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MASTER AGREEMENT

Between the

Versailles Education Association
and the
Versailles Board of Education

July 1, 2015 – June 30, 2018

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PROFESSIONAL NEGOTIATIONS AGREEMENT

Preamble

Recognition that providing a high quality education for the children of the Versailles School District is the paramount aim of this school district, and that good morale in the teaching staff is necessary for the best education of the children, we do hereby declare that:

- 1) The Board of Education, under law, has the final responsibility of establishing policies for the District.
- 2) The superintendent and his or her staff have the responsibility of carrying out the policies established.
- 3) The professional teaching personnel have the ultimate responsibility of providing the best possible education in the classroom.

The Versailles Exempted Village School Board and the Versailles Education Association recognize that the best interests of public education will be served by establishing procedures to provide an orderly method for the Board of Education and representatives of the Versailles Teachers Association to discuss matters of common concern, and to reach an agreement on these matters.

Article I. Recognition

A. The Local Board of Education

The Local Board of Education, hereinafter referred to as the Board, is recognized as the locally elected body charged with the responsibility of establishing policies for the school district. It is further recognized that the Board is guided in this matter by existing and revised laws of the State of Ohio.

B. The Superintendent

The Superintendent is recognized as the executive officer of the school district and the chief advisor to the Board of Education. The Superintendent and his or her administrative staff have the responsibility of carrying out the Board established policies.

C. The Instructional Staff

The Instructional Staff is recognized as having the ultimate responsibility of providing the best possible educational opportunity for the children enrolled in the school district.

D. The Versailles Education Association

The Versailles Education Association (VEA) is recognized for the purpose of negotiations as the sole and exclusive representative of the teachers, counselors, and librarians.

The Board agrees not to negotiate with anyone or group of teachers, counselors or librarians, other than the VEA, for the duration of this agreement.

E. Policy Recognition

The above bodies each have a role in policy development that ultimately will make the quality educational program of the school district the best possible and in the best interest of the community.

Article II. Negotiable Items

The Board and VEA shall negotiate in good faith on matters such as wages, hours, or terms and other conditions of employment and the continuation, modification, or deletion of an existing provision of this master agreement.

Article III. Negotiations Procedure

A. Directing Requests

All requests for negotiations meeting shall be made in writing. Requests initiated by the VEA shall be directed to the Superintendent, acting as the representative of the Board. Requests initiated by the Board shall be directed from the Superintendent to the President of the VEA. The written request for professional negotiations shall include:

- 1) Date of writing.
- 2) Statement of purpose of meeting.
- 3) List of items to be negotiated by requesting party.
- 4) Name, address, and phone number of the person to contact representing the requesting party to arrange a mutually satisfactory time for the initial negotiations meeting.

A written reply shall be sent by the receiving party within 10 days to the official representative of the requesting party. This communiqué shall include:

- 1) Date of writing.
- 2) Recognition of request for professional negotiations meeting.
- 3) List of items to be negotiated by the receiving party.
- 4) Time, place and date of a mutually agreeable initial negotiations meeting.

B. The Negotiations Meeting Period

- 1) The first negotiation session shall be held within 15 days of the date listed on the initial request for negotiations.
- 2) Prior to the first negotiations meeting, an agenda will be made listing the item(s) submitted for negotiations by both the Board and the VEA. This shall be provided by the Superintendent.
- 3) At the first negotiation session, the first item of business will be the approval of the agenda. Once approved by both negotiation teams, no new matters shall be introduced for consideration during the course of this negotiations meeting without mutual consent of both teams.
- 4) All negotiations meetings shall be closed to the public, but news releases may be made as mutually agreeable.
- 5) During the course of negotiations, items agreed to shall be reduced in writing and initialed by representatives of each negotiation team and set aside.
- 6) Each negotiation team shall have no more than four members.
- 7) Each negotiation team may use consultants as they feel essential in the course of negotiations. Consultants are constituents of the team.
- 8) No other person or persons shall be present during the negotiations meeting unless mutually agreed upon by members of both negotiation teams.
- 9) Either team may declare a recess when it appears that meaningful progress cannot be attained. A recess can only commence after mutual agreement for the time and place for the continuation of the negotiations has been determined, and item agreement (see No. 5), has been followed. A recess shall be for no more than 72 hours, unless extended by mutual agreement.
- 10) Either team may call for a caucus at any time. A caucus shall not be for longer than 30 minutes unless an extension is mutually agreeable to both teams.
- 11) The negotiation period shall be for a period not to exceed 60 days. All sessions are to be completed within this time period unless extended by mutual agreement.
- 12) The Board and Superintendent agree to furnish the VEA's Negotiation Committee, upon request, all available information concerning financial resources of the district and such other information as will assist the VEA in helping to develop intelligent, accurate, and constructive programs on behalf of the teachers, students, and the educational program.

- 13) Members of the respective negotiations team have the power and authority to negotiate, that is to make proposals, consider proposals, and make concessions in the course of discussion.
- 14) All sessions of the negotiations meetings shall be in "good faith".
- 15) While negotiations are in process, news releases shall be made only with mutual agreement of the negotiations teams. Said releases shall be in writing and each team shall have a copy of the statement prior to release.
- 16) Progress reports may be made to the represented bodies by either negotiations team at the discretion of the team.
- 17) During the course of negotiations meeting, joint study committees may be created by mutual consent of the negotiation teams. Members of the study committee will be determined by members of the negotiation teams. The purpose and particular assignment shall be stated at the time the study committee is created as well as the time for a report of the findings.

Article IV. Agreement

When agreement is reached on the items being negotiated, a final written copy shall be submitted to the VEA for ratification and then to the Board at its next regular or special Board meeting.

The final written copy will contain the following:

- 1) Terms of the provision,
- 2) Effective date of the provision.

When approved by both parties, it shall be signed by their respective presidents and shall be entered into official minutes of the Board. Thereupon, the items agreed to shall constitute a revision of school policies. When applicable, provisions will be reflected in the individual contract or statement or conditions of service as submitted to employees.

After formal approval by both the VEA and the Board, official copies of the Negotiated Agreement and agreed to provisions shall be reproduced and distributed, by the VEA, to all bargaining unit members and to the superintendent, at the same time.

Agreed to items shall remain in effect for the duration of the contract. If neither side requests a previously agreed to item to be placed on the agenda for negotiations, it will be assumed to be in effect for the duration of the next contract.

The agreement shall not discriminate against any member of the staff regardless of membership or non-membership in the VEA.

Article V. Impasse

A. Responsibilities

The parties pledge themselves to negotiate in good faith and, in the event agreement is reached, to utilize in good faith such mediatory facilities as provided.

B. Advisory Panel

In the event that agreement is not reached within the specified time limit for negotiations meeting or it is the opinion that the use of an impartial third party may resolve differences of impasse, either negotiations team may request the creation of an Advisory Panel. The Advisory Panel shall consist of three (3) members; one appointed by the Board, one by the VEA, and the third by the agreement of the first two appointees. Members of the Advisory Panel shall not be members of the Board or employees of the Board, nor employees of the VEA.

The cost of securing the Advisory Panel shall be provided as follows:

- 1) The Board shall pay the expenses of its party.
- 2) The VEA shall pay the expenses of its party.
- 3) The Board and the VEA shall share equally in the expenses of the third party.
- 4) The cost of secretarial supplies and assistance shall be shared equally by the Board and the VEA.

C. Procedures Regarding Advisory Panel

- 1) A written dated statement declaring impasse or requesting the creation of the Advisory Panel will be sent to the other party official negotiation representative within five days of the last negotiations session.
- 2) The Advisory Panel is to be selected within 15 days from the last negotiations session.
- 3) Within 15 days from the last negotiations session, the Advisory Panel shall declare a meeting with the negotiations teams. At this meeting the following shall be provided by each team:
 - a) Itemized list of the issues to be covered by the Panel.
 - b) A position paper on each item submitted for review, submitted by both teams.
 - c) Clarification of issues and definitions.
 - d) Establish a time when a Panel report will be provided, not to exceed 20 days from this meeting.
- 4) The Advisory Panel shall have the right to hold subsequent meetings with individuals deemed advisable in seeking to effect recommendations for disagreement.

- 5) The Advisory Panel shall file a written disposition with each party within the 20 days allotted. Such findings shall be used by the negotiations teams to obtain mutual agreement to the issues under consideration.
- 6) If no agreement is reached between the negotiations teams within five days of the filing of the written disposition, the disposition shall be made public, be made available to the members of VEA, and read into the minutes of the Board.
- 7) Whatever conclusions that the Advisory Board might reasonably arrive at can only be advisory, in the nature of the recommendation, to the Board and the VEA.

Article VI. Provisions Contrary to Law

If any provision of this document or any application of the Document to any certificated/licensed person or persons shall be found contrary to law, then this provision or application shall be deemed invalid except to the extent permitted by law, but all other provisions hereof shall continue in full force. However, in an effort to keep this Document current, should a new law or interpretation of a law invalidate any portion of this Document, the Superintendent and a VEA representative (usually the chief negotiator or president) shall meet within thirty (30) days of the invalidation to informally discuss the impact and to attempt to bring the Document into compliance. Any informal agreement reached must be approved by the Board and the VEA.

If these parties fail to reach an informal agreement, this item may be negotiated when the current contract expires.

Article VII. Duration of Procedural Agreement

This PN Agreement shall be a continuing policy from year to year. This article pertains only to the procedure followed to negotiate (The PN Agreement), not to the list of agreed items (Negotiated Contract).

Article VIII. Changes to PN Agreement

If changes are to be made, thirty (30) days notification shall be given by the party proposing the changes, in which case the same procedures as outlined will be followed.

Article IX. General Provisions

Individual and Organizational Rights

- 1) Fair Practice Clause - The VEA agrees to admit persons to membership without discrimination on the basis of race, creed, color, national origin, sex, or marital status.
- 2) Individuals have the right to join or not to join any organization for their professional or economic improvement.
- 3) The VEA shall admit to membership all members of the Instructional staff in accordance with the Constitution and By-Laws of the VEA.
- 4) No reprisal of any kind shall be taken by or against any participant in negotiations with the Administration or the Board by reason of such activity.

Article X. Definitions

- A. Board of Education - The local Board of Education duly elected by residents of the local school district to serve as the policy-making body of the local public schools.
- B. Superintendent - The local Superintendent, chief executive officer of the local Board of Education and advisor to the Board of Education.
- C. Instructional Staff - (Bargaining Unit) - All persons recognized to be certificated/licensed or acting as teacher aides employed by the local Board and represented in professional negotiations by the VEA. This includes all classroom teachers, special teachers (art, music, physical education, etc.) project directors, department heads, guidance counselors, certificated employees of the Board who do not have evaluation authority with respect to hiring and firing of Instructional Staff personnel, and are eligible for membership in the VEA.

The instructional staff shall not include the superintendent, principals, or any other full-time administrators.

- D. Sole and Exclusive Representative - The Negotiations Committee, granted such status annually by the majority of the instructional staff by petition, shall be recognized by the Board as the official voice of all members of the instructional staff, regardless of membership or non-membership in the organization. The exclusive representative shall further represent members of the instructional staff regardless of their race, color, creed, national origin, sex, age or marital status.
- E. Negotiations - To confer, discuss, propose, consider, make concessions, and counter-proposals, in good faith, in an effort to reach mutual agreement on items under consideration. Such negotiations shall be conducted by representatives of the Board and the VEA with authority to negotiate in "good faith". Final approval of any negotiated item shall be first by action of the association and then official adoption of the Board.

