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MASTER CONTRACT

between the

Whitehall City School District Board of Education

and the

Ohio Association of Public School Employees
AFSCME, AFL-CIO

2014-2017



July 1, 2014 - June 30, 2017

Board Approved: May 8, 2014

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OAPSE CONTRACT

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**ARTICLE 1
PREAMBLE**

This Agreement is entered into between the Whitehall City School District Board of Education, hereinafter referred to as the "Board" and Locals #297 and #768 of the Ohio Association of Public School Employees (OAPSE/AFSCME, AFL-CIO) hereafter referred to as the "Union."

**ARTICLE 2
RECOGNITION**

A. The Board hereby recognizes the Association as the sole and exclusive bargaining representative for all employees under regular contract in the following classifications:

1. Custodian
 - a. Head Custodian
 - b. Custodian
2. Maintenance I
3. Maintenance/Head Groundskeeper
4. Bus Drivers
5. Food Service
 - a. Head Cook – 6 ½ hours
 - b. Assistant Cook 6 ½ hours
 - c. Assistant Cook – 4 hours
6. Secretary I – 12 months
7. Secretary II – 10 month
8. Secretary III – 9 ½ month
9. Paraprofessionals
 - a. Educational Aide I
 - b. Educational Aide II
 - c. Health Aide
 - d. Library Aide
10. Bus Aide
11. Head Mechanic

Substitutes and employees in the following classifications are excluded from the bargaining unit:

1. Secretary to the Superintendent
2. Assistant to the Treasurer – however, the number of assistants to the Treasurer will not exceed the current staffing level which is four (4) assistants.
3. Director of Operations
4. Secretary to the Assistant Superintendent
5. Secretary to the Director of Administrative Services
6. Assistant to the Director of Technology II - Help Desk

B. This recognition shall remain in effect during the term of this agreement.

- C. Elections for determination of what organization, if any, shall be the sole and exclusive bargaining representative of the above named bargaining unit and shall be held in accordance with Ohio Revised Code 4117.

ARTICLE 3 NEGOTIATIONS

I. Bargaining Procedures

- A. The scope of bargaining by and between the Association shall be related to matters of salary and other terms and conditions of employment.
- B. The Board and Association shall each designate a bargaining team of no more than six (6) local members. Each team may have one (1) consultant. All bargaining shall be conducted by and between these teams.
- C.
1. Not earlier than ninety (90) calendar days and not later than seventy-five (75) calendar days prior to the expiration date of negotiated agreement, either party may notify the other in writing of a desire to commence bargaining.
 2. Within fifteen (15) calendar days after receipt of such notice, an initial meeting will be held for the purpose of permitting the party requesting negotiations to submit in writing all of its proposals for negotiation. Thereinafter, the party requesting negotiations shall not submit additional items for negotiations except with the consent of the other party. Topical listing of items proposed for negotiations (“laundry lists”) shall constitute a clear failure of compliance and may be disregarded.
 3. At or by the second meeting, the party which has been requested to negotiate shall submit in writing all of its proposals for negotiations and thereinafter may not submit additional items except with the consent of the other party.
 4. Original proposals of both parties shall be in writing and limited to no more than twenty (20) in language suitable for inclusion in the agreement.
 5. The bargaining procedure will be set at the initial meeting. All necessary subsequent meetings shall be held at times and places mutually agreed to by the parties. Either party may require, at each meeting, a decision on the date and time of a subsequent meeting.
 6. The Board may provide paid release time for the purpose of negotiation meetings that are scheduled during a team member’s work hours provided release time does not adversely interfere with normal operations with the district.

D. Time Limits

1. Either party may call caucuses for a period of up to thirty (30) minutes.
2. Bargaining sessions shall last a maximum of three (3) hours.

3. Time limits established under Article 3 may be modified by mutual agreement of the parties.
- E. Information: The parties agree to furnish upon written request and in a reasonable time, available information concerning the financial status of the district and such other available information as will assist the parties in the development and evaluation of proposals. Access to available information in such form as it may exist constitutes compliance with this provision, and neither party is obligated to develop data or information not in existence or to rework, redraft, summarize, compute or otherwise develop data or information in other than its existing form.
 - F. Both parties agree not to release information concerning negotiations to persons or groups not immediately concerned in negotiations. While negotiations are in progress, no releases are permitted to the media.
 - G. The Board will provide the final typed copies of items mutually agreed upon. The costs associated with printing and disbursing the contracts shall be shared equally by the parties at a mutually agreed cost.
 - H. The Board and Association will equally share the cost of providing copies of the contract to all bargaining unit members, the Board and Administration.
 - I. The elected President or his/her representative shall first fulfill his/her duties to the employer, the Whitehall City Board of Education, before performing whatever duties he/she might assume as Association representative.

II. Agreement

- A. When tentative agreement has been reached on a proposal, each party shall initial the proposal. Such initialing shall not be construed as final agreement.
- B. The bargaining teams shall have the authority to indicate tentative agreement pending final approval by the Board and Association. When tentative agreement has been reached on all issues proposed, it shall be reduced to writing and submitted to the Board and Association for approval. Following approval (ratification) by the Association, the Agreement shall be submitted to the Board for its approval (ratification). When approved by the Board, the Agreement shall be signed by both parties and shall become a part of the official minutes of the Board.

III. Mediation and Appeal

- A. If agreement is not reached during negotiations as set forth herein, either party may declare negotiations at impasse after forty-five (45) days from the initial meeting, by written notice to the other party. Within seven (7) days after receipt of such written notice by the other party, the parties shall mutually agree upon a mediator, by ad hoc appointment or by mutual request to the Federal Mediation and Conciliation Service (FMCS).
- B. The fees of the mediator, if any, will be shared equally by the parties.

ARTICLE 4
ASSOCIATION REPRESENTATION

An OAPSE field representative or the Association president shall have the right to visit schools in order to have access to members of the bargaining unit at their place of work before the start of and after the completion of the member's work day. The visits to the school shall not interfere with duties assigned to bargaining unit members. Either prior to or immediately upon the arrival at any school, the field representative shall advise the principal, or in his/her absence, the acting building administrator of the desire to visit the school and secure the permission of the principal, or administrator to make the visit. In addition, the field representative may make such visits in accord with these procedures during the scheduled break of a unit member.

ARTICLE 5
BOARD OF EDUCATION RIGHTS

The Board hereby retains and reserves unto itself, except as limited by the specific and expressed terms of the Master Agreement, all powers, rights, authority, duties, and responsibilities conferred upon and vested in it by the laws and the Constitution of the State of Ohio, and of the United States, including, but without limiting the generality of the foregoing, the right:

- A. To the executive management and administrative control of the school system and its properties and facilities;
- B. To hire all employees, and subject to the provisions of the law, to determine their qualifications and the conditions of their continued employment, of their dismissal or demotion, and to promote and transfer all such employees;
- C. To establish grades and courses of the instruction including special programs, and to provide for athletic, recreational and social events for students, all as deemed necessary or advisable by the Board;
- D. To delegate authority through recognized administrative channels for the development and organization of the means and methods of the instruction according to the current teaching materials; and the utilization of teaching aides of all kinds; and,
- E. To determine class schedules, the hours of instruction, and the duties, responsibilities, and assignments of teachers and other employees with respect thereto, and with respect to administrative and non-teaching activities within the school system, and the terms and conditions of employment.

The exercise of the foregoing powers, rights, authority, duties, and responsibilities by the Board, the adoption of policies, rules, regulations, and practices in furtherance thereof, and the use of judgment and discretion in connection therewith shall be limited only by the specific and express terms of the Master Agreement and Ohio Statutes; and then only to the extent such specific and express terms hereof are in conformance with the Constitution and laws of the State of Ohio and the rules and regulations promulgated by the Ohio State Board of Education and the constitution and laws of the United States.

**ARTICLE 6
EQUAL OPPORTUNITY**

Except as may be required by law or state or federal statute (e.g., Affirmative Action), there shall be no discrimination or intimidation by the Board or Association against any employee because of race, color, religion, creed, sex, age, national origin, handicap (which does not prohibit the performance of assigned duties), or membership or non-membership in the Association.

**ARTICLE 7
GRIEVANCE PROCEDURE**

I. Definitions and Provisions

- A. A grievance is defined as an alleged violation, misinterpretation, or misapplication of the written provisions of the negotiated agreement.
- B. A grievant shall mean an employee or group of employees.
- C. As referred to in this Article, days shall mean Monday through Friday excluding legal holidays.
- D. The existence of this grievance procedure shall not be deemed to require any employee to pursue the remedies herein provided and shall not impair or limit the right of a bargaining unit member to pursue other remedies available under law, but having elected such other remedy, the employee shall be foreclosed from any further action on such grievance under this grievance procedure unless so ordered by a court of competent jurisdiction.
- E. The grievant(s) shall have the right to Association representation at all formal levels.
- F. A grievance may be withdrawn, but not refiled, at any level without prejudice or record.
- G. Time limits in this Article shall be considered as maximum, unless otherwise extended by written agreement of the parties involved.
- H. Failure at any step of these procedures to communicate the decision on a grievance within the specified time limits shall automatically entitle the grievant to proceed to the next level.
- I. If the grievant does not file a grievance within ten (10) days of the date in which the grievant knew or should have known of occurrence of the act or conditions on which the grievance is based, then the grievance shall be considered waived. If the grievant fails to appeal the grievance at any level within the specified time limit, the grievance shall be considered waived.

II. Informal Procedure

Any grievance shall be discussed with the grievant's immediate supervisor before it is filed in writing in order to seek a mutually agreeable, equitable solution to the grievance. An exception to this step would be when the immediate supervisor doesn't have the authority to make decisions concerning the issue at hand. In this case the grievant would begin their grievance at Level II. If the grievance is not resolved at level II during this exception, the grievant may further pursue the grievance within ten (10) days after receipt of the grievance report form. The Superintendent shall meet with the grievant. The Superintendent will write a disposition of the grievance within five (5) days of the meeting and return a copy to the grievant. If the grievant is still not satisfied with the disposition of the grievance, they can proceed to formal procedure level III.

III.

Formal Procedure Level I

If the grievance is not resolved at the informal step, then within ten (10) days of the date on which the grievant knew, or should have known, of the act or condition on which the grievance is based, the grievant may further pursue the grievance by submitting a completed Grievance Report Form Level I with copies to the Superintendent and immediate supervisor. Within five (5) days of receipt of the Grievance Report Form, the immediate supervisor will write a disposition of the grievance within five (5) days of the meeting by completing Level I of the Grievance Report Form and returning a copy to the grievant and Superintendent.

Formal Procedure Level II

If the grievant is not satisfied with the disposition of the grievance in Level I, the grievant may, within five (5) days after the receipt of the disposition at Level I, submit Grievance Report Form Level II to the Superintendent/designee. Within ten (10) days after receipt of the Grievance Report Form, the Superintendent/designee shall meet with the grievant. The Superintendent/designee will write a disposition of the grievance within five (5) days of the meeting by completing Level II of the Grievance Report Form and returning a copy to the grievant and the Superintendent.

Formal Procedure Level III

With the concurrence of the Association, a grievant may appeal from Level II to arbitration by submitting a demand for arbitration to the American Arbitration Association five (5) days after Level II disposition. The demand for arbitration shall specify the act or condition upon which the grievance is based, and the date of act or condition, names and addresses of the parties, the contractual clause(s) alleged to have been misinterpreted or misapplied, and the remedy sought. Copies of the demand form will be mailed to the Superintendent with return receipt requested, or hand-delivered with date or receipt noted. The mailing or delivery shall be done so that the date of the receipt will comply with the five (5) day time limit for submission to arbitration.

The arbitration procedure and selection of the arbitrator shall be in accordance with the Voluntary Labor Arbitration rules of the AAA. The arbitrator's award shall be final and binding on all parties.

The costs associated with grievance arbitration shall be borne by the losing party. The arbitrator shall declare one party to be the loser.

The arbitrator shall have no power to alter, add to, or subtract from the terms of the contract or make any decision contrary to law or the contract. The arbitrator shall expressly confine himself/herself to the precise issue(s) submitted for arbitration and shall have no authority to decide any other issue(s) not submitted to him/her or to submit observations or declaration of opinion which are not directly essential in reaching his/her decision.

