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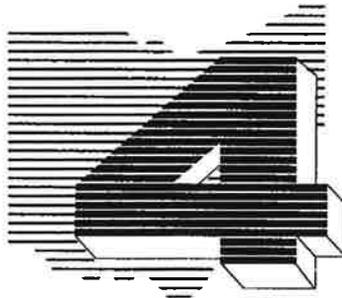
AGREEMENT BETWEEN

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

AND

OAPSE/AFSCME LOCAL 4, AFL-CIO,

AND ITS LOCAL #447



OAPSE/AFSCME Local 4/AFL-CIO

July 1, 2014 through June 30, 2017

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ARTICLE 1
RECOGNITION

1.1 The Board of Education of the Fort Frye Local School District, hereinafter called the "Board," recognizes the Ohio Association of Public School Employees/AFSCME Local 4, AFL-CIO and the Fort Frye Employees Association, OAPSE Local #447, hereinafter called the "Union," as the sole and exclusive bargaining representative for all regular non-teaching employees in the following positions:

1. Bus Driver
2. High School Head Custodian
Elementary Head Custodian
Fireman Custodian
Custodian
Elementary Afternoon Custodian
3. Maintenance Specialist
4. Mechanic
5. High School Secretary
Elementary Secretary
6. Educational Assistant
Paraprofessional Aide
7. Head Cook/Food Service Coordinator
Head Cook
Cook
Cashier/Cook's Helper
8. Payroll Clerk
9. Transportation Coordinator

hereinafter called "employees."

1.2 The following positions are excluded from the bargaining unit:

- Superintendent
- Treasurer
- Maintenance Supervisor
- Secretary to the Superintendent
- Assistant Treasurer
- EMIS Coordinator

1.3 Should a new classification or position be created during the term of this Agreement, and should a dispute arise between the parties as to whether the classification or position shall be included in the bargaining unit, the parties shall meet in an attempt to resolve the issue. If the parties fail to reach agreement, the issue will be referred to the State Employment Relations Board for a decision.

- 1.4 Management Rights – Except as specifically limited by explicit provisions of this Agreement, the Board shall have the exclusive rights to: manage the operations, control the premises, direct the working forces, and maintain efficiency of operations. Specifically, the Board’s exclusive management rights include, but are not limited to, the sole right: to hire, discipline and discharge for just cause, to lay off and promote; to promulgate and enforce reasonable rules and regulations; to reorganize, discontinue or enlarge any department or division; to transfer employees (including the assignment and allocation of work) within departments or other departments; to introduce new and/or improved equipment, methods and/or facilities; to assign employees to determine the number of employees; and to determine the duties to be performed, the qualifications required and the areas worked, subject only to the restrictions and regulations governing the exercises of these rights as are expressly provided herein. Throughout this Agreement, a reference to the “Board” includes the Board, Superintendent and Treasurer.

ARTICLE 2
STANDARD WORK WEEK AND OVERTIME

- 2.1. The regular work week for an eight (8) hour per day employee shall be forty (40) hours Monday through Friday.
- 2.2. All hours worked in excess of eight (8) hours in one (1) day or forty (40) hours in one (1) week shall be paid at the rate of time and one-half (1-1/2) or compensatory time will be offered in accordance with Article 14, Section 14.4 of this Agreement. The premium rate for hours worked in excess of eight (8) in one (1) day shall apply to employees contracted to work 8-hour days, five (5) days per week; for all other employees the premium rate shall apply only to hours worked in excess of forty (40) in one (1) week. For the purpose of computing overtime, the standard work week shall be 12:01 a.m. Sunday through 12:00 p.m. Saturday.

All hours including paid holidays, sick leave, calamity days, and personal leave are to be included in the 40-hour work week.
- 2.3. No combination of individual employee contracts shall exceed forty (40) hours per week.
- 2.4. All hours worked on a paid holiday shall be paid at time and one-half plus regular holiday pay.
- 2.5. Supervisors will rotate overtime work as equally as possible within each classification.

ARTICLE 3
SENIORITY

- 3.1 Seniority is defined as the length continuous service as a bargaining unit employee. An unpaid leave shall not constitute a break in seniority. Any period of unpaid leave will count toward accumulated seniority, except that an employee on unpaid status for all of his or her contract year will not be credited with seniority for that year.
- 3.2 Seniority shall be determined in the following order:
- a. Date employee started to work in a regular position;
 - b. Date employment is acted upon by the Board;
 - c. In case of a tie, seniority shall be determined by lot with representatives of the Union and the Board present.

ARTICLE 4
JOB BIDDING PROCEDURES

- 4.1. When an employee resigns, retires, is terminated, non-renewed, or is promoted out of the bargaining unit, and the Administration determines that the position held by that bargaining unit member must be filled, the position shall be deemed a vacancy subject to the provisions of this Article.
- 4.2. All vacancies and new positions shall be posted for seven (7) calendar days (ref. 4.1). Vacancies occurring prior to January 1 of each year will be filled within forty-five (45) working days. All vacancies occurring after January 1 of each year shall be filled prior to the beginning of the next contractual year. All new employees to the District will be subject to a 6-month probation/training period. The immediate administrator will conduct an evaluation at the end of 90 days employment.
- 4.3. Summer procedures for notice of vacancies will be to email the list of vacancies and send a robo call to all bargaining unit members. After July 1, postings of vacancies will observe a fast track which allows the administration to interview and recommend employment without following the 7-day posting requirements as contained in Section 4.2. The summer fast track shall be defined as four (4) working days.
- 4.4. The President of the Association will be notified in writing of all vacancies and new positions.
- 4.5. The position will be awarded from among the employees who bid on the position, in the following order:
 - A. The employee from the classification series in which the vacancy exists who possesses the most seniority (see 4.7 for exceptions).
 - B. The qualified applicant from all other classification series who possesses the most seniority (see 4.7 for exceptions).
 - C. Should there be no applicants from within the classification series in which the vacancy exists nor qualified applicants from other classifications, the Employer may fill the position by hiring a new employee.
 - D. Employees in job classification changes shall be subject to a forty-working-day probation/training period. After twenty (20) working days of the forty (40) day probationary period, one administrator will do an evaluation of the person in the new position to allow the employee time to improve any areas of concern prior to the end of the forty (40) day working day period. Employees who do not successfully complete the probationary period shall be returned to their previous position without any loss of seniority in their previous classification or series.

4.6 For the purpose of this Section, classification series, and positions within classification series, will consist of the following:

<u>Classification Series</u>	<u>Positions within Classification Series</u>
Transportation	Bus Drivers Transportation Coordinator
Custodial	High School Head Custodian Elementary Head Custodian Fireman Custodian Custodian Afternoon Elementary Custodian
Maintenance	Maintenance Specialist Maintenance
Mechanic	Mechanic
Secretarial	High School Secretary Elementary Secretary
Education	Educational Assistant Paraprofessional Aide
Cafeteria	Head Cook/Food Service Coordinator Head Cook Cook Cashier/Cook Helper
Payroll	Payroll Clerk

Note: New position of Head Cook/Food Service Coordinator shall be paid as follows: Base of Head Cook + 10%.

4.7 No employee will be prohibited from bidding on any vacant position. For employees bidding within or into the classification to Transportation Coordinator (one position), Head Cook (two positions), Head Cook/Food Service Coordinator (one position), High School Head Custodian (one position), and Elementary Head Custodian (three positions), seniority will be considered but will not be the sole determinative factor in awarding the position.

4.8 Employee shall have thirty (30) working days to decide to remain in a new position in a different classification or retain his or her former position.

Employee shall have ten (10) working days to decide to remain in a new position in the same classification or retain his or her former position.