- F. Negotiations Meeting Period - That period of time beginning with the initial negotiations meeting between the official negotiating teams of the Board and the VEA. The Negotiations Meeting Period shall end when agreement has been reached on all items or sixty (60) days have elapsed, whichever comes first.
- G. Negotiations Session - The actual conferring of the representatives of the Board and the VEA.
- H. Negotiations Team - The body of official representatives of the Board or the VEA.
- I. Executive Session - A meeting with admittance to be limited to the discretion of the participants calling the meeting or the provisions for such a session as provided in this negotiations procedure.
- J. Recess - The period of time between negotiations sessions, once the negotiation meeting has commenced. A negotiation session shall not be recessed for a period longer than seventy-two hours, unless mutually agreed by both negotiation teams.
- K. Caucus - A limited break in the negotiation session of not more than thirty minutes.
- L. Day - A working day.
- M. Good Faith - The willingness to consider, propose, make concessions and counter-proposals in an effort to reach a mutually agreed position. Good faith does not mean that either negotiations team is given authority to make final commitment for the Board or the VEA.
- N. News Release - A report on the status of negotiations, given directly to public news media personnel; i.e., the newspaper, radio, or television news bureaus.
- O. Progress Report - Reports made to the Board or the VEA while negotiations are in progress.
- P. Ad Hoc Study Committee (Joint Study Committee) - A group given a specific assignment to develop a more meaningful understanding of a given area to assist the negotiations team in coming to a mutual agreement. The responsibility of such study committees shall be determined by the negotiations teams at the time that the study committee is organized. Information reported by the study committee shall be advisory only and not a directive or in any way impose a recommendation or compliance to members of the negotiations teams.
- Q. Advisory Panel - A party of three (3) persons, one representative of the Board, one representative of the VEA, and one person selected by the previously stated two persons, none of whom are to be members of the Board, employees of the Board, or employees of the VEA. The purpose of the Advisory Panel is to study the negotiations proceeding leading to an impasse. The findings of the Advisory Panel are advisory only, but should be given fullest consideration by the members of the parties involved.

- R. Impasse – Disagreement, a deadlock on a given item being negotiated. Impasse is reached when no further change of position by the members of the negotiations teams is taking place and agreement is not reached.
- S. Written Disposition – The findings and recommendation of parties used to resolve an impasse situation. Such a disposition is an advisory notice and should be given the greatest consideration by both the Board and the VEA in an effort to obtain agreement.
- T. Ratification – Approval by the majority of the members of the VEA and the Board.
- U. Strike – Strike means the failure to report for duty, the willful absence from one’s position, the stoppage of work, or the abstinence in whole or in part from full, faithful, and proper performance of the duties of the employment, for the purpose of inducing, influencing or coercing a change in the conditions, compensation, rights privileges, or obligations or employment, or of influencing others from remaining in or from assuming their employment duties.

Article XI. Grievance Procedure

A. Definitions

- 1) Grievance – A claim by an employee or the VEA, involving the alleged violation of a provision(s) of this negotiated agreement.
- 2) Grievant – The VEA, a person, or group alleging that some violation of this agreement has actually occurred.
- 3) Schools Days – Monday, Tuesday, Wednesday, Thursday, Friday excepting holidays.

B. Rights of the Grievant:

- 1) A grievant may appear on his or her own behalf or may be represented at any and all steps by any other VEA member of the grievant’s building. It is understood that this member is representing the VEA.
- 2) The fact that an employee files a grievance shall not be recorded in his or her personal file nor used in the transfer, assignment, promotion process, or reemployment process.
- 3) If a grievance appears to arise from the actions of an authority higher than the principal of a school and affects a group or class of teachers, it may be submitted at Step II described below.

The purpose of these procedures is to secure, at the lowest possible administrative level, equitable solutions to grievances. All parties agree that proceedings shall be kept confidential.

C. Time Limits

- 1) The number of days indicated at each step is considered a maximum. The time limits indicated may, however, be extended by written agreement of both parties.
- 2) Failure at any step of these procedures to communicate the decision on a grievance within the specified time limits shall permit the grievant to proceed to the next step.

D. Grievance Procedure:

- 1) Informal Procedures: If a teacher believes there is a basis for a grievance, the teacher must first discuss the matter with the building principal in an effort to resolve the problem informally.

Grievances may be adjusted informally provided the adjustment is not inconsistent with the provisions of this agreement and if the chosen VEA member has been given the opportunity to state the association's views on the grievance to both the principal and the grievant.

- 2) Formal Procedures:

Step I

If the grievance is not resolved informally, the grievant may present his or her formal claim by submitting a written grievance in the following form.

- a) Three copies: one for the principal, two to be returned to the grievant, one of which can be forwarded to the superintendent if the grievance is to be appealed in Step II.
- b) Date of occurrence.
- c) A statement of the nature of the grievance and provisions of negotiated agreement that has been allegedly violated.
- d) Relief sought.

The principal shall indicate his or her or her disposition of the grievance in writing within five (5) school days. (Two copies to the grievant)

Step II

If the grievant is not satisfied with the disposition of the grievance in Step I, or if no disposition has been made with the above limits, the grievant may submit the grievance to the superintendent. Within five (5) school days, the Superintendent shall meet with the grievant and indicate in writing his or her disposition of the grievance.

If the grievance is not forwarded by the grievant to the superintendent within five (5) school days after the receipt of the disposition in Step I, the grievance shall be considered waived and further action barred.

Step III

If the grievant is not satisfied with the disposition made by the Superintendent, or if no disposition has been made within the above stated time limits, then the grievant may submit the grievance to the Board by filing a copy with the Treasurer of the Board of Education. Notification of such appeal shall be given to the Superintendent, the Principal, and the VEA President by the grievant.

The Board, at its next regularly scheduled meeting shall meet with the aggrieved person, the chosen VEA member, the Superintendent, and the Principal to review such grievance in executive session, or give such other consideration as the Board shall deem appropriate. The disposition by the Board shall be made within five (5) school days of the meeting. A written notification of such disposition shall be furnished the grievant.

If the grievant fails to forward the grievance to the Board within five (5) days after receipt of the disposition from the superintendent (Step III) then the grievance shall be considered waived.

Step IV

If the grievant is not satisfied with the disposition of the grievance by the Board, or if no disposition has been received within the period provided above in Step III, the grievant may file suit in a court of law.

Article XII. Negotiated Items, Identification of

All items negotiated between the Board and the VEA shall be so designated in the policy books. This shall include all previously negotiated items.

Article XIII. Clerical Supplies, Equipment and Work

The Board agrees to furnish the use of duplicating machines and facilities.

Both parties involved will supply the clerical items listed below that they themselves use in their organization at Board cost. VEA will keep up up-to-date and accurate account of materials used and pay for same at the end of each school year.

Paper	Stationery, Envelopes	Stencils
Phone calls	Spirit masters	Typist
Postage		

Article XIV. Membership Restrictions, VEA

The Board agrees not to prohibit any certified/licensed staff member from membership in the VEA as a condition of their employment in the Versailles Exempted Village School District.

Furthermore, the Board agrees not to prohibit any certified staff member from holding office or committee position in the VEA unless staff member is teaching/licensed three (3) hours or less. (Teaching in this instance shall mean classroom instruction, guidance, librarian, work-study supervision, and other similar duties.) If the Board and the Superintendent agree that the staff member's VEA involvement unreasonably conflicts with his or her administrative function, said staff member shall resign his or her VEA position, or with Board approval resign his or her supplemental administrative contract upon written request by the Superintendent.

Article XV. Fair Share Fee

Association Financial Security – In recognition of the VEA's services to the bargaining unit, members of the bargaining unit shall either be members of the VEA or share in the financial support of the VEA by paying to the VEA a service fee not to exceed the amount of dues uniformly required of members of the VEA. VEA members may either pay the dues directly to the VEA or by dues deduction made pursuant to a properly executed Payroll Deduction Authorization form delivered to the Board.

Fair Share Fee – The teacher shall either (1) be a member of the VEA paying dues according to its structure; or (2) pay a service fee for representation in an amount not to exceed the total annual unified dues of the Versailles Education Association/Western Ohio Education Association/ Ohio Education Association/National Education Association. Bargaining unit members may remit payments directly to the VEA.

Fair Share Provisions –

- a) Each person in the bargaining unit, after the first ten school days of the school year or first ten school days following initial employment, must decide whether to become a member of the VEA. Each non-member shall be obligated to pay the VEA, as a condition of employment, a "Fair Share Fee" for the VEA's efforts as the collective bargaining representative. This obligation does not require any person in the bargaining unit to become a member of the VEA, nor shall the "Fair Share Fee" exceed VEA dues covering the same period of time.
- b) The deduction of the "Fair Share Fee" by the Treasurer of the Board from the payroll check of the employee and its payment to the VEA shall be automatic and does not require the written authorization of the teacher. The obligation of the Board to deduct the fee shall cease upon the removal of the bargaining unit member from the Board's active payroll for any reason.
- c) By September 1 of each year, the VEA President shall give the Treasurer of the Board a statement as to the amount of the "Fair Share Fee" deduction for the upcoming school year. The VEA shall send a copy of the statement to any member of the bargaining unit upon request.
- d) The VEA/OEA shall establish and operate a rebate procedure by which unit members obligated to pay a "Fair Share Fee" may recover that portion of their fee which is expended for purposes other than acting as the collective bargaining representative. This rebate procedure must provide the unit member with the opportunity to appeal the VEA/OEA's decision to the State Employment Relations Board, and must fully conform to all requirements of federal and state law.

- e) The VEA/OEA shall provide a copy of its rebate procedure to the Board and shall make this information available to any bargaining unit member upon request. The VEA/OEA shall also supply the Board and make available to all bargaining unit members upon request, copies of any changes in its rebate procedure.
- f) The VEA/OEA shall obtain and make available to all bargaining unit members appropriate State Employment Relations Board forms upon which the unit member may challenge the VEA/OEA rebate procedure.
- g) Any unit member who, because of bona fide religious beliefs or the teachings of a religious organization with which he/she is affiliated, objects to paying the "Fair Share Fee" shall not be required to pay the "Fair Share Fee" in compliance with federal and state law. Any unit member who wishes to avoid paying the "Fair Share Fee" due to religious conviction must apply for an exemption to the State Employment Relations Board. The VEA/OEA shall provide forms to apply for this exemption to any interested unit member. The VEA/OEA shall place any "Fair Share Fee" from any unit member applying for a religious exemption in escrow until such time as there has been a final adjudication on the exemption, at which time the "Fair Share Fee" and escrowed monies shall either be paid to the VEA/OEA or to a mutually agreed on charity pursuant to O.R.C. 4117.09 (C).

Article XVI. Deduction - Professional Dues

Teachers shall indicate to the Board by written assignment the association for which they wish to have deductions made. The deduction shall be made on each paycheck. Request for dues deduction shall be made in writing to the Treasurer of the Board.