ARTICLE 8 PAID HOLIDAYS

A. All eleven (11) and twelve (12) month employees shall receive the following holidays:

- | | |
|---------------------------|---------------------------|
| 1. July 4 th | 6. New Year's Day |
| 2. Labor Day | 7. Martin Luther King Day |
| 3. Thanksgiving Day | 8. President's Day |
| 4. Day after Thanksgiving | 9. Good Friday |
| 5. Christmas Day | 10. Memorial Day |

11. OAPSE

B. All nine (9) and ten (10) month employees shall receive the following holidays:

- | | |
|---------------------|---------------------------|
| 1. Labor Day | 5. Martin Luther King Day |
| 2. Thanksgiving Day | 6. President's Day |
| 3. Christmas Day | 7. Memorial Day |
| 4. New Year's Day | 8. Good Friday |

9. OAPSE

C. If July 4th, Christmas Day, or New Year's Day falls on a weekend and the employee qualifies for that paid holiday, the preceding Friday or following Monday will be observed, as determined by the Board.

ARTICLE 9 SENIORITY

A. Upon employment there shall be a probationary period of ninety (90) calendar days for all employees in the bargaining unit.

B. System seniority shall be defined as the uninterrupted length of service by an employee as computed from the employee's most recent date of hire.

C. Classification seniority shall be defined as the uninterrupted length of service by an employee in a particular job classification as computed from the more recent date of entry into such job classification.

- D. A break in service shall include the following:
 - 1. Termination
 - 2. Resignation/retirement
 - 3. Layoff - over the two years recall limitation
- E. The Association Local President shall be provided with updated seniority lists of all classifications which shall state the hire date of each bargaining unit member.
- F. Seniority shall be retained at the level prior to a Board approved unpaid leave of absence but shall not be accumulated during the leave.
- G. Ties in either system seniority or classification seniority shall be broken through the following procedure:
 - 1. Date of hire or date of appointment to the position. If this date does not break the tie, then
 - 2. Date of initial application. If this date does not break the tie, then
 - 3. By the toss of a coin. The affected employees shall be present as well as the president of the appropriate local. The president shall toss the coin.

**ARTICLE 10
JOB BID AND TRANSFER**

- A. When the Board determines that a vacancy exists in a classification, notice of such vacancy shall be posted in each work location for a period of five (5) working days. The posted notice shall include the particular job classification and department, the work location, the hours of work (where known), and the rate of pay. A copy of such notice shall be sent to the Association Chapter President. Any vacancy shall be filled within sixty (60) calendar days.

As an alternative to the posting procedures set forth in this article the board may expedite the filling of bargaining unit vacancies or the exercising of bumping rights (in the case of a reduction in force) by holding a meeting giving ten (10) calendar days advance notice. This meeting will be for all employees within the classification to be filled. If an employee cannot attend the meeting they may designate another member of the union to bid for them. Employees who cannot attend due to a legitimate reason (i.e., vacation, personal business that cannot be conducted outside the meeting time, illness, etc.) may request to be contacted by telephone to place their bid.

- B. Within the posting period any employee desiring the position must bid on the vacant position in writing to the Superintendent of Schools/Designee.
- C. When a vacancy exists, a current bargaining unit member may not apply to a second position that would then cause consistent overtime pay. Current employees that are in positions that receive consistent overtime pay will maintain their current position and pay.

- D. Lateral transfers shall be granted one (1) time per year with a good work record and good evaluations. Unlimited lateral transfers will be granted as long as an employee improves position status and/or receives an increase in pay. Lateral transfers shall be awarded to the employee with the greatest classification seniority unless that employee has a written reprimand or has an unsatisfactory evaluation within a twelve (12) month period.
- E. Non-lateral transfers shall be awarded giving consideration to the seniority, qualifications and work record of those applying for the vacancy. Work record is defined as: good attendance, a good discipline record and good evaluations.

The criteria for evaluating a non-lateral transfer request shall be as follows:

1. Qualifications which include the applicant's education, relevant experience, attendance record, and performance evaluation.
2. Results of written examinations (if applicable).
3. Recommendations of the building principals or supervisor.

Internal applicants that are judged to be qualified shall be awarded the position based on system seniority. The Board has the sole discretion to determine if the applicant is qualified.

- F. In the event that no employee in the particular job classification qualifies for the posted position (giving consideration to seniority and work record), the position shall be awarded to the bidding employee with the greatest system seniority provided such employee meets the qualifications for the positions.
- G. When the Board determines it will fill a vacant position for which no bid was received, or which could not be filled from the bids received, the Board may fill the vacancy by seeking qualified employees from outside the bargaining unit.
- H. When a bargaining unit member transfers to a higher or lower paying position, he/she will be placed on the same step on the new salary schedule as he/she held prior to the transfer. After transferring to the new position the unit member shall continue to advance on the salary schedule in compliance with the agreement and current practices.
- I. The probationary period for an employee who has been awarded a non-lateral transfer shall be forty-five (45) calendar days. If an employee has taken a position in a new job classification, they may return to their previous position within thirty (30) calendar days.

**ARTICLE 11
REDUCTION IN FORCE**

11.1 Layoff

When it becomes necessary, due to a lack of work, lack of funds, or job abolishment, to reduce the number of employees in a job classification, the following procedure shall be used.

- A. Probationary employees in the job classification to be reduced shall be laid off first beginning with the least senior probationary employee and continuing in reverse order of seniority.
- B. All remaining permanent employees who are members of the bargaining unit shall be laid off last beginning with the least senior permanent employee and continuing in reverse order of seniority.
- C. Any employee laid off under the above provisions shall have the right to bump the least senior employee in a lower job classification within the same department. For purposes of this section, the departments are:
 - 1. Custodian
 - 2. Maintenance I
 - 3. Maintenance/Head Groundskeeper
 - 4. Pupil Transportation
 - 5. Paraprofessionals
 - 6. Food Service
 - 7. Clerical-Secretarial
 - 8. Head Mechanic

Laid off employees shall have the right to bump less senior employees in any classification which the laid-off employee formerly held a position within the Whitehall School District and is qualified to perform the job duties.

- D. Any employee to be laid off will be given a thirty (30) day notice (excluding weekends), in writing, of the intended layoff.

11.2 Recall

Any employee reduced in classification or laid off under 11.1. shall have the following recall rights:

- A. For a period of two (2) years from the effective date of layoff an employee shall maintain the right to be recalled.
- B. Laid off employees shall be recalled in reverse order of layoff.
- C. The laid off employee shall provide the Board treasurer with his/her current mailing address and telephone number.
- D. Notice of recall shall be sent by the Board by certified mail to the last known address of the employee. Each employee is required to respond by certified mail to the district office. If the employee fails to respond or declines to accept the recall to the position he/she was laid off from within ten (10) calendar days from receipt of the

notice, the employee will forfeit his/her recall rights. If the employee is offered a lower job other than the one he/she was laid off from and refuses, he/she will not lose any benefits (unemployment compensation, employee paid health care, or other employment) and shall maintain original recall rights. If the employee accepts a lower position offered by the Board the employee shall maintain original recall rights to the position that he/she was laid off.

11.3 General Provisions

- A. For purposes of layoff, seniority shall mean job classification seniority.
- B. For purposes of recall, seniority shall mean departmental seniority.
- C. For the purpose of bumping, seniority shall mean departmental seniority unless the laid off employee formerly held a position within the Whitehall City School District, in which case seniority shall mean job classification.

ARTICLE 12 PAYROLL DUES DEDUCTION

- A. The Board agrees to deduct from wages of employees the payment of dues to the Association upon presentation of a written authorization individually executed by the unit member. The written authorization must be submitted to the Board treasurer by October 1, or within sixty (60) days of initial date of employment. A copy of the Board's agenda and minutes will be provided to both local presidents.

The Board will forward, upon request, to the OAPSE State Office the wages, salary verification for the Union to meet the August time frame.

- B. The authorization for payroll deduction of dues shall be continuous and shall be revocable only during the ten (10) day period prior to the expiration of the contract.
- C. By August 15 of each year, the Association will notify, in writing, the Board's treasurer as to the total to be deducted for each member. Such amount will include local, state, or other dues authorized by the Association.
- D. Monthly payroll deductions duly authorized as per 12A shall be forwarded to the State Association Treasurer with a printout of the names of which dues have been deducted.
- E. Deductions will be made in bi-monthly equal installments, beginning with the first paycheck of September.
- F. The Association agrees to indemnify and hold harmless the Board and the Administration of the Whitehall City Schools against any claim rising out of the provisions of this Article or upon reliance of authorization cards submitted by the Association to the Board.
- G. It shall be the responsibility of the unit member to notify the Association upon revocation of payroll deduction authorization.

**ARTICLE 13
BUS AIDES FOR HANDICAPPED**

A bus aide shall be placed on a handicap route to assist the driver, when the situation warrants as determined and authorized by the Director of Operations.

**ARTICLE 14
VACATION**

- A. All employees who work 12 months during their work year shall be granted paid vacations, excluding legal holidays.

Vacation time shall be awarded at the end of each month beginning immediately after his/her employment, on the following basis:

Months of Employment Completed	Days Per Month Awarded
0 - 60	.83
61 - 120	1.25
121 - thereafter	1.66

- B. Vacations may be taken anytime during the year provided at least fourteen (14) calendar days prior notice with the supervisor's written approval is given to the Superintendent/designee. Exceptions to this notice may be made on an individual basis. The supervisor may deny a request for vacation when such request has a negative impact on the daily operations of the district. All vacations must be approved or denied by the Superintendent/designee. All vacation requests will be approved or denied by the date of submission. In the event that two or more individuals within the same classification apply on the same day, seniority will be the determining factor for approval or denial.
- C. If a substitute is available, one will be provided when students are in session, with the exception of maintenance personnel for which no substitute is required.
- D. An employee who has worked in a lower job classification and transfers to a position which entitles him/her to vacation days will be credited with one school year equal to one calendar year in the district for purposes of vacation accumulation.
- E. Under no circumstances will any employee accumulate more than twenty-five (25) accrued and carry-over vacation days.
- F. Upon adoption of this agreement, the Board will notify all 12-month employees of their anniversary date.
- G. All bargaining unit employees employed with the district prior to July 1, 2000, who are twelve (12) month secretaries shall continue to receive the winter and spring breaks off with pay. Any bargaining unit employee employed with the district prior to July 1, 2000 shall receive the same twelve (12) month schedule if he/she transfers

into a twelve month bargaining unit secretarial position. Any bargaining unit member employed by the district after July 1, 2000 as a twelve month secretary shall not receive this work schedule.

ARTICLE 15 DISCIPLINE

- A. A bargaining unit member who is accused of conduct which is the basis of disciplinary action, the results of which could be placed in a member's personnel file, shall be notified in writing before such action is taken and the conduct upon which the action is to be taken. The employee may request a meeting concerning suspensions, reductions, and discharges and shall have the right to an Association representative at the meeting.
- B. Written reprimands shall be removed from the employee's file after two (2) years, if no further related discipline has been necessary. Other records of disciplinary actions may be removed from the employee's file after two (2) years with the agreement of the Administrator originally involved and/or the Superintendent.
- C. Unit member accused of conduct which is the basis for disciplinary action will be afforded the recourse available to them.

ARTICLE 16 PERSONNEL RECORDS

- A. A personnel file for each member shall be maintained in the Board office. Personnel records of employees of the Whitehall City School District shall be maintained in accordance with applicable state of Ohio and Federal Laws.
- B. Each bargaining unit member shall be given an evaluation report on or before May 30th of each year.

Employees will be required to sign the employee evaluation report. Such signature will not indicate either agreement or disagreement with the contents of the report, but will indicate that the employee has been made aware of the contents of the report.

- C. Written reprimands shall be removed from the employee's file after two (2) years, if no further related discipline has been necessary. Other records of disciplinary action may be removed from the employee's personnel file after two (2) years with the agreement of the Administrator originally involved and/or the Superintendent.

ARTICLE 17 UNIFORMS

- A. All newly-hired custodial, bus drivers and bus aides will be provided five (5) uniform shirts, after the ninety (90) calendar day probationary period. Pants must be provided by the employee, must be black work pants or shorts, and be in good condition. The Maintenance Department will be provided five (5) new uniform shirts each year. These uniforms shall be maintained by the employee and shall remain the property of the Board of Education. Uniforms shall be returned to the Board of

Education upon the employee's resignation, retirement, termination, or transfer. The uniforms will be issued no later than September 30. *TA*

- B. The replacement of uniforms will be given upon return of the old uniforms and shall occur at intervals which will assure employees that such uniforms are in reasonably good condition. Damage to uniforms while being worn on duty should be reported to the immediate supervisor and will be repaired or replaced.
- C. All food service employees will be provided five (5) uniform tops after the ninety (90) calendar day probationary period. Pants must be provided by the employee, must be black or khaki dress pants, and be in good condition. These uniforms shall be maintained by the employee and shall remain the property of the Board of Education. Uniforms shall be returned to the Board of Education upon the employee's resignation, retirement, termination or transfer. Uniforms may be turned into the supervisor for replacement on an as needed basis. *TA*
- D. Each employee who participates in paint work will be provided coveralls to protect his/her regular work uniform. The coveralls are the property of the Board of Education and shall be kept in each respective building.
- E. All custodial, maintenance, food service employees, bus drivers and bus aides are required to wear their complete uniforms at all times while on duty. The employees shall have their uniforms buttoned up, clean and presentable at all times while on duty.
- F. If the uniform is not worn in compliance with E., the employee shall be subject to disciplinary action by being sent home without pay for the time missed due to lack of proper uniform.

