Process**

An employee who believes his/her evaluation may result in disciplinary action or non-renewal may have Union representation at any evaluation meeting.

Any violation of the evaluation procedure or substantive due process shall automatically require the re-employment of the employee under a continuing contract, if eligible, or an appropriate limited contract if the employee is not eligible for a continuing contract.

803 **Schedule for Support Staff Evaluation**

803.1 School Support Personnel with less than three (3) years TCTC experience shall have two (2) observations and the evaluation completed and reviewed by December 31, and a second series of two (2) observations and evaluation report completed and reviewed by March 31. Additional observations may be conducted during the year.

803.2 School Support Personnel on continuing contracts shall be evaluated once every three (3) years. If a documented area of concern should arise, the staff member may be evaluated additional times. The first two (2) observations and the evaluation report must be completed by December 31. If a second series is necessary, the two (2) observations and evaluation report must be completed by March 31.

803.3 The purpose of the evaluation is to objectively determine an employee's work performance and may be used to constitute the basis for personnel decisions including promotions, reassignments,

continuing contract status, limited contract renewal or non-renewal and termination.

804 **Schedule for Certified Staff Evaluation**

804.1 **Schedule for Certified Instructional Staff**

This is defined as certified staff members who spend at least 50% of their work time instructing students. The final evaluation report shall be completed no later than May 10. If the Board has intentions not to re-employ the teacher, a minimum of three observations must have been completed before May 10 of the current school year. The Board may elect to evaluate each teacher who received a rating of accomplished once every two years.

804.2 **Schedule for Certified Non-instructional Staff**

This is defined as certified staff members who spend less than 50% of their work time instructing students. Teachers employed on limited contracts shall have two (2) observations and the evaluation report completed and reviewed by January 15, and a second series of two (2) observations and evaluation report completed and reviewed by March 31. Additional observations may be conducted during the year. Teachers on limited contracts who have ten (10) or more years of TCTC experience may have the second series of observations/evaluation waived by the administration.

804.3 Continuing contract employees shall be evaluated once every three (3) years. If a documented area of concern should arise, the staff member may be evaluated additional times. The first two (2) observations and the evaluation report must be completed and reviewed by January 15. If a second series is necessary, the two (2) observations and evaluation report must be completed and reviewed by March 31.

804.4 An employee whose performance has been found deficient to the extent that a recommendation of contract non-renewal or other adverse personnel

action is a strong possibility or is to be considered for non-renewal will be subject to a second evaluation.

805 **School Support Personnel Development and Training**

805.1 **Classified Staff Tuition Reimbursement**

The Board shall pay for a classified staff employee to take one college course per year for a maximum reimbursement per employee of nine hundred dollars \$900. This class shall be included in the IPDP and be approved by the Superintendent. A grade of B or better, or passing in a pass/fail class must be achieved.

805.2 **Individual Personal Development Plan for Classified Staff**

Each individual employee shall prepare an Individual Personal Development Plan when seeking reimbursement and/or approval for classes or workshops. That Plan shall identify the personal development steps, such as workshops and courses, the individual plans to pursue to maintain current job skills or to advance to higher skill training levels within the job classification.

805.3 **Skill Training Programs**

The Board shall permit employees to attend Adult Education courses at no charge on a space available basis. Employees desiring to attend training workshops or seminars not offered through the TCTC may have such supplemental programs approved at the discretion of the Superintendent.

806 **Local Professional Development Committee**

806.1 The Local Professional Development Committee (LPDC) may adopt such by-laws and constitution as its members deem appropriate, subject to the following terms:

806.1.1 **Individual Personal Development Plan**

Each individual certificated or licensed employee shall prepare an individual Personal Development Plan (IPDP) in order to receive approval of reimbursement of course work, CEU's or workshops or to renew or upgrade certification /licensure.

806.2 There shall be one LPDC for the TCTC.

806.3 The LPDC shall consist of three (3) certified members from the TCTCEA, chosen by the TCTCEA and two (2) administrators, chosen by the Superintendent.

806.4 The Appeal Process shall consist of the following steps:

Step One: Reconsideration by the LPDC.

Step Two: Local Appeals Board.

The Appeals Board shall consist of one (1) certified/licensed person chosen by the LPDC, one (1) certified/licensed person chosen by the appellant, and one (1) certified/licensed person chosen by the two (2) previously chosen people. *Members shall be chosen by the LPDC.*

Step Three: State Appeals Board

An employee may appeal to the State Appeals Board set by the State if not satisfied with the local appeal process. The Decision of the State Appeals Board shall be final. An appeal shall not be subject in whole or in part to any portion of the grievance procedure set forth in the negotiations agreement.

806.5 Each TCTCEA member on the LPDC shall be compensated at extra duty pay per hour for meetings that occur outside the school day for LPDC meetings and professional development taken pursuant to 806.8.

806.6 **Terms of Office**

- A. There shall be a chairperson elected by a majority vote of the LPDC for a two (2) year term running from September to September.
- B. There shall be a secretary/recorder elected by majority vote of the LPDC for a one (1) year term running September to September.
- C. The terms of the remaining members shall be determined by the LPDC.

806.7 Administrator vacancies shall be filled by the Superintendent and Association vacancies shall be filled by the Association.

806.8 Each LPDC member shall participate in professional development to prepare for their role within the LPDC.

806.9 The LPDC shall meet a minimum of six (6) times per calendar year. Other meetings may be called by the LPDC if necessary.

807 **Student Learning Objectives (SLO) Committee**

Each individual certificated or licensed employee shall prepare a (SLO) as per stated by the Ohio Revised Code.

807.1 There shall be one SLO committee for the TCTC.

807.2 The SLO Committee shall consist of four (4) certified members (one per academic area) and two (2) certified members from the program area from the TCTCEA, chosen by the TCTCEA and two (2) administrators, chosen by the Superintendent.

807.3 Each TCTCEA member on the SLO Committee shall be compensated at extra duty pay per hour for meetings that occur outside the school day for SLO meetings and professional development taken pursuant to 807.6.

807.4 **Terms of Office**

- A. There shall be a chairperson elected by a majority vote of the SLO Committee for a two (2) year term running from September to September.
- B. There shall be a secretary/recorder elected by majority vote of the SLO Committee for a one (1) year term running September to September.
- C. The terms of the remaining members shall be determined by the SLO Committee

807.5 Administrator vacancies shall be filled by the Superintendent and Association vacancies shall be filled by the Association.

807.6 Each SLO member shall participate in professional development to prepare for their role within the SLO Committee.

807.7 The SLO shall meet a minimum of two (2) times per calendar year. Other meetings may be called by the SLO Committee if necessary.

808 **Teacher Training Reimbursement**

808.1 The Board will reimburse the tuition cost of approved college credit or approved educational workshops, up to a maximum of \$1300 per individual certified member of the TCTCEA, per school year. Reimbursement will be contingent upon proof of payment of tuition and satisfactory completion of the course or workshop so that the LPDC awards the employee credits. A grade of B or better, or passing in a pass/fail class must be achieved.

808.1.1 Teacher training and classified staff reimbursement shall have a total expenditure of no more than \$40,000 per contract year.

808.2 Prior to taking the course or workshop, the member of the TCTCEA must provide notice to the LPDC of

anticipated programs for pre-approval by the LPDC to verify that provisions of 807.3 are met.

808.3 In order to be approved, courses or workshops must meet the following criteria:

A. Related to one of the following (1) the teachers current academic field of teaching and/or area of assignment or (2) any other special area of study approved by the Superintendent, or (3) for additional certification or licensure as approved by the Superintendent.

B. The course or workshop must be approved, for credit, by the LPDC.

808.4 An official transcript and paid receipt will be evidence of course completion. Evidence of course completion and paid receipt shall be submitted within sixty (60) days of course completion. Extenuating circumstances may be appealed to the LPDC. Payment shall be made within three weeks of submission of evidence of completion and approval of the LPDC. The Board may withhold payment until the LPDC confirms it will award credit if a reasonable question regarding that issue exists.

ARTICLE IX

LEAVES

900 Sick Leave

900.1 Purpose

Sick leave should be used for all health-related situations affecting the employee or his/her immediate family which would prevent the employee from being on the job. These would include such things as funerals, scheduled surgery, pregnancy, doctor/dentist appointments, illness, etc. In this section, immediate family shall include husband, wife, children, father, mother, brothers, sisters, grandparents, father-in-law, mother-in-law, grandparents-in-law, sons-in-law, daughters-in-law, brothers-in-law, sisters-in-law, and grandchildren.

900.2 **Accumulation**

Each bargaining unit member under a regular annual contract will be credited with 1.25 days of sick leave following each month of employment for a total of fifteen (15) days per calendar year. Accumulation will be prorated for employees scheduled to work less than a five (5) day week or less than a full month.

900.3 Each new employee to the District is credited with five (5) days of sick leave on the first day of employment which is for the first four (4) months of employment.

900.4 The maximum accumulation of sick leave shall be 360 days.

900.5 **Notice**

All employees shall notify the receptionist of the Student Service Center of the date upon which sick leave is to begin as soon as the employee is aware of the need to use sick leave. Employees working the day shift shall do so no later than 6:30 a.m. on the date the employee is to be absent. Employees working afternoon shift shall do so as soon as possible, but in any case, prior to 12:00 noon. Employees working midnight shift shall do so as soon as possible, but in any case, prior to 3:00 p.m.

900.5.1 If a pattern has developed that indicates possible abuse of sick leave by a bargaining unit member, the Board may demand a doctor's excuse for any future sick leave by the employee during the remaining part of the contract year.

900.6 **Sick Bank**

900.6.1 **Purpose**

The purpose of the Sick Bank shall be to provide additional sick leave to those bargaining unit members of the Sick Bank who have exhausted all of their accumulated sick leave and whose

personal illness has been defined as a long-term illness (or catastrophic) in nature.

Catastrophic shall be defined as: “an illness the onset of which is unanticipated or of a life threatening nature which shall require a long period of treatment and/or recuperation and is not deliberately caused by the employee, and not an elective surgery or procedure.”

900.6.2 **Establishment**

In order to become a member of the Sick Bank, each bargaining unit member must contribute one of his/her accumulated sick days to the Sick Bank during the enrollment period in the year the employee chooses to join the Sick Bank. The enrollment period will be from October 1 through November 1 of each school year. Enrollment forms are available from the Association. Enrollees shall submit their forms to the Association. The Sick Bank Committee shall provide a list of Sick Bank members shall be given to the Association President after the enrollment period and when new members are added, and an accounting of days contributed and consumed shall be provided to the Treasurer.

New teachers hired after the enrollment period will have from the date of hire, two weeks to enroll.

Once a bargaining unit member donates a sick day, he/she remains a member from year to year.

During any year two additional days may be donated by bank members upon the agreement of the Sick Bank Committee. Donated days are not returnable. Any

member may withdraw from the Sick Bank at any time. A member may only use up to 20 school days from the Sick Bank per school year.

To qualify for the Bank, one must meet all of the following criteria:

1. Be a member of the Sick Bank;
 2. Provide verification from a licensed physician as to the long-term illness or the catastrophic nature of the illness; Catastrophic shall be defined as: "an illness the onset of which is unanticipated or of a life threatening nature which shall require a long period of treatment and/or recuperation and is not deliberately caused by the employee, and not an elective surgery or procedure."
 3. Have been under a physician's care for thirty consecutive days;
 4. Have exhausted all accumulated personal sick leave;
 5. Make application to the Sick Bank Committee.
- * Every effort will be made to protect the privacy of the individual.

900.6.3 **Sick Bank Committee**

A committee shall be formed to administer the Bank and to provide the information whereby the business office of the T.C.T.C. District will maintain the records. This committee shall be empowered to adopt the rules and regulations and to make decisions required to administer the Sick Bank, so long as those rules, regulations, and decisions do not modify the agreement contained herein. This committee will be entitled the "Sick Bank Committee"

(hereafter referred to as SBC). The SBC shall be composed of the following five (5) persons:

- a. Superintendent of Schools of the Trumbull Career and Technical Center (TCTC) or his/her designee.
- b. The TCTCEA President or his/her designee.
- c. The Treasurer of the Board or his/her designee.
- d. Two bargaining unit members. These members are to be appointed by the TCTCEA President. Effort should be made with these appointments to provide bargaining unit representation.

901 **Parental Leave**

An employee shall be granted a leave of absence without pay or benefits (except where these benefits are paid by the employee at the employee's option or paid under some other contractual leave or under law) for parental reasons, including adoption of a child or child care for a new born infant or due to a catastrophic illness of a child as defined in 900.6.1. Parental leave shall not exceed the remainder of the contract year during which the child was born and the succeeding year, or child care for a new born infant or due to a catastrophic illness of a child as defined in 900.623.

901.1 Parental leave may begin on the date of the child's birth; on the date when an employee who has been on sick leave is no longer eligible for sick leave because of recovery from the physical effects of pregnancy and childbirth which necessitated the absence; or during the pregnancy, if the employee is unable to work and elects to take unpaid parental leave rather than paid sick leave. The Board may require that the requested leave expire at the end of a semester or school year.

901.2 The employee will submit a letter to the Superintendent four (4) weeks, except in emergency

situations prior to the intent to use Parental Leave. This letter will include the anticipated date the employee intends to commence the leave and the anticipated return to service. The employee shall notify the Superintendent in writing of his/her intent to return no later than April 1 for the succeeding year if the initial leave did not extend to the succeeding year.

- 901.3 The Board will not be obligated to return an employee to active status with pay and benefits prior to the expiration date of the leave of absence granted for parental reasons. If the leave granted to a limited contract employee extends beyond April 30 of the employee's contract year, the Board is not obligated to re-employ the employee for the next school year or for any other school year if notice of nonrenewal is given on or before April 30 of the employee's contract year and evaluations meet the deficiency requirement as set forth in Section 802 for non-renewal. If a teacher returning from leave is a limited contract teacher who did not have the required evaluations, the Board may place the individual on a one-year extended contract for the following year and shall so notify the individual and the Association President by April 30. An employee may not grieve being placed on extended contract, but has all rights of the contract for the following year.

If the length of the parental leave requested and actually taken is three (3) months or less, the administration will make every reasonable effort to reinstate the employee to the same position and the same salary classification as the one vacated at the commencement of the leave.

Otherwise, an employee upon return from a Parental Leave will be reinstated in their previous or a comparable position at the discretion of the Superintendent, at the same salary classification, to the one vacated at the commencement of the leave. Teachers shall be assigned within their certification.

- 901.4 Any employee on unpaid leave under this Section shall be able to continue any or all Board health

benefits, at their own expense, as provided by the Consolidated Omnibus Budget Reconciliation Act of 1985 (COBRA).

- 901.5 Under the provision of this Act, all employees will have the same coverage as that provided other employees and pay no more than the amount paid by the Board.
- 901.6 In the case of adoption of a child, an employee shall be granted leave for the same time period as specified for parental leave. The starting date for the leave shall be one (1) week before the week in which the child becomes a resident in the home of the employee who has adopted the child.
- 901.7 An employee shall be permitted to use accumulated unused sick leave days for absence due to parental leave.

902 **Leaves of Absence Without Pay**

- 902.1 A member of the bargaining unit shall be granted a leave of absence for illness or other disability (or for illness or disability in the immediate family) without pay or benefits (except where those benefits are paid by the employee at the employee's option) for a period not to extend beyond the employee's contract year and one additional school year.
- 902.2 The Superintendent will consider requests for leaves for other reasons. A request for such leave of absence will be submitted in writing, will state the specific reason and expiration date of the requested leave, and in the case of illness or disability, will be accompanied by a written statement from the employee's physician substantiating that an illness or disability exists requiring the requested leave of absence.
- 902.3 The Board will not be obligated to return an employee to active status with pay or benefits prior to the expiration date of leave of absence granted for illness or disability. If the leave granted to a limited contract employee extends beyond April 30 of the employee's contract year, the Board is not obligated to re-employ the employee for the next

school year if notice of nonrenewal is given on or before April 30 of the employee's contract year. The Board may require that the requested leave expire at the end of a semester or school year.

903 **Personal Leave**

Each member of the bargaining unit shall be entitled to three (3) days of unrestricted, nonaccumulative paid personal leave, subject to the following conditions listed below:

Day shall equal the employee's work day; that is, a half-day employee shall be entitled to three (3) half days per year. Similarly, personal leave shall be prorated for employees who work less than five (5) days per week.

903.1 Not more than four (4) certified and two (2) classified employees in the bargaining unit may take such leave on any one day.

903.2 Unless the Superintendent grants permission because of an emergency, such leave may not be taken on the day before or day after a holiday or vacation period, the first or last work day of the year, the first or last student day of the year, or on clerical day. ("Day" means employee workday).

903.3 Except in the case of an emergency, a written notice of intent to take such leave on a specified date must be filed with the immediate supervisor at least three (3) days in advance of the date on which the leave will be taken.

903.3.1 In each case of personal leave, the employee shall *notify* and receive approval of their immediate Supervisor, Director and Superintendent. In an emergent situation the employee shall notify and receive approval of their immediate Supervisor or Director or Superintendent of the need for an Emergency Personal Day and also call the employee report off number. Appropriate forms shall be completed immediately upon return to work.

- 903.4 Unused personal days shall be converted to sick leave.
- 903.5 Employees who are employed under a contract for 260 or more days shall be entitled to two (2) additional days of personal leave per school year.
- 903.6 The minimum amount of time allowed for a personal leave day shall be one-quarter day. This one-quarter day is to be prorated according to each individual employee's regular work day (i.e. one quarter of an eight hour work day would be two hours).
- 903.7 Employees may carry up to two (2) days unused personal leave to the next contract year to a maximum of five (5) personal days. The Treasurer's office must be notified of the employee's intention by the last day of the school year.

904 **Assault Leave**

A member of the bargaining unit who is absent due to physical disability resulting from an assault, which results from the employee's performance of his/her duties and which occurs in the course of Board employment while on duty either on school grounds during school hours or where required to be in attendance at a school-sponsored function, shall be eligible to receive assault leave.

- 904.1 Also, a member of the bargaining unit who is absent due to physical disability directly resulting from an assault by a student, parent or trespasser at other times shall be eligible for assault leave if the assault resulted from an incident at school involving performance of the employee's duties.
- 904.2 Such leave shall be granted only with a physician's written certification as to the need for the assault leave. Leave shall not exceed ninety (90) working days upon the member or his representative delivering to the Treasurer a signed statement on forms prescribed by the Board and maintained by the Treasurer. Such statement will indicate the nature of the injury, the date of its occurrence, the identity (if known) of the individual(s) causing the

assault, and the facts surrounding the assault. Use of assault leave shall not be charged against sick leave or personal leave.

- 904.3 If medical attention is required, the member shall supply a certificate from a licensed physician stating the nature of the disability and its duration.
- 904.4 Full payment for assault leave, less workers' compensation, shall not exceed the member's per diem rate of pay exclusive of supplemental pay and will not be approved for payment unless and until the form and certificate, as provided above, are supplied to the Treasurer. The employee will be paid on normal pay days, and the employee shall authorize the Treasurer to deduct workers' compensation when the compensation checks are received by the employee. Falsification of either the signed statement or a physician's certificate is grounds for suspension or termination of employment under the Ohio Revised Code.
- 904.5 Assault leave shall not be charged against any sick leave earned or earnable by the employee.

905 **Long Term Professional Leave (Sabbatical)**

Any certified member of the bargaining unit who has served continuously in the in Trumbull Career and Technical Center for a period of at least five (5) years and who holds a professional or permanent certificate may be granted Sabbatical Leave for a period not to exceed two semesters in the same school year and not less than one quarter of the school year.

Any classified member of the bargaining unit who has served continually in the in Trumbull Career and Technical Center for a period of at least eight (8) years may be granted Sabbatical Leave for a period not to exceed two semesters in the same school year and not less than one quarter of the school year.

- 905.1 Requests for Sabbatical Leave of Absence shall be made to the Superintendent in writing at least ninety (90) working days prior to the beginning of such

- requested leave and must be based upon a prospectus for professional growth.
- 905.2 The applicant must be notified by the Board of Education of the disposition of the request within thirty (30) working days of its receipt.
- 905.3 Sabbatical pay shall be paid on the same payment periods and dated as other members of the bargaining unit.
- 905.4 If approved for Sabbatical Leave, the member of the bargaining unit shall receive 100% of the difference between his/her scheduled salary amount and the amount to be paid to the replacement employee. Requests for Sabbatical Leave of Absence shall be made to the Superintendent at least ninety (90) working days prior to the beginning of such requested leave and must be based upon a prospectus for professional growth.
- 905.5 No more than two (2) teachers and one (1) school support personnel may be granted Sabbatical Leave at any one time during the same school year.
- 905.6 Length of service in the in Trumbull Career and Technical Center system shall be the prime factor in approval of all applications. It is intended that study and other proposals for professional improvement will include areas dealing with said person's areas of professional competency.
- 905.7 Before beginning Sabbatical Leave, the member of the bargaining unit or other TCTCEA member shall enter into a contract to return to active duty in the in Trumbull Career and Technical Center for a period of at least on year immediately following the expiration of such leave. An employee returning from Sabbatical Leave shall be placed on the step of the salary schedule he/she would have attained had he/she remained in the Trumbull County Career and Technical Center.
- 905.8 Any member of the bargaining unit who is granted Sabbatical Leave shall retain all rights of tenure, retirement, all Board paid insurances, automatic

increases in salary rating, accumulation of sick leave, and payroll deductions, the same as though teaching during the period of leave.