Each teacher commits himself to pay the entire dues of the Association he/she joins, the balance being deducted from the last check.

The District Treasure shall deduct VEA dues and Fair Share Fees from the employee's regular payroll check beginning with the second payroll check in January and shall continue to deduct same in equal installments from each of the next 10 regular payroll checks in equal amounts. The dollars deducted shall be delivered to the Treasurer of the VEA no later than five (5) workdays after the deductions are made.

Article XVII. Deduction, Annuity & Others

The enrollment period for the normal routine deductions for organization dues, hospitalization, and annuities, will run August 1 - October 15, and similar deductions will run for the same number of pays. Enrollment periods and guidelines for non-scheduled events such as "drives" will be established by the superintendent.

The VEA and the Board agree to make every effort to have a minimum of agencies handle as many deductions as possible. A minimum of four enrollees for a particular annuity company will be required in order to add and maintain that annuity company to the approved list. When the number of enrollees falls below the minimum of four, the enrollees will have 3 months from notice to change

deductions to an approved annuity company. The agencies have prepared jointly a MEA (Maximum Exclusion Allowance) calculation when more than one agency is utilized and whenever a change is made if two or more agencies are employed by an enrollee. In addition, the annuity company must execute a reasonable agreement protecting the District from any liability attendant to procuring the annuity. The number of payroll deductions for the payment of annuity premiums shall equal the number of disbursements to the annuity provider. Disbursements to the annuity provider shall be made at the time each payroll deduction is made by the employer provided the annuity company bills the District accordingly.

Article XVIII. Employment Procedure

Applicants shall file an application form with the Superintendent's office. Those considered eligible will be interviewed by the Superintendent, Principal, and other staff when possible. The Superintendent, before making a recommendation to employ, will when possible, consult with the building principal and Department Head or supervisor of that area.

Article XIX. Assignment of Staff

Teachers are assigned to buildings, classrooms, and subject areas by the Superintendent according to the needs of the schools and the areas for which the individual teacher is certificated/licensed.

Any teacher desiring a change of assignment should discuss the matter with the building principal and then submit a request for transfer in writing, (Personal Intent Form) to the Superintendent on or before March of the current year. Changes of assignment are completed on or before August 1. Unless notified of a change, assignments made by the Superintendent in the spring will remain in effect.

The teacher is assigned within the bounds of his or her certifications/licensures.

The stipulations of a teacher's contract can be changed in an emergency situation by mutual agreement.

Notification that an emergency situation exists shall be given the teacher by no later than August 1.

If changes are necessary and the teacher does not agree to his or her reassigned position, the Board will accept his or her resignation.

An emergency situation shall be defined as a vacancy which exists on and after July 15.

This agreement between the VEA and the Board is null and void in a given department should there be any resignation of a teacher within that department after June 1 of that year.

Article XX. Vacancies

The Board agrees to use the "Personal Intent Form" and authorizes its issuance by February 1 of each school year. A copy of the Personal Intent Form to be used is found in the appendix of the negotiated agreement.

All staff position vacancies or newly created positions shall be made known to the staff by Superintendent's bulletin, board minutes or other communication which is distributed to all present staff. No position will be filled for five (5) days after the mailing or distribution of said notice. After July 10, the superintendent may declare the vacancy an emergency and fill it after notification to those staff members who have indicated their interest on a personal intent form.

Article XXI. Rehiring of Retired Teachers

The following provisions shall govern the rehiring of certified/licensed teachers who have retired from employment with the Versailles Exempted Village School District.

Any person who has retired and then rehired will be automatically considered as being non-renewed at the end of each one (1) year contract and said position will be posted, advertised, and applications accepted. Personnel in that position may state their intent to reapply for said position but must go through the identical process as all other applicants.

Retired teachers must declare their retirement prior to rehiring and be currently certified/licensed.

Teacher who have retired from Versailles Exempted Village School District and are rehired shall be placed on the salary schedule at the 5 year experience level at their appropriate level of education.

For the purpose of seniority, retirement for a period of not less than sixty (60) days constitutes a break in service, so the retired employee must begin again to accrue seniority of service in the District.

Employees of the District, who have received severance pay based on their accrued, but unused sick leave days, upon retirement, shall be deemed to have closed the sick leave account.

Retired teachers rehired by the Board shall begin over to accumulate new sick leave days as provided by this agreement. Retired teachers who are hired or rehired by the District shall receive the full terms and conditions of the collective bargaining agreement except for the provisions contained in this article. Retired teachers rehired will not be eligible for severance.

Article XXII. Job Sharing

Job sharing shall refer to two teachers sharing one full time teaching position and having no other instructional responsibilities. In order to be eligible for job sharing a teacher must have a minimum of five (5) years experience in the district.

A written plan shall be submitted to the building principal and shall include the following elements:

- 1) The duration of the plan. The plan shall be in effect for a period of one full year.
- 2) The plan shall identify the grade level, building and subject to be shared.
- 3) The participating teachers shall jointly develop teaching methods and techniques, and grading practices that ensure the consistency and compatibility of the program.
- 4) The plan shall include the percentage of the regular full time workday and exact time schedule that each participant shall be present on the work site.
- 5) The plan shall define how calamity days (fog, snow, etc.), delayed starts, and altered day schedules will be divided.
- 6) Specific subject areas and content areas taught will be assigned by the principal after consultation with the teachers.

The written plan must be mutually agreed to by the participants, approved by the building principal and submitted to the superintendent for final approval no later than April 1 of the year preceding the commencement of the job share program.

Teachers requesting job sharing shall receive written disposition granting or denying their request and their final assignment for the coming school year no later than June 1.

The decision of the building principal and/or the decision of the superintendent to grant or to deny a request to share a job is final and not subject to the provisions of the grievance procedure.

Voluntary Participation - A teacher who wishes to participate in job share must identify a partner who is willing to share a position. No current staff member shall be required to participate in job sharing.

Rights of Participants - All teachers involved in a job sharing shall have all rights and protections under the Master Contract/Agreement as all other members of the bargaining unit except as specifically defined in this provision.

Salary and Benefits - All negotiated salary and benefits shall be split according to the percentage of a regular full-time workday served by the participant. All leave provisions (e.g., sick, personal, professional, assault, etc.) shall be earned and used in half (1/2) day increments.

Salary Schedule Advancement - Employees sharing positions shall receive the salary step advancement at the start of the school year and receive additional step increases following the accumulation of one year of full time service (example: 2 year at ½ time = 1 year advancement on the salary schedule.)

Seniority - Participants shall earn seniority credit for layoff on a pro-rated basis, for example, one half-time service provides one-half seniority credit.

Contract Status, Evaluation and Layoff - Job-sharing teacher participants shall be considered for contract status, evaluation, and layoff on the same basis as other teachers.

Non-Instructional Duties - Each participant must attend all contractually required duties that are required of a full-time teacher. (e.g., parent-teacher conferences, required principal/building meetings, inservice meetings, etc.) Day to day duty responsibilities (e.g., lunchroom, playground, etc.) shall be assigned by the building principal and shall be balanced equally between the job share participants.

Notification of Superintendent - The participants must provide written notice to the Superintendent on or before April 1 of each year stating their desire to continue or not to continue in the job share arrangement.

Interim Reports and Grade Report Cards - The participants will also work together to cooperatively complete report cards and interim progress reports.

Substitution - Job sharing participants cannot be required to substitute for other job sharing participants. If they agree to substitute, they shall be compensated at their pro-rated per diem rate.

Discontinuation of the Job Share Arrangement - In the event that one or both staff members desire to end the job share arrangement, that teacher(s) shall resign his or her position with the District and will then be reconsidered for reemployment based on future openings for which they are certified/licensed. If the Superintendent chooses to discontinue the job share arrangement, both teachers must be offered full time employment in position(s) for which they are property certified/licensed. Each teacher may apply to return to full time teaching and will be considered based on certification/licensure.

Article XXIII. Duties, Additional Teaching

The Board and VEA agree that each teacher should have at least one preparation period per day. Both parties also recognize that in some cases a teacher will be absent and a substitute cannot be obtained to fill the vacancy. The teachers agree that in such cases the principal can assign a teacher to another teacher's duties during this preparation period. The teachers agree to accept at least five (5) instructional hours each school year without compensation. Any such time in addition to the above five (5) hours will be compensated to the teacher, if requested, no later than the end of the second semester of the year in which the duty was performed, in the following manner:

- 1) If the assignment is in the teacher's field, that teacher will receive 1/1260 of his or her regular salary per hour of additional instruction.
- 2) If the assignment is of a supervisory nature only, that teacher will receive compensation at a rate of \$5.00 per hour of additional time.

It is agreed that the principal will make all attempts to assign additional duties to teachers in the absent teacher's department (or grade level).

It is further agreed that if a teacher is assigned an additional duty for twenty (20) consecutive school days, then said teacher will receive full compensation for all hours of service rendered and the five (5) hours

mentioned above shall not be deducted from the days served, in order to calculate the compensation due.

Records of extra duty teaching will be kept by each building principal if submitted in writing by the teacher within two (2) school days following the extra assignment. A form for reporting the extra duty shall be designed by the administration and be available in the principal's office.

Article XXIV. Evaluation System, Teacher

Overview

A District-wide committee was established to restructure the evaluation process and procedures. The District will utilize the Ohio Teacher Evaluation System (OTES) as the foundation of the evaluation process. These standards provide the instructional staff and administration with a common language and a set of skills to enable administration to successfully evaluate educators.

As a result of HB 153, SB 316 and Substitute HB 362 the Versailles Exempted Village Schools Board of Education has adopted a teacher evaluation policy in accordance with the standards-based statewide teacher evaluation framework adopted by the State Board of Education.

- A. The Versailles Exempted Village Schools Board of Education adopts the Ohio Teacher Evaluation System "OTES" model as approved by the State Board of Education.
- B. Each evaluation will have a rating of (1) Accomplished; (2) Skilled; (3) Developing; or (4) Ineffective.
- C. The rating must be based on both teacher performance and student growth measures (50% each).
- D. The teacher performance measures require two formal observations and walkthrough visits.
- E. All evaluations must be completed by May 1st and the teachers must be provided with a written copy of the evaluation results by May 10th.

"OTES" stands for the Ohio Teacher Evaluation System as adopted by the Ohio State Board of Education in 2011, or as otherwise modified by the State Board of Education.

This evaluation program has been developed in consultation with teachers employed by the Versailles Exempted Village Schools Board of Education.

A District Evaluation Advisory Committee ("Committee") composed of up to five (5) teachers appointed by a vote of the teachers and up to four (4) administrators appointed by the Superintendent shall be

established. The Committee shall convene at least annually no later than March to make recommendations regarding the teacher evaluation procedure.

The Committee shall also meet to discuss any changes in the law regarding the Ohio Teacher Evaluation System. The committee shall convene within two (2) weeks of the date on which the applicable legislation is signed into law.

All Committee procedures and functions shall be determined by action of the Committee.

The timelines set forth above may be altered by a mutual, written agreement of the Committee signed by an administrator and a teacher on the Committee.

This policy shall be implemented as set forth herein and shall be included in the collective bargaining agreement with the Versailles Education Association (VEA), and in all extensions and renewals thereof.