ARTICLE 18 JURY DUTY

- A. A unit member, upon written request to the appropriate supervisor, shall be granted leave for the number of days or partial days needed to accept and serve on jury duty.
- B. Any employee called upon to testify on behalf of the Whitehall City Schools shall be paid his/her full rate of pay for the work time missed due to testifying, with no deduction from his/her vacation or personal leave.

ARTICLE 19 LEAVE OF ABSENCE

- A. Leave of absence is an extended absence from duty by an employee of the Board of Education for which written request has been made to the Superintendent of Schools, and formal approval has been granted by the Board of Education in accord with O.R.C. 3319.13 and 3319.085.
- B. While on leave, at his/her own expense and at the group rate the employee will have the right to continue all group insurance if permitted by the carrier. In order to maintain eligibility for such insurance, the employee shall pay the cost of premium to

the Board Treasurer at least one (1) week prior to the date the Treasurer is required to remit the amount. Failure to do so will result in cancellation of membership in the insurance plan.

- C. The Superintendent reserves the right to terminate prematurely a leave of absence should there exist factual information that this privilege is being abused.

ARTICLE 20 SICK LEAVE

- A. Full-time employees shall accumulate sick leave at the rate of one and one-quarter days per month, 15 days per year. There shall be no maximum to the number of sick leave days an employee may accumulate. Sick leave credit shall be retained but not accumulated during an unpaid leave of absence.
- B. Each employee who has exhausted or has not accumulated sick leave days shall be credited with five (5) days sick leave. If any of these five (5) days of sick leave are used, they shall be deducted from sick leave accumulated later during that contractual year. If an employee who has not accumulated enough of any days of sick leave to repay any advance ends his/her employment, he/she shall have the per diem amount of said unearned sick leave deducted from the last pay check issued by the Board.
- C. Sick leave may be used for any absence to an employee due to personal illness, personal illness due to pregnancy, injury, exposure to contagious disease which could be communicated to other employees or to school children, or for any absence due to illness, injury, or death in the employee's immediate family.
- D. The immediate family includes any person who is a member of the immediate household, father, mother, sister, brother, niece, nephew, spouse, child, grandmother, grandfather, uncle, aunt, in-laws bearing any of these relationships, legal guardian foster or step-parent and foster or step-child.
- E. Sick leave may be used in one-quarter day increments.
- F. The employee shall sign the Daily Absence Log for sick leave justifying the use of sick leave the day of returning to work from leave. When an employee is absent from his/her job for more than five (5) days due to personal or family illness, a written medical statement from the attending physician is required before additional sick leave days will be approved. The employee must return to his/her job duties as soon as possible upon written release by the attending physician.
- G. A non-certified employee can transfer sick leave which the employee earned while working for another public agency in the state of Ohio so long as reemployment by the Whitehall Board of Education takes place within ten (10) years of the date of the last termination of public service.
- H. A board appointed physician has the right to require the employee to submit to an examination. The cost of this examination shall be borne by the Board of Education.

- I. If an employee leaves the district on his/her own choosing and has sick leave time built up, then is rehired by the district within five (5) years after leaving the employment of the district, the Board will reinstate the sick time.
- J. When an employee becomes aware of a need to use his/her sick leave, he/she shall enter their absence in AESOP, notify the principal, supervisor, or the principal's designee at least one (1) hour before his/her reporting time so that arrangement may be made for a qualified substitute.
- K. Falsification of a sick leave statement by an employee may lead to disciplinary action as the Board may deem appropriate.
- L. A bargaining unit member who does not use any sick leave in a semester (July 16-Jan 15/Jan 16-July 15) will receive \$350 each semester for 9/9.5 month employees and \$400 each semester for 12 month employees. This bonus will be paid by a separate check at the first pay in February and August.
- M. Any bargaining unit member who exercises his/her right to use sick leave for the purpose of bereavement shall not be penalized against his/her perfect attendance record up to a maximum of three (3) days. Bereavement can be extended to four (4) days with documentation that verifies out-of-state attendance. The list of immediate family for the purpose of bereavement leave is as follows:

father, mother, sister, brother, niece, nephew, spouse, child, grandmother, grandfather, uncle, aunt, in-laws, legal guardian, foster or step parent, or step child.

ARTICLE 21 PERSONAL LEAVE

Each employee shall be granted up to three (3) days of absence, with pay, each school year for personal reasons according to the following procedures:

- A. Application for personal leave should be made as far in advance as possible. Such application shall state the reason for use of personal leave, except when the provisions of Section D below apply.
- B. Personal leave shall be for required absences during working hours which are beyond the control of the employee. Personal leave shall not be used for gainful employment, or seeking gainful employment, rest or recreation, attending fraternal functions, personal business which can be conducted outside school hours, or for any purpose which is legitimate use of sick leave.
- C. Following each use of personal leave each employee shall sign an absence report which certifies that personal leave was not used for reasons prohibited in Section B. Falsification of such certification shall be grounds for disciplinary action as provided for by 3319.081 of the Ohio Revised Code.

- D. Each school year two (2) of the personal leave days available to an employee may be used without stating the reason for such use. All employees shall keep in mind the purpose of personal leave and shall sign the required certification that such leave was not used for prohibited purposes.
- E. Bargaining unit members will be paid for unused personal leave days at their regular rate of pay. The maximum number of days paid personal leave days is three (3).

**ARTICLE 22
RELIGIOUS HOLIDAYS**

Maximum of three (3) days upon request through the immediate supervisor:

An employee may utilize the three (3) day Emergency Leave Provision or the three (3) day Religious Holidays, but not both.

**ARTICLE 23
ASSAULT LEAVE**

- A. Members of the bargaining unit who are absent due to a physical disability resulting from an unprovoked or unjustified physical assault on a unit member which occurs in the course of Board employment on Board premises or where required to be in attendance at an official school function shall be granted paid assault leave at the rate of pay in effect at the time of assault according to the provisions of this section.
- B. Assault leave for any unit member shall be limited to a maximum of fifteen (15) working days per school year.
- C. Assault leave shall not be granted unless the following provisions are fulfilled:
 - The employee must submit to the Superintendent:
 - 1. A signed written statement justifying the use of assault leave and the necessity or arranging for a substitute. The statement shall include the date and time of occurrence, the individual causing the assault (if known), the facts and circumstances surrounding the assault.
 - 2. A written physician's statement regarding the nature and duration of the disability and the necessity of absence from regular employment.
 - D. Assault leave shall not be charged against sick leave.
 - E. There shall be no accrual of unused assault leave.
 - F. If only employees are involved in the assault, assault leave shall not be granted unless it can be clearly determined who was at fault. The employee(s) not at fault shall be granted assault leave in accordance with this Article.

- G. Employees must be willing to participate in the prosecution of the individual(s) involved in the incident. Costs and determination of litigation shall be the responsibility and right of the Board of Education.

**ARTICLE 24
REQUIRED TRAINING PROGRAMS**

The Board agrees that all employees who must attend training or safety workshops (bus drivers yearly meeting in August, etc.) as a requirement of employment shall have all registration fees, mileage, meals, as well as pay for all hours required to be in attendance to be paid at the employee's scheduled rate of pay.

Any training program not held during an employee's normal work day that the employee is required to attend shall be paid at the employee's appropriate rate of pay.

Educational aides will have training as appropriate for their positions.

**ARTICLE 25
MILEAGE**

All employees required to use their personal vehicle for board business, as approved by the Superintendent, will be paid at the IRS rate per mile. Mileage reimbursement forms shall be available in each building.

**ARTICLE 26
PARAPROFESSIONALS AND
OFFICE EMPLOYEES, CLASS I (12 MONTHS)**

- A. The yearly salary for Office Employees, Class 1 (12 months) is calculated to include an eight (8) hour work day, plus a one-half (1/2) hour unpaid lunch. This shall include:
1. Daily reconciliation of all money collected in the building in which he/she is assigned.
 2. Assisting with input of requisitions during the summer months.

**ARTICLE 27
BOILER MAINTENANCE**

- A. The assigned employee shall perform boiler maintenance for which he/she has the capacity during regular hours. Maintenance to be performed after hours or on the weekend shall be done only with the authorization of the supervisor or designee.
- B. Boiler maintenance which cannot be performed by said employee shall be handled by either the Maintenance Department or outside experts, as determined by the Director of Operations or designee.

**ARTICLE 28
DIRECT DEPOSIT OF PAYROLL CHECK**

- A. Those unit members wishing to participate in direct deposit agree that the Treasurer will require at least ten (10) working days in which to prepare a payroll.
- B. Bargaining unit members wishing to participate in the program will be required to provide a voided check or deposit slip to the Treasurer in order to provide the routing number and account number for each employee.
- C. The direct deposit provision agreed to in this contract will apply to one (1) financial institution and one (1) account within that financial institution. Each participant in the program may choose one (1) account either checking or savings to which funds will be deposited. Under no circumstances will funds be deposited to more than one (1) financial institution or one (1) account per employee.
- D. Current bargaining unit members may opt out of direct deposit by August 1st, 2014. New hires will be required to enroll in the direct deposit program. Direct deposit pay information shall be delivered via email.
- E. The Treasurer, upon receipt of written request to participate in the direct deposit program, will provide notification to the appropriate financial institution. Due to processing time constraints, those employees who sign up by the 1st of each month will be assured of being enrolled in the program by the last day of the month in which they filed the request.
- F. "Net Checks" to the credit union will not be permissible. If the employee wishes to have his/her entire check deposited to the credit union, the employee must comply with sections A through E above.
- G. The employee will be permitted one (1) financial institution change per school year.
- H. When a pay date falls on a Saturday, Sunday, or financial institution holiday, direct deposit shall be made so as to ensure bargaining unit members access to their direct deposit on the work day prior to the Saturday, Sunday, or holiday.

**ARTICLE 29
BULLETIN BOARDS**

The Board agrees to provide an Association bulletin board in each building which will be designated for Association use only.

**ARTICLE 30
SUB-CONTRACTING**

The Board may continue to sub-contract work or services that are being presently sub-contracted; however, work that is being performed by the employees shall continue to be performed by those employees, unless it is determined that work now being performed by

employees can be done more economically by sub-contracting. This information will be reviewed with representatives of OAPSE Locals #297 and #768, and an opportunity provided for response. The Board reserves the rights as specified in Article 5 of this Agreement to manage the district.

ARTICLE 31 CALL IN PAY

- A. Any bargaining unit member who has completed his/her regularly scheduled work day and is called back to work at times not scheduled, shall receive a minimum of three (3) hours straight-time pay. This call-in pay does not include time worked immediately prior to or following an employee's regular work day.

If an employee is called in, the employee will receive the three (3) hour straight-time call-in pay minimum or overtime based on time actually worked, whichever is greater.

- B. Such call-in time shall be authorized by the supervisor. The intent of this provision is to provide minimum paid hours for employees who are asked to give up time on week-ends or evenings to provide necessary work as determined by the supervisor.

ARTICLE 32 OVERTIME

- A. All authorized hours worked over forty (40) in one week or eight (8) in one day shall be compensated at time and one-half (1-1/2).

Hours paid for recognized holidays, as listed in this Agreement, and vacations shall be used in computing employee's forty (40) hours of actual work in order to receive overtime. Time off on sick leave or personal leave shall not constitute time actually worked for the purpose of calculating overtime.

Hours actually worked during call-in time shall not qualify for overtime unless the hours actually worked exceed the eight (8) hour work day or the forty (40) hour work week.

- B. The Administration will attempt to distribute overtime work in a fair and equitable manner providing that such attempts do not adversely affect orderly and efficient operations.
 - 1. Overtime will be scheduled with the high school custodians on a rotating basis (with the exception of third shift custodians who will not have to work back to back shifts). When overtime is scheduled and said custodian cannot take the overtime, it is the custodian's responsibility to find a replacement custodian for the overtime. All overtime will be offered to the high school custodians on the rotation list, and if said custodian cannot find a replacement from the high school, then the custodian should revert to names on the voluntary overtime list of other district custodians. If no substitute is available then said custodian is responsible for coverage, except in the case of extra ordinary circumstances that

prevent the custodian from working the overtime. Custodians on the voluntary overtime list must attend an orientation/training session.

- C. Employees working scheduled overtime or covering for a previously scheduled overtime on Saturday and/or Sunday shall receive one and one-half (1-1/2) times his/her hourly rate of pay.