- 4.9 The Board shall make available to the Union a current seniority list of all employees once each school year, by October 1st.
- 4.10 Upon passage, Instructional Aides (Paraprofessionals) will be reimbursed the cost of taking the paraprofessional test.
- 4.11 The district shall be responsible for the renewal fees for mandatory background checks, drug tests, certifications, and any other screening required for continued employment for employees with five (5) years or more of seniority.

ARTICLE 5
LAYOFF AND RECALL PROCEDURES

- 5.1 When it becomes necessary to reduce the number of employees in the bargaining unit, the following layoff procedure shall be followed:
- a. The Board shall determine in which classifications the layoffs are to occur.
 - b. Reduction in the work force will occur by laying off the least senior employee in the affected classification, or offering the option of a voluntary layoff.
 - c. In the event of a building closure, affected employees shall have the right to bump and displace a less senior employee within the same affected classification.
 - d. No new employee shall be hired into a classification while there is still an employee in that classification laid off.
 - e. In order to avoid layoff of an employee, the Board may reduce the number of hours an employee works per day. The Board shall select the employee with the least seniority in a classification or building.
 - f. If a vacancy occurs in another classification the employee on a layoff list (voluntary or mandatory) will be offered the job if qualified.
- 5.2 While on layoff, an employee shall have the option to remain an active participant in any group insurance program offered by the Board by paying the full premium of such insurance under COBRA for eighteen (18) months.
- 5.3 An employee who is laid off shall remain on the recall list for twenty-four (24) months after the effective date of layoff unless he or she fails to report to work in a position that he or she accepted within fourteen (14) days of the notice of recall by registered or certified mail.

ARTICLE 6
GRIEVANCE PROCEDURE

- 6.1 A grievance is an alleged violation, misinterpretation or misapplication of this Agreement.
- 6.2 A grievant shall mean an employee, or group of employees, alleging that a grievance has occurred. A grievance alleged to be a "group" grievance shall have arisen out of the same or similar circumstances affecting each member of the group.
- 6.3 No reprisals will be taken against any employee who participates in the grievance procedure. All proceedings shall be handled in a confidential manner.
- 6.4 A day shall mean a day on which the District's central office is open for business. The number of days indicated at each level shall be considered as maximum and shall not be exceeded.
- a. Lack of adherence to time limits by the grievant shall result in a waiver of the right to proceed unless otherwise mutually agreed by the parties.
 - b. At each level of the grievance procedure, if a written response is not received within the specified time limit, the grievance shall automatically advance to the next level, except arbitration.
- 6.5 No grievant may be represented by any labor organization other than the Union in this grievance procedure.
- 6.6 No grievant shall be denied the right to Union representation in any of the levels listed below, but representation at Level One shall be limited to representation by an employee of the District.
- 6.7 A grievance may be withdrawn at any level without prejudice or record.
- 6.8 Copies of all written responses to grievances shall be sent to the grievant, the Union President, and the grievant's Union representative.
- 6.9 Forms for processing grievances shall be made available through all administrative offices in each building, the central administration building, and through designated officials of the Union.
- 6.10 Level One - Informal
- An employee must, within ten (10) working days of the date he or she knew, or should have known, of an occurrence which gives rise to a grievance, discuss the matter with his or her immediate supervisor or building principal in an attempt to reach an informal resolution.

6.11 Level Two - Formal

- A. If the informal discussion does not resolve the grievance to the satisfaction of the employee, a signed written grievance may be filed with the employee's immediate supervisor or building principal within ten (10) days following the discussion at Level One. Prior to filing, the grievance must be reviewed by the Union's grievance committee. The grievance shall be on a standard form supplied by the Board and shall contain a statement of the facts upon which the grievance is based and a reference to the specific provision(s) of this Agreement allegedly violated, misinterpreted, or misapplied. Upon written request, a meeting shall be conducted within ten (10) working days after receipt of the grievance. The grievant shall be advised in writing of the time, place, and date of the meeting with a forty-eight (48) hour advance notice.
- B. The immediate supervisor or building principal shall respond to the grievance within five (5) days after receipt of the grievance, or, if a meeting is requested, within five (5) days after the meeting. The action taken and the reasons for the action shall be reduced to writing.

6.12 Level Three - Formal

- A. If the action by the immediate supervisor or building principal does not resolve the grievance, the employee may appeal in writing to the Superintendent within five (5) days of receipt of the immediate supervisor's or building principal's written response. Upon request, a meeting shall be conducted by the Superintendent within ten (10) days after receipt of the grievance. The grievant shall be advised in writing of the time, place, and date of the meeting with a forty-eight (48) hour advance notice.
- B. The Superintendent shall respond to the grievance within five (5) days after receipt of the appeal, or, if a meeting is requested, within five (5) days after the meeting. The action taken and the reasons for the action shall be reduced to writing.

6.13 Level Four – Board Action

- A. If the action by the Superintendent does not resolve the grievance, the Union President shall refer the grievance in writing to the Board within ten (10) working days of receipt of the Superintendent's action for consideration. The appeal shall be filed with the Superintendent who shall notify the Board of the request. The appeal shall be placed on the Board's agenda for the next regularly scheduled Board meeting. The Board President shall respond in writing to the Union within five (5) working days of the Board's action. The Union's deadline for appealing to grievance mediation will be within five (5) working days of receipt of the Board President's written response.

6.14 Level Five – Grievance Mediation

If the grievance is not satisfactorily resolved in the manner provided for at Level Four (4) the parties shall jointly request the Federal Mediation and Conciliation Service (FMCS) to appoint a mediator to conduct a grievance mediation session. The mediator shall attempt to resolve the dispute and may make recommendations to the parties regarding the settlement of the dispute. The recommendations of the mediator are not final or binding and any settlement of the grievance at this step shall be based upon the mutual agreement of the parties. In the event the grievance is not resolved through the mediation process the Union reserves the right to advance the grievance to binding arbitration.

6.15 Level Six - Formal Action with Arbitration

- A. If the grievance is not resolved by the response of the Board at Level Five (5) of the grievance procedure, the Union President may appeal after a second review of the grievance committee and an optional second review of the Board within ten (10) calendar days of receipt of the Board's response, to arbitration by filing notice in writing with the Treasurer that the issue is to be submitted to arbitration.
- B. The arbitrator shall be selected in accordance with the Voluntary Labor Arbitration Rules of the American Arbitration Association (AAA). Either party shall have the option of requesting a second list. Information submitted to the arbitrator shall be confined to the information and positions related in the lower levels of the grievance proceedings relative to the parties concerned.
- C. The arbitrator shall have no power to alter, add to, or subtract from the terms of this Agreement, nor to make any award which is inconsistent with the terms of this Agreement or contrary to law.
- D. The arbitrator's decision shall be binding upon the parties.
- E. Each party shall bear its own expenses; however, the AAA's administrative fee and the arbitrator's fee shall be split equally by the Board and the Union. Any cancellation fees assessed shall be the sole responsibility of the party seeking the cancellation unless it is mutually agreed that the hearing shall be cancelled (if so, costs shall be split).

ARTICLE 7
DISCIPLINE PROCEDURE

7.1 No employee shall be subject to disciplinary action except for the grounds stated in this Agreement. The Board may take disciplinary action against an employee only for just cause. However, this just cause provision shall not apply to employees until after the award of a continuing contract under Ohio Revised Code Section 3319.081. The Board may, after the initial one (1) year contract issued under Section 3319.081, issue a second one (1) year contract with written reasons for improvement. The employee will become eligible for a continuing contract after completion of the two (2) year contract issued under Section 3319.081. An employee may not be disciplined for action on his or her own personal time that does not reflect directly on the District or does not violate any State or Federal statute. Forms of disciplinary action are:

- A. Verbal warning.
- B. Written Reprimand.
- C. Suspension without pay for up to five (5) days.
- D. Discharge.

A conference is to be held with the employee's immediate administrator at levels A and B and with the Superintendent AND the immediate supervisor at Levels C and D.