Standards-Based Teacher Evaluation

Teacher evaluations will utilize multiple factors, with the intent of providing meaningful feedback to each teacher and assigning an effectiveness rating based in equal part upon teacher performance and student growth.

Each teacher evaluation will result in an effectiveness rating of:

- A. Accomplished;
- B. Skilled;
- C. Developing; or
- D. Ineffective.

The specific standards and criteria for distinguishing between these ratings/levels of performance shall be the same as those developed by the State Board of Education, which are incorporated herein by reference.

The Superintendent shall annually file a report to the department of education the number of teachers for whom an evaluation was conducted as well as the number of teachers assigned each rating as set forth above, aggregated by teacher preparation programs from which and the years in which the teachers graduated.

Fifty percent (50%) of each evaluation will be based upon teacher performance and fifty percent (50%) on multiple measures of student growth as set forth herein.

The Board of Education (Board) of Versailles Exempted Village Schools (District) adopts the following teacher evaluation policy in accordance with the standards-based statewide teacher evaluation framework

adopted by the State Board of Education in November 2011. The Board acknowledges that this teacher evaluation policy aligns with the *Standards for the Teaching Profession* as set forth in State law.

Policy will be reviewed by reconvening the District Evaluation Committee annually and the committee will revise the policy as necessary.

The Board directs the Superintendent to implement this policy in accordance with State law.

Definition of "Teacher"

This policy applies to District employees who meet one of the following categories:

- A. A teacher working under a license issued under Ohio Revised Code (ORC) Sections 3319.22, 3319.26, 3319.222 or 3319.226 who spends at least 50% of his/her time providing content-related student instruction; or
- B. A teacher working under a permanent certificate issued under ORC 3319.222 as existed prior to September 2003 who spends at least 50% of his/her time providing content-related student instruction; or
- C. A teacher working under a permanent certificate issued under ORC 3319.222 as it existed prior to September 2006 who spends at least 50% of his/her time providing content-related student instruction; or
- D. A teacher working under a permit issued under ORC 3319.301 who spends at least 50% of his/her time providing content-related student instruction.

This policy does not apply to the superintendent, assistant superintendent(s), business manager, treasurer or "other administrator" as defined by ORC 3319.02. This policy also does not apply to substitute teachers.

Assigning an Effectiveness Rating

Each evaluation will result in an effectiveness rating of "Accomplished," "Skilled," "Developing," or "Ineffective." An effectiveness rating is based on the following two categories: 1) Teacher Performance; and 2) Student Growth Measures. Fifty percent (50%) of the evaluation will be attributed to teacher performance and fifty-percent (50%) will be attributed to multiple measures of student growth.

Teacher Performance and Student Growth Measures ratings shall be combined to reach the summative teacher effectiveness rating.

The Board shall annually submit to the Ohio Department of Education (ODE), in accordance with ODE guidelines, the number of teachers assigned an effectiveness rating, aggregated by the teacher preparation programs from which, and the years in which, the teachers graduated.

Calculating Teacher Performance

Teacher Performance is evaluated during the two cycles of formal observations, evidence provided by the teacher during pre-observation and post-observation conferences and periodic classroom walkthroughs. Fifty-percent (50%) of the effectiveness rating will be attributed to Teacher Performance through a holistic process based upon the following *Ohio Standards for the Teaching Profession* and training for credentialed evaluators:

- A. Understanding Student Learning and Development and Respecting the Diversity of the Students they Teach;
- B. Understanding the Content Area for which they have Instructional Responsibility;
- C. Understanding and Using Varied Assessment to Inform Instruction, Evaluate and Ensure Student Learning;
- D. Planning and Delivering Effective Instruction that Advances Individual Student Learning;
- E. Creating Learning Environments that Promote High Levels of Learning and Student Achievement;
- F. Collaborating and Communicating with Students, Parents, Other Educators, District Administrators and the Community to Support Student Learning; and
- G. Assuming Responsibility for Professional Growth, Performance and Involvement.

The Superintendent/designee shall select or develop, in consultation with teachers, evaluation tools to be used in calculating the Teacher Performance fifty-percent (50%), which must be aligned to the *Ohio Standards for the Teaching Profession* and the Ohio Teacher Evaluation System Performance Rubric.

The Versailles Exempted Village Schools will use the Ohio Teacher Evaluation System Performance Rubric as its evaluation tool. This includes the four defined criteria of teacher performance: accomplished, skilled, developing, and ineffective.

Calculating Student Growth Measures

For purposes of the Ohio Teacher Evaluation System (OTES), "student growth" means the change in student achievement for an individual student between two or more points in time. This component of the evaluation includes some combination of the following: 1) Teacher-level Value-Added Data; 2) ODE-Approved Assessments; and/or 3) Locally-determined Measures as follows:

TABLE 1

Teacher Category	Value-Added 25% - 50%	Vendor Assessments 10% - 50%	LEA Measure		TOTAL
			SLO/Other	Shared Attribution	
A1 (Value-Added Only)	50%	0%	0%	0%	50%
A2 (Value-Added/LEA)	25%**	0%	0%	25%**	50%
B (Vendor Assessments)	0%	0%	0%	0%	0%
C (LEA Measures)	0%	0%	0%	50%	50%
** Based on Teacher Schedule					

In the calculation for student academic growth, a student who has forty-five (45) or more excused or unexcused absences for the school year will not be included.

Data from these multiple measures will be scored on five levels in accordance with ODE guidance and converted to a score in one of three levels of student growth: 1) "Above;" 2) "Expected;" and 3) "Below."

Evaluation Timeline

Except as otherwise provided in this policy, all instructors who meet the definition of "teacher" under ORC 3319.111 and this policy shall be evaluated based on at least two formal observations and periodic classroom walkthroughs each school year.

Teachers on a limited contract who are under consideration for renewal/nonrenewal shall receive three (3) formal observations in addition to periodic classroom walkthroughs unless, the evaluator waives the third observation.

A Teacher who received a rating of "Accomplished" on his/her most recent evaluation shall be evaluated in accordance with the process set forth in this policy once every three (3) school years so long as the teacher's student academic growth measure, for the most recent school year for which data is available, is average or higher as determined by the Ohio Department of Education, provided, however, that a teacher who is on a one-year limited contract or in the last year of a multi-year limited contract and who the employer intends to recommend for non-renewal shall be evaluated in the school year in which his or her contract is about to expire and will receive at least three (3) formal observations.

In any year that a teacher is not evaluated in accordance with the process set forth in this policy, an individual qualified to evaluate a teacher pursuant to applicable law shall conduct one (1) observation of the teacher. The observation shall be a maximum of thirty (30) minutes in duration. A pre-conference shall be required prior to the observation.

If a teacher's student academic growth measure is lower than average, the teacher will be evaluated in accordance with the process set forth in this policy during the subsequent school year. For example, if a teacher received a rating of Accomplished during the 2013-2014 school year, but his/her student academic growth measure is below average during the 2014-15 school year, he/she shall be evaluated in accordance with the process set forth in this policy during the 2015-2016 school year.

A teacher who received a rating of "Skilled" on his/her most recent evaluation shall be evaluated in accordance with the process set forth in this policy once every two (2) school years so long as the teacher's student academic growth measure, for the most recent school year for which data is available, is average or higher as determined by the Ohio Department of Education provided, however, that a teacher who is on a one-year limited contract or in the last year of a multi-year limited contract and who the employer intends to recommend for non-renewal shall be evaluated in the school year in which his or her contract is about to expire and will receive at least three (3) formal observations.

In any year that a teacher is not evaluated in accordance with the process set forth in this policy, an individual qualified to evaluate a teacher pursuant to applicable law shall conduct one (1) observation of the teacher. The observation shall be a maximum of thirty (30) minutes in duration. A pre-conference shall be required prior to the observation.

If a teacher's student academic growth measure is lower than average, the teacher will be evaluated in accordance with the process set forth in this policy during the subsequent school year. For example, if a teacher received a rating of Skilled during the 2013-2014 school year, but his/her student academic growth measure is below average during that school year, he/she shall be evaluated in accordance with the process set forth in this policy during the 2014-2015 school year.

Retiring Teachers

Any teacher who is eligible to retire pursuant to the State Teachers Retirement System of Ohio's rules and regulations and who submits a binding notice of retirement to the Board of Education on or before October 1 of his/her last year of employment, shall not be evaluated or required to complete any of the requirements that an Accomplished or Skilled teacher is required to complete the year or years in which the teacher is not evaluated. For example, if a teacher, eligible for retirement, submits a binding notice of retirement to the Board on or before October 1, 2015, he/she shall not be evaluated during the 2015-2016 school year. The teacher's retirement must take effect the day after the last contracted work day of the applicable school year. It is expected that the employee shall submit such notice of retirement in good faith. The Board of Education shall have the discretion to permit the employee to rescind his/her notice of retirement in the event that the employee's spouse passes away or the employee's spouse becomes terminally ill or the employee unexpectedly loses his/her primary residence. In such event, the employee's effectiveness rating from the previous school year shall be carried forward to the next school year. The employee shall be subject to a full evaluation the following school year. For example, if an employee is permitted to rescind his/her notice of retirement which would have taken effect the day after the last contracted work day of the 2014-2015 school year, he/she shall be subject to a full evaluation for the 2015-2016 school year regardless of previous effectiveness ratings, including the rating carried over from the 2013-2014 school year.

The employee must submit notice of intent to rescind his/her retirement in writing to the Treasurer within ten (10) calendar days from the date on which the event occurred. In no event, shall an employee be permitted to submit notice of intent to rescind his/her retirement more than once for the duration of his/her employment. The Board's decision shall be final and shall not be subject to the Grievance Procedure in the Master Agreement between the Board and the Versailles Education Association.

A teacher who is on leave for 50% or more of the school year need not be evaluated.

Evaluations will be completed by May 1st and each teacher will be provided a written report of the results of his/her evaluations by May 10th. If nonrenewal is being considered written notice of nonrenewal will be provided by June 1st.

In evaluating teacher performance in these areas, the Board shall utilize the measures set forth by the Ohio Department of Education's OTES "Teacher Performance Evaluation Rubric" for instructional planning, instruction and assessment, and professionalism, as demonstrated in the rubric:

Formal Observation Procedure

The first formal observation shall be preceded by a conference between the evaluator and the employee prior to the observation in order for the employee to explain plans and objectives for the classroom situation to be observed. The second observation may not be preceded by a conference if mutually agreed upon by the evaluator and the teacher.

A post-observation conference shall be held after each formal observation. During both pre-observation and post-observation conferences, teachers shall be given the opportunity to provide additional evidence of support. All such evidence shall be accepted, reviewed and fully considered by the evaluator.

Informal Observation/Classroom Walkthrough Procedure

Classroom walkthroughs shall take place periodically throughout the year. Walkthroughs will be no less than five (5) minutes. Data gathered from the walkthrough will be recorded on the Teacher Walkthrough Form. A completed form will be shared with the employee within five work days. There will be a minimum of two walkthroughs per school year.

Grievance Procedure

Only procedural compliance with the evaluations procedure may be grieved, not the substance of any evaluation.