ARTICLE 33 CALAMITY DAYS AND EARLY SCHOOL CLOSING

- A. When schools are closed by the Superintendent due to epidemic or emergency, employees shall not be required to report to work unless they have duties to perform at schools that remain in session. A calamity shall be defined as a day when the Superintendent closes the entire district. Those employees not required to work shall be paid their regular rate of pay for scheduled hours on such calamity days.
- B. Employees required to work on a calamity day shall be paid at one and one-half (1 1/2) times their regular straight time hourly rate for all hours actually worked and their straight time hourly rate for any hours remaining which are normally required to be worked. Maintenance employees required to work on a calamity day shall be paid for their straight time hourly rate for the normal work day, plus an additional 1.5 times their regular hourly rate for all hours actually worked.
- C. When an early dismissal is declared by the Superintendent due to an emergency, employees that are dismissed early shall be paid for their normal work day. This includes bus drivers completing their routes. However, the employees that must work past the early dismissal shall be paid at one and one-half (1-1/2) times their regular straight time hourly rate for all hours actually worked and their straight time hourly rate for any hours remaining which are normally required to be worked.
- D. Scheduled Early Holiday Dismissals: If school is scheduled to release one-half (½) hour early before a holiday, then all employees shall be released one-half (½) hour earlier than his/her normal end time of the regularly scheduled day.

This does not apply to transportation, maintenance, and food service employees. Such an early release would be disruptive to the responsibilities and operations of these positions.

ARTICLE 34 SEVERANCE PAY

A bargaining unit member upon retirement shall be eligible for severance pay under the following conditions:

- A. The employee files a written claim within ninety (90) calendar days of the expiration of the last valid contract with the Whitehall Board of Education.
- B. Retirement shall be determined to have started when the appropriate retirement system certifies to the Board Treasurer the date retirement benefits were started.

- C. Severance pay shall be based upon the employee's regular hourly rate of pay at the time of retirement from the Whitehall City Schools.
- D. The number of days credit shall be one-fourth (1/4) of the number of accumulated days of unused sick leave up to the maximum of fifty two (52) days with an additional bonus of five per cent (5%) of unused sick leave days over two hundred (200) days.
- E. Receipt of payment for accrued but unused sick leave shall eliminate all sick leave credit accrued by the employee.
- F. A unit member electing to retire within nine (9) months of the first day of eligibility will receive an additional one hundred fifty dollars (\$150.00) for each year of service in the Whitehall City School District. The maximum number of years' service in the district shall be limited to thirty (30) years.
- G. Severance pay shall be made only once to any bargaining unit employee.
- H. Severance pay shall be paid to the employee's spouse or estate upon death.

**ARTICLE 35
FIELD TRIPS**

- A. At the beginning of each school year all regular bus drivers shall have the opportunity to sign up for daytime field trips. Monday – Friday 9:00 a.m. – 2:00 p.m.; afternoon field trips 3:30 p.m. to 11:00 p.m. (All efforts will be made for field trips to be scheduled after 3:30pm) and weekend trips on Saturday and Sunday. Two (2) separate lists (defined as 1) midday and 2) evening and weekend combined) will be generated and field trips will be assigned in order of seniority from each respective list on a rotating basis. *TA*

Drivers who sign up shall be ranked in the order of job classification seniority, and the two lists shall be posted. Drivers hired after July 2003 must participate in the field trip rotation unless extra ordinary circumstances prevent the driver from driving field trips.

- B. All field trips shall be scheduled with all the regular bus drivers that are available and on the list. All other field trips will be scheduled with the district sub drivers on a rotating basis. Any last minute trips will be scheduled with the next driver on the appropriate list.
- C. When a field trip has been scheduled and said driver can not take the trip, the trip will be turned back in to the Director of Operations, no less than 48 hours before scheduled departure time. The Director of Operations shall reassign the trip to the first available driver from the regular driver list in the current rotation from the appropriate field trip list.

All reassigned trips shall be offered first to drivers on the current list, then to any drivers on the second list and last to sub drivers. If a replacement driver cannot be found, the original driver will have to take the trip.

Field trips shall be posted no more or less than one week in advance of the trip, with the exception of holidays. Rescheduled events shall be exempt from the posting requirement.

- D. Any out of town trip assigned to a sub driver, where a regular driver becomes available with less than 24 hours notice, the trip will not be reassigned. Out of town trips are defined as a trip that has an overnight stay.
- E. *When the field trip has been posted and a driver has been assigned, and the trip is subsequently cancelled, the driver in question shall be offered the next field trip, which becomes available, unless said driver already has another scheduled field trip in that week.*
- F. *All drivers who are on the field trip list and are scheduled to drive who cancel less than forty-eight (48) hours before the scheduled departure of the field trip shall be removed from the rotation for 20 work days for the first offense and 60 work days for the second offense. This policy will be void if such cancellation is due to an illness or any other verifiable emergency.*
- G. *In the event a field trip is cancelled without prior notification being given to the driver and the driver shows up for the trip, such driver shall be paid two (2) hours at the field trip rate.*
- H. When no driver is available for a field trip forty-eight (48) hours or less before the scheduled departure of the trip, the responsible administrator may use his/her discretion to obtain a driver for the trip.
- I. No teacher, coach, substitute, or any other person shall be offered a trip, or permitted to drive a trip, until every regular driver has been contacted and offered the trip, or until contact with every regular driver has been attempted except as provided for in Article 35G. Trips with three or less students may be transported by any approved non-bargaining unit district employee in vehicles other than a school bus.
- J. When field trips are driven outside normal school hours, the Board shall provide the drivers' with a radio and a designee to provide assistance to them in an emergency.
- K. The rate of pay for field trips shall be regular rate of pay per hour for a minimum of two (2) hours.
- L. All field trips, regardless of day or time, shall be posted.
- M. All school bus drivers must immediately report driving related traffic or criminal offenses to the Board of Education or Designee.
- N. The driving of regular bus routes takes precedence over field trips.

ARTICLE 36
TRANSPORTATION

- A. Each bus driver's and bus aide's work calendar will reflect the attendance calendar of the schools to which they are transporting. In the event the driver has no spring break then the driver has the option to not work the Whitehall City Schools spring break. If the driver takes this option then the Director of Operations will coordinate a driver for spring break (this will be a deduction from the paid days).
- B. All Pre- School and/or Kindergarten routes shall be staffed by a certificated bus driver and will be paid at the regular hourly rate of pay.
- C. The two (2) most senior bus aides shall receive his/her regular hourly rate effective their first scheduled work day of the school year if they are returning from the previous year.
- D. Drivers and aides shall be paid one (1) hour at his/her regular hourly rate for extra runs. Each extra run shall be limited to one per driver based on seniority until all certificated bus drivers have been offered a run.

If a bus driver's route time is decreased by 30 minutes or more, then that driver would be eligible for a re-bid of midday runs up to 3 times a year (at the end of the 1st, 2nd, and 3rd 9 week grading periods).

- E. Pre- School and/or Kindergarten driver and bus aide positions shall be posted and bid accordingly with the most senior driver/bus aide awarded the bid.
- F. When a school or student needs to be added to a bus route, the I.E.P. requirements and equipment needs and staffing needs shall be considered before it is assigned to the bus driver's route. If there are no special equipment and staffing needs, then the run shall be assigned to the most senior driver given consideration to logistics and bell times
 - 1. Route defined as--pick up at home, drop off at school, pick up at school, drop off at home.
 - 2. Run defined as--pick up at school, drop off at different locations, pick up at different locations, drop off at school or home and the times of the run are different than a standard bus route.
 - 3. Field trip defined as--a pick up at school, drop off at an education/athletic location, pick up at same location, drop off at school.

**ARTICLE 37
PAY PROVISIONS**

- A. Members of the bargaining unit will receive twenty-four (24) salary payments on the 15th and last day of the month. Salary payments shall be calculated on the basis of hourly rate.
- B. Deductions (if necessary or requested) will be made from each pay check or direct deposit. Employees shall be notified in writing at least thirty (30) days prior to any changes that occur in the amounts of any payroll deductions.
- C. During the school year, exclusive of spring and winter break, salary checks shall normally be issued to each bargaining unit member no later than 10:30 a.m. on the appropriate dates of each applicable pay period. When a pay date falls on a Saturday, Sunday, or holiday, the salary checks shall be issued the last school day preceding the regular pay date, except when the period of time between the last regular pay date and the last school day prior to the Saturday, Sunday, or holiday is five or less school days.
- D. When a regular pay date falls during the spring and winter break and during the summer, salary checks will be mailed so that normal delivery will provide that the staff member will receive their salary check on the appropriate date of each applicable pay period. A unit member may waive all or part of this numbered provision by giving sufficient notice in writing prior to mailing of the checks that he/she will be picking up the salary check(s) at the District Central Office. Sufficient notice for purposes of this contract means three (3) business days.
- E. Any employee who works in a higher paying classification for five (5) consecutive work days shall be paid at the higher rate of pay for the days worked at that classification. Beginning with the 6th day worked in that classification, an employee will be entitled to retroactivity in that position for days 1 through 5. This provision will only apply to employees who work the entire work day in the higher paying classification.
- F. All employees' compensation for sick, personal, calamity, and holidays shall be the employee's regularly scheduled hours.

**ARTICLE 38
SALARY PLACEMENT**

School employees' placement on the Board of Education's adopted salary schedule shall be based upon training, experience, and other qualifications up to a maximum of five (5) years. The Board may place a new hire for a hard to fill position at a step commensurate with their experience if the board and locals both agree. Newly hired employees can question the placement on the salary schedule within the first year of employment.

**ARTICLE 39
WAGES**

- A. Beginning July 1, 2014 bargaining unit members shall receive a two and three quarter percent (2.75%) increase on base pay during the 2014-2015, a two percent (2%) increase on base pay for the 2015-2016 school year, and a two and one quarter percent (2.25%) increase for the 2016-2017 school year.

**ARTICLE 40
LONGEVITY**

For those employees who are beyond the twentieth (20th) step on the salary schedule, a longevity payment will be made in the amount of five hundred dollars (\$500.00) paid in a separate, lump sum check payable on the first pay date in October of each year.

**ARTICLE 41
HEALTH AND DENTAL BENEFITS**

- A. The Board reserves the sole right to submit the coverage for bid to reduce costs. Any coverage selected shall be equal to or greater than that currently in effect. The Board shall not reduce coverage in health or major medical insurance or eliminate self-funded medical insurance status without engaging in collective bargaining with the Association. Copy of Plan design shall be outlined in Appendix "A" of this contract.

B. Cost

1. **Single Premium**—Employee share shall be 5%, not to exceed \$18.00 per month July 1, 2014 – June 30, 2015; \$28.00 per month July 1, 2015 – June 30, 2016; and \$38.00 per month July 1, 2016 – June 30, 2017.
2. **Family Premium**—Employee share shall be 13%, not to exceed \$210.00 per month July 1, 2014 – June 30, 2015; \$225.00 per month July 1, 2015 – June 30, 2016; and \$240.00 per month July 1, 2016 through June 30, 2017.
3. The employee's share of the premium shall be paid by the bargaining unit member, using established payroll deduction procedures.
4. The Board will continue to offer a Section 125 plan for employee health insurance premium payments.
5. Any unit member who has other access to medical insurance and wishes to forego the above benefits may do so and will receive an amount per year in lieu of benefits for the duration of this agreement, as set forth in the schedule following schedule:

0 - 14	hours/week inclusive - \$0
15 - 30.4	hours/week inclusive - \$150
30.5 - 40	hours/week inclusive - \$250

A unit member must sign a waiver form that fully advises him/her of any liability as a result of waiving benefits. Said waiver must be submitted to the treasurer by August 31st of each year, and coverage must be waived for the period of September 1st - August 31st of each year. Payment will be in two (2) installments: the first payment by December 15th and the second by June 15th.

6. When both spouses are employed by the district, the spouse entitled to individual insurance has the option of canceling individual insurance and having the individual premium paid by the Board on the family premium. The family premium cost would be the family premium minus the individual premium. The election of this option by the bargaining unit member shall be in writing satisfactory to the treasurer.
- C. If the Board determines the necessity to select a new carrier to provide medical insurance coverage, the Association will be given a 30 day notice of intent to change carriers in order for the Association to verify that coverage to be provided will comply with current coverage.
- D. For newly hired employees to the Whitehall City School District, the following insurance provisions will apply:

1. Percentage of Board Contribution based on hours worked on regular assignment.

The Board will pay an amount toward the monthly group insurance premiums for employees as set forth in the schedule below:

0 - 14	hours/week inclusive - no insurance
15 - 30.4	hours/week inclusive - term life insurance premium 100% Board paid; dental insurance premium 50% Board paid; single health insurance premium 70% Board paid; family health insurance premium 50% Board paid
30.5 - 40	hours/inclusive - term life insurance premium 100% Board paid; dental insurance premium 100% Board paid; health insurance as cited in Article 41, Section B. paragraphs 1,2, and 3

E. Family and Medical Leave Act

The Whitehall City School District Board of Education agrees to provide leave in accordance with the rules promulgated under the Family and Medical Leave Act. Once the type of leave (paid or unpaid) has commenced, the employee shall not be allowed to switch to another leave. If paid leave is exhausted, then the employee can switch to an unpaid leave.