- 905.9 At the expiration of the leave, the employee shall be reinstated to his/her former assignment unless the position is not available. A consultation shall be arranged after which the Superintendent shall recommend to the Board a new assignment, if one exists, in the best interest of the employee and/or the school.
- 905.10 Sabbatical leave for professional improvement will not be granted to any employee more often than once for every four (4) consecutive years of service, nor will it be granted a second time to the same individual when other members of the staff in sufficient number to fill the quota for a period have filed a request for, and are waiting for, such leave.

906 **Short Term Professional Leave**

An employee may be granted leave with pay for attendance at Association functions, meetings and conferences, or visitations of a professional nature upon prior approval of the Superintendent of Schools. This provision shall exclude leave for professional meetings relative to collective bargaining. Subject to the availability of funds, the employee shall be reimbursed for actual cost of registration, transportation by common carrier, and housing at the cost of a double room rate unless a single room is required, providing invoices are submitted. Mileage will be paid at the rate currently authorized by the Internal Revenue Service when a personal automobile is used. Thirty dollars (\$30.00) per diem will be reimbursed for meals. Receipts for each meal shall be submitted to the Treasurer before reimbursement will be made. A summary of all presentations and any materials distributed at the conference shall be written on the form provided (Appendix B) and shall be submitted along with the request for reimbursement.

906.1 **Worker's Compensation Hearings**

Bargaining Unit members required to attend Worker's Compensation Hearings during the work

day for injuries suffered on the job for TCTC as part of assigned duties may use up to a total of twelve (12) hours Professional Leave per year to attend such hearings, without mileage or meal reimbursement.

907 **Jury Duty and Court Appearance Leave**

907.1 Any employee who is required to be absent from school to perform jury service during his/her scheduled work period will be paid the difference between his/her salary as a member of the jury (less transportation costs) and his/her regular contractual salary. Personal leave shall not be used. The employee must present upon return evidence of any compensation he/she has received from the Court for such appearance and either remit the same to TCTC or have such amount deducted from the employee's next pay since the purpose of this provision is to allow civic duties to be performed without loss but not to provide a gain.

907.2 If an employee is subpoenaed to appear in a court for litigation not directly affecting the employee or against the Board of Education, the employee may do so without loss of pay and without use of personal leave.

907.3 If an employee is subpoenaed to Court due to other employment held by such employee, the employee will be released from his/her duties at TCTC without penalty but may be compensated when appearing in Court in connection with his/her other employment. The Superintendent on a case-by-case basis will determine compensation.

907.4 If an employee is required to appear in court by summons or subpoena where the employee is the defendant or plaintiff, the employee will be released from his/her duties at TCTC without penalty. (Effective 11/17/10)

908 **Vacation**

All employees working a 260 day work year shall be granted ten (10) days of paid vacation each contract year. Vacation

scheduling is subject to approval of the Superintendent. After six (6) years of employment for the Board, the employee will be granted fifteen (15) days of paid vacation each contract year. After fourteen (14) years of employment for the Board, the employee will be granted twenty (20) days of paid vacation each contract year. Unused vacation days shall be cumulative up to ten (10) days. (This ten-day limit will not apply if the employee gives up vacation at the request of the employer). If a vacation is scheduled over a period when a holiday occurs for which a 260-day employee is compensated without working, the employee shall not lose a vacation day. The total maximum accrual of vacation will be ten (10) days per year to a maximum of forty (40). An employee can, at his/her choice, be paid for up to ten (10) days of accrued and unused vacation each year on the second pay after July 1 of each year with notification and written form to the Treasurer's Office by June 20th of that year or written notice at separation of employment. Upon the severance of employment through retirement, a maximum of thirty (30) days will be paid as severance.

908.1 Not more than two (2) custodians may take vacation on any one day. Further a maximum of three (3) personal days and vacation days combined for custodians will be permitted on any one day.

909 **Paid Holidays**

909.1 Each school support person who is not a 260 day employee shall receive seven (7) released time paid holidays at his/her per diem rate. The paid holidays shall be New Year's Day, Martin Luther King, Jr. Day, the Friday before Easter, Memorial Day, Labor Day, Thanksgiving and Christmas.

909.2 Each 260 day school support person shall receive twelve (12) released time paid holidays at his/her per diem rate. The twelve paid holidays shall include: New Year's Day, Martin Luther King Jr. Day, Good Friday, Easter Monday, Memorial Day, July Fourth, Labor Day, Thanksgiving Day, the Friday following Thanksgiving, Christmas Eve, Christmas Day and New Year's Eve.

909.3 Holidays for employees who are regularly scheduled to work a short week shall be pro-rated. (For

example, an employee who is regularly scheduled to work three (3) days per week would be paid 60 percent of his/her per diem rate for each holiday.)

909.4 If a 260-day employee is scheduled to work on a holiday, the employee will be paid time and one-half for time actually worked.

910 **Family Medical Leave**

910.1 **Eligibility**

A. An eligible employee may take up to twelve (12) consecutive work weeks of unpaid leave (FMLA Leave) in any twelve (12) consecutive month time frame for one of or more of the following circumstances:

1. The birth of an employee's child and to care for the child;
2. The placement of a child with an employee for adoption or foster care;
3. To care for the spouse, child, or parent of an employee when that family member has a serious health condition;
4. The employee's inability to perform the functions of the position because of the employee's own serious health condition.

B. To be eligible for FMLA Leave, employees must:

1. Have been employed by the Board for at least twelve (12) months before the leave request (these do not need to be consecutive months); and
2. Have worked at least 1,250 hours during the last twelve (12) months.

C. In cases where the Board employs both the husband and the wife, the total amount of FMLA Leave for the birth or placement of a child for the couple is a total of twelve (12) weeks to be divided between them.

- D. This Section does not limit or enlarge entitlement to paid or unpaid leave for which an employee is otherwise eligible under this agreement. However, consistent with paragraph b. above, if an employee is entitled to and takes paid sick leave for any of the circumstances set forth in a. (1) – (4) above, the leave will be treated as and counted against FMLA Leave available under this Article and the employee must comply with the requirements of this Article. If paid leave is available, it must be utilized even though such paid leave counts against FMLA Leave.

910.2 **Notice**

- A. The employee shall provide the Superintendent with no less than thirty (30) days prior written notice to take leave for the birth or placement of a child when the employee's need for leave is foreseeable. If the employee's need for leave is not foreseeable, written notice must be provided as far in advance as possible. Entitlement to leave for the birth or placement of a child expires twelve (12) months after the date of birth or placement.
- B. Whenever the leave is necessitated by the serious health condition of the employee, or his/her family member, and is foreseeable based upon planned medical treatment, the employee shall provide the Superintendent with no less than thirty (30) days prior written certification issued by a health care provider to support his/her request for leave. If an employee requires intermittent leave as set forth below, the employee shall provide the Superintendent with no less than thirty (30) days prior written certification. If there is insufficient time to provide such notice because of the need for treatment, the employee shall provide notice as early as possible.

910.3 **Intermittent Leave and Reduced Work Schedule**

- A. When medically necessary, an eligible employee may take intermittent FMLA Leave or a reduced work schedule to care for a spouse, child or parent who has a serious health condition, or if the employee has a serious health condition. The employee shall make reasonable efforts to schedule treatment so as not to unduly disrupt the regular operations of the Board.
- B. If any other employee requests intermittent leave or a reduced work schedule to care for the serious health condition of a family member or for the employee's own serious health condition, and the need for leave is foreseeable based on planned medical treatment, the Board may, in its discretion temporarily transfer an employee to an available position with equivalent pay and benefits if:
 - 1. The employee is qualified for the position, and
 - 2. The position better accommodates recurring periods of leave.

910.4 **Leave Near End of Semester**

- A. If an employee begins any FMLA Leave more than five (5) weeks prior to the end of a semester, the Board may require the employee to continue taking leave until the end of the semester if:
 - 1. The leave is of at least three (3) weeks duration, and
 - 2. The return to employment would occur during the three week period before the end of the semester.
- B. If an employee begins FMLA Leave for purposes of the birth or placement of a child or in order to care for a spouse, child or parent during the period that commences five (5)

weeks prior to the end of the semester, the Board may require the employee to continue taking FMLA Leave until the end of the semester, if:

1. The FMLA Leave is of greater than two (2) weeks duration, and
 2. The return to employment would occur during the two (2) week period before the end of the semester.
- C. If an employee begins FMLA Leave because of the birth or placement of a child or in order to care for a spouse, child or parent during the period that commences three (3) weeks prior to the end of the semester and the duration of the leave is greater than five (5) working days, the Board may require the employee to continue to take leave until the end of the semester.

910.5 **Medical Opinion**

The Board retains the right, as its own expense, to require the employee to obtain the opinion of a second health care provider designated or approved by the Board. If the second opinion is in conflict with the first, the Board may require, at the Board's expense, that the employee obtain the opinion of a third health care provider who shall be mutually agreed upon by the employee and the Board. The third health care provider's opinion shall be final and binding regarding eligibility for a FMLA Leave.

910.6 **Benefits**

The Board shall maintain coverage under the group health plan for the duration of the FMLA Leave at the level and under the conditions that would have been provided if the employee had continued to work and not taken leave. Payment of the employee's required contribution toward the premium must be made by the first day of each month. The employee shall not accrue seniority, sick, vacation or personal leaves, or any other employment benefits, during the leave period.

910.7 **Return to Work**

- A. When an employee is medically able to return to work after a serious health condition, he/she shall provide the Board with a statement from his/her health care provider that the employee is able to resume the job functions of his/her position.
- B. At the end of a FMLA Leave, the Board shall restore an employee to employment within a reasonable time according to the conditions set forth in section 910.4. No employee shall be entitled to any greater rights, benefits, or employment beyond that to which the employee would have been entitled had the employee not taken FMLA Leave.
- C. Should an employee not return to work at the end of the FMLA Leave for reasons other than the continuation, recurrence or onset of the serious health condition that give rise to the leave or for circumstances beyond the employee's control, the employee shall reimburse the Board for the health insurance premiums paid by the Board during the FMLA Leave period. An employee shall be required to support his/her claim of inability to return to work due to a serious health condition. Certification from the employee's health care provider shall be provided in a time manner and no later than thirty (30) days after the claimed inability to return.

910.8 **Construction**

Any ambiguities in this Article shall be construed to provide the basic coverage required by the Family and Medical Leave Act. All terms which are not defined in this Article shall have the same meaning as those terms are defined in the Family and Medical Leave Act.

- 910.9 For FMLA purposes, a year is twelve (12) months from the date that an FMLA Leave commences, whether measuring forward or backward.

911 **Contract Days**

Unless the Superintendent grants permission because of extenuating circumstances, all employees shall fulfill their contract obligations according to this Agreement and the Ohio Revised Code; only the leaves of absence agreed to by the parties in this Contract shall be granted and only in accord with the terms set forth in this agreement. Absences occurring outside of the enumerated agreed leaves will be construed as absences without permission, contrary to contractual obligations and just cause for discipline. "Days Without Pay" outside of the agreed leaves are not recognized nor will they be permitted.

ARTICLE X

OTHER WORKING CONDITIONS

1000 **Consultation with Employees**

A. **Superintendent/Association Meetings**

The Superintendent and Career/Technical Director will meet with the Association President and Vice-President as frequently as needed:

1. Any party may initiate meeting by presenting between the 15th and the 30th of the month a written agenda of items to be discussed.
2. The Superintendent will set a date, time, and place within two weeks of written request.
3. By mutual consent, other members and administrators may also attend the meetings.
4. If no request is made, it will be assumed a meeting was not desired.

B. **Board/Superintendent/Association Meetings**

The Board President or Vice President, Superintendent, and the Association President and Vice-President shall meet in October and May of each year of the contract if requested by any of the concerned parties:

1. Any party may initiate meeting by presenting between the 15th and the 30th of the month a written agenda of items to be discussed.
 2. Superintendent will set a date, time, and place within two weeks of written request.
 3. If no request is made, it will be assumed a meeting was not desired.
- C. Recognizing that curriculum approval rests solely with the Board, the basic responsibility for curriculum development, however, shall rest jointly with the Superintendent, Administrators, and the Association to:
1. Provide leadership to the schools, individually and system-wide.
 2. Coordinate the planning so that a common direction of action is provided for the school system.
- D. If there arises a situation where supplies and/or equipment is requisitioned, but the Administration has reasonably determined that funds are not available at that time, the staff member(s) shall be involved in prioritizing what shall be ordered.
- E. The Administration shall determine which teacher shall be asked to participate in curriculum development and course of study revisions, and how much time shall be allocated for such activity. Such activity shall be done during the school day, during the summer, or after the school day, at the option of the Administration. When teachers are required to participate in such activities during the summer or after the school day, they shall be paid at the extra duty pay.

1001 **School Year**

- 1001.1 The length of the school year shall not exceed 184 days and, for new teachers, 186 days, including Staff Development Days. The first two all-staff inservice days shall include two half days for teachers to prepare classrooms or labs. The 184th day shall consist of one half day for open house (5:30 to 8:30 p.m.) and one half day at the end of the school year (8:30 to 11:30 a.m.).

1001.2 Staff support personnel shall be employed for contract years. Written contracts shall state the employee's work days, including paid holidays and vacations.

1002 **School Day**

1002.1 The school day shall not exceed seven hours. Start time shall be 7:15 a.m. and end time shall be 2:15 p.m.

1002.2 The normal work day for certificated employees shall not exceed seven (7) hours as scheduled by the Board and Administration. The work day shall include a 30-minute uninterrupted duty-free lunch period, which shall be scheduled at some time between 10:30 a.m. and 1:00 p.m. The administration may reasonably extend the work day beyond the limits stated in this section for necessary faculty meetings and for reasons such as conferences (including hearings) with the administration, students or parents, and advisory committee meetings. The administration will give teachers such advance notice of conferences as is reasonable under the circumstances. No more than four (4), 45 minute faculty meetings, and no more than two (2) required advisory committee meetings (one of which, shall be scheduled in the spring at a dinner event from 5:00 to 7:00 p.m.), shall be scheduled so as to require extension of the work day beyond seven (7) hours. Meetings shall begin at 2:15 p.m. and shall end no later than 3:00 p.m.

The school day shall include a minimum forty (40) minutes of uninterrupted preparation time for each teacher. During critical times, the first week at the beginning of the school year, the day before the Christmas break and the last week of the school year, teachers may be required to give up their preparation times to supervise student conduct and movement within the building.

Teachers and the Administration both will make every effort to conduct activities concerning coordination of early placements within the normal school day. The Association may hold up to three

(3) meetings from 2:15 – 2:45 at which all staff shall be released to permit them to attend.

1002.3 The normal work day for secretaries shall not exceed seven and one-half (7-1/2) hours as scheduled by the Board and Administration. The work day shall include a thirty-minute duty-free lunch period scheduled by the Administration three to five hours after the employee is scheduled to report to work. Secretaries may be required to handle emergencies during their lunch periods.

1002.4 The normal work day for cafeteria employees shall not exceed seven (7) hours as scheduled by the Board and Administration. The work day shall include a thirty-minute duty-free lunch period scheduled by the Administration three to six hours after the employee is scheduled to report to work.

1002.5 The normal work day for custodians shall not exceed eight (8) hours as scheduled by the Board and Administration. The work day shall include a sixty-minute duty-free lunch period scheduled by the Administration three to five hours after the employee is scheduled to report to work. Custodians may be required to handle emergencies during their lunch period.

1002.6 The normal work day for school support personnel shall not exceed seven (7) hours as scheduled by the Board and Administration. The work day shall include a thirty-minute duty-free lunch period scheduled by the Administration three to five hours after the employee is scheduled to report to work.

1003 **Lunch Period**

Employees may leave the school premises during their assigned thirty (30) minute or sixty (60) minute duty-free lunch period provided that they notify their Supervisor and sign out upon leaving and sign in upon returning to the building. Not more than five (5) teachers and three (3) school support personnel shall leave the building during a given lunch period except upon approval of the Director or Superintendent.

1004 **Parental Conferences**

Except in instances of extreme emergency, conferences with parents will be scheduled during the employee's contractual day and only after consultation with the employee involved. This section will not include visitations to pupils' homes by teachers.

1005 **Occupational Safety and Health**

1005.1 **Report Internally First**

The parties desire to first deal with safety and health complaints internally to attempt to correct any health or safety allegations. Accordingly, neither the Association nor a bargaining unit member may file a complaint with the Ohio Department of Industrial Relations until after the Board and administration have been notified of the complaint and have had at least a five (5) business day opportunity to resolve the complaint.

1005.2 **Right to Reassign**

The bargaining unit member will immediately notify his/her supervisor of the condition before exercising his/her right to refuse to work under Section 4167.06 of the Revised Code because of a condition which the bargaining unit member acting in good faith reasonably believes presents an imminent danger of death or serious harm to the bargaining unit member. The bargaining unit member may be temporarily reassigned while the condition is being investigated and/or corrected.

1005.3 **Discrimination to be Grieved**

A bargaining unit member who wishes to assert a claim of discrimination as defined in Chapter 4167 of the Revised Code shall use the grievance procedure in this contract as the means for asserting such a claim.

1006 **Internal Substitution**

Every reasonable attempt will be made to provide substitute teachers, duly certificated, to each staff member to whom

class responsibilities are assigned. In the event of a duly certificated substitute being unavailable, the following steps should be taken in the order listed:

1. A substitute teacher certificated at a different level or area will be assigned, if available.
2. A regular teacher may volunteer to cover a class where an assigned substitute is not available and shall be paid one hour at the extra duty pay.
3. If there is no substitute or no volunteer, then all certificated staff members (no preferences will be granted) on administrative duty will be reassigned to cover a class as needed.
4. After steps one through three of 1006 have been progressively attempted, a regular teacher will be assigned to cover a class on an emergency basis. This will occur on a rotation basis and only once a year and the teacher will be paid double the extra duty rate one (1) time.
5. The TCTCEA President will be notified by the Director or the Director's office when a teacher is assigned on the emergency basis.

1007 Summer Classes/Night School/Intervention/Remediation

All qualified members of the bargaining unit who make a timely application shall have preference over outside applicants for summer school, intervention, remediation, and nighttime teaching positions except those positions arranged pursuant to customized training contracts between the Board and outside clients who shall designate students for such training or class which is not being offered to the community as a whole. Employment in these positions is through the Adult Education program and such employment shall not be governed by the terms of this Agreement.

1008 Class Size

The District shall make every reasonable effort to maintain class size at no more than twenty-five (25) students per instructor in academic, laboratory, or technical classes. Because an enrollment of more than 25 students could be achieved at any time of the year, it is agreed for the benefit

of both the TCTCEA member and the TCTC district that the \$500 will be divided into two equal parts, one for the first semester, and one for the second semester. The \$250 dollars will be paid to the staff member at the end of each semester in which a condition of more than 25 students exist after the first full week in October or for any week of the second semester.

1010 **Mentor Teacher Program**

Each teacher hired new to the system, who is new to education or otherwise must be assessed for licensure, will have a mentor teacher appointed for him/her by the Superintendent/Director with the consent of the teacher being appointed.

- A. The mentor teacher will be a teacher of no less than three years experience. The teacher appointed will have to agree to serve as a mentor teacher. The mentor teacher will work with the resident educator, the staff of the county office, and other appropriate officials in assisting the resident educator in his/her initial year of employment.
- B. The mentor teacher will serve as a resource person for the resident educator. The mentor teacher will have no role, formal or informal, in the evaluation of the resident educator. The resident educator individually has the responsibility for his/her teaching performance.
- C. Neither the school district nor the mentor teacher bears responsibility for the resident educator's success.
- D. The mentor teacher may be given a release period for his/her services or compensated at the extra duty rate (currently \$24 per hour) for time used, as agreed to by the administration, mentor and TCTCEA president (designee). The Extra Duty rate shall be multiplied by 180 days for a total (example $\$24 \times 180 = \4320). This total will be divided equally among the number of mentor teachers for annual compensation (example $\$4320 / 2 = \2160). At no time shall the ratio of mentors to resident educators be greater than one (1) to three (3). Equal payments shall be made at the same time as all supplemental payments in January and May (example $\$2160 / 2 = \1080).

- E. A teacher who is appointed to be a mentor shall have successfully completed a mentor training program which includes a training program recommended by the Ohio Department of Education and/or shall participate in such a training program with the resident educator. Mentor training will be provided by the Trumbull County Educational Service Center or another agency selected by the Board. Costs for such training shall not be borne by the mentor or entry year teacher.
- F. The Mentor teacher can be reassigned as needed according to (Article X, Section 1006) Internal Substitution.
- G. If a teacher on staff with the proper certification is not available and/or willing, TCTC may employ outside mentors.

ARTICLE XI

NO STRIKE

1100 No Strike

The TCTCEA, its officers and agents, shall not encourage or participate in a strike or withhold services from the Board in connection with a labor dispute, except as provided for in Ohio Revised Code 4117.

ARTICLE XII

MANAGEMENT RIGHTS

1200 Management Rights

This contract represents the entire agreement between the parties, and no other agreements not specifically contained herein are in existence. The Board and administration reserve all rights and powers conferred on them by law and reserve the right to use discretion in exercising such rights, except as limited by the express terms of this Agreement.

ARTICLE XIII
COMPENSATION

1300 **Certificated Employee Compensation**

During the term of this contract, the Board shall pay teachers in accordance with their training and experience at the annual rates specified in the attached indexed salary schedules (see Appendix D, E, F, or G). The following explains the classes.

Academic/Technology (a.)