Credentialed Evaluators

The Board shall authorize the Superintendent/designee to approve and maintain a list of credentialed evaluators as necessary to effectively implement this policy. Each teacher evaluation conducted under this policy shall be conducted by someone 1) who is eligible to be an evaluator in accordance with ORC 3319.111(D); and 2) who holds a credential established by ODE for being an evaluator. Every evaluator must complete state-sponsored evaluation training and is required to pass an online credentialing assessment.

Assessment of Student Growth

In determining student growth measures, the Board adopts the Ohio Department of Education's OTES, which calculates student growth by assessing achievement for an individual student occurring between two points in time. It is important to note that a student who has forty-five (45) or more excused or unexcused absences for the school year will not be included in the determination of student academic growth.

In general, the Board will utilize the following categories to determine this aspect of a teacher's evaluation, depending on the instructor involved:

- (A1) Teachers instructing in value-added subjects exclusively;
- (A2) Teachers instructing in value-added courses, but not exclusively;
- (B) Teachers instructing in areas with Ohio Department of Education approved vendor assessments with teacher-level data available (at the adoption of this policy, Versailles Exempted Village Schools will not have any teacher in this category);
- (C) Teachers instructing in areas where no teacher-level value-added or approved vendor assessments are available.

Shared attribution shall be utilized in accordance with Table 1 above.

An SLO must be based upon the following criteria: Baseline and Trend Data, Student Population, Interval of Instruction, Standards and Content, Assessments, Growth Targets, and Rationale for Growth Targets. When new SLOs are developed or revised, the process will include consultation with other teachers and approval by SLO Committee.

Data from these approved measures of student growth will be scored on five levels in accordance with the Ohio Department of Education/OTES guidance and converted to a score in one of three levels of student growth:

- A. Above
- B. Expected
- C. Below

Final Evaluation Procedures

Each teacher’s performance rating will be combined with the assessment of student growth measures to produce the summative evaluation rating. Teachers will receive a final summative rating of teacher effectiveness, in accordance with Table 2:

TABLE 2

Student growth		Performance		Final summative rating	
• Most Effective (5)	600	• Accomplished (4)	600	• Accomplished	500-600
• Above Average (4)	400	• Skilled (3)	400	• Skilled	300-499
• Average (3)	300	• Developing (2)	200	• Developing	100-299
• Approaching Average (2)	200	• Ineffective (1)	0	• Ineffective	0-99
• Below Average (1)	0				

Professional Growth and Improvement Plans

Based upon the teacher’s student growth measure for the most recent school year, each teacher must develop either a professional growth plan or a professional improvement plan as follows:

- A. Teachers, whose students have above expected levels of student growth, will develop a professional growth plan, utilizing the components set forth in the “Teacher Evaluation Form”.

- B. Teachers, whose students have expected levels of student growth, will develop a professional growth plan collaboratively with his/her credentialed evaluator utilizing the components set forth in the "Teacher Evaluation Form".

- C. Teachers, whose students have below expected levels of student growth or an ineffective rating in teacher performance will must comply with an improvement plan developed by the credentialed evaluator. Teachers shall be permitted to provide input regarding the development of the improvement plan.

The teacher shall have the right to make a rebuttal to the evaluation and to have it attached to the evaluation report to be placed in the teacher's personnel file.

Testing for Teachers in Core Subject Areas

Beginning with the 2015-16 school year, teachers who teach in a "core subject area" are required to register for and take all written examinations of content knowledge selected by ODE if the teacher has received an effectiveness rating of "Ineffective" on evaluations for two of the three most recent school years. "Core subject area" means reading and English language arts, mathematics, science, foreign language, government, economics, fine arts, history, and geography.

Board Professional Development Plan

The Board will provide for the allocation of financial resources to support professional development to the extent required by State law and the State Board of Education evaluation framework.

Retention and Promotion Decisions

It is the purpose of this Standards-Based Teacher Evaluation Policy to improve the quality of instruction, enhance student learning and strengthen professional competence through meaningful feedback and targeted professional development. In addition, the evaluations produced will serve to inform the Board on employment decisions, i.e., retention, promotion of teachers, renewal of teaching contracts, and the removal/nonrenewal of poorly performing teachers.

Definitions:

"Retention" for purposes of this policy refers to employment decisions on the question of whether or not to suspend a contract pursuant to a reduction in force, nonrenewal a limited or extended limited contract, or terminate employment for good and just cause. In the case of a reduction in force, seniority will not be considered when making decisions on contract suspensions, except in the instance of comparable evaluations. The decision to nonrenew or terminate the contract of a poorly performing teacher may be informed by the evaluation (s) conducted under this policy. However, decisions to

nonrenew or terminate a teaching contract are not limited by the existence of this policy. Such decisions shall adhere to all applicable standards and procedures of the Ohio Revised Code (R.C. 3319.16; R.C. 3319.11) or the Collective Bargaining Agreement, as applicable.

"Promotion" as used in this context is of limited utility given the fact that teachers covered by this policy are not currently employed in any discernible hierarchy. Nevertheless, when making decisions relative to such matters as determining department or grade level chairpersons, selections to curricular or strategic planning bodies, or teaching assignments, the Board will consider teacher performance as indicated by evaluations.

"Poorly Performing Teachers" refers to teachers identified through the evaluation process set forth in this policy who demonstrate an inability and/or unwillingness to meet the reasonable expectations of this standards-based evaluation system.

"Comparable Evaluations" – Teachers shall be considered to have "comparable evaluations" in accordance with Ohio Revised Code 3319.17(C) as follows:

- 1) Accomplished
- 2) Skilled
- 3) Developing
- 4) Ineffective.

Seniority shall not be a basis for making retention decisions, except when making a decision between teachers who have comparable evaluations.

Removal of Poorly-Performing Teachers

Poorly performing teachers may be removed, upon recommendation of the Superintendent, either through nonrenewal or termination, when the following has been demonstrated:

- A. Failure of a core subject area teacher required to take a written examination to pass such examination.
- B. Failure of a core subject area teacher required to take a written examination to complete required professional development.
- C. Failure of core subject area teacher to complete all required written examinations.
- D. Receipt of an "Ineffective" rating by a core subject area teacher in the evaluation following passage of a written examination and completion of required professional development.

- E. A teacher receiving an "Ineffective" rating for two consecutive years is subject to nonrenewal or termination.

Removal of poorly performing teachers will be in accordance with the nonrenewal and termination statutes of the Ohio Revised Code.

Article XXV. Dismissal, Teacher

The procedures as stated in Section 3319.16 and Section 3319.161 will be followed when any teacher (tenured or non-tenured) has been notified of intent to dismiss (to break contract in force).

Article XXVI. Class Size

The Board and VEA agree that the number of students in a given class to an extent determines the effectiveness of the teacher to deal with individual student differences. Both parties also agree that the number of students assigned a teacher must reflect a degree of efficient use of that teacher in the school system. The building principal is responsible for the equitable distribution of teaching duties among the members of the staff.

Therefore, it is agreed that the following pupil-teacher ratios shall be used as a guideline by the persons responsible for such assignments. Departure from these norms may be authorized by the Superintendent only when he/she deems it necessary and in the best interest of the education of the students of this district.

At the request of the VEA, the Superintendent will advise the VEA of any such departures and the reasons for such change. If, in the opinion of the VEA, the superintendent's reasons for change are questionable, the VEA shall have the right to discuss with the Board (or a committee thereof) an appropriate class size for the case in question.

Pupil-Teacher Ratio Guide

- | | |
|-----------------|---|
| 1) 20-30 Pupils | Physical Education
Kindergarten
Primary
Intermediate
English
Social Studies
Math
Science
Foreign Language
Business Education |
| 2) 15-25 Pupils | Typing
Home Economics
Industrial Arts
Art |

OWE
OWA
* Jr. I.O.E.

- 3) 12-25 Pupils
Special Education
Vocational Agriculture
*Sr. I.O.E.

Article XXVII. Department Heads or Team Chairs

The certified/licensed staff will be divided into the following department or grade level organization for the purposed of administrative coordination, supervision, and budgeting:

A. Versailles High School (grades 7-12) will be divided into the following departments:

- 1) Business, Industrial Arts and Vocational Education
- 2) Language Arts, including the Library
- 3) Math
- 4) Science
- 5) Social Studies
- 6) Special Services

B. Versailles Elementary Schools (Grades K-6) will be divided into the following grade level teams:

- 1) Kindergarten and Transitional
- 2) First Grade
- 3) Second Grade
- 4) Third Grade
- 5) Fourth Grade
- 6) Fifth Grade
- 7) Sixth Grade
- 8) Special Services

Assuming that the same teachers continue as grade level team chairs, the salaries for these individuals will be frozen until such time as placement on the correct salary would result in an increase in pay.

C. Grades Kindergarten - Twelfth will be divided into the following departments:

- 1) Fine Arts, K-12 (Music, Art)
- 2) Physical Education, K-12 (Includes Health, Grades 7-12)

A coordinator knowledgeable in his or her area will be appointed as the coordinator for each of the above areas. This person will not be a full time administrator.

The payment to department coordinators for meetings will be made over 26 payments throughout the year.

Article XXVIII. I.E.P. Development

The Board agrees to provide up to one (1) day of released time to special education teachers for the development of individualized education plans and/or testing of students.

Article XXIX. School Day/Preparation Time

A. Student Day: 8:00 a.m. - 3:05 p.m.

B. Teacher Day:

The regular full-time teacher's day will be seven (7) hours and thirty-five (35) minutes. Each teacher shall be provided a minimum thirty (30) minute duty-free lunch period. Any teacher may leave the building during his/her lunch period providing such absence does not interfere with his/her professional duties or assignments and if the teacher notifies the appropriate building secretary prior to leaving the building and upon return.

Teachers must report to their building for duty at the following time: 7:35 a.m. - 3:10 p.m.

Teachers will be required to attend scheduled building meetings, department or grade level meetings or parent conferences as necessary.

Teachers will be required to be present for scheduled parent-teacher conferences during the regular teacher work day, except when excused for other school duties or emergencies by the building principal. When such parent-teacher conferences extend beyond the regular teacher work day, compensatory released time shall be granted during a regularly scheduled school day.

C. Preparation for teachers:

Each teacher in the Versailles Exempted Village School District shall be scheduled for at least two hundred seventy-five (275) minutes per week of preparation time within the teacher day.

No secondary teacher shall have more than four (4) class preparations a day in the academic subjects unless by mutual agreement. Each modified, accelerated, and enriched class requiring different preparations shall be considered a single preparation.

In consideration of pertinent factors including but not limited to State and North Central Association requirements, the master schedule structure, student needs and available intervention time, and other elements related to teacher time as contained in this master agreement, every effort should be made to have intervention done by teachers who are certified/licensed in the area of intervention and/or teachers who have three or less class preparations.