Alleged violations of this provision shall be resolved only through Article 7 of this contract.

**ARTICLE 42
LIFE INSURANCE**

The Board will provide a \$40,000 life insurance policy which includes accidental death and dismemberment with no cost to the employee.

The longevity pay and the severance pay of a bargaining unit member who dies shall be paid to his/her estate.

If an employee desires, he/she may increase additional insurance to a maximum of \$60,000. The employee shall assume the costs for the additional insurance, but will be provided the preferential rate of purchase as established by the carrier.

**ARTICLE 43
SERS PICK-UP**

The Board of Education of the Whitehall City School District herewith agrees with the OAPSE Locals #297 and #768 to pick up, utilizing the salary reduction method, contributions to the State Employees Retirement System paid on behalf of the employees in the bargaining unit, at no cost to the Board, under the following terms and conditions:

- A. The amount to be “picked-up” on behalf of each employee shall be the current withholding rate as established by the School Employees Retirement System, of the employee’s gross annual compensation. The employee’s annual compensation shall be reduced by an amount equal to the amount “picked up” by the Board for the purpose of State and Federal tax only.
- B. Shall be uniformly applied to all members of the bargaining unit.
- C. The pick-up shall become effective September, 1986, and shall apply to all compensation including supplemental earnings thereafter.
- D. Payment for all paid leaves, sick leave, personal leave, severance and supplementals including unemployment and worker’s compensation shall be based on the employee’s daily gross pay prior to reduction as basis (e.g., gross pay divided by the number of days in an employee’s contract).

Each employee will be responsible for compliance with Internal Revenue Service salary exclusion allowance regulations with respect to the “pick-up” in combination with other tax deferred compensation plans.

If the foregoing “pick-up” provisions are nullified by subsequent Internal Revenue Service Rulings, Ohio Attorney General Opinions, or other governing regulations, the Board will be held harmless and this article of the Agreement shall be declared null and void.

ARTICLE 44
STAFF DEVELOPMENT PROGRAM

- A. The classified Staff Development Program is designed to assist unit members in improving job related skills which will benefit the district. Unit members shall be remunerated as per the following specifications for engaging in such activities.
- B. The Classified Staff Development provisions will be administered by an agent designated by the Board of Education. Staff Development records will be located in the Administrative Offices and the agent of the Board will be responsible for the records.
- C. Qualifying Period - The qualifying periods will be June 1 through May 31.
- D. Deadlines - To receive Staff Development credit, the employee will present all materials on or before May 31 of each year to the designated agent of the Board of Education. (An exception to this procedure which affect unit members who will retire, or are not returning, or have been released due to a reduction of staff at the end of the qualifying year will present their materials for staff development not later than one (1) month prior to receiving their terminating paycheck. Those qualifying for this exception will receive the professional growth payment along with the terminating pay.)
- E. Eligibility - All employees under contract for the current school year having worked no less than 120 school days may only qualify for Tier One (1) or Tier Two (2).
- F. Points to Qualify for Tier One – Eight (8-11)
Points to Qualify for Tier Two - Twelve (12 – 19)
Points to Qualify for Tier Three – Twenty (20 or more)
- G. Remuneration for Tier One - \$400
Remuneration for Tier Two - \$600.00
Remuneration for Tier Three - \$800.00
- H. Payment - One lump sum payment at the end of June.
- I. Areas of Qualification
 - 1. Membership in a work related organization, other than a labor organization, will be valued at one (1) point with (1) point limit. Example: Educational Office Personnel of Ohio.
 - 2. College Credit - One (1) quarter hour equals one (1) point. Must be work related and must have prior approval by the administration. No limit.
 - 3. Adult Education Credit - Credit will be granted for successful completion of adult education courses at the rate of two (2) points for each semester. Prior administrative approval is required. No limit.

4. Committee Work/Study Projects - Work on district committees (meeting other than during regular work hours) will qualify for one (1) point for each three (3) hours of participation. No limit.
5. In-Service - In-service points will be awarded for completion of in-service courses offered by the Whitehall City Schools, Eastland Vocational School, Ohio State University, other accredited colleges or universities and instruction offered by commercial concerns. In-service courses must be work related, undertaken during non-working hours, and have prior administrative approval. One (1) point for each three (3) hours may be earned. No limit.
6. Supervision of Extra-Curricular Activities - During non-working hours - supervision at activities such as dances, school clubs, science fairs, parties and field trips shall be valued at one (1) point per three (3) hours with no limit. Activities covered by supplemental contracts are not eligible for Staff Development credit.
7. Membership in the Whitehall City Schools Parent Teacher Association would qualify a unit member one (1) point per qualifying period. Membership is defined as 50% attendance to and participation in a meeting or activity. P.T.A., academic boosters, athletic boosters, etc., would be examples. One (1) point would be awarded for each two (2) hours of active participation. Confirmation of attendance by Administration. Limit – eight (8) points.

The Association and the administration will hold an orientation session annually for classified staff to be educated on benefits and professional development options. These options will be developed by using a survey of classified staff to identify areas of interest as well as by including appropriate district professional development offerings.

A survey of classified staff will identify areas of committee work in which they would be interested in participating (current committees and new areas i.e. safety).

ARTICLE 45 FAIR SHARE FEE

- A. The Board agrees to deduct from the wages of nonmembers of the Association the payment of a fair share fee, equal to the amount of dues paid by Association members.
- B. By October 10 of each year, the Association will notify the Board's Treasurer as to the total amount of fees to be deducted per non-member. Such notification shall be in the form of a letter signed by the Association President or Treasurer.
- C. The fair share fees shall be forwarded to the State Association Treasurer with a printout of names for which fair share fees have been deducted.
- D. Fee deductions will be made in equal bi-monthly deductions, beginning with the first paycheck of September.

- E. It shall be the responsibility of the Association to prescribe an internal rebate procedure of monies spent on political or ideological matters, opposed by the fair share fee Payor, which are not related to the purposes of enforcing or negotiating the agreement or the processing of grievances.
- F. The Association agrees to indemnify and save the Board harmless against any judgments, costs, expenses, or other liability the Board might incur as a result of the implementation and enforcement of this fair share fee section.
- G. Newly hired members of the bargaining unit shall have automatic dues fee deductions, ninety (90) calendar days from the initial date of employment.

**ARTICLE 46
WORK WEEK**

For the terms of this agreement, the standard work week will be Monday through Friday unless otherwise stated in a job description. If a bargaining unit member's assigned hours or days are changed, the Board will do so only after ten (10) days (excluding weekends and holidays) notice to the affected employee and the Local Presidents. The ten (10) day notice may be reduced with the voluntary written agreement of the employee and the supervisor.

The Head Cook 5-8 Regular Cooks, Head Cook 3-4 Regular Cooks, Head Cook 1-2 Regular Cooks 1-2, Full-Time Assistant Cook 6.5 Hour, Part-Time Assistant Cook (4 hour, 3.5 hour and 2.5 hour) will not report to work on the district approved waiver days. One day will be used at the beginning of the year and the second at the end of the school year to complete work of preparing for the school year (cleaning, commodities) and ending the school year (clean up and pack up). The Head Cook in each building has the authority to assign these hours flexibly to complete the work required before the start of the school year and end of the school year.

**ARTICLE 47
COMMUNICATION COMMITTEE**

- A. An informal committee shall be established as an aid to communications between the parties. The membership of this committee shall be the Superintendent (or designee) and a maximum of three (3) persons appointed at the discretion of the Superintendent, plus the Association Presidents (or designees) and a maximum of two (2) persons appointed at the discretion of the Association Presidents.
- B. This committee shall meet as needed upon the request and agreement of the Superintendent and the Association Presidents.
- C. The purpose of the committee shall be to assist in the process of open communications between both parties. Its procedures shall consist of joint, informal discussion aimed at clarifying or addressing issues of concern to both parties. The open discussions held by this committee shall not be construed as negotiations nor as an official decision-making process. The discussions of this committee shall not result in modifications or additions to the negotiated agreement.

**ARTICLE 48
NO STRIKE / NO LOCKOUT**

The Association does hereby affirm and agree that it will not either directly or indirectly call, sanction, encourage, finance or assist in any way, nor shall any employee instigate or participate, either directly or indirectly in any strike, slowdown, walkout, work stoppage, or other concerted interference with or the withholding of services from the Board or any other type of activity which results in a reduction of the regular professional duties or employment obligations of any district employees during the term of this contract. The parties agree that there shall be no lockout by the Board of Education.

In addition, the Association shall cooperate at all times with the Board in the continuation of its operations and services and shall actively discourage an attempt to prevent any violation of this Article. If any violation of this article occurs, the Association shall immediately notify all employees that the strike, slowdown, work stoppage, or other concerted interference with or the withholding of services from the Board is prohibited, not sanctioned by the Association and order all employees to return to work immediately.

It is further agreed that any violation of the above will be automatic and sufficient grounds for immediate disciplinary action as determined by the Board and shall render all provisions of the current agreement null and void.

**ARTICLE 49
SAVINGS CLAUSE**

The Board of Education and the Association agree that all items in this contract which superseded applicable state law and which may permissibly do so under Ohio Revised Code Section 4117.10(a) shall not be affected by this article. Should any clause of this contract be held to be in violation of the law by a court of competent jurisdiction, then that clause of the contract shall be rendered null and void, but the remainder of the contract shall remain in full force and effect.

**ARTICLE 50
COMPLETE AGREEMENT**

The Board and the Association acknowledge that during negotiations which preceded this Agreement, each had the unlimited right and opportunities to make demands and proposals with respect to any subject or matter within the scope of collective bargaining/negotiations and that all the understandings and agreements arrived at by the parties after the exercise of that right and opportunity are set forth in the written provisions of this Agreement. The written provisions of this Agreement constitute the whole and entire Agreement (including any and all understandings) between the parties concerning any and all matters within the scope of collective bargaining. All other previously negotiated agreements not incorporated herein are null and void and of no further force or effect.

**ARTICLE 51
MISCELLANEOUS**

1. Head cooks will have input in any lunch time changes.
2. P.E.O.P.L.E. DEDUCTION: The Board agrees to deduct from the wages of any employee who is a member of the Union a Public Employees Organized to Promote Legislative Equality (P.E.O.P.L.E.), donation as provided for in a written authorization. Such authorization must be executed by the employee and may be revoked by the employee at any time by giving notice to the Board. The Board agrees to forward P.E.O.P.L.E. deductions to the Union State Treasurer each month along with a list of all employees for whom such deductions have been made.
3. In the event that the maintenance personnel due to a medical condition is unable to maintain the CDL license, they will be able retain their maintenance position, which is their primary job.
4. Beginning August 1, 2015, Administration will use school office staff and office aides flexibly in a centralized enrollment office in the months of August and September each school year (August 1-September 15). Beginning August 1, 2016, consideration will be given by Administration to use all office staff and office aides flexibly in a centralized enrollment office in the months of August and September each school year (August 1-September 15). *TA*

(Rosemore Middle School Attendance Secretary will become a 12 month position.) – not to be written in language

ARTICLE 52
DURATION

This document constitutes the Master Contract between the Whitehall Board of Education and the Ohio Association of Public School Employees (OAPSE), AFSCME, AFL-CIO, Locals 297 and 768 and will become effective 12:01 a.m., July 1, 2014 and continue in full force and effect until midnight of June 30, 2017. In witness whereof the parties have caused this Contract to be executed on the day and year mentioned above.