7.2 Incompetence, inefficiency, dishonesty, drunkenness, immoral conduct, insubordination, discourteous treatment of the public, neglect of duty, absence without leave, failure to observe written standards of conduct or any other acts of misfeasance, malfeasance, or nonfeasance shall be grounds for disciplinary action.

7.3 Except in extreme instances where the employee is found guilty of gross misconduct, discipline will be applied in a progressive and uniform manner. Progressive discipline shall take into account the nature of the violation, the employee's disciplinary record, and the employee's record of performance.

7.4 Any time the Board has reason to discipline an employee, it shall be done in a manner that will not embarrass the employee before other employees or the public. In the event of a discharge, the Board itself will implement the disciplinary decision and it is mutually recognized that such action must by law occur in public session.

7.5 Whenever the Board determines that an employee may be subject to discipline under C or D in Section 7.1 of this Article, a pre-disciplinary conference will be scheduled. The employee shall be notified in writing at least three (3) days in advance of the conference. The conference itself will be held no sooner than three (3) days following notice to the employee. The notice shall contain the following information:

- A. Time, date, and location of the conference.
- B. That the employee may decline the conference.
- C. That failure to appear will result in a waiver of the employee's right to a conference.

7.6 Nothing in this Article prevents the Board from immediately suspending an employee where, in the Board's judgment, such action is necessary for the safety or welfare of students, staff, or school property.

7.7 This Article supersedes Ohio Revised Code Section 3319.081(C).

7.8 BCII CHECK

If a person is under final consideration for employment he or she shall submit to a Bureau of Criminal Identification and Investigation (BCII) check as provided under Board policy. The Board may employ an applicant conditionally until the criminal records check is completed and the Board receives the result. If the result indicates that the applicant does not qualify for employment, the Board shall release the applicant from employment immediately.

ARTICLE 8
SICK LEAVE

- 8.1 Each employee shall accumulate sick leave as provided under Ohio Revised Code Section 3319.141 at the rate of one and one-fourth (1-1/4) days per month (prorated on the basis of such part-time service). All new employees shall be granted five (5) days of sick leave credit to be applied in case of illness. The Board may grant an advancement of ten (10) days for the first year if/when in its judgment the situation warrants such action. Any advancement shall be repayable at the rate of one and one-fourth (1-1/4) days per month. A physician's certificate of illness shall be required to be considered for any ten (10) day advancement.

New employees shall provide a certified record of their accumulated sick leave from their former employer. New employees transferring from another Ohio public agency or school district shall be credited with the unused balance of accumulated sick leave as certified by the former employer, provided that their employment by the Board takes place within ten (10) years of the date of last termination from public service.

The employee is required to furnish a written, signed statement on forms prescribed by the Board when using sick leave. When more than five (5) consecutive sick days are used, a licensed physician's release shall be required before returning to work. Falsification of a statement is grounds for suspension or termination of employment under Ohio Revised Code Section 3319.141.

Sick leave may be used for personal illness, injury, exposure to contagious disease and illness or death in the employee's immediate family. Immediate family is defined as spouse, children (step), grandchildren, father (step), mother (step), grandparents, father-in-law, mother-in-law, brother, sister, brother-in-law, sister-in-law, and anyone who resides within the employee's household and for whom the employee is responsible. In the case of illness within the immediate family, if more than three (3) consecutive days are used, a physician's statement may be required to verify the need of the employee's presence.

Sick leave shall be accumulated up to 200 days. Additional accumulated days shall be added in accordance to the following statement: Every school year with two (2) days absences or less shall equal an additional two (2) days accumulated leave, after 195 days have been accumulated. These days shall not exceed 210 days. The days will be added during the first pay period of August each year.

Principals shall periodically review the use of sick leave of all employees working under their supervision. If the review indicates that an employee's use of sick leave is excessive, questionable, or not in accordance with the sick leave policy, then the principal shall write a report of the review and furnish a copy to the employee. If attendance practices do not improve, a certificate from a physician may be required for all future absences. Any employee who misuses sick leave shall be subject to disciplinary action.

- 8.2 Family Hardship Leave - Sick leave will be granted for death and/or illness outside the immediate family as defined by Section 8.1 of this article provided it is recommended by the principal and approved by the Superintendent. Family hardship leave is limited to three (3) days per school year.
- 8.3 Severance Pay - Employees with at least five (5) years of service in the District shall at the time of service retirement be entitled to severance pay. Severance shall be defined to mean having officially applied and been approved by SERS for retirement benefits.

Retirement shall be applied for within sixty (60) days of the date of retirement from the District to draw severance pay. The retiree shall be paid for one-half (1/2) of unused accumulated sick leave days computed at the actual rate of pay earned for a day's work, excluding extended service or pay for additional duties according to the table below:

YEARS IN DISTRICT	MAXIMUM DAYS
6 - 10	60
11 - 19	70
20 +	85

- 8.4 Severance Pay (Incentive) Bonus. An employee eligible for retirement that retires from Fort Frye in their first year of eligibility will receive an additional incentive bonus:

The following formula (s) will be applied:

Identify job title, then find years of service, subtract 0 step difference x hours pay per year = BONUS.

- 8.5 An employee may transfer a maximum of forty (40) hours sick leave in any one (1) fiscal year commencing on July 1 to any other bargaining unit member who has exhausted his or her accumulated sick leave, personal leave, and vacation leave as a result of an extended illness or injury. A doctor's statement of need for an employee's extended absence shall be required. The Local Union President shall provide the list of employee names and number of donated days to the Treasurer. A maximum of forty (40) days sick leave may be transferred to the benefit of an employee on an hourly basis. The transferred days will not act as accumulated sick leave for the employee. This will be on a volunteer basis only.
- 8.6 To qualify for medical benefits in any month, the employee must have at least 15 service days in that month. Service days are described as work days, sick days, personal leave, vacation leave, or donated sick leave days.

ARTICLE 9
PERSONAL LEAVE

- 9.1 Employees shall be granted three (3) days of personal leave annually to conduct personal business which cannot be conducted at times other than during the regular school day. Accumulated and unused personal leave shall not exceed three (3) days. Application for personal leave shall be made in writing to the Superintendent five (5) days prior to the beginning of such leave. In cases of emergency, the employee will indicate why prior notice was impossible. If personal leave is not approved, the employee will be given at least one (1) days' notice to make other arrangements or appeal the decision to the Superintendent.
- 9.2 Leave may be granted without pay if applied for within three (3) days with prior notice and reasons for the leave stated.
- 9.3 Personal leave shall not be approved for days immediately preceding or following a school holiday or vacation unless mutually agreed upon by the employee and principal.
- 9.4 Personal leave shall be unrestricted.
- 9.5 The Superintendent, at his/her discretion, may grant personal leave to employees who have circumstances beyond their control.
- 9.6 Unused personal leave shall be paid to each employee as an annual bonus based on the following formula:
- | | |
|-------------|---------|
| 0 days used | - \$200 |
| 1 days used | - \$150 |
| 2 days used | - \$ 75 |
- No employee shall take a pay dock and receive the bonus.
Payment will be made the pay before Thanksgiving by separate payroll.
No employee shall use donated leave and receive the bonus.
- 9.7 In lieu of the bonus, an employee may elect to add unused days to his or her accumulated sick leave.