Preparation time for less than full-time teachers will be scheduled as follows:

- Less than three (3) hours per day teaching - no plan time

- Three (3) to four point forty-nine (4.49) hours per day teaching - 150 minutes/week
- Four point five (4.5) or more hours per day teaching - 225 minutes/week

Article XXX. Calendar, School

A. Length of School Year

Regular teaching employees - 184 days scheduled

- ♦ 180 student days **
- ♦ 2 work days - (1) before and (1) after school year. Open house may not be held until after the workday is completed, unless agreed upon by the majority of the building staff.
- ♦ 2 staff development days

** Given ODE approval up to 2 waiver days may be substituted for student days for the purpose of staff development.

- B. The number of days scheduled under this Article shall not impact the District's ability to require additional days worked to ensure compliance with the State minimum number of hours of instruction per year. The District shall continue the practice of permitting up to five (5) calamity days per year, as long as the District remains in compliance with mandatory State minimum number of hours of instruction. Employees shall not be required to report for duty during these first five (5) calamity days. If additional contingency days are required to ensure compliance with mandatory State minimum number of hours of instruction, teachers shall be required to report to such contingency days without additional compensation. When E-days are utilized, teachers are expected to check their district email account hourly and respond to each emailed question from students or staff. The District prefers to have instructional time with teachers in the classroom. Deciding when to use a contingency day as opposed to an E-day shall be determined solely at the discretion of the Superintendent.

C. Calendar input from staff

The VEA will propose one school calendar per school year given to the superintendent by January 10th. These calendars will take effect two years from the conclusion of the current school year. For example: The VEA proposal for the 2016-2017 school year will be turned in by January 2014, and the 2017-2018 school year will be turned in by January 2015. These calendars will be submitted to the Board of Education by the June Board meeting. Final decisions on the calendar rest with the Board of Education.

Article XXXI. Paraprofessionals, Use of

The Board agrees to place paraprofessionals in the schools whenever circumstances demonstrate a high priority need and when school district finances are available to support these positions.

Article XXXII. Contract, Supplemental

The Board will issue supplemental contracts to teachers who are being compensated for duties that are in addition to their regular teaching duties.

Article XXXIII. Tuition Exemption for Certified/Licensed Employees' Children

The Versailles Board of Education shall provide tuition exemptions for all full-time certified/licensed employees' children. This exemption shall also include all full time rehired/retired employees' children. This exemption shall be granted to all full-time certified/licensed employees upon request on or before August 15 of the ensuing school year.

Article XXXIV. Teacher Lounges - Workroom

- A. The Board and the VEA agree that preparation is an important part of the teacher's workday.
- B. The Board, therefore, agrees to provide an appropriate teacher workroom lounge, to be used solely for the purpose, in each building in the district.
- C. The Board further agrees to provide and maintain at least one computer and a phone in each workroom-lounge. The proceeds from vending machines in the lounges shall be the responsibility of the building representative in each building and administered through the Versailles Education Association accounts. Accumulated money shall be spent as deemed necessary by the VEA.
- D. Maintenance of said vending machines shall be the responsibility of the VEA.

Article XXXV. Supervision, Large Group

In the event supervised study groups exceed 150 assigned pupils, there will be two (2) supervisors assigned for supervision, if at all possible, except by mutual agreement between the supervising teacher and the building principal.

Article XXXVI. Personnel Files

Two personnel files may be maintained, one in the principal's office and one in the central office, on each certified/licensed employee. These files shall be limited to work performance, discipline, and routine personnel data. All file entries shall be signed and dated by the person submitting the entry and the bargaining unit member shall receive a copy when the entry is made. No anonymous documents shall be included in the personnel file.

The employee shall be permitted to review the contents of the employee's file in the presence of the principal or superintendent at all reasonable times and may permit, by written notice, a VEA representative to review the file. A record shall be kept of those who reviewed the personnel file and the date of the review.

The employee shall have the right to rebut or add written comments to any information in the file.

All disciplinary documents placed in the file of current employees, shall automatically be expunged ten (10) years from the date of filing provided the employee has not been guilty of the same infraction within that time period.

Article XXXVII. Family and Medical Leave

A. Notwithstanding other provisions of this agreement, the Board agrees to abide by the provisions of the Family and Medical Leave Act of 1993. The parties to this agreement agree that all benefits guaranteed by the act will be provided to employees covered by this agreement. Any alleged violations of the act may be processed as grievances using the procedure herein. Pursuit of such a grievance in no way prevents an employee from enforcing his or her rights under the act as provided by law.

B. Eligibility

An employee must have one (1) year's service with the Versailles Exempted Village School District and the required hours of work to be eligible for benefits under the act.

C. Leave Provisions

- 1) Each eligible employee is entitled to and shall be granted upon request a combined total of up to 12 weeks (maximum 60 contracted days) of unpaid leave in any 12-month period to care for a new child or a sick child, parent or spouse, or to use for the employee's own medical treatment. Such leave may be taken for the care of a newly adopted or newly placed foster child, as well as for a newborn child.
- 2) Any leave beyond 12 weeks (maximum 60 contracted days) in a year for these combined purposes may be granted pursuant to the other leave provisions of this agreement.
- 3) Eligible employees must substitute paid leave granted by other provisions of this agreement for all or part of the unpaid leave granted under this article.
- 4) Leave taken to care for a new child must be taken within one year of birth or placement of the child. The employee must give the Board thirty days notice of the birth or placement if possible, or as much notice as possible, if less than thirty days.
- 5) Leave under the Act may be taken intermittently, when medically necessary. The employee will attempt to schedule medical procedures so as not to interrupt his/her work unnecessarily.
- 6) At the time the individual learns that his/her situation requires an extended leave, the person will notify the superintendent of the need for extended leave. FMLA leave will start at that point, regardless of prior sick leave used.

D. Protection of Employment and Insurance

- 1) The Board shall return the employee taking a leave under this article to the same or equivalent position he or she occupied prior to the leave.
- 2) The Board shall continue to pay the Board contribution to the current health insurance coverage including medical, dental and vision insurance for the employee while he or she is on leave under this article provided these insurances were in place for the employee at the time of the FMLA leave request.
- 3) The taking of a leave under this article shall not result in the loss of any employment benefit accrued prior to the date the leave commenced.

E. Medical Certification

The Board may require medical certification from a licensed physician at the time of the leave request, at periodic intervals within the leave, and upon expected return to work of the employee as to the medical necessity for a leave under this article. Such certification will include a statement by the physician that the employee is unable to perform all the duties of his or her position, or that his or her presence is required to care for a seriously ill family member. This section shall be uniformly applied.

F. Return from Leave

If a teacher takes a leave under the FMLA which is to terminate within the last three weeks before the end of a school term, and the leave is of more than five weeks duration, the Board may require the teacher to remain on leave for the remainder of the term. However, the Board shall return this teacher to full pay and full benefits during the remainder of the term, even if all twelve weeks required by law have been used.

Article XXXVIII. Leave, Personal Days

Personal Days Certified/Licensed

Teachers may be granted **three (3)** unrestricted personal leave days of absence during each school year, without loss of salary, to transact business of a personal nature that cannot otherwise be accomplished during non-work hours.

Requests for personal leave will be presented to the principal at least **two (2)** days prior to the time of leave. Unforeseen emergencies shall be viewed as an exception to this procedure.

Personal leave may be used in half-day increments or one (1) whole day at a time.

Teachers who work less than a full-time schedule will be granted **three (3)** personal leave days prorated to equal their actual work day length.

The granting of requests shall be limited to no more than two teachers per building per day. Requests will be honored on a first-requested first-granted basis. Personal leave may be denied for days immediately prior to or after holidays. Principals may consider granting personal leave for more than two teachers per building/per day in all months except May. The decision to allow personal leave for more than two teachers per building per day shall be solely at the discretion of the Principals.

Every effort should be made not to use personal leave days consecutively. Personal leave days are non-accumulative if not used during each school year.

Unrestricted paid leave cannot be taken the first 10 or last 10 days of the school year, and days are not to be taken during respective testing dates (OAT, Terra Nova, etc.) unless with prior Superintendent approval.

Any teacher who serves as a jurist, on a required-only basis, will not be charged with use of personal leave days for this governmental service.

Any unused unrestricted personal leave days will be paid at the substitute teacher daily rate.

Article XXXIX. Leave, Days Without Pay

- 1) No days to be taken during the ten (10) days at the beginning or at the end of the school year (teacher days)
- 2) Days cannot be used to extend a holiday
- 3) Days will not be granted if substitute cannot be secured
- 4) Days will not be granted during respective test dates
- 5) Approval will be at Superintendent's discretion

Article XL. Leave, Sabbatical

Purpose - Certificated/licensed personnel may be granted a leave of absence for professional improvement by submitting a program of study in a recognized college or university for approval to the superintendent. Upon the recommendation of the superintendent, the Board may grant the leave of absence.

Eligibility - An applicant must have completed a minimum of five years of service ("year" as applied to service means actual service of not less than 120 days within a school year) in the Versailles School System immediately preceding the professional leave. Anyone receiving a professional leave may apply for an additional leave each five-year period. However, requests for a second or subsequent leave have lowest priority of leave available.

Quota - Leaves will not be granted to more than three percent of the certificated/licensed staff.

Length of Leave - Leave will be granted for one full academic year. Under unusual circumstances, a leave may be granted for one semester.

Compensation - Compensation from the Board shall be the difference between the regular certified/licensed employee's salary and the replacement's salary, based on the teacher's salary schedule excluding extended service and extra duties.

Rights and Privileges - In accepting a professional leave, a certificated employee retains all the rights of tenure, retirement, insurance, etc., and automatic increases in salary as determined by the appropriate schedule as though teaching during the period of leave. At the expiration of the leave the grantee shall be assigned to a position in the Versailles School System for which he/she is qualified and which is comparable to the position held immediately prior to the leave.

Applicant Responsibility - The applicant must submit a "Professional Growth Plan" to the superintendent in writing. A detailed report showing satisfactory completion of the approved plan must be submitted in writing to the superintendent at the end of the leave.

Obligation - The grantee is required to return to employment in the Versailles School System for one year immediately following the "leave", or to refund the sum of paid hospitalization, retirement paid by the Board, and the salary received from the Board during the leave.

Failure to complete satisfactorily the approved professional growth plan shall result in refunding the sum of hospitalization payments, retirement paid by the Board, and the salary received from the Board during the leave, and forfeiting the "rights" for the year of professional leave to retirement, insurance, and automatic salary increases.

Application and Instructions

Appropriate forms for use in applying for professional leave, and for verifying successful completion of the leave will be provided by the superintendent. The completed application and required information for leaves for the following school year must be filed with the superintendent by April 1. Each applicant will be notified of approval or disapproval of his or her application as soon as practicable but no later than May 15. In addition, the superintendent shall provide instructions regarding procedures to be observed in applying for a professional leave and in filing verification of successful completion of the professional growth plan.

Article XLI. Leave, Assault

In addition to the aforementioned sick leave policies, the Versailles Board of Education agrees not to deduct from accumulated sick leave days five (5) days for which a certified/licensed employee is absent from work due to a physical assault upon that employee physically initiated by any student or student's parent of the Versailles Exempted Village School District regardless of whether said assault occurs on or off school property and regardless of whether school is in session or dismissed for a vacation, provided the teacher can prove the assault was school related.

The superintendent may require medical verification to justify the leave or absence from work.

The above assault leave is not binding upon the Board if the teacher was negligent or did not abide by state statutes.