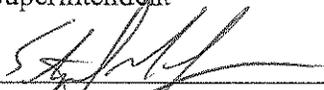
Whitehall Board of
Education



Walter Armes
Board President



Brian Hamler
Superintendent

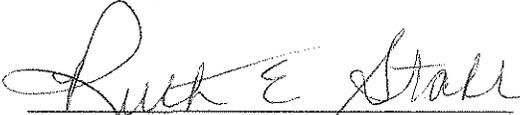


Treasurer
Steve McAfee

Ohio Association of Public School
Employees Locals 297 and 768



Brent Shaner
President Local 297



Ruth Stahl
President 768



Chad Caldwell
OAPSE Field Representative

**Whitehall City Schools
Health Insurance Plan Design
Effective Date: 7/1/14**

Medical/Prescription Drug Benefit	Amount
Network Deductible	\$250/\$500
Non-Network Deductible	\$500/\$1,000
Network Coinsurance	90%
Non-Network Coinsurance	70%
Network Coinsurance Out-of-Pocket Maximum	\$600/\$1,200
Non-Network Coinsurance Out-of-Pocket Maximum	\$1,200/\$2,400
Network Total Out-of-Pocket Maximum *	\$850/\$1,700
Non-Network Total Out-of-Pocket Maximum *	\$1,700/\$3,400
Network Wellness Office Visit Co-Payment	\$20
Network Office Visit Co-Payment	\$25
Network Office Visit Co-Payment - Specialist	\$25
Urgent Care Co-Payment	\$60
Emergency Room Co-Payment	\$90
Prescription Drug Retail Co-Payment	\$15/\$25/\$35
Prescription Drug Mail Order Co-Payment	\$30/\$60/\$90
Prescription Drug Retail Diabetic Supplies	20%
Prescription Drug Retail Growth Hormones	20%

**NOTE: Deductible is included in the Total Out-of-Pocket Maximum*

WHITEHALL CITY SCHOOLS
2014-2015 SALARY SCHEDULES
Appendix B

<u>YEARS</u>	<i>OFFICE EMPLOYEES CLASS I (12 MONTHS)</i>		<i>OFFICE EMPLOYEES CLASS II (9.5 MONTHS, (10 MONTHS))</i>			<i>BUS DRIVERS</i>	<i>BUS AIDES</i>
	<u>YEARLY SALARY</u>	<u>HOURLY RATE</u>	<u>YEARLY SALARY</u>	<u>YEARLY SALARY</u>	<u>HOURLY RATE</u>	<u>HOURLY RATE</u>	<u>HOURLY RATE</u>
0	39,395	18.94	27,770	31,081	18.24	19.71	14.78
1	39,915	19.19	28,105	31,456	18.46	19.95	14.97
2	40,414	19.43	28,471	31,865	18.70	20.22	15.18
3	40,955	19.69	28,836	32,274	18.94	20.51	15.40
4	41,538	19.97	29,202	32,683	19.18	20.85	15.63
5	42,162	20.27	29,582	33,109	19.43	21.25	15.86
6	42,806	20.58	30,054	33,637	19.74	21.63	16.10
7	43,368	20.85	30,541	34,182	20.06	21.99	16.32
8	44,283	21.29	31,105	34,813	20.43	22.42	16.54
9	44,970	21.62	31,561	35,324	20.73	22.85	16.77
10	45,656	21.95	32,003	35,818	21.02	23.20	17.01
11	46,322	22.27	32,505	36,380	21.35	23.30	17.28
12	46,946	22.57	33,084	37,028	21.73	23.38	17.38
13	47,549	22.86	33,510	37,505	22.01	23.47	17.67
14	48,256	23.20	33,982	38,033	22.32	23.57	17.93
15	48,547	23.34	34,195	38,272	22.46	23.66	18.08
16	48,838	23.48	34,393	38,493	22.59	23.76	18.23
17	49,088	23.60	34,591	38,715	22.72	23.81	18.37
18	49,338	23.72	34,774	38,919	22.84	23.87	18.51
19	49,566	23.83	34,896	39,056	22.92	23.93	18.64
20	49,795	23.94	35,048	39,226	23.02	23.99	18.78
Hours/Day		8.00	7.50	8.00		Based on Routes	Based on Routes
Total Days		260	203	213		187	187

WHITEHALL CITY SCHOOLS
2014-2015 SALARY SCHEDULES

Appendix B

YEARS	MAINTENANCE I		HEAD GROUNDSKEEPER AND HEAD MECHANIC		HEAD CUSTODIAN/ BOILER OPERATOR - HIGH SCHOOL		CUSTODIAN HIGH SCHOOL THIRD SHIFT		CUSTODIAN HIGH SCHOOL NIGHT CI
	YEARLY SALARY	HOURLY RATE	YEARLY SALARY	HOURLY RATE	YEARLY SALARY	HOURLY RATE	YEARLY SALARY	HOURLY RATE	YEARLY SALARY
0	41,746	20.07	40,498	19.47	42,494	20.43	39,686	19.08	40,290
1	42,453	20.41	41,226	19.82	42,994	20.67	40,186	19.32	40,872
2	43,243	20.79	42,016	20.20	43,638	20.98	40,726	19.58	41,392
3	44,034	21.17	42,806	20.58	44,179	21.24	41,246	19.83	41,995
4	44,782	21.53	43,534	20.93	44,824	21.55	41,787	20.09	42,494
5	45,698	21.97	44,470	21.38	45,490	21.87	42,370	20.37	43,118
6	46,467	22.34	45,240	21.75	46,134	22.18	42,952	20.65	43,846
7	47,362	22.77	46,114	22.17	46,862	22.53	43,514	20.92	44,408
8	48,464	23.30	47,237	22.71	47,715	22.94	44,304	21.30	45,261
9	49,338	23.72	48,110	23.13	48,318	23.23	44,970	21.62	45,947
10	50,211	24.14	48,984	23.55	49,046	23.58	45,594	21.92	46,592
11	51,168	24.60	49,899	23.99	49,691	23.89	46,114	22.17	47,195
12	52,125	25.06	50,877	24.46	50,336	24.20	46,758	22.48	47,882
13	53,061	25.51	51,813	24.91	50,877	24.46	47,320	22.75	48,402
14	53,997	25.96	52,770	25.37	51,438	24.73	47,882	23.02	48,901
15	54,288	26.10	53,040	25.50	51,792	24.90	48,152	23.15	49,213
16	54,558	26.23	53,310	25.63	52,125	25.06	48,422	23.28	49,566
17	54,808	26.35	53,560	25.75	52,354	25.17	48,651	23.39	49,774
18	55,058	26.47	53,810	25.87	52,562	25.27	48,859	23.49	50,003
19	55,286	26.58	54,038	25.98	52,811	25.39	49,109	23.61	50,232
20	55,474	26.67	54,267	26.09	53,061	25.51	49,379	23.74	50,482
Hours/Day		8.00		8.00		8.00		8.00	
Total Days		260		260		260		260	

WHITEHALL CITY SCHOOLS
2014-2015 SALARY SCHEDULES
Appendix B

YEARS	PLAN	HEAD CUSTODIAN -		CUSTODIAN		HEAD COOK	
	HOORL LARGE	MIDDLE SCHOOL & ELEMENTARIES	YEARLY	HOORLY	YEARLY	HOORLY	5 - 8 REGULAR COOKS
	HOORLY RATE	YEARLY SALARY	HOORLY RATE	YEARLY SALARY	HOORLY RATE	YEARLY SALARY	HOORLY RATE
0	19.37	39,624	19.05	38,397	18.46	21,654	17.72
1	19.65	40,082	19.27	38,875	18.69	21,898	17.92
2	19.90	40,518	19.48	39,291	18.89	22,118	18.10
3	20.19	40,997	19.71	39,749	19.11	22,363	18.30
4	20.43	41,413	19.91	40,186	19.32	22,570	18.47
5	20.73	42,016	20.20	40,726	19.58	22,766	18.63
6	21.08	42,640	20.50	41,246	19.83	23,047	18.86
7	21.35	43,181	20.76	41,787	20.09	23,291	19.06
8	21.76	43,722	21.02	42,494	20.43	23,670	19.37
9	22.09	44,533	21.41	43,056	20.70	23,890	19.55
10	22.40	45,094	21.68	43,638	20.98	24,147	19.76
11	22.69	45,635	21.94	44,179	21.24	24,281	19.87
12	23.02	46,176	22.20	44,658	21.47	24,391	19.96
13	23.27	46,758	22.48	45,240	21.75	24,489	20.04
14	23.51	47,258	22.72	45,781	22.01	24,599	20.13
15	23.66	47,590	22.88	46,093	22.16	24,697	20.21
16	23.83	47,923	23.04	46,426	22.32	24,807	20.30
17	23.93	48,173	23.16	46,675	22.44	24,892	20.37
18	24.04	48,381	23.26	46,883	22.54	24,965	20.43
19	24.15	48,630	23.38	47,154	22.67	25,027	20.48
20	24.27	48,859	23.49	47,362	22.77	25,063	20.51
Hours/Day	8.00		8.00		8.00		6.50
Total Days	260		260		260		188

**WHITEHALL CITY SCHOOLS
2014-2015 SALARY SCHEDULES**

Appendix B

<u>YEARS</u>	<i>HEAD COOK 3 - 4 REGULAR COOKS</i>		<i>HEAD COOK 1 - 2 REGULAR COOKS</i>		<i>FULL-TIME ASST. COOK 6.5 HOUR</i>		<i>PART-TIME ASSISTANT COOK 4 HOUR (or less)</i>	
	<u>YEARLY SALARY</u>	<u>HOURLY RATE</u>	<u>YEARLY SALARY</u>	<u>HOURLY RATE</u>	<u>YEARLY SALARY</u>	<u>HOURLY RATE</u>	<u>YEARLY SALARY</u>	<u>HOURLY RATE</u>
0	21,495	17.59	21,361	17.48	20,615	16.87	12,393	16.48
1	21,752	17.80	21,605	17.68	20,835	17.05	12,461	16.57
2	21,898	17.92	21,788	17.83	21,006	17.19	12,588	16.74
3	22,179	18.15	21,898	17.92	21,189	17.34	12,671	16.85
4	22,363	18.30	22,118	18.10	21,361	17.48	12,792	17.01
5	22,546	18.45	22,277	18.23	21,568	17.65	12,904	17.16
6	22,754	18.62	22,436	18.36	21,727	17.78	12,995	17.28
7	23,010	18.83	22,668	18.55	21,874	17.90	13,115	17.44
8	23,291	19.06	22,925	18.76	22,228	18.19	13,295	17.68
9	23,462	19.20	23,157	18.95	22,399	18.33	13,401	17.82
10	23,707	19.40	23,316	19.08	22,558	18.46	13,483	17.93
11	23,829	19.50	23,450	19.19	22,741	18.61	13,604	18.09
12	23,951	19.60	23,609	19.32	22,839	18.69	13,679	18.19
13	24,012	19.65	23,670	19.37	22,900	18.74	13,716	18.24
14	24,220	19.82	23,817	19.49	23,022	18.84	13,807	18.36
15	24,306	19.89	23,902	19.56	23,157	18.95	13,867	18.44
16	24,391	19.96	24,012	19.65	23,279	19.05	13,942	18.54
17	24,464	20.02	24,098	19.72	23,316	19.08	13,972	18.58
18	24,526	20.07	24,183	19.79	23,365	19.12	14,010	18.63
19	24,611	20.14	24,244	19.84	23,438	19.18	14,055	18.69
20	24,672	20.19	24,306	19.89	23,536	19.26	14,092	18.74
Hours/Day		6.50		6.50		6.50		4.00
Total Days		188		188		188		188

WHITEHALL CITY SCHOOLS
2014-2015 SALARY SCHEDULES
Appendix B

YEARS	<i>HEALTH AIDE, LIBRARY AIDE, & EDUCATIONAL AIDE I</i>			<i>EDUCATIONAL AIDE II</i>					
	YEARLY SALARY	YEARLY SALARY	HOURLY RATE	YEARLY SALARY	YEARLY SALARY	HOURLY RATE	YEARLY SALARY	YEARLY SALARY	HOURLY RATE
0	20,966	22,579	16.80	20,420	21,991	16.80	18,682	20,119	15.37
1	21,241	22,875	17.02	20,688	22,279	17.02	18,913	20,368	15.56
2	21,491	23,144	17.22	20,931	22,541	17.22	19,168	20,643	15.77
3	21,803	23,480	17.47	21,235	22,868	17.47	19,460	20,957	16.01
4	22,052	23,748	17.67	21,478	23,130	17.67	19,728	21,245	16.23
5	22,339	24,058	17.90	21,757	23,431	17.90	19,995	21,533	16.45
6	22,701	24,447	18.19	22,110	23,811	18.19	20,287	21,847	16.69
7	23,026	24,797	18.45	22,426	24,151	18.45	20,566	22,148	16.92
8	23,500	25,308	18.83	22,888	24,648	18.83	20,834	22,436	17.14
9	23,849	25,684	19.11	23,228	25,015	19.11	21,101	22,724	17.36
10	24,211	26,074	19.40	23,581	25,395	19.40	21,381	23,025	17.59
11	24,611	26,504	19.72	23,970	25,813	19.72	21,733	23,405	17.88
12	25,072	27,001	20.09	24,419	26,298	20.09	21,843	23,523	17.97
13	25,422	27,377	20.37	24,760	26,664	20.37	22,207	23,915	18.27
14	25,834	27,821	20.70	25,161	27,096	20.70	22,535	24,269	18.54
15	26,021	28,022	20.85	25,343	27,293	20.85	22,693	24,439	18.67
16	26,183	28,197	20.98	25,501	27,463	20.98	22,876	24,635	18.82
17	26,333	28,358	21.10	25,647	27,620	21.10	23,046	24,819	18.96
18	26,495	28,533	21.23	25,805	27,790	21.23	23,216	25,002	19.10
19	26,620	28,668	21.33	25,927	27,921	21.33	23,374	25,172	19.23
20	26,757	28,815	21.44	26,060	28,065	21.44	23,544	25,355	19.37
Hours/Day	6.50	7.00		6.50	7.00		6.50	7.00	
Total Days	192	192		187	187		187	187	