- 1300.1a. **Class 1** Bachelor's degree, temporary license, a 4 year resident educator license, or 5 year professional license.
- 1300.2a. **Class 2** Bachelor's degree, 5 year license, 150 semester hours total.
- 1300.3a. **Class 3** **CURRENTLY DOES NOT EXIST FOR ACADEMIC/TECHNOLOGY.**
- 1300.4a. **Class 4** Master's degree, 5 year license, 8 year professional or permanent certification.
- 1300.5a. **Class 5** Master's degree, 5 year license, 8 year professional or permanent certification, 15 semester hours received after receipt of Master's degree.
- 1300.6a. **Class 6** Master's degree, 5 year license, 8 year professional or permanent certification, 30 semester hours received after receipt of Master's degree.
- 1300.7a. **Class 7** Master's degree, five year license, eight year professional or permanent certification, 50 semester hours received after receipt of Master's degree.

Vocational Program (p.)

- 1300.1p. **Class 1** Five years appropriate work experience as defined in standards for licensure by career/technical area and a four year

resident educator license or temporary license if a new teacher.

- 1300.2p. **Class 2** Five years appropriate work experience as defined in standards for licensure by career/technical area, and a five year vocational license (24 sem. hrs.)
- 1300.3p. **Class 3** Bachelor's degree or a five year career and technical license plus 30 semester hours beyond Class 2 (54 semester hours total).
- 1300.4p. **Class 4** Master's degree or a five year career/technical license, and fifteen additional semester hours in related educational courses beyond Class 3 (69 semester hours total).
- 1300.5p. **Class 5** Master's degree or a five year career/technical license, and fifteen additional semester hours in related educational course beyond Class 4 (84 semester hours total).
- 1300.6p. **Class 6** Master's degree or a five year career/technical license, or a permanent license, and fifteen additional semester hours in related educational courses beyond Class 5 (99 semester hours total).
- 1300.7p. **Class 7** Master's degree or a five year career/technical license, or a permanent license, and twenty additional semester hours in related educational courses beyond Class 6 (119 semester hours total).
- 1300.7 Employees may not combine vocational work experience and teaching experience under a Bachelor's degree for movement within a Class.

Movement on the salary schedule from one classification to another is obtained within either of two categories; i.e., "College Hours and Degrees" or "Equivalent" (approved work experience and

vocational certification). The "Equivalent" category is intended for vocational teachers who do not have a bachelor's degree at the time they are employed. Their classification is determined by approved work experience and vocational certification rather than college hours and degrees as applies to the remainder of the certified staff.

Employees must remain in the same category under which they are initially employed and may not, therefore, move from one to the other at a later date.

1301 **Salary Increases**

During the term of this contract the Board will pay a 1.25% increase on the base June 29, 2014 and a 1.5% increase on the base June 29, 2015.

1302 **Extra Duty Pay**

1302.1 The provision of leadership and direction to co-curricular clubs is considered part of each vocational teacher's responsibilities. Teachers who are specifically assigned by the administration to maintain plants or animals or supervise students outside of the normal school day in connection with participation in district, regional, state or national club activities.

A. Teachers shall be compensated at a rate of \$25.00 per hour, effective June 29, 2014, \$26.00 per hour effective June 29, 2015, \$27.00 per hour effective June 29, 2016, provided no more than \$243.00 effective June 29, 2014, shall be paid to any teacher for any one day of extra duty and provided further that teachers who receive extended service time credit (outside the regular school day) shall receive no compensation under this section for duties determined by the administration to be a part of their extended service.

B. Paraprofessionals/Secretaries shall be compensated at a rate of \$19.00 per hour, effective June 29, 2014 provided no more than

\$171.00 effective June 29, 2014, shall be paid to any paraprofessional for any one day of extra duty and provided further that teachers who receive extended service time credit (outside the regular school day) shall receive no compensation under this section for duties determined by the administration to be a part of their extended service.

1302.2 If the district decides to offer the following, they shall be offered in the following manner. Extended service shall be for work that is required and approved in writing by the administration that cannot be performed during the adopted “school year” or “school day.” If time is not authorized, no extra duty shall be performed or paid. Pay shall be made as work is performed and verification submitted to supervisor.

- A. Guidance Counselor – shall receive ten (10) days minimum at per diem rate.
- B. Option 4 – shall receive one-half (1/2) day per student on job placement over the summer at the per diem rate.
- C. VOSE – shall receive four (4) days per VOSE at per diem.
- D. Food Marketing – shall receive five (5) days at per diem.
- E. Career Ed – shall receive three (3) days at per diem. Additional days should be granted upon the approval of the Director.

1303 **Supplemental Contract**

1303.1 Personnel who receive extended service beyond the regular school year as a Supplemental Contract will receive the same per diem rate for the extended period as they receive during the regular school year. This provision shall not include Supplemental Contracts for such things as Summer Workshops which shall be paid at extra duty pay with an approved “Permission Request for Meetings, Conferences, and Workshops” form.

1303.2 Youth Club Advisors not given a period during the day to do an activity shall be paid at \$750 per 100 students. If an adequate number of advisors are not available, then \$750.00 will be divided equally among the existing advisors.

1303.3 As requested by supervisor or director, Special Committee/Activity Participation and Curriculum Development who meet over the summer shall be paid at the extra duty pay. Employees may decline such additional work.

1304 **School Support Personnel Compensation**

1304.1 **Classified Employees Wages**

During the term of this contract, the Board will pay support staff in accordance with the attached wage schedules. (See Appendices D, E, F and G)

Placement at various skill/education levels will be as follows:

Class 1 – High School Diploma

Class 2 – HS Diploma and 33 approved college semester hours

Class 3 – HS Diploma and 65 approved college semester credit hours or Associate Degree.

Class 4 – HD Diploma and 90 approved college semester credit hours or Bachelor's Degree.

1304.1.1 **Movement on the Salary Schedule**

No employee shall be placed at a level below that held during the 2000-01 school year. Employees will be advanced on the skill/education level based upon college transcript semester hours for credit consistent with their area of employment.

Employees eligible to change salary class must send a letter, by certified mail, along with supporting documentation as required by Article XIII of the contract, e.g. Transcript to be received by Super-

intendent on or before September 15. Employees shall receive written confirmation immediately following Board action and shall be issued a new contract salary notice as appropriate.

Employees who submit by certified mail a transcript to the Superintendent's office by September 15, shall have the pay retro-active to the beginning of the school year and will be paid within two (2) pay periods following Board action. Thereafter, employees will be placed on the appropriate level and paid at the higher rate at the 2nd pay after submission of a college transcript, but no sooner than the next pay after the Board action.

1304.2 **Overtime Pay**

1304.2.1 Each classified employee who works overtime shall receive pay in the amount of one and one-half (1-1/2) times the hourly wage for each hour of overtime worked.

1304.2.2 Overtime, for this and all other provisions of the contract shall be for time worked in excess of forty (40) hours in the work week. The work week shall begin on Sunday and end on Saturday.

1304.2.3 An employee may refuse overtime without fear of any reprisal by the Administration. Refusal of overtime shall not affect the employee's regular employment with exception to 1034.2.5.

1304.2.4 The Administration shall keep a yearly record of each opportunity for overtime for each custodian and post it. Overtime shall be rotated among employees in a position with hours being equalized over the year to the extent reasonably possible. Overtime rotation will be posted as needed and assigned by the maintenance

supervisor. Any employee refusing overtime offered will be credited on the schedule as having worked those hours that were offered, as though they had been worked. A list of overtime worked shall be posted at the end of each month showing the total overtime hours for the school year to date (July 1 to June 30).

1304.2.5 Custodian overtime shall be required under the following situations:

1. If conditions at the facility warrant large scale emergency clean up or assistance, employees on duty at the time of the occurrence will be required to work overtime at double time pay. Extenuating circumstances will be considered. If the situation cannot be controlled by the on-duty staff, all off-duty custodians will be called in on a voluntary basis. If adequate staff is not secured, or the emergency situation is too large, an outside vendor will be contacted to handle the emergency. Custodian overtime will not exceed six (6) hours per day. These conditions include, but are not limited to: water clean up; leaks; spills; electrical outages; natural gas outages; snow removal; storm damage; vandalism; and security issues.
2. If a custodian reports off for the day and all possible efforts to secure a substitute fail, custodians from the preceding shift will be required to work overtime at time and one half. Overtime will not exceed three (3) hours per day.

1304.2.6 Overtime shall not be worked nor will compensation be paid for overtime unless it has been approved by the employee's

Supervisor, Director or the Superintendent.

1304.2.7 Calculation of the forty (40) hours per week for overtime shall include Professional leave, calamity days and jury duty. Sick, Vacation, Personal, leave shall not be included in the forty (40) hours for overtime.

1304.3 **Classified Employees Finger Printing**

The Board of Education shall reimburse all classified employees who earn less than Class I, Step 0, of the Teacher's Salary schedule the finger printing (BCI/FBI) fee the employee must incur in order to meet eligibility requirements to work in a school as set forth in the Ohio Revised Code.

1305 **Travel Reimbursement**

The rate for Board-approved travel reimbursement shall be at the IRS rate per mile. Board shall approve reimbursement for transportation for required home visitations, required conferences, and required club activities, and such other approved school-related travel reimbursement as the Board customarily has approved.

1306 **Direct Deposit**

Paychecks for all employees shall be direct deposit effective January 14, 2011 and direct deposit statements shall be transmitted and received through email.

1307 **Wellness Stipend**

1307.1 The Wellness Stipend shall be available to employees working thirty (30) hours or more per week in each year beginning July 1, 2008. A stipend of One Hundred Dollars (\$100) shall be paid to each such qualified bargaining unit member who uses zero sick days for the quarter. A bargaining unit employee who uses neither sick days nor personal days for the entire contract year shall receive, in addition to One Hundred Dollars (\$100) for each quarter, another One Hundred Dollars (\$100) for the yearly perfect attendance. The

quarters for the twelve-month bargaining unit members shall be: July 1 to September 30, October 1 to December 31, January 1 to March 31, and April 1 to June 30. For a ten-month or 184-day bargaining unit members, the quarters shall run concurrent from the first work day of the school year through the end of the first nine-week grading period, the second nine-week grading period shall be the second quarter, the third nine-week grading period shall be the third quarter, and the first day of the final (fourth) grading period through the last work day of the bargaining unit member's school year shall be the fourth quarter.

1307.2 The two "Cashier" employees who are current employees as of 10/24/07 working 20 hours per week and who had access to the "Attendance Incentive" under the previous contract are grand fathered into the new "Wellness Reimbursement". New employees to the "Cashier" position are excluded. All other employees must work at least 30 hours per week to be eligible for the "Attendance Incentive".

1308 **Wellness Reimbursement**

The Board will reimburse up to \$35 per semester directly to the employee upon presentation to the TCTC Treasurer's office of a receipt for the employee's inclusion into a fitness program at any commercial fitness center.

ARTICLE XIV

INSURANCE

1400 **Life Insurance**

Bargaining unit members who regularly work 30 or more hours per week shall receive a \$50,000 term life insurance policy, the premiums for which shall be paid entirely by the Board.

1401 **Hospitalization and Major Medical Insurance**

The Board will provide medical/hospitalization insurance to bargaining unit members through the medical plan options

provided by the Trumbull County Schools Employees Insurance Consortium (hereinafter "Consortium") in the following manner:

- 1401.1 To be eligible for this insurance, each bargaining unit member must be a regular, full time (working a minimum of thirty (30) hours per week for no less than a contract year of 180 days) employee.
- 1401.2 Eligible bargaining unit members hired on or before July 1, 2008, wanting health insurance coverage [including prescription drug coverage] will choose from the PPO plans offered through the Consortium. Such bargaining unit members choosing PPO-1 or PPO-2 will contribute seven and one-half (7.5%) percent of the monthly premium costs by payroll deduction for the 2014-2015 school year, and then will contribute nine and one-half (9.5%) percent of the monthly premium costs by payroll deduction thereafter. Eligible bargaining unit members choosing PPO-3 may subsequently change to the PPO-1 or PPO-2 only during the annual open enrollment period or in response to a major change recognized by the insurer as a qualifying event such as due to the death of a spouse, divorce, marriage, etc., and upon reverting to PPO-1 or PPO-2, the employee shall pay five (7.5% for 2014-2015 school year and 9.5% thereafter) percent of the monthly premium costs by payroll deduction. It shall be the employee's obligation to notify the Treasurer's Office of any change in dependents within twenty-one (21) calendar days of the change, effective January 14, 2011 i.e. births, marriages, divorces, deaths.
- 1401.3 Eligible bargaining unit members hired after July 1, 2008, desiring health insurance coverage [including prescription drug coverage] may choose either PPO-2 or PPO-3 offered through the Consortium. PPO-2 selection will require a 10% premium contribution to be made each month by payroll deduction. Eligible bargaining unit members choosing PPO-3 subsequently may change to the PPO-2 only during the annual open enrollment period or in response to a major change recognized by the insure as a qualifying event such as due to the death of a spouse, divorce, marriage, etc., and

upon reverting to PPO-2, the employee shall pay ten (10%) percent of the monthly premium costs by payroll deduction.

- 1401.4 Included in the health insurance benefit set forth herein to eligible bargaining unit members is an Internal Revenue Service Section 125 Plan which will include an employee funded flexible spending account up to a maximum of \$2,500.00 annually. This FSA will allow eligible bargaining unit members to use pre-tax dollars to pay non-reimbursed medical, dental and/or prescription drug bills as well as to pay child or elder dependant care expenses as allowed under Section 1125 of the Internal Revenue ACT of 1978. The Board shall pay all administrative costs of the Section 125 Plan. Election for this plan can be made only once per year during open enrollment or upon employment.
- 1401.5 Eligible bargaining unit members selecting PPO-2 or PPO-3 will receive health reimbursement accounts with the Consortium for utilization in accord with IRS regulations. These health reimbursement accounts will be funded by the Board to the maximum permitted by the individual PPO plans of the Consortium.
- 1401.6 Spousal coverage under any of the PPO alternatives will be provided only upon proof that the spouse does not have other insurance coverage available to him/her through the spouse's employer which cost the spouse less than \$100.00 per month for single coverage. If such coverage is available, the eligible bargaining unit member's spouse must enroll in at least single coverage from his/her employer for the bargaining unit employee to be eligible for family coverage from the Board. Falsification of spousal coverage information shall be grounds for discipline, including discharge.
- 1401.7 Eligible bargaining unit members who have a spouse who is also employed and eligible for coverage with this District or another Consortium member district shall either each obtain a single coverage policy from their employers or may select family coverage from the employer of the spouse with the earliest birth date in the year (i.e., the

birthday rule). Neither spouse is eligible to receive opt-out payments if both receive coverage through the Consortium.

1401.8 If the Consortium adopts health risk assessment programs as provided by and recommended by the insurance carrier, each bargaining unit member and their dependents must participate by completing questionnaires and/or participate in assessments. Although bargaining unit members would be encouraged, based upon their assessment/testing results to participate in health improvement programs and/or disease management programs as part of this health coverage package, they would not be required to do so.

1401.9 All employees will be required to provide (spouse and child) eligibility documentation as required by the Trumbull County Schools Insurance Consortium.

1401.10 Bargaining Unit members working less than 30 hours per week may elect to purchase Trumbull County School Insurance Consortium, Health Insurance (PPO 2 or PPO 3), Dental Insurance, or Vision Insurance, through TCTC.

All Premium cost will be paid by the employee for single or family coverage. All other deductibles, co-pays, open enrollment periods (unless there is a “qualifying event”), rules of the plan design and Consortium apply. Premiums must be paid one month in advance to the Treasurer’s Office or through payroll deduction. Once an employee enters then leaves the plan they are no longer eligible for one calendar year.

1402 **Dental Coverage**

The Board shall provide single/family dental coverage insurance with the Board paying eighty percent (80%) of the cost of such insurance, and the employee paying the remaining twenty percent (20%). Benefits shall be covered to a maximum of \$1,250.00.

1403 **Prescription Drug**

Prescription drug coverage is included with each of the PPO plans provided through the Consortium and may not be obtained separate or apart from the PPO's. The co-pays for generic drugs is \$10.00 with co-pays for preferred and non-preferred name brands and mail order usage specified in the PPO plan drug coverage.

1404 **Vision Coverage**

Effective December 20, 2001, the Board shall provide vision insurance for the employee and family members as per the vision coverage plan effective December 20, 2001.

1405 **Health Benefit - Opt-Out Provision**

Eligible bargaining unit members who chose to forego their right to coverage shall receive an opt out benefit in the amount of twelve (12%) percent of the annual premium costs of the most expensive PPO alternative for which they were eligible. Bargaining unit members who forego their right to coverage but are receiving health insurance coverage from the Trumbull County Schools Insurance Consortium as part of family coverage are not eligible for the opt out for medical/hospitalization.

1405.1 Bargaining unit members shall inform the Treasurer of the District by September 30 of each year of their intent to select an opt out.

1405.2 The opt out shall be paid on a monthly basis during the school year beginning in October.

1405.3 An eligible bargaining unit member that has declined the available coverage under this contract who suffers a qualifying event (e.g., divorce, birth of a child, etc.) shall thereafter have the right to select and receive coverage from among the PPO's for which they are eligible under the previous provisions of the Section and in accord with the requirements of the insurer. Any opt out payments shall be reduced proportionately to the time that coverage is thereafter extended; and, if an overpayment has occurred, the bargaining unit member shall remit such overpayment to the Treasurer within (30) days of extension of coverage to him/her.

1405.4 Opt-Out Provision Dental; 50% of single premium for twelve (12) months; for the life of the current negotiated agreement June 29, 2014 – June 28, 2017.

1406 **Miscellaneous Items**

1406.1 There will be no change in the insurance procedure or the insurance specifications regarding any health insurance programs without prior consultation with the TCTCEA.

1406.2 Literature pertaining to all insurance coverage will be distributed to all members of the bargaining unit.

1407 **TCTC Insurance Committee**

An Insurance Committee shall be created comprised of three members appointed by the TCTCEA and an equal number appointed by the Board. The Insurance Committee shall conduct an ongoing review of insurances regarding cost versus benefits, experience, rates and alternatives. The parties agree that any recommendations of this Committee and its members are not to replace or abrogate the authority of the TCTCEA as the exclusive bargaining representative of this bargaining unit or the authority of the Board.

1408 **IRS Approved 125 Plan**

In addition to the flexible spending accounts and/or health savings accounts specified above, the Board shall continue the current IRS approved 125 Plan and any payments for opt out shall be paid through this plan provided it qualifies for IRS approval. (Note: The opt out amounts are taxable to the employee who receives the opt out amount.)

ARTICLE XV

PAYROLL DEDUCTIONS

1500 **Payroll Deductions**

1500.1 All employees shall be entitled to schedule payroll deductions to begin within one (1) month from providing legal authorization to the Treasurer's

office for the following: credit union, withheld taxes, professional dues (substantially equal deductions), United Way, political contributions, and additional insurances at employee expense under the Board's group plans.

1500.2 Deductions for annuity plans may be scheduled in accordance with the Internal Revenue Service Code, Section 314.

1500.3 The following are annuity plans which may currently be selected: American Express, American General, Equitable, Fidelity, Lincoln Life, Met Life, MFS, NEA Member Benefits, New York Life, RF Disbursements, Security First, VALIC, and Vanguard. No new annuity plans may be added unless ten (10) employees agree to participate in that plan.

ARTICLE XVI

SEVERANCE PAY

1600 Severance Pay

In accordance with Revised Code 124.391 any Trumbull Career and Technical Center employee who qualifies for retirement under State Teachers' Retirement System or the State Employees' Retirement System may use accumulated sick leave for severance pay in the following manner and under the following guidelines:

1600.1 An employee with five (5) or more years of service in the district who elects to retire from active service shall receive 1/3 of the value of his/her accrued and unused sick leave to a maximum of sixty (65) days (1/3 of 195 days) multiplied times his/her per diem rate at the time of retirement. In addition, an employee with thirteen (13) or more years of service in the district shall receive an added sum equal to 1/8 of the accrued and unused sick leave in excess of sixty (65) days (1/3 of 195 days) multiplied times his/her per diem rate at the time of retirement from the in Trumbull Career and Technical Center.

1600.1.1 Severance pay for bargaining Unit Members shall be calculated in the following precedent setting manner.

Step One, for Bargaining Unit members with five (5) or more years of service at TCTC. One third (1/3) of accrued sick leave to a maximum of sixty-five (65) days; (195 total accrued sick days times 1/3) times the member's per diem rate; [Total accrued sick days x 1/3 = _____ (maximum of 65) x per diem rate = _____].

Step Two, for bargaining Unit Members with thirteen (13) or more years of service at TCTC, an added sum of one eighth (1/8) of all accrued sick days over 195 accrued sick days;

[Total accrued sick days minus 195 days = remaining accrued sick days x 1/8 = _____ x per diem rate = _____]. Totals from steps one and two equal the total Bargaining Unit Member Severance.

1600.2 Severance pay shall be made on a per diem rate determined by the annual salary paid the employee at the time of the employee's retirement from the in Trumbull Career and Technical Center.

1600.3 Any employee who dies shall be entitled to such payment. Severance payment for such accumulated sick leave shall be paid to his/her surviving spouse and/or estate in the manner provided by law.

1600.4 Payment of Severance Pay shall be no sooner than two (2) months after the final date of employment and only after verification from the State Retirement System that said employee has, in fact, applied for Ohio retirement, and that the retirement is to be effected within one year of the last day of active service.

1600.5 Payment for sick leave on this basis shall be considered to eliminate all sick leave credit accrued

by the employee at that time. Such payment shall be made only once to any employee.

1601 Severance for Reasons other than Retirement

An employee with eleven (11) or more years of service in the district who is placed on the RIF list may, within the first year on the RIF list, elect to resign and take Severance for Reasons other than Retirement. This will remove the individual from the RIF list.