Article XLII. Leave, Sick

The amount of sick leave credited to an employee shall be 15 days per year with no limitation on the amount of accumulation. Sick leave is credited at the rate of one and one-fourth days per month, including the summer months between school sessions. Beginning employees who are new to the district and have no sick leave or other employees who have exhausted their sick leave will be eligible for up to five days of sick leave at the beginning of the year, but such advanced sick leave will be charged to any subsequent accumulation. This is to assure that employees be paid up to at least five days each year for sick leave. An employee cannot use over 120 days of sick leave during any one school year. Sick days can be taken in half-day and full-day increments only. A half-day is anything up to three and three-fourths hours, including lunch and planning time. A full-day is anything over three and three-fourths hours.

The superintendent of schools may require that an employee furnish a satisfactory affidavit to the effect that the absence was caused by illness or due to any of the other following reasons.

- 1) Illness, injury, or exposure to a contagious disease.
- 2) Illness or death in the teacher's immediate family.

A satisfactory affidavit implies a teacher's signature.

Employees who are absent before and after holidays upon which schools are closed, and for which they otherwise would have received pay, shall be paid for the holidays regardless of whether their cumulative days have been exhausted or not. This does not apply to employees who are on extended leave or absence specifically granted by the Board.

Employees who have been absent for ten days or more due to illness may be required to present a statement from the physician indicating that they are physically able to resume their duties on a full-time basis.

The maximum number of days leave available to employees during each school year is:

- a) Illness in the immediate family - 15 school days maximum. The term "immediate family" shall be interpreted as meaning spouse, parents, sisters, brothers, father-in-law, mother-in-law, sister-in-law, brother-in-law, son-in-law, daughter-in-law, grandparent, great grandparent, grandchildren, stepfather, stepmother, stepsister, stepbrother, stepson, stepdaughter, children and members of the household in which the employee lives.
- b) Each death in the immediate family or death of a grandparent, step-grandparent, grandchild or step-grandchild - 5 school days. (Personal leave may be substituted for all or part of this leave request at the discretion of the employee up to the personal leave limit of three days.)
- c) Each death of relative - 1 school day plus travel time (Personal leave may be substituted for all or part of this leave request at the discretion of the employee up to the personal leave limit of three days.)

- d) Sick leave is not charged for holidays, calamity or vacations, but is charged when sick leave is used as a leave of absence for all scheduled days, including make-up and rescheduled.
- e) Pregnancy/maternity leave using sick leave will be treated the same as sick leave. Pregnancy/maternity leave is defined as that time just prior to and immediately following the actual delivery of a child. It is further limited to that period of time for which an individual is physically unable to work as certified by a physician. The normal utilization of sick leave for pregnancy/maternity purposes shall not exceed six weeks (maximum 30 contracted days) under normal circumstances. Extenuating circumstances as certified by a physician may extend this time limit.
- f) Fathers and/or adoptive parents may use a maximum of five sick leave days for use under pregnancy/maternity/paternity leave prior to and immediately following the actual delivery or adoption of the child.

The Superintendent may use his/her discretion to allow greater than 15 days of sick leave for items a) – f) above under extenuating circumstances.

Article XLIII. Perfect Attendance Incentive

While the Versailles Board of Education realizes that there are very legitimate reasons for the use of sick leave and personal leave, the Board agrees to pay a “perfect attendance incentive” of one hundred dollars (\$100) per semester or three hundred dollars (\$300) for the entire school year to each full-time certified/licensed employee who is not absent from his or her assigned duties on a contractual day (except for approved professional leave) during the specified time period. Approved sick leave or personal leave scheduled for days when school is scheduled to be made up due to exceeding the five calamity day limit or for making up district-wide state tournament days will not count against an employee’s perfect attendance. The “perfect attendance incentive” shall be paid to a qualifying certified/licensed employee on the first pay date in February for the first semester or on the pay period following the last contractual day of the school year for second semester and full year incentive payments, upon receipt of a form provided in each building and completed by the employee. [In cases where the first semester end is different for grades K-6 and 7-12, the earliest semester end date will be used as the dividing point for first and second semester.] (The above incentive to be pro-rated for part-time certified/licensed employees.)

Article XLIV. Insurance – Health

A. Insurance Premiums:

Employee Contribution – 15%
 Employer Contribution – 85%

The Board will pay the above premium per year from July 1, 2015 – June 30, 2018. Teachers who are employed part-time will have the board paid share of their premium prorated in accordance with their full-time equivalency (FTE).

B. The Group Health Insurance Plan shall include but not be limited to the following provisions:

Hospitalization:	90% (In Network) 70% (Out of Network)
Deductible - Individual:	\$100 (In Network) \$200 (Out of Network)
Deductible - Family:	\$200 (In Network) \$400 (Out of Network)
Out of Pocket Maximum - Individual:	\$1,000 (In Network) \$2,000 (Out of Network)
Out of Pocket Maximum - Family:	\$2,000 (In Network) \$4,000 (Out of Network)
Coinsurance:	90% (In Network) 70% (Out of Network)
Copay Benefits:	
- Primary Care	\$20
- Urgent Care	\$35
- Emergency Room	\$100
* Copays do not apply toward deductible/out of pocket maximums	
Lifetime Maximum Benefit:	\$5 Million (Combined Network & Non-Network)

Prescription Drug Insurance Plan Provisions

Prescription Drug Coverages:	Prescription drug copays do not apply toward deductible/out of pocket maximums
Generic:	\$10 Copay
Brand Name:	\$30 Copay
Non Formulary:	\$50 Copay
Mail Order: (60 day supply)	\$10/\$20/\$30, 60 Days

C. Insurance benefits herein described shall be subject to coordination of benefits, spousal coordination of benefits, subrogation of benefits, and other insurance contract provisions in accordance with terms of the master agreement(s) between the insurance carrier and the Board.

- D. Medical insurance benefits shall include any payments provided under the Medicare Act (Part A Part B).
- E. Employees may enroll or transfer into the Group Plan during August, annually. New employees may enroll in the Group Plan. Enrollment will be within 30 days of employment date.
- F. The Board may change the carrier for health insurance as recommended by the Insurance Committee. However, a final decision regarding health insurance carrier rests with the Board as the Insurance Committee's role is advisory in nature. Such notice of any proposed change not originated by the Insurance Committee, but with coverage provisions at least equivalent to those provided on the effective date of this contract, will be shared in writing with the V.E.A. along with the coverage provisions of the proposed policy at least thirty (30) days prior to the implementation of the proposed new policy. In the event the V.E.A. determines the coverage provisions to not be equivalent, the V.E.A. and the Board shall work cooperatively to resolve such differences through implementation of the new policy.
- G. Medicare (1.45%) - A deduction of 1.45% of any teacher's gross pay, for Medicare, shall be withheld. This is a required rule by the Federal government.

Article XLV. Insurance - Dental

The Board will pay \$15.00 per thousand dollars of earned salary, rounded to the nearest thousand dollars, for dental insurance for each employee.

The provisions of the Dental Plan shall include but not be limited to the following:

Preventive Services **100% Coverage**

- a) Oral Examinations
- b) X-rays
- c) Cleaning
- d) Fluoride Treatment
- e) Space Maintainers

Basic Services **80% Coverage**

- a) Emergency Treatment
- b) Amalgam, Silicate, Acrylic Fillings
- c) Endodontics
- d) Periodontics
- e) Oral Surgery
- f) Local Anesthesia
- g) Extractions
- h) Stainless Steel Crowns

Major Services **50% Coverage**

- a) Gold Foil Fillings
- b) Inlays and Onlays

c) Crowns

Prosthetic Services 50% Coverage

- a) Removable or Fixed Bridgework
- b) Partial or Complete Denture

Orthodontic Services (Optional) 50% Coverage

- a) Teeth Straightening Procedures

Deductible	\$50
Annual Non-Orthodontic Maximum	\$1500
Lifetime Orthodontic Maximum	\$1500

The above program "provisions" (not including the Board contribution to premiums) may be altered without a reopening of negotiations provided that a majority of certified and classified employees carrying the dental insurance vote to alter any of the "provisions" noted following a presentation of alternative coverages and a comparison of costs. The Board retains final judgement on whether such changes, as recommended by the majority of employees on the plan, will be implemented.

As long as the Board remains a member of the Southwestern Ohio Educational Purchasing Cooperative and contracts for dental insurance coverage through the Cooperative, decisions about carriers will remain with the Cooperative as long as the provisions of this plan are maintained. Independent of the Cooperative, the Board may change the carrier for dental insurance provided they give written notice of the intent to change carriers to the V.E.A. at least thirty (30) days prior to the proposed implementation date, provided that the coverage provisions are at least equivalent to those provided on the effective date of the contract, and provided that a copy of the specifications/provisions of the proposed policy is provided to the V.E.A. at least thirty (30) days prior to the proposed implementation date. In the event that the V.E.A. determines the coverage/provisions to not be equivalent, the V.E.A. and the Board shall work cooperatively to resolve such differences through implementation of the new policy.

If a premium is less than the amount established by the formula only the premium amount will be paid.

Article XLVI. Insurance - Vision Care

- A. The Board will pay 100% for vision care insurance for each employee.
- B. The provisions of the Vision Care Plan shall include but not be limited to the following.
 - ♦ Exam and lenses once every twelve-(12) months; frames every twenty-four (24) months.
 - ♦ Deductibles:

Exams	\$10
Materials	\$25

C. Non-Panel Doctors

Non-Panel Reimbursement Schedule

Exam \$30

Lenses:

Single Vision \$25

Bifocal \$40

Trifocal \$50

Lenticular \$80

Frames \$25

D. Contact Lenses: (In lieu of all other benefits for that frequency period)

Necessary \$175

Cosmetic \$130

- ♦ Amount the insurance company will reimburse an employee who uses a doctor not listed in the carrier list of member doctors.

The Board may change the carrier for vision care provided they give written notice of the intent to change carriers to the V.E.A. at least thirty (30) days prior to the proposed implementation date, provided that the coverage provisions are at least equivalent to those provided on the effective date of this contract and provided that a copy of the specifications/provisions of the proposed policy is provided to the V.E.A. at least thirty (30) days prior to the proposed implementation date. In the event that the V.E.A. determines the coverage/provisions to not be equivalent, the V.E.A. and the Board shall work cooperatively to resolve such differences through implementation of the new policy.

The above program "provisions" (not including the Board contribution to premiums) may be altered without a reopening of negotiations provided that a majority of certified and classified employees carrying the vision care insurance vote to alter any of the "provisions" noted following a presentation of alternative coverages and a comparison of costs. The Board retains final judgement on whether such changes, as recommended by the majority of employees in the plan, will be implemented.

Article XLVII. Insurance Opt-Out

Insurance Opt-Out Payment: \$1,200

Employees of VEVSD may choose to opt-out of the insurance offered through the district. As a form of compensation, those employees who opt-out will receive a stipend of \$1,200.

Those employees who work less than a full work day will receive an equivalent percentage of the stipend (example: a teacher who works 0.45 day would receive $\$1,200 \times 0.45 = \540).

To be paid to any employee who opts out of the BOE offered insurance. This will be paid at the end of the school year in one lump sum. Should the employee choose to take advantage of the school insurance at any time during the school year, the opt-out will no longer be available.

In the case where two employees are married, there will only be one opt out per family or couple.