- 9.8 If an employee is hired after the start of the school year, personal leave for that year will be prorated as follows:

<u>DATE OF EMPLOYMENT (12-MONTH EMPLOYEE)</u>	<u>NUMBER OF DAYS</u>
7/1 through 10/31	3
11/1 through 2/28	2
3/1 through 5/15	1
5/16 through 6/30	0

<u>DATE OF EMPLOYMENT (9-MONTH EMPLOYEE)</u>	<u>NUMBER OF DAYS</u>
9/1 through 11/30	3
12/1 through 2/28	2
3/1 through 4/15	1
4/16 through 5/31	0

ARTICLE 10
LEAVES OF ABSENCE

10.1 Assault Leave:

Any employee who is assaulted in the course of employment and who is temporarily disabled by any injury resulting from such assault shall receive paid assault leave, which will not be charged to sick leave or any other leave. The employee shall apply for Workers' Compensation. If Workers' Compensation benefits are paid, the Board shall pay to such employee the difference between the benefits received and the employee's regular pay. On those days for which payment is made by the Bureau of Workers' Compensation, there shall be no deduction from the accumulated sick leave of the employee. Assault leave shall not exceed one hundred eighty-four (184) days from the date of injury. Assault leave shall terminate at such time Workers' Compensation payments are terminated or a licensed physician clears the employee for reinstatement, whichever occurs first.

10.2 Unpaid Leave of Absence:

An unpaid leave of absence shall be defined as a period of extended absence from duty without pay for which a request was submitted in writing by an employee and approval was given by the Board.

10.3 Each request for a leave of absence will be considered by the Board upon its individual merits with the following guidelines:

- A. A leave may be granted for a period of not more than two (2) consecutive school years.
- B. Any position filled from a leave that is worked for one hundred twenty (120) days in the same position will be given one (1) year of credit on the wage schedule.

10.4 Parental Leave:

Benefits during parental leave are covered for eligible employees under the Family Medical Leave Act.

10.5 Pregnancy Leave:

- A. Accumulated sick leave may be used by any employee for reasons of pregnancy. Upon application, sick leave shall be granted for the period beginning two (2) weeks prior to the date of delivery as determined by the attending physician, and four (4) weeks following the termination of pregnancy. Upon certification of the attending physician in writing to the Superintendent that such employee is unable to perform her assigned duties, the period of sick leave for maternity purposes shall be extended as determined by the employee's attending physician.

- B. Sick leave, as authorized under this Section, shall not exceed that number of accumulated and unused sick leave days to the credit of the employee and earned during the period of sick leave.
 - C. Any employee whose accumulated sick leave days are insufficient to cover the period of leave as set forth in paragraph A above shall be granted an interim maternity leave without pay for six (6) weeks. However, hospital and other fringe benefits shall be paid for by the Board. Upon certification of the attending physician in writing to the Superintendent that such employee is unable to perform her assigned duties, the period of interim maternity leave without pay shall be extended as determined by the employee's attending physician. During the extension of the interim maternity leave, the fringe benefits may be extended by the employee at her own expense.
- 10.6 Military Leave - Military leave shall be granted to employees pursuant to the Ohio Revised Code.
- 10.7 Jury Duty - When it becomes necessary for an employee to accept jury duty, the employee shall be paid full salary provided the employee turns over to the Treasurer all documentation from the court that the staff member reported to jury duty. Such leave shall not be deducted from any other type of leave.
- 10.8 Bereavement Leave - Employees shall be granted a leave with full pay in the event of the death of any member of the employee's immediate family. For the purpose of this Section, the immediate family is defined as an employee's spouse, parents (step), sister, brother, children (step), grandchildren, and grandparents. The leave shall be for a period of up to three (3) days. Absence for bereavement shall not be deducted from sick leave. The Principal/Supervisor may extend bereavement leave for extenuating circumstances such as distance, unusual family responsibility and/or personal responsibility. These extended days may come from sick leave, personal leave, vacation days, or compensatory time. If none of these days are available, the employee may use transferred days (see Article 8, Section 8.4).
- 10.9 Professional Leave - Employees may attend, without loss of pay and with expenses reimbursed in accordance with administrative procedure, meetings and classes concerned with their assignments, when such meetings are approved by the Principal/ Superintendent. Approval must be within the limitations of the budget established for this purpose. A Professional Leave Form will be required if the employee is to be absent one-half (1/2) or more of a working day. Employees may be required to submit a report highlighting the meeting to the Superintendent.

ARTICLE 11
OAPSE LEAVE

- 11.1 The Board agrees to permit two (2) duly elected employees, chapter officers or alternates of OAPSE Chapter #447, leave of three (3) days with continuity of pay. Other Union members may apply for personal days off to attend the OAPSE Annual Delegate Conference or OAPSE Departmental Conferences. The number of total members attending may not exceed five (5) per year.
- 11.2 Employees will be granted two (2) hours release time to attend Union meetings scheduled during the employees' normal working hours but outside of normal school hours. It is mutually understood and agreed that any employee who wishes to receive such release time shall make up the hours at the end of the employee's shift on the day in question.
- 11.3 On the District's annual inservice day, Union members who are scheduled to work that day will be granted release time not to exceed one (1) hour to attend a Union meeting. Affected employees must either work or attend the meeting during such time.

ARTICLE 12
VACATIONS

- 12.1 All twelve (12) month employees shall receive ten (10) regular working days off as a paid vacation after twelve (12) months of service for each of the first ten (10) years. After completion of the tenth year, fifteen (15) regular working days will be granted.
- 12.2 Employees in the employ of the Board for fifteen (15) years or more of service shall be entitled to vacation leave with full pay for a minimum of four (4) calendar weeks, excluding legal holidays.
- 12.3 Vacations in excess of two (2) days must be requested in writing fourteen (14) calendar days prior to the expected date of the vacation. Requests for two (2) days or less may be granted with twenty-four (24) hours notice. Custodians and office personnel will send their request to the Superintendent or his or her designee. The date of the request shall be shown.
- 12.4 Upon separation from employment an employee shall be entitled to compensation at his or her current rate of pay for all lawfully accrued and unused vacation leave to his or her credit at the time of separation, not to exceed the vacation leave accrued to his or her credit for the two (2) years immediately preceding separation and the prorated portion of earned but unused vacation leave for the current year.
- 12.5 In case of the death of an employee, such accrued and unused vacation leave and prorated portion from the current year shall be paid in accordance with Ohio Revised Code Section 2113.04 or to the employee's estate.
- 12.6 Each employee shall use accrued vacation within each contract year. Any unused vacation days should be paid to the employee if not used prior to September 15, with the exception of fifteen (15) vacation days which can be carried over. Excess of accrued vacation time will be paid the first pay period in October by separate payroll; based upon the previous year's rate of pay.

ARTICLE 13
HOLIDAYS

- 13.1 All employees who work eleven (11) or twelve (12) months shall have eleven (11) non-working paid holidays: New Year's Day, Martin Luther King Day, Good Friday, Memorial Day, Independence Day, Labor Day, Veterans' Day, Thanksgiving Day, the day after Thanksgiving Day, the day before Christmas and Christmas Day.
- 13.2 Employees who work less than eleven (11) months, shall be paid for the legal holidays (New Year's Day, Martin Luther King Day, Memorial Day, Labor Day, Veterans' Day, Thanksgiving and Christmas) that fall within the beginning and ending working dates of their annual contract.
- 13.3 If a holiday falls on Saturday, the day off will be on Friday. If the holiday falls on Sunday, the day off will be on Monday.