WHITEHALL CITY SCHOOLS
2015-2016 SALARY SCHEDULES

Appendix C

<u>YEARS</u>	<i>OFFICE EMPLOYEES CLASS I (12 MONTHS)</i>		<i>OFFICE EMPLOYEES CLASS II (9.5 MONTHS, 10 MONTHS)</i>			<i>BUS DRIVERS</i>	<i>BUS AIDES</i>
	<u>YEARLY SALARY</u>	<u>HOURLY RATE</u>	<u>YEARLY SALARY</u>	<u>YEARLY SALARY</u>	<u>HOURLY RATE</u>	<u>HOURLY RATE</u>	<u>HOURLY RATE</u>
0	40,186	19.32	28,319	31,694	18.60	20.10	15.07
1	40,726	19.58	28,669	32,086	18.83	20.35	15.27
2	41,226	19.82	29,034	32,495	19.07	20.63	15.48
3	41,766	20.08	29,415	32,921	19.32	20.92	15.71
4	42,370	20.37	29,795	33,347	19.57	21.26	15.94
5	43,014	20.68	30,176	33,773	19.82	21.67	16.18
6	43,659	20.99	30,648	34,302	20.13	22.06	16.42
7	44,221	21.26	31,150	34,864	20.46	22.43	16.64
8	45,178	21.72	31,729	35,511	20.84	22.87	16.87
9	45,864	22.05	32,201	36,040	21.15	23.31	17.10
10	46,571	22.39	32,642	36,534	21.44	23.66	17.35
11	47,237	22.71	33,160	37,113	21.78	23.77	17.63
12	47,902	23.03	33,754	37,778	22.17	23.84	17.72
13	48,506	23.32	34,180	38,255	22.45	23.94	18.03
14	49,213	23.66	34,652	38,783	22.76	24.04	18.29
15	49,525	23.81	34,880	39,039	22.91	24.14	18.45
16	49,816	23.95	35,094	39,277	23.05	24.23	18.59
17	50,066	24.07	35,276	39,482	23.17	24.28	18.74
18	50,336	24.20	35,474	39,703	23.30	24.35	18.88
19	50,544	24.30	35,596	39,840	23.38	24.41	19.01
20	50,794	24.42	35,748	40,010	23.48	24.47	19.16
Hours/Day		8.00	7.50	8.00		4.00	As Needed
Total Days		260	203	213		187	As Needed

WHITEHALL CITY SCHOOLS
2015-2016 SALARY SCHEDULES

Appendix C

YEARS	MAINTENANCE I		HEAD GROUNDSKEEPER AND HEAD MECHANIC		HEAD CUSTODIAN/ BOILER OPERATOR - HIGH SCHOOL		CUSTODIAN HIGH SCHOOL THIRD SHIFT	
	YEARLY SALARY	HOURLY RATE	YEARLY SALARY	HOURLY RATE	YEARLY SALARY	HOURLY RATE	YEARLY SALARY	HOURLY RATE
0	42,578	20.47	41,309	19.86	43,347	20.84	40,477	19.46
1	43,285	20.81	42,058	20.22	43,867	21.09	40,976	19.70
2	44,096	21.20	42,848	20.60	44,512	21.40	41,558	19.98
3	44,907	21.59	43,659	20.99	45,053	21.66	42,078	20.23
4	45,677	21.96	44,408	21.35	45,718	21.98	42,619	20.49
5	46,613	22.41	45,365	21.81	46,384	22.30	43,202	20.77
6	47,382	22.78	46,155	22.19	47,070	22.63	43,826	21.07
7	48,298	23.22	47,050	22.62	47,798	22.98	44,387	21.34
8	49,442	23.77	48,173	23.16	48,672	23.40	45,198	21.73
9	50,336	24.20	49,067	23.59	49,296	23.70	45,864	22.05
10	51,210	24.62	49,962	24.02	50,024	24.05	46,488	22.35
11	52,187	25.09	50,898	24.47	50,690	24.37	47,050	22.62
12	53,165	25.56	51,896	24.95	51,334	24.68	47,694	22.93
13	54,122	26.02	52,832	25.40	51,896	24.95	48,256	23.20
14	55,078	26.48	53,830	25.88	52,478	25.23	48,838	23.48
15	55,370	26.62	54,101	26.01	52,811	25.39	49,109	23.61
16	55,661	26.76	54,371	26.14	53,165	25.56	49,400	23.75
17	55,890	26.87	54,621	26.26	53,414	25.68	49,608	23.85
18	56,160	27.00	54,891	26.39	53,602	25.77	49,837	23.96
19	56,389	27.11	55,099	26.49	53,872	25.90	50,086	24.08
20	56,597	27.21	55,349	26.61	54,122	26.02	50,357	24.21
Hours/Day		8.00		8.00		8.00		8.00
Total Days		260		260		260		260

WHITEHALL CITY SCHOOLS
2015-2016 SALARY SCHEDULES
Appendix C

YEARS	<i>CUSTODIAN HIGH SCHOOL NIGHT CHARGE</i>		<i>HEAD CUSTODIAN - MIDDLE SCHOOL & ELEMENTARIES</i>		<i>CUSTODIAN</i>		<i>HEAD COOK 5 - 8 REGULAR COOKS</i>	
	YEARLY SALARY	HOURLY RATE	YEARLY SALARY	HOURLY RATE	YEARLY SALARY	HOURLY RATE	YEARLY SALARY	HOURLY RATE
0	41,101	19.76	40,414	19.43	39,166	18.83	22,094	18.08
1	41,683	20.04	40,872	19.65	39,645	19.06	22,338	18.28
2	42,224	20.30	41,330	19.87	40,061	19.26	22,570	18.47
3	42,827	20.59	41,808	20.10	40,539	19.49	22,815	18.67
4	43,347	20.84	42,245	20.31	40,976	19.70	23,022	18.84
5	43,992	21.15	42,848	20.60	41,558	19.98	23,218	19.00
6	44,741	21.51	43,493	20.91	42,078	20.23	23,511	19.24
7	45,302	21.78	44,034	21.17	42,619	20.49	23,756	19.44
8	46,176	22.20	44,595	21.44	43,347	20.84	24,147	19.76
9	46,862	22.53	45,427	21.84	43,930	21.12	24,367	19.94
10	47,528	22.85	45,989	22.11	44,512	21.40	24,623	20.15
11	48,131	23.14	46,550	22.38	45,053	21.66	24,770	20.27
12	48,838	23.48	47,112	22.65	45,552	21.90	24,880	20.36
13	49,379	23.74	47,694	22.93	46,155	22.19	24,978	20.44
14	49,878	23.98	48,194	23.17	46,696	22.45	25,088	20.53
15	50,211	24.14	48,547	23.34	47,029	22.61	25,198	20.62
16	50,544	24.30	48,880	23.50	47,341	22.76	25,308	20.71
17	50,773	24.41	49,130	23.62	47,611	22.89	25,381	20.77
18	51,002	24.52	49,358	23.73	47,819	22.99	25,466	20.84
19	51,230	24.63	49,587	23.84	48,090	23.12	25,528	20.89
20	51,480	24.75	49,837	23.96	48,298	23.22	25,564	20.92
Hours/Day		8.00		8.00		8.00		6.50
Total Days		260		260		260		188

**WHITEHALL CITY SCHOOLS
2015-2016 SALARY SCHEDULES**

Appendix C

<u>YEARS</u>	<i>HEAD COOK 3 - 4 REGULAR COOKS</i>		<i>HEAD COOK 1 - 2 REGULAR COOKS</i>		<i>FULL-TIME ASST. COOK 6.5 HOUR</i>		<i>PART-TIME ASSISTANT COOK 4 HOUR (or less)</i>	
	<u>YEARLY SALARY</u>	<u>HOURLY RATE</u>	<u>YEARLY SALARY</u>	<u>HOURLY RATE</u>	<u>YEARLY SALARY</u>	<u>HOURLY RATE</u>	<u>YEARLY SALARY</u>	<u>HOURLY RATE</u>
0	21,923	17.94	21,788	17.83	21,031	17.21	12,641	16.81
1	22,179	18.15	22,045	18.04	21,251	17.39	12,716	16.91
2	22,338	18.28	22,216	18.18	21,422	17.53	12,837	17.07
3	22,619	18.51	22,338	18.28	21,617	17.69	12,927	17.19
4	22,815	18.67	22,570	18.47	21,788	17.83	13,047	17.35
5	22,998	18.82	22,717	18.59	22,008	18.01	13,160	17.50
6	23,206	18.99	22,888	18.73	22,155	18.13	13,258	17.63
7	23,475	19.21	23,120	18.92	22,314	18.26	13,378	17.79
8	23,756	19.44	23,389	19.14	22,668	18.55	13,566	18.04
9	23,939	19.59	23,621	19.33	22,851	18.70	13,664	18.17
10	24,183	19.79	23,780	19.46	23,010	18.83	13,754	18.29
11	24,306	19.89	23,927	19.58	23,194	18.98	13,882	18.46
12	24,440	20.00	24,073	19.70	23,291	19.06	13,950	18.55
13	24,489	20.04	24,147	19.76	23,365	19.12	13,987	18.60
14	24,709	20.22	24,293	19.88	23,487	19.22	14,085	18.73
15	24,794	20.29	24,379	19.95	23,621	19.33	14,145	18.81
16	24,880	20.36	24,489	20.04	23,743	19.43	14,220	18.91
17	24,953	20.42	24,574	20.11	23,780	19.46	14,250	18.95
18	25,014	20.47	24,672	20.19	23,829	19.50	14,288	19.00
19	25,100	20.54	24,733	20.24	23,915	19.57	14,333	19.06
20	25,161	20.59	24,794	20.29	24,000	19.64	14,378	19.12
Hours/Day		6.50		6.50		6.50		4.00
Total Days		188		188		188		188

**WHITEHALL CITY SCHOOLS
2015-2016 SALARY SCHEDULES**

Appendix C

<u>YEARS</u>	<i>HEALTH AIDE, LIBRARY AIDE, & EDUCATIONAL AIDE I</i>						<i>EDUCATIONAL AIDE II</i>		
	<u>YEARLY SALARY</u>	<u>YEARLY SALARY</u>	<u>HOURLY RATE</u>	<u>YEARLY SALARY</u>	<u>YEARLY SALARY</u>	<u>HOURLY RATE</u>	<u>YEARLY SALARY</u>	<u>YEARLY SALARY</u>	<u>HOURLY RATE</u>
0	21,391	23,036	17.14	20,834	22,436	17.14	19,059	20,525	15.68
1	21,665	23,332	17.36	21,101	22,724	17.36	19,290	20,774	15.87
2	21,927	23,614	17.57	21,356	22,999	17.57	19,557	21,062	16.09
3	22,239	23,950	17.82	21,660	23,326	17.82	19,849	21,376	16.33
4	22,501	24,232	18.03	21,915	23,601	18.03	20,129	21,677	16.56
5	22,788	24,541	18.26	22,195	23,902	18.26	20,396	21,965	16.78
6	23,150	24,931	18.55	22,548	24,282	18.55	20,688	22,279	17.02
7	23,487	25,294	18.82	22,876	24,635	18.82	20,980	22,593	17.26
8	23,974	25,818	19.21	23,350	25,146	19.21	21,247	22,881	17.48
9	24,324	26,195	19.49	23,690	25,512	19.49	21,527	23,182	17.71
10	24,698	26,598	19.79	24,055	25,905	19.79	21,806	23,483	17.94
11	25,097	27,028	20.11	24,444	26,324	20.11	22,171	23,876	18.24
12	25,572	27,539	20.49	24,906	26,821	20.49	22,280	23,994	18.33
13	25,921	27,915	20.77	25,246	27,188	20.77	22,645	24,387	18.63
14	26,358	28,385	21.12	25,671	27,646	21.12	22,985	24,753	18.91
15	26,532	28,573	21.26	25,842	27,829	21.26	23,143	24,923	19.04
16	26,707	28,762	21.40	26,012	28,013	21.40	23,338	25,133	19.20
17	26,869	28,936	21.53	26,170	28,183	21.53	23,508	25,316	19.34
18	27,019	29,098	21.65	26,316	28,340	21.65	23,678	25,499	19.48
19	27,156	29,245	21.76	26,449	28,484	21.76	23,848	25,683	19.62
20	27,294	29,393	21.87	26,583	28,628	21.87	24,018	25,866	19.76
Hours/Day	6.50	7.00		6.50	7.00		6.50	7.00	
Total Days	192	192		187	187		187	187	