An employee on RIF who elects to receive payment for his/her accumulated sick leave under this section shall be paid at 25% of accrued sick leave at his/her daily rate up to that allowed in 1600.1. Payment on this basis shall be considered to eliminate all sick leave credit accrued by the employee at that time. Such payment shall be made only once to any employee.

1602 Retirement Incentive Plan

1602.1 The summary statement of the Retirement Incentive Plan is as follows:

Employees who qualify for this Retirement Incentive Plan are eligible to receive \$18,000 for certified teaching employees and \$9,000 for other employees. This bonus will be paid in addition to other retirement benefits such as cash payments for unused Sick Leave pay and severance pay. This Incentive shall be paid within sixty (60) calendar days following retirement.

1602.2 The employee must be eligible for retirement and retire by July 1.

1602.3 The employee must have ten (10) or more full years of continuous TCTC full-time service since his/her most recent date of employment or reemployment, and must be in an active state of employment at the time of retirement. Active state of employment shall mean being actively employed when the retirement request is made or on approved, accrued sick leave at the time of the request.

- 1602.4 The employee must submit a request to be included in this Retirement Incentive Plan by giving ninety (90) calendar days prior notice. The appropriate request forms will be located in the Superintendent's office.
- 1602.5
- a. To qualify for this Retirement Incentive Plan, the employee must be eligible to retire by STRS or SERS standards and must request to participate in this Retirement Incentive Plan.
 - b. An employee is eligible for this Incentive only in the first year when the employee first becomes eligible for retirement under STRS or SERS in accordance with ORC 3307 and 3309. The employee who is eligible must give 90 calendar days prior notice to qualify. The employer may choose to waive the 90 calendar day notice.
 - c. The employee may retire at any time in the eligible year or at the end of the eligible year.
- 1602.6 The provisions of this Retirement Incentive Plan do not apply to:
- a. Disability retirement
 - b. Termination or suspension
 - c. Nonrenewal, RIF or layoff
 - d. Those who fail to submit a timely application
 - e. Persons who are currently retired and receiving retirement benefits from STRS or SERS
 - f. Substitute personnel
- 1602.7 This Retirement Incentive Plan is entirely voluntary on the part of the employee. Anyone may take a regular service, retirement at such time as he/she is eligible. The qualifications listed above apply only to those persons who wish to couple their retirement with the cash bonus.

ARTICLE XVII

EFFECTS AND DISTRIBUTION

1700 Effects and Duration

This Contract shall be in effect from June 29, 2014 through June 28, 2017. It, and any addendum(s) thereto, constitutes the entire contract between the parties and it supersedes all prior and contemporaneous understandings (written or oral) not specifically incorporated herein. No change in a specific term of this Contract shall be made during the life of this Contract except by mutual agreement, but otherwise neither party shall have a duty to negotiate during the term of the Contract.

1701 Severability

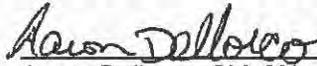
If any provisions of this Contract or any application of this Contract to any employee or group of employees shall be found to be contrary to law, then such provision or application shall not be deemed valid and subsisting except to the extent permitted by law, but all other provisions or application shall continue in full force and effect.

1702 Distribution

Within thirty (30) days after this Contract is signed, it shall be electronically reproduced. The Board shall distribute copies to the Board members and school administrators, and the Association shall distribute one copy to each member.

IN WITNESS WHEREOF, this Agreement was ratified by the parties on the 13 day of March, 2014, and subsequently memorialized by the duly authorized representatives of both the Board and the Association affixing their signatures.

FOR THE ASSOCIATION



Aaron Dellorco, Chief Negotiator

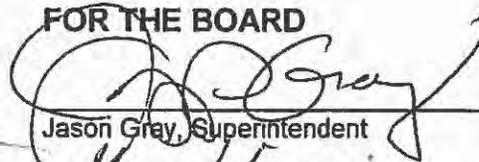


Brian Foutty, President



Joe Bettura, Vice President

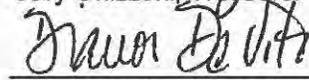
FOR THE BOARD



Jason Gray, Superintendent



Gary Ghizzoni, Treasurer



Diana DeVito, Board President

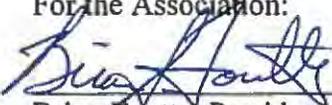
**Memorandum for Understanding Between
The Trumbull Career and Technical Center Board of Education
and
The Trumbull Career & Technical Center Education Association
Renumeration**

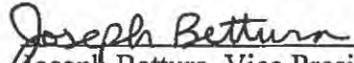
Whereas the current negotiated agreement in effect for the duration of 2014 - 2017 school years;

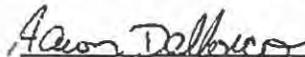
Whereas said agreement has salary negotiated for the 2014 - 2015 and 2015 - 2016 school years;

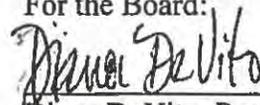
Whereas both parties agree that there is a need to negotiate section 1301 for the 2016 - 2017 school year.

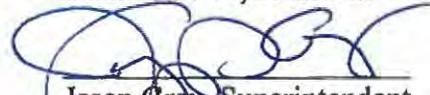
Now therefore the Board and Association agree to negotiate 1301 for the 2016 - 2017 school year.

For the Association: Date:

Brian Foutty, President 3-13-14


Joseph Bettura, Vice President 3-13-14


Aaron Dellorco, Chief Negotiator 3-13-14

For the Board: Date:

Diana DeVito, President 3/13/14


Jason Gray, Superintendent 3-13-14


Gary Ghizzoni, Treasurer 3-13-14

**TRUMBULL CAREER & TECHNICAL CENTER
INFORMAL GRIEVANCE NOTIFICATION
LEVEL I**

Dear _____:
(Administrator)

This letter is to notify you that I request a meeting for an informal alleged grievance discussion.

Sincerely,

(Grievant)

(Date)

DISPOSITION:

___ Grievance denied. Reasons: _____

RESOLUTION:

Administration

Grievant/Representative to sign if
resolution is acceptable.

Trumbull Career and Technical Center
GRIEVANCE FORM
LEVEL II

Grievant _____ Date of Level I Meeting _____

Grievant's Address _____ Grievant's Home Phone _____

Department _____ Supervisor _____

Name of Association Representative _____

Statement of Grievance (Cite section of contract allegedly violated).

Remedy

Grievant's Signature Date

Level II - Hearing Date _____

Director or Supervisor's Decision

Director's/Supervisor's Signature Date

Grievant Response:

- () I accept the above decision
- () I do not accept the above decision and hereby request that the grievance proceed to the next level.

Grievant's Signature Date

**TRUMBULL CAREER & TECHNICAL CENTER
GRIEVANCE FORM
LEVELS III & IV**

Level III - Hearing date _____

Superintendent's Decision

Superintendent's Signature Date

- () I accept the above decision
- () I do not accept the above decision and hereby request that the grievance proceed to the next level.

Grievant's Signature Date

Level IV - Hearing Date _____

Board Decision

Board President's Signature Date

- () I accept the above decision
- () I do not accept the above decision and hereby request that the grievance proceed to the next level (mediation and/or arbitration).

Grievant's Signature Date

TRUMBULL CAREER & TECHNICAL CENTER
Progressive Discipline Record

Verbal _____ Written _____ Suspension _____

Date: _____ Time: _____

Employee: _____

I do not wish to have union representation: _____
if the Association isn't represented they will be notified that a hearing has
taken place by date and time.

The employee grants the release of their name to the Association with the
date and time of this hearing. _____

Administrator: _____

Association Representative: _____

Others: _____ Position: _____

Cause for Reprimand:

Signed attesting attendance at meeting (signature does signify agreement):

Employee: _____

Administrator: _____

Union Official: _____

Others in Attendance: _____

**TRUMBULL CAREER & TECHNICAL CENTER
Workshop/Seminar Summary**

Staff Name(s):

Date of Meeting:

Seminar/Workshop:

Location of Seminar/Workshop Attended:

Topic Discussed:

Brief Summary:

Would you recommend this seminar to others? YES ___ NO ___

How would you rate this seminar?

- Good
- Fair
- Poor

Excellent _____

Please list the materials received and describe the information covered:

APPENDIX C

Trumbull Career & Technical Center
Observation Log

Staff/Employee _____

Evaluator _____

Pre-Conference Date _____ (If required)

Observation Date _____ **Period** _____

Post Observation Conference Date _____ (If required)

The observation form provides feedback to staff on what the evaluator observed during the period of observation. It does not reflect the full range of responsibility. The evaluation given to staff members each semester is a comprehensive assessment of their performance.

Narrative

The classroom observation was satisfactory: Yes No

If the classroom observation is rated satisfactory, the evaluator may waive a post conference.

Areas of concern noted by evaluator

Plan of assistance to make improvement

Staff/Employee Comments

Instructor's Signature and date

Supervisor's Signature and date

2014-2015 Schedules
APPENDIX D-1

**Teacher Salary Schedule hired before (6/29/14)
2014 - 2015**

| Step | Class 1 | Class 2 | Class 3 | Class 4 | Class 5 | Class 6 | Class 7 |
|-------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| 0 | \$36,489 | \$38,496 | \$40,503 | \$42,510 | \$44,425 | \$45,429 | \$46,432 |
| | 1.0000 | 1.0550 | 1.1100 | 1.1650 | 1.2175 | 1.2450 | 1.2725 |
| 1 | \$38,313 | \$40,320 | \$42,510 | \$44,517 | \$46,432 | \$47,436 | \$48,439 |
| | 1.0500 | 1.1050 | 1.1650 | 1.2200 | 1.2725 | 1.3000 | 1.3275 |
| 2 | \$40,138 | \$42,145 | \$44,517 | \$46,523 | \$48,439 | \$49,443 | \$50,446 |
| | 1.1000 | 1.1550 | 1.2200 | 1.2750 | 1.3275 | 1.3550 | 1.3825 |
| 3 | \$41,962 | \$43,969 | \$46,523 | \$48,530 | \$50,446 | \$51,449 | \$52,453 |
| | 1.1500 | 1.2050 | 1.2750 | 1.3300 | 1.3825 | 1.4100 | 1.4375 |
| 4 | \$43,787 | \$45,794 | \$48,530 | \$50,537 | \$52,453 | \$53,456 | \$54,460 |
| | 1.2000 | 1.2550 | 1.3300 | 1.3850 | 1.4375 | 1.4650 | 1.4925 |
| 5 | \$45,611 | \$47,618 | \$50,537 | \$52,544 | \$54,460 | \$55,463 | \$56,467 |
| | 1.2500 | 1.3050 | 1.3850 | 1.4400 | 1.4925 | 1.5200 | 1.5475 |
| 6 | \$47,436 | \$49,443 | \$52,544 | \$54,551 | \$56,467 | \$57,470 | \$58,474 |
| | 1.3000 | 1.3550 | 1.4400 | 1.4950 | 1.5475 | 1.5750 | 1.6025 |
| 7 | \$49,260 | \$51,267 | \$54,551 | \$56,558 | \$58,474 | \$59,477 | \$60,481 |
| | 1.3500 | 1.4050 | 1.4950 | 1.5500 | 1.6025 | 1.6300 | 1.6575 |
| 8 | \$51,085 | \$53,091 | \$56,558 | \$58,565 | \$60,481 | \$61,484 | \$62,487 |
| | 1.4000 | 1.4550 | 1.5500 | 1.6050 | 1.6575 | 1.6850 | 1.7125 |
| 9 | \$52,909 | \$54,916 | \$58,565 | \$60,572 | \$62,487 | \$63,491 | \$64,494 |
| | 1.4500 | 1.5050 | 1.6050 | 1.6600 | 1.7125 | 1.7400 | 1.7675 |
| 10 | \$54,734 | \$56,740 | \$60,572 | \$62,579 | \$64,494 | \$65,498 | \$66,501 |
| | 1.5000 | 1.5550 | 1.6600 | 1.7150 | 1.7675 | 1.7950 | 1.8225 |
| 11 | \$56,558 | \$58,565 | \$62,579 | \$64,586 | \$66,501 | \$67,505 | \$68,508 |
| | 1.5500 | 1.6050 | 1.7150 | 1.7700 | 1.8225 | 1.8500 | 1.8775 |
| 12 | \$58,382 | \$60,389 | \$64,586 | \$66,592 | \$68,508 | \$69,512 | \$70,515 |
| | 1.6000 | 1.6550 | 1.7700 | 1.8250 | 1.8775 | 1.9050 | 1.9325 |
| 13 | | \$62,214 | \$66,592 | \$68,599 | \$70,515 | \$71,518 | \$72,522 |
| | | 1.7050 | 1.8250 | 1.8800 | 1.9325 | 1.9600 | 1.9875 |
| 16 | \$60,207 | \$64,038 | \$68,599 | \$70,606 | \$72,522 | \$73,525 | \$74,529 |
| | 1.6500 | 1.7550 | 1.8800 | 1.9350 | 1.9875 | 2.0150 | 2.0425 |
| 20 | \$62,031 | \$65,863 | \$70,606 | \$72,613 | \$74,529 | \$75,532 | \$76,353 |
| | 1.7000 | 1.8050 | 1.9350 | 1.9900 | 2.0425 | 2.0700 | 2.0925 |

2014-2015 Schedules
APPENDIX D-2

**194 Day Paraprofessional Salary Schedule hired before (6/29/14)
2014 - 2015**

| Step | Class 1 | Class 2 | Class 3 | Class 4 |
|-------------|----------------|----------------|----------------|----------------|
| 0 | \$18,301 | \$19,216 | \$20,179 | \$21,094 |
| | 1.0000 | 1.0500 | 1.1026 | 1.1526 |
| 1 | \$19,383 | \$20,351 | \$21,368 | \$22,283 |
| | 1.0591 | 1.1120 | 1.1676 | 1.2176 |
| 2 | \$20,525 | \$21,551 | \$22,629 | \$23,544 |
| | 1.1215 | 1.1776 | 1.2365 | 1.2865 |
| 3 | \$21,736 | \$22,821 | \$23,965 | \$24,880 |
| | 1.1877 | 1.2470 | 1.3095 | 1.3595 |
| 4 | \$23,019 | \$24,170 | \$25,378 | \$26,293 |
| | 1.2578 | 1.3207 | 1.3867 | 1.4367 |
| 5 | \$24,377 | \$25,596 | \$26,875 | \$27,790 |
| | 1.3320 | 1.3986 | 1.4685 | 1.5185 |
| 6 | \$25,815 | \$27,106 | \$28,462 | \$29,377 |
| | 1.4106 | 1.4811 | 1.5552 | 1.6052 |
| 7 | \$27,338 | \$28,705 | \$30,140 | \$31,055 |
| | 1.4938 | 1.5685 | 1.6469 | 1.6969 |
| 8 | \$28,950 | \$30,398 | \$31,917 | \$32,832 |
| | 1.5819 | 1.6610 | 1.7440 | 1.7940 |
| 9 | \$30,658 | \$32,191 | \$33,802 | \$34,717 |
| | 1.6752 | 1.7590 | 1.8470 | 1.8970 |
| 10 | \$32,468 | \$34,091 | \$35,795 | \$36,710 |
| | 1.7741 | 1.8628 | 1.9559 | 2.0059 |

2014-2015 Schedules
APPENDIX D-3

**184 Day Paraprofessional Salary Schedule hired before (6/29/14)
2014 - 2015**

| Step | Class 1 | Class 2 | Class 3 | Class 4 |
|-------------|----------------|----------------|----------------|----------------|
| 0 | \$17,362 | \$18,230 | \$19,143 | \$20,011 |
| | 1.0000 | 1.0500 | 1.1026 | 1.1526 |
| 1 | \$18,388 | \$19,307 | \$20,272 | \$21,140 |
| | 1.0591 | 1.1120 | 1.1676 | 1.2176 |
| 2 | \$19,471 | \$20,445 | \$21,468 | \$22,336 |
| | 1.1215 | 1.1776 | 1.2365 | 1.2865 |
| 3 | \$20,621 | \$21,650 | \$22,736 | \$23,604 |
| | 1.1877 | 1.2470 | 1.3095 | 1.3595 |
| 4 | \$21,838 | \$22,930 | \$24,076 | \$24,944 |
| | 1.2578 | 1.3207 | 1.3867 | 1.4367 |
| 5 | \$23,126 | \$24,282 | \$25,496 | \$26,364 |
| | 1.3320 | 1.3986 | 1.4685 | 1.5185 |
| 6 | \$24,491 | \$25,715 | \$27,001 | \$27,869 |
| | 1.4106 | 1.4811 | 1.5552 | 1.6052 |
| 7 | \$25,935 | \$27,232 | \$28,593 | \$29,462 |
| | 1.4938 | 1.5685 | 1.6469 | 1.6969 |
| 8 | \$27,465 | \$28,838 | \$30,279 | \$31,147 |
| | 1.5819 | 1.6610 | 1.7440 | 1.7940 |
| 9 | \$29,085 | \$30,540 | \$32,068 | \$32,936 |
| | 1.6752 | 1.7590 | 1.8470 | 1.8970 |
| 10 | \$30,802 | \$32,342 | \$33,958 | \$34,826 |
| | 1.7741 | 1.8628 | 1.9559 | 2.0059 |

2014-2015 Schedules
APPENDIX D-4

**12 Month Office Employee Salary Schedule hired before (6/29/14)
2014 – 2015**

| Step | Class 1 | Class 2 | Class 3 | Class 4 |
|-------------|----------------|----------------|----------------|----------------|
| 0 | \$26,604 | \$27,934 | \$29,331 | \$30,661 |
| | 1.0000 | 1.0500 | 1.1025 | 1.1525 |
| 1 | \$28,174 | \$29,584 | \$31,063 | \$32,393 |
| | 1.0590 | 1.1120 | 1.1676 | 1.2176 |
| 2 | \$29,836 | \$31,326 | \$32,896 | \$34,226 |
| | 1.1215 | 1.1775 | 1.2365 | 1.2865 |
| 3 | \$31,595 | \$33,175 | \$34,835 | \$36,165 |
| | 1.1876 | 1.2470 | 1.3094 | 1.3594 |
| 4 | \$33,460 | \$35,133 | \$36,889 | \$38,219 |
| | 1.2577 | 1.3206 | 1.3866 | 1.4366 |
| 5 | \$35,434 | \$37,206 | \$39,068 | \$40,398 |
| | 1.3319 | 1.3985 | 1.4685 | 1.5185 |
| 6 | \$37,525 | \$39,401 | \$41,372 | \$42,702 |
| | 1.4105 | 1.4810 | 1.5551 | 1.6051 |
| 7 | \$39,738 | \$41,726 | \$43,811 | \$45,142 |
| | 1.4937 | 1.5684 | 1.6468 | 1.6968 |
| 8 | \$42,082 | \$44,187 | \$46,395 | \$47,725 |
| | 1.5818 | 1.6609 | 1.7439 | 1.7939 |
| 9 | \$44,564 | \$46,796 | \$49,132 | \$50,462 |
| | 1.6751 | 1.7590 | 1.8468 | 1.8968 |
| 10 | \$47,195 | \$49,555 | \$52,032 | \$53,362 |
| | 1.7740 | 1.8627 | 1.9558 | 2.0058 |
| 11 | \$49,981 | \$52,482 | \$55,102 | \$56,432 |
| | 1.8787 | 1.9727 | 2.0712 | 2.1212 |

2014-2015 Schedules
APPENDIX D-5

**10 Month Office Employee Salary Schedule hired before (6/29/14)
2014 – 2015**

| Step | Class 1 | Class 2 | Class 3 | Class 4 |
|-------------|----------------|----------------|----------------|----------------|
| 0 | \$21,592 | \$22,672 | \$23,805 | \$24,885 |
| | 1.0000 | 1.0500 | 1.1025 | 1.1525 |
| 1 | \$22,866 | \$24,010 | \$25,211 | \$26,290 |
| | 1.0590 | 1.1120 | 1.1676 | 1.2176 |
| 2 | \$24,215 | \$25,425 | \$26,699 | \$27,778 |
| | 1.1215 | 1.1775 | 1.2365 | 1.2865 |
| 3 | \$25,643 | \$26,925 | \$28,273 | \$29,352 |
| | 1.1876 | 1.2470 | 1.3094 | 1.3594 |
| 4 | \$27,156 | \$28,514 | \$29,939 | \$31,019 |
| | 1.2577 | 1.3206 | 1.3866 | 1.4366 |
| 5 | \$28,758 | \$30,196 | \$31,708 | \$32,787 |
| | 1.3319 | 1.3985 | 1.4685 | 1.5185 |
| 6 | \$30,456 | \$31,978 | \$33,578 | \$34,657 |
| | 1.4105 | 1.4810 | 1.5551 | 1.6051 |
| 7 | \$32,252 | \$33,865 | \$35,558 | \$36,637 |
| | 1.4937 | 1.5684 | 1.6468 | 1.6968 |
| 8 | \$34,154 | \$35,862 | \$37,654 | \$38,734 |
| | 1.5818 | 1.6609 | 1.7439 | 1.7939 |
| 9 | \$36,169 | \$37,980 | \$39,876 | \$40,956 |
| | 1.6751 | 1.7590 | 1.8468 | 1.8968 |
| 10 | \$38,304 | \$40,219 | \$42,230 | \$43,309 |
| | 1.7740 | 1.8627 | 1.9558 | 2.0058 |
| 11 | \$40,565 | \$42,595 | \$44,721 | \$45,801 |
| | 1.8787 | 1.9727 | 2.0712 | 2.1212 |