ARTICLE 14
CALAMITY TIME

- 14.1 For the first five (5) days that school closes due to inclement weather or emergency circumstances, all employees will have this time off unless the employee is called in by his or her supervisor to work. If an employee is called in to work, he or she will receive either his or her hourly rate at time and one-half or compensatory time at the rate of time and one-half, provided that any compensatory time must be scheduled at a time agreeable to the employee and the supervisor. If the district chooses to use Blizzard bag days after the five (5) school days, all employees must make-up those potential three days of work.
- 14.2 For the first five (5) days that school closes due to inclement weather or emergency circumstances, all twelve (12) month employees shall report to work only if notified by their immediate supervisor or the superintendent. After the first five (5) school closing days, all 12-month employees shall report to work as scheduled unless notified by their immediate supervisor or the superintendent.
- 14.3 Employees already at work when school is cancelled are eligible to apply for compensatory time or overtime pay. Two-hour delays do not apply for the first five (5) days unless school is ultimately cancelled, at which time the time worked will be recorded and compensatory time or overtime pay will be issued. On days when a 2-hr. delay is in affect, all contracted hours must be worked. Hours may either worked the same day or within a 2-week period of time as arranged with the immediate supervisor.
- 14.4 Compensatory Time

An employee who works in excess of forty (40) hours per week will receive payment at the rate of time and one-half or compensatory time at the rate of time and one-half. The following provisions shall apply to all such compensatory time:

- A. There will be an approved compensatory time record form on which all time must be recorded and approved by the principal.
- B. There will be a maximum accumulation of forty (40) hours compensatory time; beginning with the forty-first (41st) hour, the employee must be paid at the overtime rate. A copy of the compensatory time form will be sent to the Treasurer's office.
- C. All compensatory time must be used by June 30 of each year. Any balance not used prior to June 30 will be paid, at the overtime rate, in the last paycheck in July. On July 1 each employee will begin with a zero balance.
- D. Compensatory time will only be paid or used in accordance with the compensatory time sheet.

- E. When compensatory time is used, the following sequence will apply:
1. Take compensatory time when school is not in session.
 2. Take increments or parts of a day.
 3. As a last resort, call a substitute.

ARTICLE 15
CLASSIFICATION PAY, CALL-IN PAY

- 15.1 If an employee is required to perform work in another classification, such employee shall receive his or her regular rate or the rate of the other classifications, whichever is higher, provided the employee works a minimum of five (5) days continuously in the other classification. If the employee works five (5) days continuously in the other classification, the rate of the other classification will be paid for all days worked in the other classification.
- 15.2 If an employee is called out, by his supervisor with approval of the principal and/or Superintendent, to work outside of his or her regular scheduled hours, the employee shall be guaranteed a minimum of two (2) hours pay at time and one-half.

If the time results in overtime, the employee shall receive the overtime rate. Overtime shall be approved by the Superintendent prior to the employee working such hours. In an extreme emergency the principal or supervisor may approve overtime.

15.3 Building Check

A building check consists of the following:

1. A visual security walk through of doors and windows.
2. A check of the water system for leaks.
3. A check of the HVAC system to make sure the boilers are running and that there is adequate heat.
4. A check of the kitchens to make sure the refrigerators and coolers are working.
5. And any other items that may need attention.

There are to be building checks on weekends, holidays, and holiday breaks beginning in fall/winter, when it is necessary to operate the boilers. Employees who perform building checks in the three (3) elementary buildings will be paid one (1) hour per check. Employees who perform building checks in the high school will be paid at the rate of one and one-half (1-1/2) hours per check.

ARTICLE 16
INSURANCE BENEFITS

- 16.1 The Board shall provide single or family hospitalization/major medical coverage at a level which is comparable to the coverage currently in effect.
- 16.2 The Board shall provide single and family dental benefits comparable to the coverage currently in effect.
- 16.3 The Board shall purchase from a carrier licensed by the State of Ohio group term life insurance for each full-time employee in the amount of Twenty-five Thousand Dollars (\$25,000). Additionally, an employee may purchase up to an additional Twenty-five Thousand Dollars (\$25,000) of life insurance at the employee's expense in accordance with the procedures required by the insurance carrier. The cost of this insurance shall be deducted from the employee's pay.
- 16.4 Employees regularly scheduled to work from seven (7) hours to eight (8) hours per day shall pay nine percent (9%) through the remainder of this contract, of the current monthly premium for family or single health insurance coverage, whichever is applicable, subject to the following dollar caps on the employee's monthly contributions:

Effective January 1, 2015 \$160 (Family) \$80 (Single)

With respect to a part-time employee regularly scheduled to work less than seven (7) hours per day, the following rules shall apply:

- A. An employee regularly scheduled to work seventeen and a half (17 1/2) hours per week or less shall not be eligible to participate in insurance benefits under this Article.
- B. An employee regularly scheduled to work at least thirty (30) hours but less than thirty-five (35) hours per week shall pay twenty percent (20%) of the current monthly premium for family or single health insurance coverage, whichever is applicable.
- C. An employee regularly scheduled to work at least twenty-five (25) hours but less than thirty (30) hours per week shall pay thirty percent (30%) of the current monthly premium for family or single health insurance coverage, whichever is applicable.
- D. An employee regularly scheduled to work more than seventeen and a half (17 1/2) hours but less than twenty-five (25) hours per week shall pay fifty percent (50%) of the current monthly premium for family or single health insurance coverage, whichever is applicable.

- E. With respect to a part-time employee hired prior to January 1, 2007 who is regularly scheduled to work more than, seventeen and a half (17 ½) hours per week, the employee’s share of the current monthly premium for family or single health insurance coverage, whichever is applicable, will be the same as the employee’s share of a full-time employee who participates in such insurance coverage. (B, C, and D do not apply)
- F. A part-time employee regularly scheduled to work seventeen and a half (17 ½) hours per week or less is not eligible to participate in life insurance under Section 16.3 of this Article

Employees hired after July 1, 2014 and working less than an average of thirty (30) hours per week are not eligible to participate in insurance benefits under this article.

Note: Prescription tiers shall increase by \$5 each effective January 1, 2015. Office co-pays shall increase by \$10 effective January 1, 2015.

16.5 Insurance Waiver: (From MOU)

Any (full time) bargaining unit member who elects to decline Board insurance coverage shall be eligible for the following insurance options:

- 1. An employee eligible for family insurance coverage may decline Board insurance coverage and shall receive a minimum annual payment of \$3,500 per the chart below:

# of Participants	Incentive
1 to 9	\$3,500
10	\$4,000
11	\$4,500
12+	\$5,000

- 2. An employee eligible for family insurance coverage may elect to take single insurance coverage and shall receive a minimum annual payment of \$1,500 as per the chart below:

# of Participants	Incentive
1 to 2	\$1,500
3	\$1,700
4	\$1,900
5+	\$2,100

- 3. When both husband and wife are bargaining unit members, no insurance coverage waiver can be claimed, but cost of the insurance to the couple will be waived.

4. Employees electing to participate in the above insurance waiver must notify the District Treasurer in writing no later than December 1 each year prior to the year in which the member has elected not to receive the coverage.
5. Any employee who has elected to participate in the insurance waiver and during the year loses insurance coverage through (a qualifying event) shall be provided Board insurance coverage upon notification to the Treasurer.
6. Any employee electing to take the insurance option shall receive payment in February following the year in which the member has elected not to receive the coverage.
7. The option shall be annual from January 1 through December 31. Any employee electing to take this option shall not be subject to any precondition clause upon reenrollment in the negotiated insurance program.

ARTICLE 17
WORKER'S COMPENSATION

- 17.1 All employees covered under this Agreement are protected under the State Worker's Compensation Act of Ohio, in case of injury or death incurred in the course of or arising out of their employment.
- 17.2 An injury incurred while performing assigned responsibilities shall be reported to the injured employee's supervisor or other designated representative and an application may be filed with the Bureau of Worker's Compensation.
- 17.3 Employees shall have the option of filing for Worker's Compensation or using accumulated sick leave.
- 17.4 Employees who choose to file a Worker's Compensation claim shall remit to the Board any sick leave compensation drawn for that period covered by Worker's Compensation

ARTICLE 18
SAFETY

18.1 The Board agrees to:

- A. Provide a safe and secure workplace.
- B. Provide for the discussion of all safety issues at Labor-Management meetings.