WHITEHALL CITY SCHOOLS
2016-2017 SALARY SCHEDULES

Appendix D

YEARS	OFFICE EMPLOYEES CLASS I (12 MONTHS)		OFFICE EMPLOYEES CLASS II (9.5 MONTHS)(10 MONTHS)			BUS DRIVERS	BUS AIDES
	YEARLY SALARY	HOURLY RATE	YEARLY SALARY	YEARLY SALARY	HOURLY RATE	HOURLY RATE	HOURLY RATE
0	41,080	19.75	28,958	32,410	19.02	20.55	15.41
1	41,642	20.02	29,323	32,819	19.26	20.81	15.61
2	42,141	20.26	29,689	33,228	19.50	21.09	15.83
3	42,702	20.53	30,069	33,654	19.75	21.39	16.06
4	43,326	20.83	30,465	34,097	20.01	21.74	16.30
5	43,971	21.14	30,846	34,523	20.26	22.16	16.55
6	44,637	21.46	31,348	35,085	20.59	22.56	16.79
7	45,219	21.74	31,851	35,648	20.92	22.93	17.02
8	46,176	22.20	32,429	36,295	21.30	23.38	17.25
9	46,904	22.55	32,932	36,858	21.63	23.83	17.49
10	47,611	22.89	33,388	37,369	21.93	24.20	17.74
11	48,298	23.22	33,906	37,948	22.27	24.30	18.02
12	48,963	23.54	34,500	38,613	22.66	24.38	18.12
13	49,587	23.84	34,941	39,107	22.95	24.48	18.43
14	50,336	24.20	35,444	39,669	23.28	24.58	18.70
15	50,648	24.35	35,672	39,925	23.43	24.68	18.86
16	50,939	24.49	35,885	40,163	23.57	24.78	19.01
17	51,210	24.62	36,068	40,368	23.69	24.83	19.16
18	51,459	24.74	36,266	40,589	23.82	24.89	19.30
19	51,688	24.85	36,403	40,743	23.91	24.96	19.44
20	51,938	24.97	36,540	40,896	24.00	25.02	19.59
Hours/Day		8.00	7.50	8.00		Based on Routes	Based on Routes
Total Days		260	203	213		187	187

WHITEHALL CITY SCHOOLS
2016-2017 SALARY SCHEDULES

Appendix D

YEARS	MAINTENANCE I		HEAD GROUNDSKEEPER AND HEAD MECHANIC		HEAD CUSTODIAN/ BOILER OPERATOR - HIGH SCHOOL		CUSTODIAN HIGH SCHOOL THIRD SHIFT	
	YEARLY SALARY	HOURLY RATE	YEARLY SALARY	HOURLY RATE	YEARLY SALARY	HOURLY RATE	YEARLY SALARY	HOURLY RATE
0	43,534	20.93	42,245	20.31	44,304	21.30	41,392	19.90
1	44,262	21.28	42,994	20.67	44,845	21.56	41,912	20.15
2	45,094	21.68	43,826	21.07	45,510	21.88	42,494	20.43
3	45,926	22.08	44,637	21.46	46,072	22.15	43,014	20.68
4	46,696	22.45	45,406	21.83	46,738	22.47	43,576	20.95
5	47,653	22.91	46,384	22.30	47,424	22.80	44,179	21.24
6	48,464	23.30	47,195	22.69	48,131	23.14	44,803	21.54
7	49,400	23.75	48,110	23.13	48,880	23.50	45,386	21.82
8	50,544	24.30	49,254	23.68	49,774	23.93	46,197	22.21
9	51,459	24.74	50,170	24.12	50,398	24.23	46,904	22.55
10	52,354	25.17	51,085	24.56	51,147	24.59	47,549	22.86
11	53,352	25.65	52,042	25.02	51,834	24.92	48,110	23.13
12	54,371	26.14	53,082	25.52	52,499	25.24	48,776	23.45
13	55,349	26.61	54,038	25.98	53,082	25.52	49,358	23.73
14	56,326	27.08	55,037	26.46	53,643	25.79	49,920	24.00
15	56,618	27.22	55,328	26.60	54,018	25.97	50,211	24.14
16	56,909	27.36	55,598	26.73	54,371	26.14	50,502	24.28
17	57,158	27.48	55,869	26.86	54,600	26.25	50,731	24.39
18	57,429	27.61	56,118	26.98	54,808	26.35	50,960	24.50
19	57,658	27.72	56,347	27.09	55,078	26.48	51,230	24.63
20	57,866	27.82	56,597	27.21	55,349	26.61	51,480	24.75
Hours/Day		8.00		8.00		8.00		8.00
Total Days		260		260		260		260

WHITEHALL CITY SCHOOLS
2016-2017 SALARY SCHEDULES

Appendix D

YEARS	<i>CUSTODIAN HIGH SCHOOL NIGHT CHARGE</i>		<i>HEAD CUSTODIAN - MIDDLE SCHOOL & ELEMENTARIES</i>		<i>CUSTODIAN</i>		<i>HEAD COOK 5 - 8 REGULAR COOKS</i>	
	YEARLY SALARY	HOURLY RATE	YEARLY SALARY	HOURLY RATE	YEARLY SALARY	HOURLY RATE	YEARLY SALARY	HOURLY RATE
0	42,016	20.20	41,330	19.87	40,061	19.26	22,595	18.49
1	42,619	20.49	41,787	20.09	40,539	19.49	22,839	18.69
2	43,181	20.76	42,266	20.32	40,976	19.70	23,071	18.88
3	43,805	21.06	42,744	20.55	41,454	19.93	23,328	19.09
4	44,304	21.30	43,202	20.77	41,912	20.15	23,548	19.27
5	44,990	21.63	43,826	21.07	42,494	20.43	23,743	19.43
6	45,739	21.99	44,470	21.38	43,014	20.68	24,049	19.68
7	46,322	22.27	45,032	21.65	43,576	20.95	24,293	19.88
8	47,216	22.70	45,614	21.93	44,304	21.30	24,684	20.20
9	47,923	23.04	46,446	22.33	44,907	21.59	24,917	20.39
10	48,589	23.36	47,029	22.61	45,510	21.88	25,185	20.61
11	49,213	23.66	47,590	22.88	46,072	22.15	25,332	20.73
12	49,920	24.00	48,173	23.16	46,592	22.40	25,442	20.82
13	50,482	24.27	48,776	23.45	47,195	22.69	25,540	20.90
14	51,002	24.52	49,275	23.69	47,736	22.95	25,650	20.99
15	51,334	24.68	49,650	23.87	48,090	23.12	25,760	21.08
16	51,688	24.85	49,982	24.03	48,422	23.28	25,882	21.18
17	51,917	24.96	50,232	24.15	48,672	23.40	25,955	21.24
18	52,166	25.08	50,461	24.26	48,901	23.51	26,029	21.30
19	52,374	25.18	50,710	24.38	49,171	23.64	26,102	21.36
20	52,645	25.31	50,960	24.50	49,400	23.75	26,139	21.39
Hours/Day		8.00		8.00		8.00		6.50
Total Days		260		260		260		188

WHITEHALL CITY SCHOOLS
2016-2017 SALARY SCHEDULES

Appendix D

YEARS	<i>HEAD COOK 3 - 4 REGULAR COOKS</i>		<i>HEAD COOK 1 - 2 REGULAR COOKS</i>		<i>FULL-TIME ASST. COOK 6.5 HOUR</i>		<i>PART-TIME ASSISTANT COOK 4 HOUR (or less)</i>	
	YEARLY SALARY	HOURLY RATE	YEARLY SALARY	HOURLY RATE	YEARLY SALARY	HOURLY RATE	YEARLY SALARY	HOURLY RATE
0	22,424	18.35	22,277	18.23	21,507	17.60	12,927	17.19
1	22,680	18.56	22,534	18.44	21,727	17.78	13,002	17.29
2	22,839	18.69	22,717	18.59	21,910	17.93	13,130	17.46
3	23,132	18.93	22,839	18.69	22,106	18.09	13,213	17.57
4	23,328	19.09	23,071	18.88	22,277	18.23	13,340	17.74
5	23,524	19.25	23,230	19.01	22,497	18.41	13,461	17.90
6	23,731	19.42	23,401	19.15	22,656	18.54	13,551	18.02
7	24,000	19.64	23,633	19.34	22,815	18.67	13,679	18.19
8	24,293	19.88	23,915	19.57	23,181	18.97	13,867	18.44
9	24,477	20.03	24,147	19.76	23,365	19.12	13,972	18.58
10	24,721	20.23	24,318	19.90	23,536	19.26	14,062	18.70
11	24,855	20.34	24,464	20.02	23,719	19.41	14,190	18.87
12	24,990	20.45	24,623	20.15	23,817	19.49	14,265	18.97
13	25,039	20.49	24,684	20.20	23,890	19.55	14,303	19.02
14	25,259	20.67	24,843	20.33	24,012	19.65	14,401	19.15
15	25,357	20.75	24,929	20.40	24,147	19.76	14,468	19.24
16	25,442	20.82	25,039	20.49	24,281	19.87	14,536	19.33
17	25,515	20.88	25,124	20.56	24,318	19.90	14,574	19.38
18	25,576	20.93	25,222	20.64	24,367	19.94	14,611	19.43
19	25,662	21.00	25,283	20.69	24,452	20.01	14,656	19.49
20	25,735	21.06	25,357	20.75	24,538	20.08	14,702	19.55
Hours/Day		6.50		6.50		6.50		4.00
Total Days		188		188		188		188

WHITEHALL CITY SCHOOLS
2016-2017 SALARY SCHEDULES

Appendix D

YEARS	<i>HEALTH AIDE, LIBRARY AIDE, & EDUCATIONAL AIDE I</i>						<i>EDUCATIONAL AIDE II</i>		
	YEARLY SALARY	YEARLY SALARY	HOURLY RATE	YEARLY SALARY	YEARLY SALARY	HOURLY RATE	YEARLY SALARY	YEARLY SALARY	HOURLY RATE
0	21,865	23,547	17.52	21,296	22,934	17.52	19,484	20,983	16.03
1	22,152	23,856	17.75	21,575	23,235	17.75	19,715	21,232	16.22
2	22,414	24,138	17.96	21,830	23,510	17.96	19,995	21,533	16.45
3	22,739	24,488	18.22	22,146	23,850	18.22	20,299	21,860	16.70
4	23,001	24,770	18.43	22,402	24,125	18.43	20,578	22,161	16.93
5	23,300	25,092	18.67	22,693	24,439	18.67	20,858	22,462	17.16
6	23,675	25,496	18.97	23,058	24,832	18.97	21,150	22,777	17.40
7	24,024	25,872	19.25	23,398	25,198	19.25	21,454	23,104	17.65
8	24,511	26,396	19.64	23,872	25,709	19.64	21,721	23,392	17.87
9	24,873	26,786	19.93	24,225	26,088	19.93	22,013	23,706	18.11
10	25,247	27,189	20.23	24,590	26,481	20.23	22,304	24,020	18.35
11	25,659	27,633	20.56	24,991	26,913	20.56	22,669	24,413	18.65
12	26,146	28,157	20.95	25,465	27,424	20.95	22,778	24,531	18.74
13	26,508	28,547	21.24	25,817	27,803	21.24	23,155	24,936	19.05
14	26,944	29,017	21.59	26,243	28,261	21.59	23,496	25,303	19.33
15	27,132	29,219	21.74	26,425	28,458	21.74	23,666	25,486	19.47
16	27,306	29,407	21.88	26,595	28,641	21.88	23,860	25,696	19.63
17	27,468	29,581	22.01	26,753	28,811	22.01	24,030	25,879	19.77
18	27,631	29,756	22.14	26,911	28,981	22.14	24,213	26,075	19.92
19	27,768	29,904	22.25	27,045	29,125	22.25	24,383	26,259	20.06
20	27,905	30,052	22.36	27,179	29,269	22.36	24,553	26,442	20.20
Hours/Day	6.50	7.00		6.50	7.00		6.50	7.00	
Total Days	192	192		187	187		187	187	