2014-2015 Schedules
APPENDIX D-6

**Custodian Salary Schedule hired before (6/29/14)
2014 – 2015**

| Step | Class 1 | Class 2 | Class 3 | Class 4 |
|-------------|--------------------|--------------------|--------------------|--------------------|
| 0 | \$32,746 1.0000 | \$34,383 1.0500 | \$36,102 1.1025 | \$37,740 1.1525 |
| 1 | \$33,712 1.0295 | \$35,398 1.0810 | \$37,167 1.1350 | \$38,804 1.1850 |
| 2 | \$34,707 1.0599 | \$36,443 1.1129 | \$38,264 1.1685 | \$39,901 1.2185 |
| 3 | \$35,729 1.0911 | \$37,517 1.1457 | \$39,393 1.2030 | \$41,031 1.2530 |
| 4 | \$36,784 1.1233 | \$38,624 1.1795 | \$40,556 1.2385 | \$42,193 1.2885 |
| 5 | \$37,871 1.1565 | \$39,763 1.2143 | \$41,751 1.2750 | \$43,388 1.3250 |
| 6 | \$38,987 1.1906 | \$40,936 1.2501 | \$42,982 1.3126 | \$44,620 1.3626 |
| 7 | \$40,137 1.2257 | \$42,144 1.2870 | \$44,250 1.3513 | \$45,887 1.4013 |
| 8 | \$41,322 1.2619 | \$43,385 1.3249 | \$45,556 1.3912 | \$47,194 1.4412 |
| 9 | \$42,540 1.2991 | \$44,666 1.3640 | \$46,899 1.4322 | \$48,536 1.4822 |
| 10 | \$43,795 1.3374 | \$45,982 1.4042 | \$48,284 1.4745 | \$49,921 1.5245 |
| 11 | \$45,088 1.3769 | \$47,341 1.4457 | \$49,708 1.5180 | \$51,346 1.5680 |

2014-2015 Schedules
APPENDIX D-7

Head Cook hired before (6/29/14)
Cafeteria Employee Salary Schedule
2014 – 2015

| Step | Class 1 | Class 2 | Class 3 | Class 4 |
|-------------|----------------|----------------|----------------|----------------|
| 0 | \$22,389 | \$23,508 | \$24,684 | \$25,803 |
| | 1.0000 | 1.0500 | 1.1025 | 1.1525 |
| 1 | \$23,710 | \$24,897 | \$26,141 | \$27,261 |
| | 1.0590 | 1.1120 | 1.1676 | 1.2176 |
| 2 | \$25,109 | \$26,365 | \$27,684 | \$28,803 |
| | 1.1215 | 1.1776 | 1.2365 | 1.2865 |
| 3 | \$26,589 | \$27,919 | \$29,318 | \$30,438 |
| | 1.1876 | 1.2470 | 1.3095 | 1.3595 |
| 4 | \$28,159 | \$29,569 | \$31,047 | \$32,166 |
| | 1.2577 | 1.3207 | 1.3867 | 1.4367 |
| 5 | \$29,820 | \$31,313 | \$32,878 | \$33,998 |
| | 1.3319 | 1.3986 | 1.4685 | 1.5185 |
| 6 | \$31,580 | \$33,160 | \$34,819 | \$35,939 |
| | 1.4105 | 1.4811 | 1.5552 | 1.6052 |
| 7 | \$33,442 | \$35,117 | \$36,872 | \$37,992 |
| | 1.4937 | 1.5685 | 1.6469 | 1.6969 |
| 8 | \$35,417 | \$37,188 | \$39,046 | \$40,166 |
| | 1.5819 | 1.6610 | 1.7440 | 1.7940 |
| 9 | \$37,506 | \$39,382 | \$41,352 | \$42,472 |
| | 1.6752 | 1.7590 | 1.8470 | 1.8970 |
| 10 | \$39,718 | \$41,706 | \$43,791 | \$44,910 |
| | 1.7740 | 1.8628 | 1.9559 | 2.0059 |
| 11 | \$42,060 | \$44,165 | \$46,372 | \$47,492 |
| | 1.8786 | 1.9726 | 2.0712 | 2.1212 |

2014-2015 Schedules
APPENDIX D-8

Helper hired before (6/29/14)
Cafeteria Employee Salary Schedule
2014 – 2015

| Step | Class 1 | Class 2 | Class 3 | Class 4 |
|-------------|----------------|----------------|----------------|----------------|
| 0 | \$15,801 | \$16,591 | \$17,421 | \$18,211 |
| | 1.0000 | 1.0500 | 1.1025 | 1.1525 |
| 1 | \$16,733 | \$17,571 | \$18,449 | \$19,239 |
| | 1.0590 | 1.1120 | 1.1676 | 1.2176 |
| 2 | \$17,721 | \$18,607 | \$19,538 | \$20,328 |
| | 1.1215 | 1.1776 | 1.2365 | 1.2865 |
| 3 | \$18,765 | \$19,704 | \$20,691 | \$21,481 |
| | 1.1876 | 1.2470 | 1.3095 | 1.3595 |
| 4 | \$19,873 | \$20,867 | \$21,910 | \$22,700 |
| | 1.2577 | 1.3206 | 1.3866 | 1.4366 |
| 5 | \$21,045 | \$22,098 | \$23,202 | \$23,992 |
| | 1.3319 | 1.3985 | 1.4684 | 1.5184 |
| 6 | \$22,287 | \$23,401 | \$24,571 | \$25,361 |
| | 1.4105 | 1.4810 | 1.5550 | 1.6050 |
| 7 | \$23,602 | \$24,782 | \$26,021 | \$26,811 |
| | 1.4937 | 1.5684 | 1.6468 | 1.6968 |
| 8 | \$24,994 | \$26,245 | \$27,555 | \$28,345 |
| | 1.5818 | 1.6610 | 1.7439 | 1.7939 |
| 9 | \$26,470 | \$27,792 | \$29,183 | \$29,973 |
| | 1.6752 | 1.7589 | 1.8469 | 1.8969 |
| 10 | \$28,031 | \$29,434 | \$30,904 | \$31,694 |
| | 1.7740 | 1.8628 | 1.9558 | 2.0058 |
| 11 | \$29,684 | \$31,169 | \$32,727 | \$33,517 |
| | 1.8786 | 1.9726 | 2.0712 | 2.1212 |

2014-2015 Schedules
APPENDIX D-9

Cashier hired before (6/29/14)
Cafeteria Employee Salary Schedule
2014 – 2015

| Step | Class 1 | Class 2 | Class 3 | Class 4 |
|-------------|----------------|----------------|----------------|----------------|
| 0 | \$8,698 | \$9,133 | \$9,590 | \$10,024 |
| | 1.0000 | 1.0500 | 1.1025 | 1.1525 |
| 1 | \$9,211 | \$9,671 | \$10,156 | \$10,591 |
| | 1.0590 | 1.1119 | 1.1676 | 1.2176 |
| 2 | \$9,755 | \$10,242 | \$10,755 | \$11,190 |
| | 1.1215 | 1.1775 | 1.2365 | 1.2865 |
| 3 | \$10,331 | \$10,846 | \$11,389 | \$11,824 |
| | 1.1877 | 1.2470 | 1.3094 | 1.3594 |
| 4 | \$10,939 | \$11,487 | \$12,062 | \$12,496 |
| | 1.2577 | 1.3206 | 1.3867 | 1.4367 |
| 5 | \$11,585 | \$12,164 | \$12,773 | \$13,208 |
| | 1.3319 | 1.3985 | 1.4685 | 1.5185 |
| 6 | \$12,269 | \$12,882 | \$13,526 | \$13,961 |
| | 1.4105 | 1.4810 | 1.5551 | 1.6051 |
| 7 | \$12,992 | \$13,641 | \$14,325 | \$14,760 |
| | 1.4937 | 1.5683 | 1.6469 | 1.6969 |
| 8 | \$13,759 | \$14,447 | \$15,169 | \$15,604 |
| | 1.5819 | 1.6610 | 1.7440 | 1.7940 |
| 9 | \$14,571 | \$15,300 | \$16,065 | \$16,500 |
| | 1.6752 | 1.7590 | 1.8470 | 1.8970 |
| 10 | \$15,430 | \$16,203 | \$17,012 | \$17,446 |
| | 1.7740 | 1.8628 | 1.9558 | 2.0058 |
| 11 | \$16,340 | \$17,157 | \$18,015 | \$18,450 |
| | 1.8786 | 1.9725 | 2.0712 | 2.1212 |

2014-2015 Schedules
APPENDIX D-10

**Technology Assistant Salary Schedule hired before (6/29/14)
 2014 – 2015**

| Step | Class 1 | Class 2 | Class 4 | Class 5 |
|-------------|----------------------|--------------------|--------------------|--------------------|
| 0 | \$39,789 1.000000 | \$41,381 1.0400 | \$41,778 1.0500 | \$43,867 1.1025 |
| 1 | \$40,983 1.030000 | \$43,052 1.0820 | \$43,867 1.1025 | \$45,956 1.1550 |
| 2 | \$42,211 1.060880 | \$44,763 1.1250 | \$46,064 1.1577 | \$48,153 1.2102 |
| 3 | \$43,478 1.092708 | \$46,553 1.1700 | \$48,368 1.2156 | \$50,456 1.2681 |
| 4 | \$44,782 1.125486 | \$48,423 1.2170 | \$50,783 1.2763 | \$52,872 1.3288 |
| 5 | \$46,125 1.159244 | \$50,353 1.2655 | \$53,321 1.3401 | \$55,410 1.3926 |
| 6 | \$47,509 1.194013 | \$52,366 1.3161 | \$55,987 1.4071 | \$58,076 1.4596 |
| 7 | \$48,935 1.229857 | \$54,459 1.3687 | \$58,788 1.4775 | \$60,877 1.5300 |
| 8 | \$50,403 1.266745 | \$56,640 1.4235 | \$61,725 1.5513 | \$63,814 1.6038 |
| 9 | \$51,914 1.304738 | \$58,904 1.4804 | \$64,812 1.6289 | \$66,901 1.6814 |
| 10 | \$53,471 1.343870 | \$61,259 1.5396 | \$68,051 1.7103 | \$70,140 1.7628 |
| 11 | \$55,075 1.384170 | \$63,710 1.6012 | \$71,457 1.7959 | \$73,546 1.8484 |

2014-2015 Schedules
APPENDIX E-1

**Teacher Salary Schedule hired after (6/29/14)
2014 – 2015**

| Step | Class 1 | Class 2 | Class 3 | Class 4 | Class 5 | Class 6 | Class 7 |
|-------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| 0 | \$33,935 | \$35,801 | \$37,668 | \$39,534 | \$41,316 | \$42,249 | \$43,182 |
| | 1.0000 | 1.0550 | 1.1100 | 1.1650 | 1.2175 | 1.2450 | 1.2725 |
| 1 | \$35,632 | \$37,498 | \$39,534 | \$41,401 | \$43,182 | \$44,116 | \$45,049 |
| | 1.0500 | 1.1050 | 1.1650 | 1.2200 | 1.2725 | 1.3000 | 1.3275 |
| 2 | \$37,329 | \$39,195 | \$41,401 | \$43,267 | \$45,049 | \$45,982 | \$46,915 |
| | 1.1000 | 1.1550 | 1.2200 | 1.2750 | 1.3275 | 1.3550 | 1.3825 |
| 3 | \$39,025 | \$40,892 | \$43,267 | \$45,134 | \$46,915 | \$47,848 | \$48,782 |
| | 1.1500 | 1.2050 | 1.2750 | 1.3300 | 1.3825 | 1.4100 | 1.4375 |
| 4 | \$40,722 | \$42,588 | \$45,134 | \$47,000 | \$48,782 | \$49,715 | \$50,648 |
| | 1.2000 | 1.2550 | 1.3300 | 1.3850 | 1.4375 | 1.4650 | 1.4925 |
| 5 | \$42,419 | \$44,285 | \$47,000 | \$48,866 | \$50,648 | \$51,581 | \$52,514 |
| | 1.2500 | 1.3050 | 1.3850 | 1.4400 | 1.4925 | 1.5200 | 1.5475 |
| 6 | \$44,116 | \$45,982 | \$48,866 | \$50,733 | \$52,514 | \$53,448 | \$54,381 |
| | 1.3000 | 1.3550 | 1.4400 | 1.4950 | 1.5475 | 1.5750 | 1.6025 |
| 7 | \$45,812 | \$47,679 | \$50,733 | \$52,599 | \$54,381 | \$55,314 | \$56,247 |
| | 1.3500 | 1.4050 | 1.4950 | 1.5500 | 1.6025 | 1.6300 | 1.6575 |
| 8 | \$47,509 | \$49,375 | \$52,599 | \$54,466 | \$56,247 | \$57,180 | \$58,114 |
| | 1.4000 | 1.4550 | 1.5500 | 1.6050 | 1.6575 | 1.6850 | 1.7125 |
| 9 | \$49,206 | \$51,072 | \$54,466 | \$56,332 | \$58,114 | \$59,047 | \$59,980 |
| | 1.4500 | 1.5050 | 1.6050 | 1.6600 | 1.7125 | 1.7400 | 1.7675 |
| 10 | \$50,903 | \$52,769 | \$56,332 | \$58,199 | \$59,980 | \$60,913 | \$61,847 |
| | 1.5000 | 1.5550 | 1.6600 | 1.7150 | 1.7675 | 1.7950 | 1.8225 |
| 11 | \$52,599 | \$54,466 | \$58,199 | \$60,065 | \$61,847 | \$62,780 | \$63,713 |
| | 1.5500 | 1.6050 | 1.7150 | 1.7700 | 1.8225 | 1.8500 | 1.8775 |
| 12 | \$54,296 | \$56,162 | \$60,065 | \$61,931 | \$63,713 | \$64,646 | \$65,579 |
| | 1.6000 | 1.6550 | 1.7700 | 1.8250 | 1.8775 | 1.9050 | 1.9325 |
| 13 | | \$57,859 | \$61,931 | \$63,798 | \$65,579 | \$66,513 | \$67,446 |
| | | 1.7050 | 1.8250 | 1.8800 | 1.9325 | 1.9600 | 1.9875 |
| 14 | \$56,061 | \$59,624 | \$63,696 | \$65,562 | \$67,344 | \$68,277 | \$69,210 |
| | 1.6520 | 1.7570 | 1.8770 | 1.9320 | 1.9845 | 2.0120 | 2.0395 |
| 16 | \$57,757 | \$61,321 | \$65,393 | \$67,259 | \$69,041 | \$69,974 | \$70,907 |
| | 1.7020 | 1.8070 | 1.9270 | 1.9820 | 2.0345 | 2.0620 | 2.0895 |
| 17 | \$59,624 | \$63,187 | \$67,259 | \$69,126 | \$70,907 | \$71,840 | \$72,774 |
| | 1.7570 | 1.8620 | 1.9820 | 2.0370 | 2.0895 | 2.1170 | 2.1445 |
| 20 | \$61,321 | \$64,884 | \$69,024 | \$70,822 | \$72,672 | \$73,537 | \$74,470 |
| | 1.8070 | 1.9120 | 2.0340 | 2.0870 | 2.1415 | 2.1670 | 2.1945 |

2014-2015 Schedules
APPENDIX E-2

**194 Day Paraprofessional Salary Schedule hired after (6/29/14)
 2014 - 2015**

| Step | Class 1 | Class 2 | Class 3 | Class 4 |
|-------------|----------------|----------------|----------------|----------------|
| 0 | \$17,020 | \$17,871 | \$18,766 | \$19,617 |
| | 1.0000 | 1.0500 | 1.1026 | 1.1526 |
| 1 | \$18,026 | \$18,926 | \$19,873 | \$20,724 |
| | 1.0591 | 1.1120 | 1.1676 | 1.2176 |
| 2 | \$19,088 | \$20,043 | \$21,045 | \$21,896 |
| | 1.1215 | 1.1776 | 1.2365 | 1.2865 |
| 3 | \$20,215 | \$21,224 | \$22,288 | \$23,139 |
| | 1.1877 | 1.2470 | 1.3095 | 1.3595 |
| 4 | \$21,408 | \$22,478 | \$23,602 | \$24,453 |
| | 1.2578 | 1.3207 | 1.3867 | 1.4367 |
| 5 | \$22,671 | \$23,804 | \$24,994 | \$25,845 |
| | 1.3320 | 1.3986 | 1.4685 | 1.5185 |
| 6 | \$24,008 | \$25,208 | \$26,470 | \$27,321 |
| | 1.4106 | 1.4811 | 1.5552 | 1.6052 |
| 7 | \$25,424 | \$26,696 | \$28,030 | \$28,881 |
| | 1.4938 | 1.5685 | 1.6469 | 1.6969 |
| 8 | \$26,924 | \$28,270 | \$29,683 | \$30,534 |
| | 1.5819 | 1.6610 | 1.7440 | 1.7940 |
| 9 | \$28,512 | \$29,938 | \$31,436 | \$32,287 |
| | 1.6752 | 1.7590 | 1.8470 | 1.8970 |
| 10 | \$30,195 | \$31,705 | \$33,289 | \$34,140 |
| | 1.7741 | 1.8628 | 1.9559 | 2.0059 |
| 12 | \$31,387 | \$32,896 | \$34,481 | \$35,332 |
| | 1.8441 | 1.9328 | 2.0259 | 2.0759 |
| 14 | \$32,238 | \$33,747 | \$35,332 | \$36,183 |
| | 1.8941 | 1.9828 | 2.0759 | 2.1259 |

2014-2015 Schedules
APPENDIX E-3

**184 Day Paraprofessional Salary Schedule hired after (6/29/14)
2014 - 2015**

| Step | Class 1 | Class 2 | Class 3 | Class 4 |
|-------------|----------------|----------------|----------------|----------------|
| 0 | \$16,147 | \$16,954 | \$17,804 | \$18,611 |
| | 1.0000 | 1.0500 | 1.1026 | 1.1526 |
| 1 | \$17,101 | \$17,955 | \$18,853 | \$19,661 |
| | 1.0591 | 1.1120 | 1.1676 | 1.2176 |
| 2 | \$18,109 | \$19,015 | \$19,966 | \$20,773 |
| | 1.1215 | 1.1776 | 1.2365 | 1.2865 |
| 3 | \$19,178 | \$20,135 | \$21,144 | \$21,952 |
| | 1.1877 | 1.2470 | 1.3095 | 1.3595 |
| 4 | \$20,310 | \$21,325 | \$22,391 | \$23,198 |
| | 1.2578 | 1.3207 | 1.3867 | 1.4367 |
| 5 | \$21,508 | \$22,583 | \$23,712 | \$24,519 |
| | 1.3320 | 1.3986 | 1.4685 | 1.5185 |
| 6 | \$22,777 | \$23,915 | \$25,112 | \$25,919 |
| | 1.4106 | 1.4811 | 1.5552 | 1.6052 |
| 7 | \$24,120 | \$25,327 | \$26,592 | \$27,400 |
| | 1.4938 | 1.5685 | 1.6469 | 1.6969 |
| 8 | \$25,543 | \$26,820 | \$28,160 | \$28,968 |
| | 1.5819 | 1.6610 | 1.7440 | 1.7940 |
| 9 | \$27,049 | \$28,403 | \$29,824 | \$30,631 |
| | 1.6752 | 1.7590 | 1.8470 | 1.8970 |
| 10 | \$28,646 | \$30,079 | \$31,582 | \$32,389 |
| | 1.7741 | 1.8628 | 1.9559 | 2.0059 |
| 12 | \$29,777 | \$31,209 | \$32,712 | \$33,520 |
| | 1.8441 | 1.9328 | 2.0259 | 2.0759 |
| 14 | \$30,584 | \$32,016 | \$33,520 | \$34,327 |
| | 1.8941 | 1.9828 | 2.0759 | 2.1259 |

2014-2015 Schedules
APPENDIX E-4

**12 Month Office Employee Salary Schedule hired after (6/29/14)
2014 - 2015**

| Step | Class 1 | Class 2 | Class 3 | Class 4 |
|-------------|----------------|----------------|----------------|----------------|
| 0 | \$24,742 | \$25,979 | \$27,278 | \$28,515 |
| | 1.0000 | 1.0500 | 1.1025 | 1.1525 |
| 1 | \$26,202 | \$27,513 | \$28,889 | \$30,126 |
| | 1.0590 | 1.1120 | 1.1676 | 1.2176 |
| 2 | \$27,748 | \$29,134 | \$30,593 | \$31,831 |
| | 1.1215 | 1.1775 | 1.2365 | 1.2865 |
| 3 | \$29,384 | \$30,853 | \$32,397 | \$33,634 |
| | 1.1876 | 1.2470 | 1.3094 | 1.3594 |
| 4 | \$31,118 | \$32,674 | \$34,307 | \$35,544 |
| | 1.2577 | 1.3206 | 1.3866 | 1.4366 |
| 5 | \$32,954 | \$34,602 | \$36,334 | \$37,571 |
| | 1.3319 | 1.3985 | 1.4685 | 1.5185 |
| 6 | \$34,899 | \$36,643 | \$38,476 | \$39,713 |
| | 1.4105 | 1.4810 | 1.5551 | 1.6051 |
| 7 | \$36,957 | \$38,805 | \$40,745 | \$41,982 |
| | 1.4937 | 1.5684 | 1.6468 | 1.6968 |
| 8 | \$39,137 | \$41,094 | \$43,148 | \$44,385 |
| | 1.5818 | 1.6609 | 1.7439 | 1.7939 |
| 9 | \$41,445 | \$43,521 | \$45,694 | \$46,931 |
| | 1.6751 | 1.7590 | 1.8468 | 1.8968 |
| 10 | \$43,892 | \$46,087 | \$48,390 | \$49,628 |
| | 1.7740 | 1.8627 | 1.9558 | 2.0058 |
| 11 | \$46,483 | \$48,809 | \$51,246 | \$52,483 |
| | 1.8787 | 1.9727 | 2.0712 | 2.1212 |
| 13 | \$48,215 | \$50,540 | \$52,978 | \$54,215 |
| | 1.9487 | 2.0427 | 2.1412 | 2.1912 |
| 15 | \$49,452 | \$51,778 | \$54,215 | \$55,452 |
| | 1.9987 | 2.0927 | 2.1912 | 2.2412 |