ARTICLE 19
TRANSPORTATION PROVISIONS

- 19.1 The Board agrees that all vacated regular bus runs that continue in operation shall be posted for bid.
- 19.2 Where feasible, extra trips shall be granted to regular bus drivers first. If no regular driver is available to drive the extra trip, a substitute driver may be utilized.
- 19.3 Drivers shall be paid for all time worked from storage to storage, plus an additional one-half (1/2) hour for cleaning and inspection each day. The Board reserves the right to assign storage. The storage of a bus is at the point (bus garage, driver's home, or school) closest to the beginning and ending of the route. Bus inspection may be made monthly by the Superintendent or his or her designee. If a driver has a substitute for AM or PM route, they will receive (1/4) hour for cleaning and inspection each route up to (1/2) hour per day per bus per employee.
- 19.4 The Board agrees, upon submission to the Treasurer of appropriate receipts, to reimburse drivers for meals at the following rate:
- | | |
|-----------|--|
| Breakfast | \$ 6.00, if the trip involves an over-night stay; |
| Lunch | \$10.00, if the trip involves work between 10:30 a.m. and 3:00 p.m.; |
| Dinner | \$14.00, if the trip involves work after 4:00 p.m. |
- 19.5 The renewal fee for a CDL for a regular school bus driver's, and/or regular employees of the district qualified to operate a school bus, shall be paid by the Board. The Board agrees to pay for the abstracts, the pre-certification training, BCII check, physical, road test, and permit pack required for all bus drivers and/or regular employees of the district qualified to operate a school bus. Reimbursement of physical exams will be limited to \$50.
- 19.6 If an employee cannot obtain a license due to testing procedures and his or her failure of such, he or she will be placed on an unpaid leave of absence until such time as he or she obtains a license. Such leave shall not exceed 180 days. Upon obtaining such license as required, the employee shall be returned to his or her previously held position and route. An employee who does not obtain renewal of a required license prior to the expiration of the unpaid leave may be subject to termination. The Board may employ a substitute until the employee returns to his or her regularly scheduled position or otherwise leaves employment.
- 19.7 Field trips will be paid at the following rate:
- | | |
|-----------|---------|
| 2014-2015 | \$10.49 |
| 2015-2016 | \$10.69 |
| 2016-2017 | \$10.89 |

- 19.8 Employees will be paid at the rate of \$25.00 when reporting for required drug testing. An employee time sheet must be submitted to the Treasurer's office within 15 working days of testing to receive this payment.

ARTICLE 20
UNION DUES DEDUCTION

- 20.1 The Board shall deduct state and local dues from the pay of employees that are members of the Union upon receipt from the Union of written authorization cards executed by the employee for that purpose. Any employee shall have the right to revoke such authorization by giving written notice to the Treasurer in accordance with the Union membership application (Aug 21 – Aug 31).
- 20.2 Deductions shall be forwarded to the Local Union Treasurer or Treasurer of the State Association, whichever is appropriate, within fifteen (15) days after the deductions are made along with an accounting as to each amount withheld and from whom it was deducted.
- 20.3 Deductions shall be made in eighteen (18) equal installments beginning in September and ending in May.
- 20.4 The Local Union Treasurer shall notify the Board Treasurer each August as to the amount of dues to be deducted from each member for the upcoming school year.
- 20.5 The Board agrees to deduct from the wages of any employee who is a member of the Union a PEOPLE deduction as provided for in a written authorization. Such authorization must be executed by the employee and may be revoked at any time by giving written notice to both the Board Treasurer and Union Treasurer. The Board agrees to remit any deductions made pursuant to this provision promptly to the Union together with an itemized statement showing the name of each employee during the period covered by the remittance.
- 20.6 An employee who chooses not to become or remain a Union member will, as a condition of continued employment after sixty (60) days from the beginning of employment, pay a fair share fee, by payroll deduction, subject to the requirements in Ohio Revised Code Section 4117.09. An employee hired prior to January 1, 1995 and who were not Union-dues-payers as of that date may opt out of this requirement by giving written notice to the Treasurer of such election between September 1 and September 10, 2001, inclusive; if such an employee does not timely opt out, or chooses to join the Union at any time after opting out, this requirement shall apply to the employee for the remainder of this Agreement.

ARTICLE 21
SALARIES, PAYDAYS, AND SERS PICKUP

- 21.1 Except to the extent otherwise specified in Section 21.4 of this article, the Board shall continue its current practice of “picking up” an employee’s SERS contributions using the salary restatement method. The amount of the employee’s income thus reported as subject to federal and Ohio income tax shall be the employee’s gross income reduced by the then current percentage of the employee’s mandatory SERS contribution designated as “picked up.” However, this designated amount shall be included in computing final average salary.
- 21.2 This procedure will be of no cost to the Board (Except to the extent otherwise specified in Section 21.4 of this article), and Union members are individually responsible for reviewing the relationship between this provision and their other tax deferral arrangements, if any.
- 21.3 All employees shall be paid every other Friday, with the further understanding that, every several years by operation of the calendar, twenty-seven (27)--as opposed to twenty-six (26)--pays will have to occur within a particular year.
- 21.4 The Board shall pay to SERS on behalf of each employee an amount equal to one percent (1%) of the employee’s compensation subject to SERS retirement contributions as a fringe benefit pick-up of a portion of the employee’s contribution. The pickup provided for this section shall be included in the employee’s total annual compensation for the purpose of determining compensation for SERS retirement purposes. All of the employee’s mandatory SERS contributions above and beyond the one percent (1%) addressed in this Section will continue to be picked up using the salary restatement method addressed in Section 21.1 and 21.2 of this Article.

ARTICLE 22
ADMISSION TO CO-CURRICULAR ACTIVITIES

Employees are entitled to free admission to athletic and other co-curricular activities. If an employee is accompanied to a particular event by his or her adult guest, he or she will be admitted free.

ARTICLE 23
BARGAINING PROCEDURE

- 23.1 Bargaining for a successor agreement may be initiated either by the Board or the Union by notifying the other party in writing not earlier than ninety (90) calendar days before the expiration of this Agreement. Within fifteen (15) calendar days of the receipt of this notice, the first session will be scheduled.
- 23.2 Prior to the completion of each bargaining session, a mutually agreeable time, place and date shall be set for the next session.
- 23.3 Upon reaching a tentative agreement, the agreement shall be submitted for ratification to the Union and then for adoption by the Board.
- 23.4 If on unresolved issues tentative agreement is not reached, either party may declare a bargaining impasse. Within five (5) calendar days of declaration of impasse, either party may contact the Federal Mediation and Conciliation Service and request the assistance of a mediator.
- 23.5 Mediation, as described in this Article, constitutes the party's mutually agreed upon and exclusive dispute settlement procedure, and shall operate in lieu of any and all of the dispute settlement procedures set forth in the Ohio Revised Code Section 4117.14(D)(2). The mediation period shall end with the expiration of this Agreement or ninety (90) days after a declaration of impasse, whichever is later. The mediation period may be extended to a subsequent date by mutual agreement.
- 23.6 There shall be no strike, slow down or work stoppages by the Union, or members of the Union, for the duration of this Agreement. It is further agreed that there will be no work stoppage, slow down or strike in sympathy or support of similar action by any other organization.
- 23.7 The Board agrees that employees shall not be locked out during the term of this Agreement.

ARTICLE 24
PUBLIC COMPLAINTS

- 24.1 A public complaint concerning an employee shall be submitted in writing, signed by the complainant, to the employee's building principal or supervisor and a copy given to the employee.
- 24.2 The employee may request a meeting concerning the complaint within five (5) working days after receipt of a copy. All conferences concerning complaints will be private and confidential.
- 24.3 An employee may be represented by the Union at any meeting and/or conference concerning the complaint.

ARTICLE 25
BOILER LICENSE FEES

- 25.1 Custodians who obtain a boiler license shall be reimbursed by the Board for the cost of the license.