2014-2015 Schedules
APPENDIX E-5

**10 Month Office Employee Salary Schedule hired after (6/29/14)
2014 - 2015**

| Step | Class 1 | Class 2 | Class 3 | Class 4 |
|-------------|----------------|----------------|----------------|----------------|
| 0 | \$20,081 | \$21,085 | \$22,139 | \$23,143 |
| | 1.0000 | 1.0500 | 1.1025 | 1.1525 |
| 1 | \$21,266 | \$22,330 | \$23,447 | \$24,451 |
| | 1.0590 | 1.1120 | 1.1676 | 1.2176 |
| 2 | \$22,521 | \$23,645 | \$24,830 | \$25,834 |
| | 1.1215 | 1.1775 | 1.2365 | 1.2865 |
| 3 | \$23,848 | \$25,041 | \$26,294 | \$27,298 |
| | 1.1876 | 1.2470 | 1.3094 | 1.3594 |
| 4 | \$25,256 | \$26,519 | \$27,844 | \$28,848 |
| | 1.2577 | 1.3206 | 1.3866 | 1.4366 |
| 5 | \$26,746 | \$28,083 | \$29,489 | \$30,493 |
| | 1.3319 | 1.3985 | 1.4685 | 1.5185 |
| 6 | \$28,324 | \$29,740 | \$31,228 | \$32,232 |
| | 1.4105 | 1.4810 | 1.5551 | 1.6051 |
| 7 | \$29,995 | \$31,495 | \$33,069 | \$34,073 |
| | 1.4937 | 1.5684 | 1.6468 | 1.6968 |
| 8 | \$31,764 | \$33,353 | \$35,019 | \$36,023 |
| | 1.5818 | 1.6609 | 1.7439 | 1.7939 |
| 9 | \$33,638 | \$35,322 | \$37,086 | \$38,090 |
| | 1.6751 | 1.7590 | 1.8468 | 1.8968 |
| 10 | \$35,624 | \$37,405 | \$39,274 | \$40,278 |
| | 1.7740 | 1.8627 | 1.9558 | 2.0058 |
| 11 | \$37,726 | \$39,614 | \$41,592 | \$42,596 |
| | 1.8787 | 1.9727 | 2.0712 | 2.1212 |
| 13 | \$39,132 | \$41,019 | \$42,997 | \$44,001 |
| | 1.9487 | 2.0427 | 2.1412 | 2.1912 |
| 15 | \$40,136 | \$42,024 | \$44,001 | \$45,006 |
| | 1.9987 | 2.0927 | 2.1912 | 2.2412 |

2014-2015 Schedules
APPENDIX E-6

**Custodian Salary Schedule hired after (6/29/14)
2014 - 2015**

| Step | Class 1 | Class 2 | Class 3 | Class 4 |
|-------------|----------------|----------------|----------------|----------------|
| 0 | \$30,454 | \$31,977 | \$33,576 | \$35,098 |
| | 1.0000 | 1.0500 | 1.1025 | 1.1525 |
| 1 | \$31,352 | \$32,921 | \$34,565 | \$36,088 |
| | 1.0295 | 1.0810 | 1.1350 | 1.1850 |
| 2 | \$32,278 | \$33,892 | \$35,585 | \$37,108 |
| | 1.0599 | 1.1129 | 1.1685 | 1.2185 |
| 3 | \$33,228 | \$34,891 | \$36,636 | \$38,159 |
| | 1.0911 | 1.1457 | 1.2030 | 1.2530 |
| 4 | \$34,209 | \$35,920 | \$37,717 | \$39,240 |
| | 1.1233 | 1.1795 | 1.2385 | 1.2885 |
| 5 | \$35,220 | \$36,980 | \$38,829 | \$40,352 |
| | 1.1565 | 1.2143 | 1.2750 | 1.3250 |
| 6 | \$36,259 | \$38,071 | \$39,974 | \$41,497 |
| | 1.1906 | 1.2501 | 1.3126 | 1.3626 |
| 7 | \$37,327 | \$39,194 | \$41,152 | \$42,675 |
| | 1.2257 | 1.2870 | 1.3513 | 1.4013 |
| 8 | \$38,430 | \$40,349 | \$42,368 | \$43,890 |
| | 1.2619 | 1.3249 | 1.3912 | 1.4412 |
| 9 | \$39,563 | \$41,539 | \$43,616 | \$45,139 |
| | 1.2991 | 1.3640 | 1.4322 | 1.4822 |
| 10 | \$40,729 | \$42,764 | \$44,904 | \$46,427 |
| | 1.3374 | 1.4042 | 1.4745 | 1.5245 |
| 11 | \$41,932 | \$44,027 | \$46,229 | \$47,752 |
| | 1.3769 | 1.4457 | 1.5180 | 1.5680 |
| 13 | \$43,759 | \$45,855 | \$48,056 | \$49,579 |
| | 1.4369 | 1.5057 | 1.5780 | 1.6280 |
| 15 | \$45,282 | \$47,377 | \$49,579 | \$51,102 |
| | 1.4869 | 1.5557 | 1.6280 | 1.6780 |

2014-2015 Schedules
APPENDIX E-7

Head Cook hired after (6/29/14)
Cafeteria Employee Salary Schedule
2014 - 2015

| Step | Class 1 | Class 2 | Class 3 | Class 4 |
|-------------|----------------|----------------|----------------|----------------|
| 0 | \$20,822 | \$21,863 | \$22,956 | \$23,997 |
| | 1.0000 | 1.0500 | 1.1025 | 1.1525 |
| 1 | \$22,050 | \$23,154 | \$24,312 | \$25,353 |
| | 1.0590 | 1.1120 | 1.1676 | 1.2176 |
| 2 | \$23,352 | \$24,520 | \$25,746 | \$26,788 |
| | 1.1215 | 1.1776 | 1.2365 | 1.2865 |
| 3 | \$24,728 | \$25,965 | \$27,266 | \$28,308 |
| | 1.1876 | 1.2470 | 1.3095 | 1.3595 |
| 4 | \$26,188 | \$27,500 | \$28,874 | \$29,915 |
| | 1.2577 | 1.3207 | 1.3867 | 1.4367 |
| 5 | \$27,733 | \$29,122 | \$30,577 | \$31,618 |
| | 1.3319 | 1.3986 | 1.4685 | 1.5185 |
| 6 | \$29,369 | \$30,839 | \$32,382 | \$33,423 |
| | 1.4105 | 1.4811 | 1.5552 | 1.6052 |
| 7 | \$31,102 | \$32,659 | \$34,292 | \$35,333 |
| | 1.4937 | 1.5685 | 1.6469 | 1.6969 |
| 8 | \$32,938 | \$34,585 | \$36,314 | \$37,355 |
| | 1.5819 | 1.6610 | 1.7440 | 1.7940 |
| 9 | \$34,881 | \$36,626 | \$38,458 | \$39,499 |
| | 1.6752 | 1.7590 | 1.8470 | 1.8970 |
| 10 | \$36,938 | \$38,787 | \$40,726 | \$41,767 |
| | 1.7740 | 1.8628 | 1.9559 | 2.0059 |
| 11 | \$39,116 | \$41,073 | \$43,127 | \$44,168 |
| | 1.8786 | 1.9726 | 2.0712 | 2.1212 |
| 13 | \$40,574 | \$42,531 | \$44,584 | \$45,625 |
| | 1.9486 | 2.0426 | 2.1412 | 2.1912 |
| 15 | \$41,615 | \$43,572 | \$45,625 | \$46,666 |
| | 1.9986 | 2.0926 | 2.1912 | 2.2412 |

2014-2015 Schedules
APPENDIX E-8

Helper hired after (6/29/14)
Cafeteria Employee Salary Schedule
2014 - 2015

| Step | Class 1 | Class 2 | Class 3 | Class 4 |
|-------------|----------------|----------------|----------------|----------------|
| 0 | \$14,695 | \$15,430 | \$16,201 | \$16,936 |
| | 1.0000 | 1.0500 | 1.1025 | 1.1525 |
| 1 | \$15,562 | \$16,341 | \$17,158 | \$17,893 |
| | 1.0590 | 1.1120 | 1.1676 | 1.2176 |
| 2 | \$16,480 | \$17,305 | \$18,170 | \$18,905 |
| | 1.1215 | 1.1776 | 1.2365 | 1.2865 |
| 3 | \$17,452 | \$18,325 | \$19,243 | \$19,978 |
| | 1.1876 | 1.2470 | 1.3095 | 1.3595 |
| 4 | \$18,482 | \$19,406 | \$20,376 | \$21,111 |
| | 1.2577 | 1.3206 | 1.3866 | 1.4366 |
| 5 | \$19,572 | \$20,551 | \$21,578 | \$22,313 |
| | 1.3319 | 1.3985 | 1.4684 | 1.5184 |
| 6 | \$20,727 | \$21,763 | \$22,851 | \$23,585 |
| | 1.4105 | 1.4810 | 1.5550 | 1.6050 |
| 7 | \$21,950 | \$23,048 | \$24,200 | \$24,934 |
| | 1.4937 | 1.5684 | 1.6468 | 1.6968 |
| 8 | \$23,245 | \$24,408 | \$25,627 | \$26,361 |
| | 1.5818 | 1.6610 | 1.7439 | 1.7939 |
| 9 | \$24,617 | \$25,847 | \$27,140 | \$27,875 |
| | 1.6752 | 1.7589 | 1.8469 | 1.8969 |
| 10 | \$26,069 | \$27,374 | \$28,740 | \$29,475 |
| | 1.7740 | 1.8628 | 1.9558 | 2.0058 |
| 11 | \$27,606 | \$28,987 | \$30,436 | \$31,171 |
| | 1.8786 | 1.9726 | 2.0712 | 2.1212 |
| 13 | \$28,635 | \$30,016 | \$31,465 | \$32,200 |
| | 1.9486 | 2.0426 | 2.1412 | 2.1912 |
| 15 | \$29,369 | \$30,751 | \$32,200 | \$32,934 |
| | 1.9986 | 2.0926 | 2.1912 | 2.2412 |

2014-2015 Schedules
APPENDIX E-9

Cashier hired after (6/29/14)
Cafeteria Employee Salary Schedule
2014 - 2015

| Step | Class 1 | Class 2 | Class 3 | Class 4 |
|-------------|----------------|----------------|----------------|----------------|
| 0 | \$8,089 | \$8,493 | \$8,918 | \$9,323 |
| | 1.0000 | 1.0500 | 1.1025 | 1.1525 |
| 1 | \$8,566 | \$8,994 | \$9,445 | \$9,849 |
| | 1.0590 | 1.1119 | 1.1676 | 1.2176 |
| 2 | \$9,072 | \$9,525 | \$10,002 | \$10,406 |
| | 1.1215 | 1.1775 | 1.2365 | 1.2865 |
| 3 | \$9,607 | \$10,087 | \$10,592 | \$10,996 |
| | 1.1877 | 1.2470 | 1.3094 | 1.3594 |
| 4 | \$10,174 | \$10,682 | \$11,217 | \$11,621 |
| | 1.2577 | 1.3206 | 1.3867 | 1.4367 |
| 5 | \$10,774 | \$11,312 | \$11,879 | \$12,283 |
| | 1.3319 | 1.3985 | 1.4685 | 1.5185 |
| 6 | \$11,410 | \$11,980 | \$12,579 | \$12,984 |
| | 1.4105 | 1.4810 | 1.5551 | 1.6051 |
| 7 | \$12,083 | \$12,686 | \$13,322 | \$13,726 |
| | 1.4937 | 1.5683 | 1.6469 | 1.6969 |
| 8 | \$12,796 | \$13,436 | \$14,107 | \$14,512 |
| | 1.5819 | 1.6610 | 1.7440 | 1.7940 |
| 9 | \$13,551 | \$14,229 | \$14,940 | \$15,345 |
| | 1.6752 | 1.7590 | 1.8470 | 1.8970 |
| 10 | \$14,350 | \$15,068 | \$15,820 | \$16,225 |
| | 1.7740 | 1.8628 | 1.9558 | 2.0058 |
| 11 | \$15,196 | \$15,956 | \$16,754 | \$17,158 |
| | 1.8786 | 1.9725 | 2.0712 | 2.1212 |
| 13 | \$15,762 | \$16,522 | \$17,320 | \$17,725 |
| | 1.9486 | 2.0425 | 2.1412 | 2.1912 |
| 15 | \$16,167 | \$16,926 | \$17,725 | \$18,129 |
| | 1.9986 | 2.0925 | 2.1912 | 2.2412 |

2014-2015 Schedules
APPENDIX E-10

**Technology Assistant Salary Schedule hired after (6/29/14)
2014 - 2015**

| Step | Class 1 | Class 2 | Class 4 | Class 5 |
|-------------|----------------|----------------|----------------|----------------|
| 0 | \$37,004 | \$38,484 | \$38,854 | \$40,797 |
| | 1.000000 | 1.0400 | 1.0500 | 1.1025 |
| 1 | \$38,114 | \$40,038 | \$40,797 | \$42,740 |
| | 1.030000 | 1.0820 | 1.1025 | 1.1550 |
| 2 | \$39,257 | \$41,630 | \$42,840 | \$44,782 |
| | 1.060880 | 1.1250 | 1.1577 | 1.2102 |
| 3 | \$40,435 | \$43,295 | \$44,982 | \$46,925 |
| | 1.092708 | 1.1700 | 1.2156 | 1.2681 |
| 4 | \$41,647 | \$45,034 | \$47,228 | \$49,171 |
| | 1.125486 | 1.2170 | 1.2763 | 1.3288 |
| 5 | \$42,897 | \$46,829 | \$49,589 | \$51,532 |
| | 1.159244 | 1.2655 | 1.3401 | 1.3926 |
| 6 | \$44,183 | \$48,701 | \$52,068 | \$54,011 |
| | 1.194013 | 1.3161 | 1.4071 | 1.4596 |
| 7 | \$45,510 | \$50,647 | \$54,673 | \$56,616 |
| | 1.229857 | 1.3687 | 1.4775 | 1.5300 |
| 8 | \$46,875 | \$52,675 | \$57,404 | \$59,347 |
| | 1.266745 | 1.4235 | 1.5513 | 1.6038 |
| 9 | \$48,281 | \$54,781 | \$60,276 | \$62,219 |
| | 1.304738 | 1.4804 | 1.6289 | 1.6814 |
| 10 | \$49,729 | \$56,971 | \$63,288 | \$65,231 |
| | 1.343870 | 1.5396 | 1.7103 | 1.7628 |
| 11 | \$51,220 | \$59,251 | \$66,455 | \$68,398 |
| | 1.384170 | 1.6012 | 1.7959 | 1.8484 |
| 13 | \$53,810 | \$61,841 | \$69,046 | \$70,988 |
| | 1.4542 | 1.6712 | 1.8659 | 1.9184 |
| 15 | \$55,660 | \$63,691 | \$70,896 | \$72,839 |
| | 1.5042 | 1.7212 | 1.9159 | 1.9684 |

2015-2016 Schedules
APPENDIX F-1

**Teacher Salary Schedule hired before (6/29/14)
2015 - 2016**

| Step | Class 1 | Class 2 | Class 3 | Class 4 | Class 5 | Class 6 | Class 7 |
|-------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| 0 | \$37,036 | \$39,073 | \$41,110 | \$43,147 | \$45,091 | \$46,110 | \$47,128 |
| | 1.0000 | 1.0550 | 1.1100 | 1.1650 | 1.2175 | 1.2450 | 1.2725 |
| 1 | \$38,888 | \$40,925 | \$43,147 | \$45,184 | \$47,128 | \$48,147 | \$49,165 |
| | 1.0500 | 1.1050 | 1.1650 | 1.2200 | 1.2725 | 1.3000 | 1.3275 |
| 2 | \$40,740 | \$42,777 | \$45,184 | \$47,221 | \$49,165 | \$50,184 | \$51,202 |
| | 1.1000 | 1.1550 | 1.2200 | 1.2750 | 1.3275 | 1.3550 | 1.3825 |
| 3 | \$42,591 | \$44,628 | \$47,221 | \$49,258 | \$51,202 | \$52,221 | \$53,239 |
| | 1.1500 | 1.2050 | 1.2750 | 1.3300 | 1.3825 | 1.4100 | 1.4375 |
| 4 | \$44,443 | \$46,480 | \$49,258 | \$51,295 | \$53,239 | \$54,258 | \$55,276 |
| | 1.2000 | 1.2550 | 1.3300 | 1.3850 | 1.4375 | 1.4650 | 1.4925 |
| 5 | \$46,295 | \$48,332 | \$51,295 | \$53,332 | \$55,276 | \$56,295 | \$57,313 |
| | 1.2500 | 1.3050 | 1.3850 | 1.4400 | 1.4925 | 1.5200 | 1.5475 |
| 6 | \$48,147 | \$50,184 | \$53,332 | \$55,369 | \$57,313 | \$58,332 | \$59,350 |
| | 1.3000 | 1.3550 | 1.4400 | 1.4950 | 1.5475 | 1.5750 | 1.6025 |
| 7 | \$49,999 | \$52,036 | \$55,369 | \$57,406 | \$59,350 | \$60,369 | \$61,387 |
| | 1.3500 | 1.4050 | 1.4950 | 1.5500 | 1.6025 | 1.6300 | 1.6575 |
| 8 | \$51,850 | \$53,887 | \$57,406 | \$59,443 | \$61,387 | \$62,406 | \$63,424 |
| | 1.4000 | 1.4550 | 1.5500 | 1.6050 | 1.6575 | 1.6850 | 1.7125 |
| 9 | \$53,702 | \$55,739 | \$59,443 | \$61,480 | \$63,424 | \$64,443 | \$65,461 |
| | 1.4500 | 1.5050 | 1.6050 | 1.6600 | 1.7125 | 1.7400 | 1.7675 |
| 10 | \$55,554 | \$57,591 | \$61,480 | \$63,517 | \$65,461 | \$66,480 | \$67,498 |
| | 1.5000 | 1.5550 | 1.6600 | 1.7150 | 1.7675 | 1.7950 | 1.8225 |
| 11 | \$57,406 | \$59,443 | \$63,517 | \$65,554 | \$67,498 | \$68,517 | \$69,535 |
| | 1.5500 | 1.6050 | 1.7150 | 1.7700 | 1.8225 | 1.8500 | 1.8775 |
| 12 | \$59,258 | \$61,295 | \$65,554 | \$67,591 | \$69,535 | \$70,554 | \$71,572 |
| | 1.6000 | 1.6550 | 1.7700 | 1.8250 | 1.8775 | 1.9050 | 1.9325 |
| 13 | | \$63,146 | \$67,591 | \$69,628 | \$71,572 | \$72,591 | \$73,609 |
| | | 1.7050 | 1.8250 | 1.8800 | 1.9325 | 1.9600 | 1.9875 |
| 16 | \$61,109 | \$64,998 | \$69,628 | \$71,665 | \$73,609 | \$74,628 | \$75,646 |
| | 1.6500 | 1.7550 | 1.8800 | 1.9350 | 1.9875 | 2.0150 | 2.0425 |
| 20 | \$62,961 | \$66,850 | \$71,665 | \$73,702 | \$75,646 | \$76,665 | \$77,498 |
| | 1.7000 | 1.8050 | 1.9350 | 1.9900 | 2.0425 | 2.0700 | 2.0925 |

**194 Day Paraprofessional Salary Schedule hired before (6/29/14)
 2015 - 2016**

| Step | Class 1 | Class 2 | Class 3 | Class 4 |
|-------------|----------------|----------------|----------------|----------------|
| 0 | \$18,576 | \$19,504 | \$20,481 | \$21,410 |
| | 1.0000 | 1.0500 | 1.1026 | 1.1526 |
| 1 | \$19,673 | \$20,656 | \$21,689 | \$22,618 |
| | 1.0591 | 1.1120 | 1.1676 | 1.2176 |
| 2 | \$20,832 | \$21,875 | \$22,969 | \$23,897 |
| | 1.1215 | 1.1776 | 1.2365 | 1.2865 |
| 3 | \$22,062 | \$23,164 | \$24,325 | \$25,253 |
| | 1.1877 | 1.2470 | 1.3095 | 1.3595 |
| 4 | \$23,364 | \$24,533 | \$25,759 | \$26,687 |
| | 1.2578 | 1.3207 | 1.3867 | 1.4367 |
| 5 | \$24,743 | \$25,980 | \$27,278 | \$28,207 |
| | 1.3320 | 1.3986 | 1.4685 | 1.5185 |
| 6 | \$26,203 | \$27,512 | \$28,889 | \$29,817 |
| | 1.4106 | 1.4811 | 1.5552 | 1.6052 |
| 7 | \$27,748 | \$29,136 | \$30,592 | \$31,521 |
| | 1.4938 | 1.5685 | 1.6469 | 1.6969 |
| 8 | \$29,385 | \$30,854 | \$32,396 | \$33,324 |
| | 1.5819 | 1.6610 | 1.7440 | 1.7940 |
| 9 | \$31,118 | \$32,674 | \$34,309 | \$35,238 |
| | 1.6752 | 1.7590 | 1.8470 | 1.8970 |
| 10 | \$32,955 | \$34,602 | \$36,332 | \$37,261 |
| | 1.7741 | 1.8628 | 1.9559 | 2.0059 |