ARTICLE 26
OPEN ENROLLMENT

26.1 Employees may send their children to any District school tuition-free.

ARTICLE 27
EMPLOYMENT OF RETIRED EMPLOYEES

- 27.01 The Board and Union agree to the following terms for the reemployment of retired non-teaching school employees pursuant to Ohio Revised Code Section 3309.341.
- 27.02 It is at the discretion of the Board and administration whether any individual retired employee is reemployed. If reemployed, the employee will begin employment as a probationary employee and his/her seniority will be established relative to the first day of his/her reemployment.
- 27.03 When a retired employee is reemployed, the employee will be placed on the first step of the salary schedule for the position held. Thereafter, the employee will gain one (1) step for each year of employment beginning at Step 1.
- 27.04 A reemployed retiree shall receive a one-year contract of employment which shall automatically non-renew at the end of that school year without the necessity of any Board action or notice to employee. If reemployed again, a new one-year contract that automatically non-renews will be issued. This section supersedes Ohio Revised Code Sections 3319.081 and 3319.083.
- 27.05 A reemployed retiree may bid on a vacancy posted under Article 4 of this Agreement but no other provision under Article 4 shall apply to a reemployed retiree. In no event will a reemployed retiree qualify for a severance pay under Article 8, Section 8.3 and 8.4 of this Agreement.
- 27.06 Any bargaining unit employee contemplating retirement from the District shall have the opportunity to discuss his/her reemployment with an administrative representative of the Board prior to making a retirement decision, if the employee so requests. At that meeting, the Administrator shall inform the bargaining unit member, in writing, of his/her intended recommendation to the Superintendent regarding reemployment. If the Administration makes a commitment to reemploy (following the public hearing required by Ohio Revised Code Section 3309.345 if reemployment is to the same position) and the Board accepts the Administration's recommendation of reemployment, no vacancy shall be declared by the Superintendent and Article 4, Section 4.2, shall not apply to the position the employee is temporarily vacating. The date of the letter of the commitment shall serve as the date of application for the purpose of breaking a tire in hire date.
- 27.07 Retired employees employed by the Board shall start reemployment in accordance with then current provisions established by SERS. The position shall be temporarily filled with a substitute if needed.

ARTICLE 28
PERSONNEL RECORDS

- 28.01 Each employee shall have one (1) permanent personnel file which shall be kept at the Board Office. This provision does not preclude a Supervisor's maintenance of day-to-day notes and copies of documents with respect to an employee over whom he/she has supervisory authority or the maintenance of payroll-related records in the Treasurer's office.
- 28.02 Employees will have the right, upon request, to review the contents of their personnel file and to receive a copy of any documents contained therein. The employee will be entitled to have a representative of the Union accompany him/her during such review.
- 28.03 An employee may, within twenty (20) work days of first learning of the presence of a particular document in his/her file, attach a rebuttal to the document which will thereafter be maintained as part of the file.
- 28.04 If a public records request is made to review an employee's personnel file, the Board will reasonably attempt to notify the employee of that fact prior to disclosure; if such attempt does not succeed, the employee will be notified in writing that the request was made. Per public records request legislation, the Board will not disclose the identity of a person requesting public records who wishes to remain anonymous.

ARTICLE 29
DURATION AND SIGNATURE PAGE

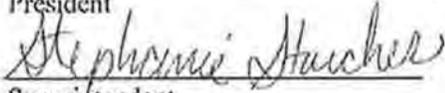
Expiration of Agreement: June 30, 2017

IN WITNESS WHEREOF, the parties hereto have set their hands this 23rd day of June, 2014, at Beverly, Ohio.

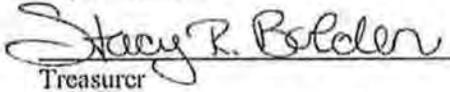
FOR THE BOARD:



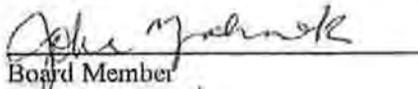
President



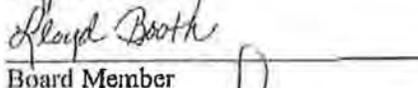
Superintendent



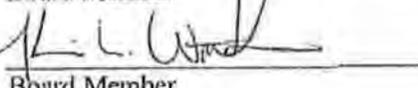
Treasurer



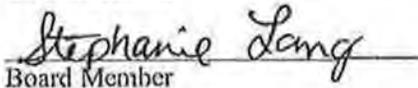
Board Member



Board Member

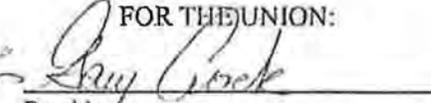


Board Member

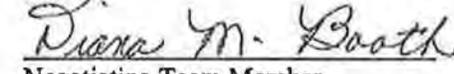


Board Member

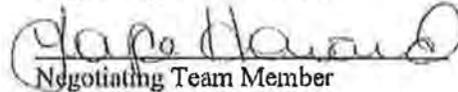
FOR THE UNION:



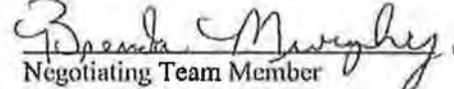
President



Negotiating Team Member



Negotiating Team Member



Negotiating Team Member

FORT FRYE LOCAL SCHOOLS
Classified Salary Schedule
2014 - 2017

PAY:

3% increase effective July 1, 2014

3% increase effective July 1, 2015

1% increase effective July 1, 2016

**FORT FRYE LOCAL SCHOOL DISTRICT
SUPPORT STAFF SALARY SCHEDULE
JULY 1, 2014 - JUNE 30, 2015**

	0	1	2	3	4	5	6	7	8	10	12	14	16	18	20	22
Bus Driver	12.15	13.86	14.00	14.11	14.26	14.41	14.55	14.68	14.91	15.10	15.32	15.49	15.54	15.64	15.73	15.81
Elementary Head Custodian	11.07	11.76	12.37	12.49	12.63	12.76	12.96	13.17	13.31	13.44	13.63	13.82	13.91	13.99	14.04	14.12
High School Head Custodian	11.31	12.30	12.91	13.04	13.16	13.27	13.48	13.71	13.84	13.96	14.18	14.35	14.42	14.50	14.58	14.68
General Maintenance	11.73	12.98	13.12	13.26	13.42	13.52	13.68	13.83	13.98	14.08	14.36	14.52	14.61	14.70	14.78	14.87
Maintenance Specialist	12.48	13.75	13.86	13.99	14.13	14.31	14.62	14.78	14.92	15.05	15.26	15.40	15.49	15.55	15.67	15.76
Mechanic	12.32	13.75	13.86	14.00	14.13	14.31	14.62	14.78	14.89	15.00	15.14	15.32	15.40	15.49	15.54	15.64
Custodian	9.48	10.66	10.83	10.98	11.12	11.24	11.40	11.52	11.69	11.88	12.04	12.20	12.30	12.36	12.47	12.55
Elem. Afternoon Custodian	9.31	10.37	10.55	10.65	10.78	10.96	11.10	11.21	11.25	11.33	11.49	11.67	11.73	11.81	11.91	12.02
High School Secretary	9.98	11.19	11.33	11.45	11.62	11.73	11.88	12.03	12.16	12.32	12.66	12.81	12.91	12.99	13.09	13.16
Elementary Secretary	9.66	10.90	11.02	11.17	11.31	11.44	11.59	11.72	11.88	12.03	12.31	12.47	12.56	12.64	12.74	12.79
Educational Assistant	9.15	10.41	10.57	10.66	10.79	10.91	11.05	11.17	11.31	11.41	11.70	11.88	11.96	12.04	12.09	12.21
Paraprofessional Aide	8.98	10.25	10.39	10.51	10.62	10.75	10.88	10.99	11.14	11.24	11.53	11.70	11.79	11.88	11.93	12.04
Head Cook / Coordinator	10.71	11.82	11.96	12.11	12.27	12.43	12.56	12.68	12.79	12.87	13.00	13.22	13.29	13.38	13.51	13.56
Head Cook	9.73	10.74	10.88	11.01	11.15	11.30	11.42	11.53	11.63	11.70	11.81	12.02	12.08	12.16	12.28	12.33
Cook	9.31	9.93	10.08	10.20	10.36	10.51	10.62	10.76	10.85	10.90	11.02	11.20	11.29	11.37	11.44	11.53
Cashier/Cook's Helper	8.47	9.74	9.90	10.00	10.20	10.35	10.45	10.59	10.64	10.74	10.90	11.07	11.17	11.22	11.31	11.41
Payroll Clerk	10.48	11.93	12.08	12.25	12.36	12.52	12.67	12.81	12.90	12.96	13.12	13.26	13.33	13.41	13.47	13.54
	0	1	2	3	4	5	6	7	8	10	12	14	16	18	20	22

**FORT FRYE LOCAL SCHOOL DISTRICT
SUPPORT STAFF SALARY SCHEDULE
JULY 1, 2015 - JUNE 30, 2016**

	0	1	2	3	4	5	6	7	8	10	12	14	16	18	20	22
Bus Driver	12.52	14.28	14.42	14.53	14.68	14.84	14.99	15.12	15.36	15.55	15.78	15.96	16.01	16.10	16.20	16.28
Elementary Head Custodian	11.40	12.12	12.74	12.87	13.01	13.14	13.35	13.57	13.71	13.84	14.04	14.24	14.32	14.41	14.46	14.54
High School Head Custodian	11.65	12.67	13.29	13.43	13.56	13.66	13.89	14.12	14.26	14.38	14.61	14.78	14.85	14.94	15.02	15.12
General Maintenance	12.08	13.37	13.52	13.65	13.82	13.93	14.09	14.25	14.40	14.50	14.79	14.96	15.04	15.14	15.22	15.32
Maintenance Specialist	12.86	14.16	14.28	14.41	14.56	14.74	15.05	15.22	15.37	15.50	15.72	15.86	15.96	16.02	16.14	16.23
Mechanic	12.69	14.16	14.28	14.42	14.56	14.74	15.05	15.22	15.34	15.45	15.60	15.78	15.86	15.96	16.01	16.10
Custodian	9.76	10.98	11.15	11.31	11.46	11.57	11.74	11.86	12.04	12.23	12.40	12.56	12.67	12.73	12.85	12.92
Elem. Afternoon Custodian	9.59	10.68	10.86	10.97	11.11	11.29	11.44	11.54	11.59	11.67	11.84	12.02	12.08	12.17	12.26	12.38
High School Secretary	10.28	11.52	11.67	11.80	11.97	12.08	12.23	12.39	12.53	12.69	13.04	13.20	13.29	13.38	13.48	13.56
Elementary Secretary	9.95	11.22	11.35	11.50	11.65	11.79	11.94	12.07	12.53	12.39	12.68	12.85	12.93	13.02	13.12	13.18
Educational Assistant	9.42	10.73	10.88	10.98	11.12	11.23	11.38	11.50	11.65	11.75	12.05	12.23	12.32	12.40	12.45	12.57
Paraprofessional Aide	9.25	10.56	10.70	10.82	10.94	11.08	11.20	11.32	11.48	11.57	11.87	12.05	12.15	12.23	12.29	12.40
Head Cook / Coordinator	11.03	12.17	12.32	12.48	12.64	12.80	12.94	13.06	13.18	13.26	13.39	13.62	13.69	13.78	13.91	13.97
Head Cook	10.03	11.07	11.20	11.34	11.49	11.64	11.77	11.87	11.98	12.05	12.17	12.38	12.44	12.53	12.65	12.70
Cook	9.59	10.23	10.39	10.50	10.67	10.82	10.94	11.09	11.17	11.22	11.35	11.53	11.63	11.71	11.79	11.87
Cashier/Cook's Helper	8.72	10.04	10.20	10.34	10.50	10.66	10.77	10.91	10.96	11.07	11.22	11.40	11.50	11.55	11.65	11.75
Payroll Clerk	10.79	12.29	12.44	12.61	12.73	12.90	13.05	13.20	13.28	13.35	13.52	13.65	13.73	13.81	13.88	13.95
	0	1	2	3	4	5	6	7	8	10	12	14	16	18	20	22

**FORT FRYE LOCAL SCHOOL DISTRICT
SUPPORT STAFF SALARY SCHEDULE
JULY 1, 2016 - JUNE 30, 2017**

	0	1	2	3	4	5	6	7	8	10	12	14	16	18	20	22
Bus Driver	12.64	14.42	14.56	14.68	14.83	14.99	15.14	15.27	15.52	15.71	15.93	16.12	16.17	16.27	16.36	16.45
Elementary Head Custodian	11.52	12.24	12.87	13.00	13.14	13.28	13.48	13.70	13.84	13.98	14.18	14.38	14.47	14.55	14.60	14.69
High School Head Custodian	11.77	12.79	13.43	13.57	13.69	13.80	14.03	14.26	14.40	14.52	14.75	14.93	15.00	15.09	15.17	15.27
General Maintenance	12.20	13.50	13.65	13.79	13.96	14.07	14.23	14.39	14.54	14.65	14.94	15.11	15.19	15.29	15.38	15.47
Maintenance Specialist	12.99	14.30	14.42	14.55	14.70	14.88	15.20	15.38	15.53	15.65	15.88	16.02	16.12	16.18	16.30	16.39
Mechanic	12.82	14.30	14.42	14.56	14.70	14.88	15.20	15.38	15.49	15.60	15.75	15.93	16.02	16.12	16.17	16.27
Custodian	9.86	11.09	11.26	11.42	11.57	11.69	11.86	11.98	12.16	12.35	12.53	12.69	12.79	12.86	12.98	13.05
Elem. Afternoon Custodian	9.69	10.79	10.97	11.08	11.22	11.40	11.55	11.66	11.70	11.79	11.96	12.14	12.20	12.29	12.39	12.50
High School Secretary	10.38	11.64	11.79	11.92	12.09	12.20	12.35	12.52	12.65	12.82	13.17	13.33	13.43	13.51	13.62	13.69
Elementary Secretary	10.05	11.34	11.47	11.62	11.77	11.90	12.05	12.19	12.35	12.52	12.80	12.98	13.06	13.15	13.25	13.31
Educational Assistant	9.51	10.83	10.99	11.09	11.23	11.35	11.50	11.62	11.77	11.87	12.17	12.35	12.44	12.53	12.58	12.70
Paraprofessional Aide	9.34	10.66	10.81	10.93	11.05	11.19	11.32	11.43	11.59	11.69	11.99	12.17	12.27	12.35	12.41	12.53
Head Cook / Coordinator	11.14	12.29	12.44	12.60	12.77	12.93	13.07	13.19	13.31	13.39	13.52	13.76	13.83	13.92	14.05	14.11
Head Cook	10.13	11.18	11.32	11.45	11.60	11.75	11.88	11.99	12.10	12.17	12.29	12.50	12.57	12.65	12.77	12.83
Cook	9.69	10.33	10.49	10.61	10.78	10.93	11.05	11.20	11.28	11.34	11.47	11.65	11.74	11.83	11.90	11.99
Cashier/Cook's Helper	8.81	10.14	10.30	10.40	10.61	10.77	10.88	11.02	11.07	11.18	11.34	11.52	11.62	11.67	11.77	11.87
Payroll Clerk	10.90	12.41	12.57	12.74	12.86	13.03	13.18	13.33	13.42	13.48	13.65	13.79	13.87	13.95	14.02	14.09