**184 Day Paraprofessional Salary Schedule hired before (6/29/14)
 2015 - 2016**

| Step | Class 1 | Class 2 | Class 3 | Class 4 |
|-------------|----------------|----------------|----------------|----------------|
| 0 | \$17,622 | \$18,503 | \$19,430 | \$20,311 |
| | 1.0000 | 1.0500 | 1.1026 | 1.1526 |
| 1 | \$18,663 | \$19,596 | \$20,575 | \$21,457 |
| | 1.0591 | 1.1120 | 1.1676 | 1.2176 |
| 2 | \$19,763 | \$20,752 | \$21,790 | \$22,671 |
| | 1.1215 | 1.1776 | 1.2365 | 1.2865 |
| 3 | \$20,930 | \$21,975 | \$23,076 | \$23,957 |
| | 1.1877 | 1.2470 | 1.3095 | 1.3595 |
| 4 | \$22,165 | \$23,273 | \$24,436 | \$25,318 |
| | 1.2578 | 1.3207 | 1.3867 | 1.4367 |
| 5 | \$23,473 | \$24,646 | \$25,878 | \$26,759 |
| | 1.3320 | 1.3986 | 1.4685 | 1.5185 |
| 6 | \$24,858 | \$26,100 | \$27,406 | \$28,287 |
| | 1.4106 | 1.4811 | 1.5552 | 1.6052 |
| 7 | \$26,324 | \$27,640 | \$29,022 | \$29,903 |
| | 1.4938 | 1.5685 | 1.6469 | 1.6969 |
| 8 | \$27,876 | \$29,270 | \$30,733 | \$31,614 |
| | 1.5819 | 1.6610 | 1.7440 | 1.7940 |
| 9 | \$29,520 | \$30,997 | \$32,548 | \$33,429 |
| | 1.6752 | 1.7590 | 1.8470 | 1.8970 |
| 10 | \$31,263 | \$32,826 | \$34,467 | \$35,348 |
| | 1.7741 | 1.8628 | 1.9559 | 2.0059 |

**12 Month Office Employee Salary Schedule hired before (6/29/14)
 2015 - 2016**

| Step | Class 1 | Class 2 | Class 3 | Class 4 |
|-------------|----------------|----------------|----------------|----------------|
| 0 | \$27,003 | \$28,353 | \$29,771 | \$31,121 |
| | 1.0000 | 1.0500 | 1.1025 | 1.1525 |
| 1 | \$28,596 | \$30,027 | \$31,529 | \$32,879 |
| | 1.0590 | 1.1120 | 1.1676 | 1.2176 |
| 2 | \$30,284 | \$31,796 | \$33,389 | \$34,739 |
| | 1.1215 | 1.1775 | 1.2365 | 1.2865 |
| 3 | \$32,069 | \$33,673 | \$35,358 | \$36,708 |
| | 1.1876 | 1.2470 | 1.3094 | 1.3594 |
| 4 | \$33,962 | \$35,660 | \$37,442 | \$38,793 |
| | 1.2577 | 1.3206 | 1.3866 | 1.4366 |
| 5 | \$35,965 | \$37,764 | \$39,654 | \$41,004 |
| | 1.3319 | 1.3985 | 1.4685 | 1.5185 |
| 6 | \$38,088 | \$39,991 | \$41,992 | \$43,343 |
| | 1.4105 | 1.4810 | 1.5551 | 1.6051 |
| 7 | \$40,334 | \$42,352 | \$44,469 | \$45,819 |
| | 1.4937 | 1.5684 | 1.6468 | 1.6968 |
| 8 | \$42,713 | \$44,849 | \$47,091 | \$48,441 |
| | 1.5818 | 1.6609 | 1.7439 | 1.7939 |
| 9 | \$45,233 | \$47,498 | \$49,869 | \$51,219 |
| | 1.6751 | 1.7590 | 1.8468 | 1.8968 |
| 10 | \$47,903 | \$50,298 | \$52,812 | \$54,163 |
| | 1.7740 | 1.8627 | 1.9558 | 2.0058 |
| 11 | \$50,731 | \$53,269 | \$55,929 | \$57,279 |
| | 1.8787 | 1.9727 | 2.0712 | 2.1212 |

**10 Month Office Employee Salary Schedule hired before (6/29/14)
 2015 - 2016**

| Step | Class 1 | Class 2 | Class 3 | Class 4 |
|-------------|----------------|----------------|----------------|----------------|
| 0 | \$21,916 | \$23,012 | \$24,162 | \$25,258 |
| | 1.0000 | 1.0500 | 1.1025 | 1.1525 |
| 1 | \$23,209 | \$24,371 | \$25,589 | \$26,685 |
| | 1.0590 | 1.1120 | 1.1676 | 1.2176 |
| 2 | \$24,579 | \$25,806 | \$27,099 | \$28,195 |
| | 1.1215 | 1.1775 | 1.2365 | 1.2865 |
| 3 | \$26,027 | \$27,329 | \$28,697 | \$29,793 |
| | 1.1876 | 1.2470 | 1.3094 | 1.3594 |
| 4 | \$27,564 | \$28,942 | \$30,389 | \$31,485 |
| | 1.2577 | 1.3206 | 1.3866 | 1.4366 |
| 5 | \$29,190 | \$30,650 | \$32,184 | \$33,279 |
| | 1.3319 | 1.3985 | 1.4685 | 1.5185 |
| 6 | \$30,913 | \$32,458 | \$34,082 | \$35,177 |
| | 1.4105 | 1.4810 | 1.5551 | 1.6051 |
| 7 | \$32,736 | \$34,373 | \$36,091 | \$37,187 |
| | 1.4937 | 1.5684 | 1.6468 | 1.6968 |
| 8 | \$34,667 | \$36,400 | \$38,219 | \$39,315 |
| | 1.5818 | 1.6609 | 1.7439 | 1.7939 |
| 9 | \$36,711 | \$38,550 | \$40,474 | \$41,570 |
| | 1.6751 | 1.7590 | 1.8468 | 1.8968 |
| 10 | \$38,879 | \$40,823 | \$42,863 | \$43,959 |
| | 1.7740 | 1.8627 | 1.9558 | 2.0058 |
| 11 | \$41,174 | \$43,234 | \$45,392 | \$46,488 |
| | 1.8787 | 1.9727 | 2.0712 | 2.1212 |

**Custodian Salary Schedule hired before (6/29/14)
 2015 - 2016**

| Step | Class 1 | Class 2 | Class 3 | Class 4 |
|-------------|----------------|----------------|----------------|----------------|
| 0 | \$33,237 | \$34,899 | \$36,644 | \$38,306 |
| | 1.0000 | 1.0500 | 1.1025 | 1.1525 |
| 1 | \$34,217 | \$35,929 | \$37,724 | \$39,386 |
| | 1.0295 | 1.0810 | 1.1350 | 1.1850 |
| 2 | \$35,228 | \$36,989 | \$38,837 | \$40,499 |
| | 1.0599 | 1.1129 | 1.1685 | 1.2185 |
| 3 | \$36,265 | \$38,080 | \$39,984 | \$41,646 |
| | 1.0911 | 1.1457 | 1.2030 | 1.2530 |
| 4 | \$37,335 | \$39,203 | \$41,164 | \$42,826 |
| | 1.1233 | 1.1795 | 1.2385 | 1.2885 |
| 5 | \$38,439 | \$40,360 | \$42,377 | \$44,039 |
| | 1.1565 | 1.2143 | 1.2750 | 1.3250 |
| 6 | \$39,572 | \$41,550 | \$43,627 | \$45,289 |
| | 1.1906 | 1.2501 | 1.3126 | 1.3626 |
| 7 | \$40,739 | \$42,776 | \$44,913 | \$46,575 |
| | 1.2257 | 1.2870 | 1.3513 | 1.4013 |
| 8 | \$41,942 | \$44,036 | \$46,239 | \$47,901 |
| | 1.2619 | 1.3249 | 1.3912 | 1.4412 |
| 9 | \$43,178 | \$45,335 | \$47,602 | \$49,264 |
| | 1.2991 | 1.3640 | 1.4322 | 1.4822 |
| 10 | \$44,451 | \$46,671 | \$49,008 | \$50,670 |
| | 1.3374 | 1.4042 | 1.4745 | 1.5245 |
| 11 | \$45,764 | \$48,051 | \$50,454 | \$52,116 |
| | 1.3769 | 1.4457 | 1.5180 | 1.5680 |

Head Cook hired before (6/29/14)
Cafeteria Employee Salary Schedule
2015 - 2016

| Step | Class 1 | Class 2 | Class 3 | Class 4 |
|-------------|----------------|----------------|----------------|----------------|
| 0 | \$22,725 | \$23,861 | \$25,054 | \$26,191 |
| | 1.0000 | 1.0500 | 1.1025 | 1.1525 |
| 1 | \$24,066 | \$25,270 | \$26,534 | \$27,670 |
| | 1.0590 | 1.1120 | 1.1676 | 1.2176 |
| 2 | \$25,486 | \$26,761 | \$28,099 | \$29,236 |
| | 1.1215 | 1.1776 | 1.2365 | 1.2865 |
| 3 | \$26,988 | \$28,338 | \$29,758 | \$30,895 |
| | 1.1876 | 1.2470 | 1.3095 | 1.3595 |
| 4 | \$28,581 | \$30,013 | \$31,513 | \$32,649 |
| | 1.2577 | 1.3207 | 1.3867 | 1.4367 |
| 5 | \$30,267 | \$31,783 | \$33,372 | \$34,508 |
| | 1.3319 | 1.3986 | 1.4685 | 1.5185 |
| 6 | \$32,054 | \$33,658 | \$35,342 | \$36,478 |
| | 1.4105 | 1.4811 | 1.5552 | 1.6052 |
| 7 | \$33,944 | \$35,644 | \$37,426 | \$38,562 |
| | 1.4937 | 1.5685 | 1.6469 | 1.6969 |
| 8 | \$35,949 | \$37,746 | \$39,632 | \$40,769 |
| | 1.5819 | 1.6610 | 1.7440 | 1.7940 |
| 9 | \$38,069 | \$39,973 | \$41,973 | \$43,109 |
| | 1.6752 | 1.7590 | 1.8470 | 1.8970 |
| 10 | \$40,314 | \$42,332 | \$44,448 | \$45,584 |
| | 1.7740 | 1.8628 | 1.9559 | 2.0059 |
| 11 | \$42,691 | \$44,827 | \$47,068 | \$48,204 |
| | 1.8786 | 1.9726 | 2.0712 | 2.1212 |

Helper hired before (6/29/14)
Cafeteria Employee Salary Schedule
2015 - 2016

| Step | Class 1 | Class 2 | Class 3 | Class 4 |
|-------------|----------------|----------------|----------------|----------------|
| 0 | \$16,038 | \$16,840 | \$17,682 | \$18,484 |
| | 1.0000 | 1.0500 | 1.1025 | 1.1525 |
| 1 | \$16,984 | \$17,834 | \$18,726 | \$19,528 |
| | 1.0590 | 1.1120 | 1.1676 | 1.2176 |
| 2 | \$17,987 | \$18,886 | \$19,831 | \$20,633 |
| | 1.1215 | 1.1776 | 1.2365 | 1.2865 |
| 3 | \$19,047 | \$19,999 | \$21,002 | \$21,804 |
| | 1.1876 | 1.2470 | 1.3095 | 1.3595 |
| 4 | \$20,171 | \$21,180 | \$22,238 | \$23,040 |
| | 1.2577 | 1.3206 | 1.3866 | 1.4366 |
| 5 | \$21,361 | \$22,429 | \$23,550 | \$24,352 |
| | 1.3319 | 1.3985 | 1.4684 | 1.5184 |
| 6 | \$22,622 | \$23,752 | \$24,939 | \$25,741 |
| | 1.4105 | 1.4810 | 1.5550 | 1.6050 |
| 7 | \$23,956 | \$25,154 | \$26,411 | \$27,213 |
| | 1.4937 | 1.5684 | 1.6468 | 1.6968 |
| 8 | \$25,369 | \$26,639 | \$27,969 | \$28,771 |
| | 1.5818 | 1.6610 | 1.7439 | 1.7939 |
| 9 | \$26,867 | \$28,209 | \$29,621 | \$30,422 |
| | 1.6752 | 1.7589 | 1.8469 | 1.8969 |
| 10 | \$28,451 | \$29,876 | \$31,367 | \$32,169 |
| | 1.7740 | 1.8628 | 1.9558 | 2.0058 |
| 11 | \$30,129 | \$31,637 | \$33,218 | \$34,020 |
| | 1.8786 | 1.9726 | 2.0712 | 2.1212 |

Cashier hired before (6/29/14)
Cafeteria Employee Salary Schedule
2015 - 2016

| Step | Class 1 | Class 2 | Class 3 | Class 4 |
|-------------|----------------|----------------|----------------|----------------|
| 0 | \$8,828 | \$9,269 | \$9,733 | \$10,174 |
| | 1.0000 | 1.0500 | 1.1025 | 1.1525 |
| 1 | \$9,349 | \$9,816 | \$10,308 | \$10,749 |
| | 1.0590 | 1.1119 | 1.1676 | 1.2176 |
| 2 | \$9,901 | \$10,395 | \$10,916 | \$11,357 |
| | 1.1215 | 1.1775 | 1.2365 | 1.2865 |
| 3 | \$10,485 | \$11,009 | \$11,559 | \$12,001 |
| | 1.1877 | 1.2470 | 1.3094 | 1.3594 |
| 4 | \$11,103 | \$11,658 | \$12,242 | \$12,683 |
| | 1.2577 | 1.3206 | 1.3867 | 1.4367 |
| 5 | \$11,758 | \$12,346 | \$12,964 | \$13,405 |
| | 1.3319 | 1.3985 | 1.4685 | 1.5185 |
| 6 | \$12,452 | \$13,074 | \$13,728 | \$14,170 |
| | 1.4105 | 1.4810 | 1.5551 | 1.6051 |
| 7 | \$13,186 | \$13,845 | \$14,539 | \$14,980 |
| | 1.4937 | 1.5683 | 1.6469 | 1.6969 |
| 8 | \$13,965 | \$14,663 | \$15,396 | \$15,837 |
| | 1.5819 | 1.6610 | 1.7440 | 1.7940 |
| 9 | \$14,789 | \$15,528 | \$16,305 | \$16,747 |
| | 1.6752 | 1.7590 | 1.8470 | 1.8970 |
| 10 | \$15,661 | \$16,445 | \$17,266 | \$17,707 |
| | 1.7740 | 1.8628 | 1.9558 | 2.0058 |
| 11 | \$16,584 | \$17,413 | \$18,285 | \$18,726 |
| | 1.8786 | 1.9725 | 2.0712 | 2.1212 |

**Technology Assistant Salary Schedule hired before (6/29/14)
 2015 - 2016**

| Step | Class 1 | Class 2 | Class 4 | Class 5 |
|-------------|----------------|----------------|----------------|----------------|
| 0 | \$40,386 | \$42,001 | \$42,405 | \$44,526 |
| | 1.000000 | 1.0400 | 1.0500 | 1.1025 |
| 1 | \$41,598 | \$43,698 | \$44,526 | \$46,646 |
| | 1.030000 | 1.0820 | 1.1025 | 1.1550 |
| 2 | \$42,845 | \$45,434 | \$46,755 | \$48,875 |
| | 1.060880 | 1.1250 | 1.1577 | 1.2102 |
| 3 | \$44,130 | \$47,252 | \$49,093 | \$51,213 |
| | 1.092708 | 1.1700 | 1.2156 | 1.2681 |
| 4 | \$45,454 | \$49,150 | \$51,545 | \$53,665 |
| | 1.125486 | 1.2170 | 1.2763 | 1.3288 |
| 5 | \$46,817 | \$51,108 | \$54,121 | \$56,242 |
| | 1.159244 | 1.2655 | 1.3401 | 1.3926 |
| 6 | \$48,221 | \$53,152 | \$56,827 | \$58,947 |
| | 1.194013 | 1.3161 | 1.4071 | 1.4596 |
| 7 | \$49,669 | \$55,276 | \$59,670 | \$61,791 |
| | 1.229857 | 1.3687 | 1.4775 | 1.5300 |
| 8 | \$51,159 | \$57,489 | \$62,651 | \$64,771 |
| | 1.266745 | 1.4235 | 1.5513 | 1.6038 |
| 9 | \$52,693 | \$59,787 | \$65,785 | \$67,905 |
| | 1.304738 | 1.4804 | 1.6289 | 1.6814 |
| 10 | \$54,274 | \$62,178 | \$69,072 | \$71,192 |
| | 1.343870 | 1.5396 | 1.7103 | 1.7628 |
| 11 | \$55,901 | \$64,666 | \$72,529 | \$74,649 |
| | 1.384170 | 1.6012 | 1.7959 | 1.8484 |

2015-2016 Schedules
APPENDIX G-1

**Teacher Salary Schedule hired after (6/29/14)
2015 - 2016**

| Step | Class 1 | Class 2 | Class 3 | Class 4 | Class 5 | Class 6 | Class 7 |
|-----------|----------|----------|----------|----------|----------|----------|----------|
| 0 | \$34,444 | \$36,338 | \$38,233 | \$40,127 | \$41,936 | \$42,883 | \$43,830 |
| | 1.0000 | 1.0550 | 1.1100 | 1.1650 | 1.2175 | 1.2450 | 1.2725 |
| 1 | \$36,166 | \$38,061 | \$40,127 | \$42,022 | \$43,830 | \$44,777 | \$45,724 |
| | 1.0500 | 1.1050 | 1.1650 | 1.2200 | 1.2725 | 1.3000 | 1.3275 |
| 2 | \$37,888 | \$39,783 | \$42,022 | \$43,916 | \$45,724 | \$46,672 | \$47,619 |
| | 1.1000 | 1.1550 | 1.2200 | 1.2750 | 1.3275 | 1.3550 | 1.3825 |
| 3 | \$39,611 | \$41,505 | \$43,916 | \$45,811 | \$47,619 | \$48,566 | \$49,513 |
| | 1.1500 | 1.2050 | 1.2750 | 1.3300 | 1.3825 | 1.4100 | 1.4375 |
| 4 | \$41,333 | \$43,227 | \$45,811 | \$47,705 | \$49,513 | \$50,460 | \$51,408 |
| | 1.2000 | 1.2550 | 1.3300 | 1.3850 | 1.4375 | 1.4650 | 1.4925 |
| 5 | \$43,055 | \$44,949 | \$47,705 | \$49,599 | \$51,408 | \$52,355 | \$53,302 |
| | 1.2500 | 1.3050 | 1.3850 | 1.4400 | 1.4925 | 1.5200 | 1.5475 |
| 6 | \$44,777 | \$46,672 | \$49,599 | \$51,494 | \$53,302 | \$54,249 | \$55,197 |
| | 1.3000 | 1.3550 | 1.4400 | 1.4950 | 1.5475 | 1.5750 | 1.6025 |
| 7 | \$46,499 | \$48,394 | \$51,494 | \$53,388 | \$55,197 | \$56,144 | \$57,091 |
| | 1.3500 | 1.4050 | 1.4950 | 1.5500 | 1.6025 | 1.6300 | 1.6575 |
| 8 | \$48,222 | \$50,116 | \$53,388 | \$55,283 | \$57,091 | \$58,038 | \$58,985 |
| | 1.4000 | 1.4550 | 1.5500 | 1.6050 | 1.6575 | 1.6850 | 1.7125 |
| 9 | \$49,944 | \$51,838 | \$55,283 | \$57,177 | \$58,985 | \$59,933 | \$60,880 |
| | 1.4500 | 1.5050 | 1.6050 | 1.6600 | 1.7125 | 1.7400 | 1.7675 |
| 10 | \$51,666 | \$53,560 | \$57,177 | \$59,071 | \$60,880 | \$61,827 | \$62,774 |
| | 1.5000 | 1.5550 | 1.6600 | 1.7150 | 1.7675 | 1.7950 | 1.8225 |
| 11 | \$53,388 | \$55,283 | \$59,071 | \$60,966 | \$62,774 | \$63,721 | \$64,669 |
| | 1.5500 | 1.6050 | 1.7150 | 1.7700 | 1.8225 | 1.8500 | 1.8775 |
| 12 | \$55,110 | \$57,005 | \$60,966 | \$62,860 | \$64,669 | \$65,616 | \$66,563 |
| | 1.6000 | 1.6550 | 1.7700 | 1.8250 | 1.8775 | 1.9050 | 1.9325 |
| 13 | | \$58,727 | \$62,860 | \$64,755 | \$66,563 | \$67,510 | \$68,457 |
| | | 1.7050 | 1.8250 | 1.8800 | 1.9325 | 1.9600 | 1.9875 |
| 14 | \$56,901 | \$63,544 | \$64,651 | \$66,546 | \$68,354 | \$69,301 | \$70,249 |
| | 1.6520 | 1.7570 | 1.8770 | 1.9320 | 1.9845 | 2.0120 | 2.0395 |
| 16 | \$58,624 | \$62,240 | \$66,374 | \$68,268 | \$70,076 | \$71,024 | \$71,971 |
| | 1.7020 | 1.8070 | 1.9270 | 1.9820 | 2.0345 | 2.0620 | 2.0895 |
| 17 | \$60,518 | \$64,135 | \$68,268 | \$70,162 | \$71,971 | \$72,918 | \$73,865 |
| | 1.7570 | 1.8620 | 1.9820 | 2.0370 | 2.0895 | 2.1170 | 2.1445 |
| 20 | \$62,240 | \$65,857 | \$70,059 | \$71,885 | \$73,762 | \$74,640 | \$75,587 |
| | 1.8070 | 1.9120 | 2.0340 | 2.0870 | 2.1415 | 2.1670 | 2.1945 |

**194 Day Paraprofessional Salary Schedule hired after (6/29/14)
 2015 - 2016**

| Step | Class 1 | Class 2 | Class 3 | Class 4 |
|-------------|----------------|----------------|----------------|----------------|
| 0 | \$17,275 | \$18,139 | \$19,047 | \$19,911 |
| | 1.0000 | 1.0500 | 1.1026 | 1.1526 |
| 1 | \$18,296 | \$19,210 | \$20,170 | \$21,034 |
| | 1.0591 | 1.1120 | 1.1676 | 1.2176 |
| 2 | \$19,374 | \$20,343 | \$21,361 | \$22,224 |
| | 1.1215 | 1.1776 | 1.2365 | 1.2865 |
| 3 | \$20,518 | \$21,542 | \$22,622 | \$23,485 |
| | 1.1877 | 1.2470 | 1.3095 | 1.3595 |
| 4 | \$21,728 | \$22,815 | \$23,955 | \$24,819 |
| | 1.2578 | 1.3207 | 1.3867 | 1.4367 |
| 5 | \$23,010 | \$24,161 | \$25,368 | \$26,232 |
| | 1.3320 | 1.3986 | 1.4685 | 1.5185 |
| 6 | \$24,368 | \$25,586 | \$26,866 | \$27,730 |
| | 1.4106 | 1.4811 | 1.5552 | 1.6052 |
| 7 | \$25,805 | \$27,096 | \$28,450 | \$29,314 |
| | 1.4938 | 1.5685 | 1.6469 | 1.6969 |
| 8 | \$27,327 | \$28,694 | \$30,128 | \$30,991 |
| | 1.5819 | 1.6610 | 1.7440 | 1.7940 |
| 9 | \$28,939 | \$30,387 | \$31,907 | \$32,771 |
| | 1.6752 | 1.7590 | 1.8470 | 1.8970 |
| 10 | \$30,648 | \$32,180 | \$33,788 | \$34,652 |
| | 1.7741 | 1.8628 | 1.9559 | 2.0059 |
| 12 | \$31,857 | \$33,389 | \$34,997 | \$35,861 |
| | 1.8441 | 1.9328 | 2.0259 | 2.0759 |
| 14 | \$32,721 | \$34,253 | \$35,861 | \$36,725 |
| | 1.8941 | 1.9828 | 2.0759 | 2.1259 |

**184 Day Paraprofessional Salary Schedule hired after (6/29/14)
 2015 - 2016**

| Step | Class 1 | Class 2 | Class 3 | Class 4 |
|-------------|----------------|----------------|----------------|----------------|
| 0 | \$16,389 | \$17,208 | \$18,071 | \$18,890 |
| | 1.0000 | 1.0500 | 1.1026 | 1.1526 |
| 1 | \$17,358 | \$18,225 | \$19,136 | \$19,955 |
| | 1.0591 | 1.1120 | 1.1676 | 1.2176 |
| 2 | \$18,380 | \$19,300 | \$20,265 | \$21,084 |
| | 1.1215 | 1.1776 | 1.2365 | 1.2865 |
| 3 | \$19,465 | \$20,437 | \$21,461 | \$22,281 |
| | 1.1877 | 1.2470 | 1.3095 | 1.3595 |
| 4 | \$20,614 | \$21,645 | \$22,727 | \$23,546 |
| | 1.2578 | 1.3207 | 1.3867 | 1.4367 |
| 5 | \$21,830 | \$22,922 | \$24,067 | \$24,887 |
| | 1.3320 | 1.3986 | 1.4685 | 1.5185 |
| 6 | \$23,118 | \$24,274 | \$25,488 | \$26,308 |
| | 1.4106 | 1.4811 | 1.5552 | 1.6052 |
| 7 | \$24,482 | \$25,706 | \$26,991 | \$27,810 |
| | 1.4938 | 1.5685 | 1.6469 | 1.6969 |
| 8 | \$25,926 | \$27,222 | \$28,582 | \$29,402 |
| | 1.5819 | 1.6610 | 1.7440 | 1.7940 |
| 9 | \$27,455 | \$28,828 | \$30,270 | \$31,090 |
| | 1.6752 | 1.7590 | 1.8470 | 1.8970 |
| 10 | \$29,076 | \$30,529 | \$32,055 | \$32,875 |
| | 1.7741 | 1.8628 | 1.9559 | 2.0059 |
| 12 | \$30,223 | \$31,677 | \$33,202 | \$34,022 |
| | 1.8441 | 1.9328 | 2.0259 | 2.0759 |
| 14 | \$31,042 | \$32,496 | \$34,022 | \$34,841 |
| | 1.8941 | 1.9828 | 2.0759 | 2.1259 |

**12 Month Office Employee Salary Schedule hired after (6/29/14)
 2015 - 2016**

| Step | Class 1 | Class 2 | Class 3 | Class 4 |
|-------------|----------------|----------------|----------------|----------------|
| 0 | \$25,113 | \$26,369 | \$27,687 | \$28,943 |
| | 1.0000 | 1.0500 | 1.1025 | 1.1525 |
| 1 | \$26,595 | \$27,926 | \$29,322 | \$30,578 |
| | 1.0590 | 1.1120 | 1.1676 | 1.2176 |
| 2 | \$28,164 | \$29,571 | \$31,052 | \$32,308 |
| | 1.1215 | 1.1775 | 1.2365 | 1.2865 |
| 3 | \$29,824 | \$31,316 | \$32,883 | \$34,139 |
| | 1.1876 | 1.2470 | 1.3094 | 1.3594 |
| 4 | \$31,585 | \$33,164 | \$34,822 | \$36,077 |
| | 1.2577 | 1.3206 | 1.3866 | 1.4366 |
| 5 | \$33,448 | \$35,121 | \$36,878 | \$38,134 |
| | 1.3319 | 1.3985 | 1.4685 | 1.5185 |
| 6 | \$35,422 | \$37,192 | \$39,053 | \$40,309 |
| | 1.4105 | 1.4810 | 1.5551 | 1.6051 |
| 7 | \$37,511 | \$39,387 | \$41,356 | \$42,612 |
| | 1.4937 | 1.5684 | 1.6468 | 1.6968 |
| 8 | \$39,724 | \$41,710 | \$43,795 | \$45,050 |
| | 1.5818 | 1.6609 | 1.7439 | 1.7939 |
| 9 | \$42,067 | \$44,174 | \$46,379 | \$47,634 |
| | 1.6751 | 1.7590 | 1.8468 | 1.8968 |
| 10 | \$44,550 | \$46,778 | \$49,116 | \$50,372 |
| | 1.7740 | 1.8627 | 1.9558 | 2.0058 |
| 11 | \$47,180 | \$49,540 | \$52,014 | \$53,270 |
| | 1.8787 | 1.9727 | 2.0712 | 2.1212 |
| 13 | \$48,938 | \$51,298 | \$53,772 | \$55,028 |
| | 1.9487 | 2.0427 | 2.1412 | 2.1912 |
| 15 | \$50,193 | \$52,554 | \$55,028 | \$56,283 |
| | 1.9987 | 2.0927 | 2.1912 | 2.2412 |

**10 Month Office Employee Salary Schedule hired after (6/29/14)
 2015 - 2016**

| Step | Class 1 | Class 2 | Class 3 | Class 4 |
|-------------|----------------|----------------|----------------|----------------|
| 0 | \$20,382 | \$21,401 | \$22,471 | \$23,490 |
| | 1.0000 | 1.0500 | 1.1025 | 1.1525 |
| 1 | \$21,585 | \$22,665 | \$23,798 | \$24,817 |
| | 1.0590 | 1.1120 | 1.1676 | 1.2176 |
| 2 | \$22,858 | \$24,000 | \$25,202 | \$26,221 |
| | 1.1215 | 1.1775 | 1.2365 | 1.2865 |
| 3 | \$24,206 | \$25,416 | \$26,688 | \$27,707 |
| | 1.1876 | 1.2470 | 1.3094 | 1.3594 |
| 4 | \$25,634 | \$26,916 | \$28,262 | \$29,281 |
| | 1.2577 | 1.3206 | 1.3866 | 1.4366 |
| 5 | \$27,147 | \$28,504 | \$29,931 | \$30,950 |
| | 1.3319 | 1.3985 | 1.4685 | 1.5185 |
| 6 | \$28,749 | \$30,186 | \$31,696 | \$32,715 |
| | 1.4105 | 1.4810 | 1.5551 | 1.6051 |
| 7 | \$30,445 | \$31,967 | \$33,565 | \$34,584 |
| | 1.4937 | 1.5684 | 1.6468 | 1.6968 |
| 8 | \$32,240 | \$33,852 | \$35,544 | \$36,563 |
| | 1.5818 | 1.6609 | 1.7439 | 1.7939 |
| 9 | \$34,142 | \$35,852 | \$37,641 | \$38,661 |
| | 1.6751 | 1.7590 | 1.8468 | 1.8968 |
| 10 | \$36,158 | \$37,966 | \$39,863 | \$40,882 |
| | 1.7740 | 1.8627 | 1.9558 | 2.0058 |
| 11 | \$38,292 | \$40,208 | \$42,215 | \$43,234 |
| | 1.8787 | 1.9727 | 2.0712 | 2.1212 |
| 13 | \$39,718 | \$41,634 | \$43,642 | \$44,661 |
| | 1.9487 | 2.0427 | 2.1412 | 2.1912 |
| 15 | \$40,738 | \$42,653 | \$44,661 | \$45,680 |
| | 1.9987 | 2.0927 | 2.1912 | 2.2412 |

**Custodian Salary Schedule hired after (6/29/14)
 2015 - 2016**

| Step | Class 1 | Class 2 | Class 3 | Class 4 |
|-------------|----------------|----------------|----------------|----------------|
| 0 | \$30,911 | \$32,457 | \$34,079 | \$35,625 |
| | 1.0000 | 1.0500 | 1.1025 | 1.1525 |
| 1 | \$31,823 | \$33,415 | \$35,084 | \$36,630 |
| | 1.0295 | 1.0810 | 1.1350 | 1.1850 |
| 2 | \$32,763 | \$34,401 | \$36,120 | \$37,665 |
| | 1.0599 | 1.1129 | 1.1685 | 1.2185 |
| 3 | \$33,727 | \$35,415 | \$37,186 | \$38,731 |
| | 1.0911 | 1.1457 | 1.2030 | 1.2530 |
| 4 | \$34,722 | \$36,460 | \$38,283 | \$39,829 |
| | 1.1233 | 1.1795 | 1.2385 | 1.2885 |
| 5 | \$35,749 | \$37,535 | \$39,412 | \$40,957 |
| | 1.1565 | 1.2143 | 1.2750 | 1.3250 |
| 6 | \$36,803 | \$38,642 | \$40,574 | \$42,119 |
| | 1.1906 | 1.2501 | 1.3126 | 1.3626 |
| 7 | \$37,888 | \$39,782 | \$41,770 | \$43,316 |
| | 1.2257 | 1.2870 | 1.3513 | 1.4013 |
| 8 | \$39,007 | \$40,954 | \$43,003 | \$44,549 |
| | 1.2619 | 1.3249 | 1.3912 | 1.4412 |
| 9 | \$40,156 | \$42,163 | \$44,271 | \$45,816 |
| | 1.2991 | 1.3640 | 1.4322 | 1.4822 |
| 10 | \$41,340 | \$43,405 | \$45,578 | \$47,124 |
| | 1.3374 | 1.4042 | 1.4745 | 1.5245 |
| 11 | \$42,561 | \$44,688 | \$46,923 | \$48,468 |
| | 1.3769 | 1.4457 | 1.5180 | 1.5680 |
| 13 | \$44,416 | \$46,543 | \$48,778 | \$50,323 |
| | 1.4369 | 1.5057 | 1.5780 | 1.6280 |
| 15 | \$45,962 | \$48,088 | \$50,323 | \$51,869 |
| | 1.4869 | 1.5557 | 1.6280 | 1.6780 |

Head Cook hired after (6/29/14)
Cafeteria Employee Salary Schedule
2015 - 2016

| Step | Class 1 | Class 2 | Class 3 | Class 4 |
|-------------|----------------|----------------|----------------|----------------|
| 0 | \$21,134 | \$22,191 | \$23,300 | \$24,357 |
| | 1.0000 | 1.0500 | 1.1025 | 1.1525 |
| 1 | \$22,381 | \$23,501 | \$24,676 | \$25,733 |
| | 1.0590 | 1.1120 | 1.1676 | 1.2176 |
| 2 | \$23,702 | \$24,887 | \$26,132 | \$27,189 |
| | 1.1215 | 1.1776 | 1.2365 | 1.2865 |
| 3 | \$25,099 | \$26,354 | \$27,675 | \$28,732 |
| | 1.1876 | 1.2470 | 1.3095 | 1.3595 |
| 4 | \$26,580 | \$27,912 | \$29,307 | \$30,363 |
| | 1.2577 | 1.3207 | 1.3867 | 1.4367 |
| 5 | \$28,148 | \$29,558 | \$31,035 | \$32,092 |
| | 1.3319 | 1.3986 | 1.4685 | 1.5185 |
| 6 | \$29,810 | \$31,302 | \$32,868 | \$33,924 |
| | 1.4105 | 1.4811 | 1.5552 | 1.6052 |
| 7 | \$31,568 | \$33,149 | \$34,806 | \$35,862 |
| | 1.4937 | 1.5685 | 1.6469 | 1.6969 |
| 8 | \$33,432 | \$35,104 | \$36,858 | \$37,914 |
| | 1.5819 | 1.6610 | 1.7440 | 1.7940 |
| 9 | \$35,404 | \$37,175 | \$39,034 | \$40,091 |
| | 1.6752 | 1.7590 | 1.8470 | 1.8970 |
| 10 | \$37,492 | \$39,368 | \$41,336 | \$42,393 |
| | 1.7740 | 1.8628 | 1.9559 | 2.0059 |
| 11 | \$39,702 | \$41,689 | \$43,773 | \$44,829 |
| | 1.8786 | 1.9726 | 2.0712 | 2.1212 |
| 13 | \$41,182 | \$43,168 | \$45,252 | \$46,309 |
| | 1.9486 | 2.0426 | 2.1412 | 2.1912 |
| 15 | \$42,238 | \$44,225 | \$46,309 | \$47,366 |
| | 1.9986 | 2.0926 | 2.1912 | 2.2412 |

Helper hired after (6/29/14)
Cafeteria Employee Salary Schedule
2015 - 2016

| Step | Class 1 | Class 2 | Class 3 | Class 4 |
|-------------|----------------|----------------|----------------|----------------|
| 0 | \$14,915 | \$15,661 | \$16,444 | \$17,190 |
| | 1.0000 | 1.0500 | 1.1025 | 1.1525 |
| 1 | \$15,795 | \$16,585 | \$17,415 | \$18,161 |
| | 1.0590 | 1.1120 | 1.1676 | 1.2176 |
| 2 | \$16,727 | \$17,564 | \$18,442 | \$19,188 |
| | 1.1215 | 1.1776 | 1.2365 | 1.2865 |
| 3 | \$17,713 | \$18,599 | \$19,531 | \$20,277 |
| | 1.1876 | 1.2470 | 1.3095 | 1.3595 |
| 4 | \$18,759 | \$19,697 | \$20,681 | \$21,427 |
| | 1.2577 | 1.3206 | 1.3866 | 1.4366 |
| 5 | \$19,865 | \$20,859 | \$21,901 | \$22,647 |
| | 1.3319 | 1.3985 | 1.4684 | 1.5184 |
| 6 | \$21,038 | \$22,089 | \$23,193 | \$23,939 |
| | 1.4105 | 1.4810 | 1.5550 | 1.6050 |
| 7 | \$22,279 | \$23,393 | \$24,562 | \$25,308 |
| | 1.4937 | 1.5684 | 1.6468 | 1.6968 |
| 8 | \$23,593 | \$24,774 | \$26,010 | \$26,756 |
| | 1.5818 | 1.6610 | 1.7439 | 1.7939 |
| 9 | \$24,986 | \$26,234 | \$27,547 | \$28,292 |
| | 1.6752 | 1.7589 | 1.8469 | 1.8969 |
| 10 | \$26,459 | \$27,784 | \$29,171 | \$29,917 |
| | 1.7740 | 1.8628 | 1.9558 | 2.0058 |
| 11 | \$28,019 | \$29,421 | \$30,892 | \$31,638 |
| | 1.8786 | 1.9726 | 2.0712 | 2.1212 |
| 13 | \$29,063 | \$30,465 | \$31,936 | \$32,682 |
| | 1.9486 | 2.0426 | 2.1412 | 2.1912 |
| 15 | \$29,809 | \$31,211 | \$32,682 | \$33,427 |
| | 1.9986 | 2.0926 | 2.1912 | 2.2412 |

Cashier hired after (6/29/14)
Cafeteria Employee Salary Schedule
2015 - 2016

| Step | Class 1 | Class 2 | Class 3 | Class 4 |
|-------------|----------------|----------------|----------------|----------------|
| 0 | \$8,210 | \$8,621 | \$9,052 | \$9,462 |
| | 1.0000 | 1.0500 | 1.1025 | 1.1525 |
| 1 | \$8,694 | \$9,129 | \$9,586 | \$9,996 |
| | 1.0590 | 1.1119 | 1.1676 | 1.2176 |
| 2 | \$9,208 | \$9,667 | \$10,152 | \$10,562 |
| | 1.1215 | 1.1775 | 1.2365 | 1.2865 |
| 3 | \$9,751 | \$10,238 | \$10,750 | \$11,161 |
| | 1.1877 | 1.2470 | 1.3094 | 1.3594 |
| 4 | \$10,326 | \$10,842 | \$11,385 | \$11,795 |
| | 1.2577 | 1.3206 | 1.3867 | 1.4367 |
| 5 | \$10,935 | \$11,482 | \$12,056 | \$12,467 |
| | 1.3319 | 1.3985 | 1.4685 | 1.5185 |
| 6 | \$11,580 | \$12,159 | \$12,767 | \$13,178 |
| | 1.4105 | 1.4810 | 1.5551 | 1.6051 |
| 7 | \$12,263 | \$12,876 | \$13,521 | \$13,932 |
| | 1.4937 | 1.5683 | 1.6469 | 1.6969 |
| 8 | \$12,987 | \$13,637 | \$14,318 | \$14,729 |
| | 1.5819 | 1.6610 | 1.7440 | 1.7940 |
| 9 | \$13,753 | \$14,441 | \$15,164 | \$15,574 |
| | 1.6752 | 1.7590 | 1.8470 | 1.8970 |
| 10 | \$14,565 | \$15,294 | \$16,057 | \$16,468 |
| | 1.7740 | 1.8628 | 1.9558 | 2.0058 |
| 11 | \$15,423 | \$16,194 | \$17,005 | \$17,415 |
| | 1.8786 | 1.9725 | 2.0712 | 2.1212 |
| 13 | \$15,998 | \$16,769 | \$17,579 | \$17,990 |
| | 1.9486 | 2.0425 | 2.1412 | 2.1912 |
| 15 | \$16,409 | \$17,179 | \$17,990 | \$18,400 |
| | 1.9986 | 2.0925 | 2.1912 | 2.2412 |

**Technology Assistant Salary Schedule hired after (6/29/14)
 2015 - 2016**

| Step | Class 1 | Class 2 | Class 4 | Class 5 |
|-------------|----------------|----------------|----------------|----------------|
| 0 | \$37,559 | \$39,061 | \$39,437 | \$41,409 |
| | 1.000000 | 1.0400 | 1.0500 | 1.1025 |
| 1 | \$38,686 | \$40,639 | \$41,409 | \$43,381 |
| | 1.030000 | 1.0820 | 1.1025 | 1.1550 |
| 2 | \$39,846 | \$42,254 | \$43,482 | \$45,454 |
| | 1.060880 | 1.1250 | 1.1577 | 1.2102 |
| 3 | \$41,041 | \$43,944 | \$45,657 | \$47,629 |
| | 1.092708 | 1.1700 | 1.2156 | 1.2681 |
| 4 | \$42,272 | \$45,709 | \$47,937 | \$49,908 |
| | 1.125486 | 1.2170 | 1.2763 | 1.3288 |
| 5 | \$43,540 | \$47,531 | \$50,333 | \$52,305 |
| | 1.159244 | 1.2655 | 1.3401 | 1.3926 |
| 6 | \$44,846 | \$49,431 | \$52,849 | \$54,821 |
| | 1.194013 | 1.3161 | 1.4071 | 1.4596 |
| 7 | \$46,192 | \$51,407 | \$55,493 | \$57,465 |
| | 1.229857 | 1.3687 | 1.4775 | 1.5300 |
| 8 | \$47,578 | \$53,465 | \$58,265 | \$60,237 |
| | 1.266745 | 1.4235 | 1.5513 | 1.6038 |
| 9 | \$49,005 | \$55,602 | \$61,180 | \$63,152 |
| | 1.304738 | 1.4804 | 1.6289 | 1.6814 |
| 10 | \$50,474 | \$57,826 | \$64,237 | \$66,209 |
| | 1.343870 | 1.5396 | 1.7103 | 1.7628 |
| 11 | \$51,988 | \$60,139 | \$67,452 | \$69,424 |
| | 1.384170 | 1.6012 | 1.7959 | 1.8484 |
| 13 | \$54,617 | \$62,769 | \$70,081 | \$72,053 |
| | 1.454170 | 1.6712 | 1.8659 | 1.9184 |
| 15 | \$56,495 | \$64,647 | \$71,959 | \$73,931 |
| | 1.504170 | 1.7212 | 1.9159 | 1.9684 |