Article XLVIII. Spousal Coordination of Benefits

- ♦ Any spouse of an employee of the Versailles Exempted Village Schools (VEVSD) who is eligible or later becomes eligible for benefits under his or her employer's Medical, Dental, Vision or retiree health insurance plan is required to enroll for at least single coverage in the plan offered by or through his or her employer. Spouses enrolled in their employer's plan may be enrolled as a covered dependent for secondary coverage under VEVSD plans.
- ♦ If the spouse is eligible for coverage and does not enroll, he or she is not eligible to be covered by the Versailles Exempted Village Schools health care benefit plan.

This change in the health insurance plan policy became effective July 1, 2005 and is applicable to you if you currently cover your spouse under the plan and he or she is eligible for health care benefits (Medical, Dental, Vision) through his or her own employer. In order to certify that your spouse is or is not covered by a plan where he or she works, you must complete a *Spousal Coordination of Benefits Policy Form* if you are enrolled in the Versailles Exempted Village Schools' Medical, Dental or Vision insurance plan for family coverage.

Falsification of statements on this form regarding benefits information will be considered grounds for termination of your contract.

Generally, the following waivers apply:

- ♦ If none of the above group mentioned sponsored health care benefit plans are available to the spouse, he or she is exempt from this requirement.
- ♦ Spouse is under 65, retired and does not have access to the option to purchase group or system pooled and/or sponsored retiree health care coverage
- ♦ Spouse is unemployed

Article XLIX. Worker's Compensation

The Board recognizes that employees may need to work outside their normal work hours or work days to effectively perform their duties. The Board will adhere to the definition of an allowable injury included in ORC 4123.01 on worker compensation which states in part that 'injury' includes any injury, whether caused by external accidental means or accidental in character and result, received in the course of, and arising out of, the injured employee's employment." The Board reserves the right to dispute any suspected abuse involving a worker's compensation claim.

Article L. Severance Pay

- A. An employee of the Versailles Exempted Village Schools may elect, at the time of retirement from active service, with the immediate preceding ten or more years of employment with the Versailles Exempted Village School District, will be paid one-fourth of the value of his/her accrued but unused sick leave or thirty-five (35) days whichever is smaller between the fraction of accrued, but unused sick leave or the maximum allowable severance days in effect.

Such payment shall be based on the employee's per diem rate of pay at the time of retirement whether he/she was employed on a full or part-time basis.

- B. Payment for sick leave on this basis shall be considered to eliminate all sick leave credit accrued by the employee at the time. Such a payment shall be made only once to any retiring employee or in the event of the death of an employee who would otherwise have the minimum 10 years service requirement and been eligible for normal service retirement with STRS, to the estate of the employee. To be eligible for such payment, the employee's effective date of retirement must not be later than 90 days after the last paid day of service with the Versailles Exempted Village School System. Upon receipt, within the 90 days, by the Board Treasurer of a retiree's written election to be paid for unused accrued sick leave as outlined above and evidence of actual retirement, as verified in writing by the appropriate retirement agency, the payment due shall be made no later than sixty (60) calendar days after receipt of retiree's written communication and the verification of retirement or at the employee's request, in the next calendar year.

- C. 403(b) Plan and 403(b) Plan Severance - The Versailles Board of Education shall continue to offer a 403(b) plan. This plan shall comply with all new IRS regulations effective January 2009 and include the following plan features:

- 1) Hardship withdrawals or loans
- 2) In-service withdrawals at your age 59½
- 3) Catch up contributions (age 50+)
- 4) Rollovers from other plans into your 403(b) account
- 5) Exchanges to other 403(b) accounts, or transfers to another 403(b) plan in cases where a bargaining unit member leaves the employment of the Versailles Board of Education
- 6) A Roth 403(b) option
- 7) Severance feature—bargaining unit employees shall be eligible to have any applicable severance distributions deposited in amounts allowable by law for tax sheltering purposes

This plan shall require no contribution on the part of the Board, other than the costs associated with administration of the plan and accrued severances as selected by the employee.

Article LI. Citizen Concerns

Any parent or citizen concerned about specific problems at school or about the staff will be resolved through the following procedure:

- A. All attempts will be made to have the staff member and citizen meet to resolve the problem.

- B. If the citizen will not meet the staff member, the person hearing the concern will attempt to resolve the problem. In no case, if the problem cannot be verified, will the alleged concern be used in the staff member's evaluation without mutual agreement.
- C. The evaluator still has the responsibility to investigate the concerns and act in a proper and prudent manner in order to resolve the concern.
- D. Each teacher shall be informed within five (5) school days, absent any extenuating circumstances, of any complaint which is directed toward him/her which will become a matter of record. This provision does not apply to complaints of alleged child abuse or criminal conduct which have been reported to governmental authorities for investigation.

Article LII. Summer School

Upon consideration of the number of interested students, the cost, and the availability of faculty, the Board of Education will endeavor to provide summer school courses. The salary paid summer school faculty shall be at their current per hourly rate or at a rate mutually agreeable to the teacher and administration.

Calculation of teacher pay shall include one preparation period of (1) hour of each (5) hours of instruction. All planning time shall be at the schools.

Article LIII. Mileage, Employee

The Versailles Board of Education will not be financially responsible for the reimbursement of any mileage to any contracted employees.

Article LIV. Darke County Schools' Professional Development Committee By Laws

The establishment of Local Professional Development Committees is authorized and required by Senate Bill 230. The Versailles Education Association and the Versailles Board of Education agree to participate in and abide by the by-laws of the Darke County Schools' Professional Development Committee. A copy of the by-laws can be found on DarkeNet, with the VEA President, at the Board Office, and at the Darke County ESC.

Article LV. Inservice, Professional Growth

The Board of Education and the VEA encourage all staff members to increase their district level teaching competencies. Professional growth should be strived for in the performance of duties and daily teaching tasks to promote an atmosphere which is conducive to successful student achievement.

Article LVI. C.E.U. Credit

In order that all certified/licensed staff, not holding a permanent teaching certificate/license, may obtain needed credits for recertification/re-licensure it is agreed that:

- 1) The administration will work cooperatively with the Staff Development Coordinator, the Staff Development Committee and Department Heads to attempt to provide meaningful inservice on Staff Development Day for which Continuing Education Units (C.E.U.'s) can be obtained by interested certified/licensed staff subject to approval by the State Department of Education. Application for specific program approval shall be coordinated by the Staff Development Coordinator with necessary cooperation of Department Heads. The Administration will assume responsibility for all necessary record-keeping.
- 2) Certified/licensed staff may obtain C.E.U.'s toward recertification/re-licensure while attending approved professional leave activities on school time provided there is no additional expense in obtaining C.E.U.'s. Any additional expense for the CEU credit will be assumed by the employee.

Article LVII. Entry Year Program

The Versailles School District Entry-Year Program will follow the State Board of Education document "Rule for Entry-Year Programs (3301-22-02)".

Definitions - For purposes of this agreement, teachers participating in the Entry-Year Program shall be designated as follows:

- 1) Mentor - a teacher who will provide formative assistance to an entry-year teacher.
- 2) Entry-Year Teacher - a teacher in the first year of employment under a teaching or educational personnel certificate.

Selection of Mentors - The superintendent shall assign mentor(s) for each entry-year teacher by September 1 upon the recommendation of the principal and department head.

Selection Criteria for Mentors

- 1) Mentors shall be experienced classroom teachers preferably with a minimum of three (3) consecutive years of teaching experience within the District.
- 2) Mentors shall have demonstrated teaching success in the classroom on a consistent basis.
- 3) Mentors shall possess experience and certification/licensure appropriate to the assignment of the entry-year person (i.e. certification/licensure does not necessarily have to be in the same area as the entry-year teacher).
- 4) Mentors shall have completed Pathwise Training.
- 5) Mentors shall be chosen because of content knowledge, classroom management skills, and interpersonal communications skills.

Responsibilities

- 1) The District would be responsible for providing and paying for the training of mentors.

- 2) The diagnosing of needs, and development of a formative assistance plan for each assigned entry-year teacher shall focus on skill enhancement. This program shall not be developed or utilized as a remediation program.
- 3) No mentor shall participate in any informal or formal evaluation of an entry-year teacher, nor make, nor be requested or directed to make any recommendation regarding the continued employment of an entry-year teacher. This would preclude the mentor from serving as the "second evaluator".
- 4) All interaction, written or oral, between the mentor and the entry-year teacher shall be regarded with confidentiality. Any violation of this tenet by the mentor shall constitute grounds for immediate removal from his or her role as a mentor.
- 5) Experienced teachers will be consulted about the components and content of the entry-year program.

Compensation - For entry year, mentor shall be released from all classroom teaching responsibilities for four days the first semester and two days the second semester for each entry-year teacher assigned. The Board of Education shall provide a substitute teacher to fulfill all responsibilities of the mentor for these days. Each of these days is to be spent with the entry-year teacher observing, critiquing and enhancing skills of the entry-year teacher.

The mentor shall be paid a stipend at a rate determined by the Darke County ESC for each assigned entry-year teacher per year. In the event that the Darke County ESC is unable to provide the above mentioned stipend, the Versailles Board of Education shall compensate all approved mentors at a minimum rate of \$400.00 for each assigned entry-year teacher. The \$400.00 stipend will be paid once documentation has been provided indicating that all required meetings have been attended and all classroom observations have been completed.

Evaluation - Program administrators, mentors, and entry-year teachers shall meet as a group prior to the end of each school year to assess and evaluate the program. Recommendations shall be submitted in the form of a written report to the Versailles Education Association and superintendent by the start of the ensuing school year. Any revisions must be submitted in writing to the Versailles Education Association prior to the implementation of the revised program.

Article LVIII. Inservice Training Certified/Licensed

- 1) Training/professional development sessions may be held on a regular school day using a 2-hour delay schedule. All teachers are required to attend. Failure to attend will result in forfeiture of 2/7 of the absentee's per diem pay.
2. Attendance at the yearly scheduled teacher inservice sessions shall be mandatory for all certified personnel.
3. Attendance at a six hour (or combination of six hours) designated school-sponsored technology inservice session can be substituted for attendance at the opening staff development sessions (two half-days or one full day). Teachers would still be required to attend the workday which would include some required meetings.

4. All staff members will be provided opportunities to influence and develop the character of the Teacher Development programs by direct or indirect participation in planning, evaluating, and implementing activities.
5. WOEa Day will be a regular school day with professional leave requests handled according to the limitations of the professional leave policy. In place of WOEa Day, a District-wide Staff Development Day will be scheduled during the second semester of the school year and will be locally planned through the Staff Development Committee. Preference would be given to scheduling this day on the Friday preceding President's Day annually, but this could be contingent upon availability of speakers for special programs to be offered.
6. A reasonable amount of funds will be provided to conduct inservice training.

Article LIX. Strike - Work Stoppage

The VEA agrees to abide by all statutes of Ohio Law which pertain to strikes/work stoppages of public employees. It is mutually agreed that during the term of this Negotiated Agreement the Association will not call a strike unless and until honest attempts have been made by both parties to resolve the difference by negotiations.

Should impasse be reached, the impasse procedure outlined in Article V of this Negotiated Agreement shall be implemented. After the impasse procedures have been exhausted and after expiration of the contract, and if at least one party rejects the recommendations of the Advisory Panel, then the VEA may strike after giving a ten (10) day notice.

Article LX. Reduction in Number of Teachers: Restoration

When by reason of finances, change in educational objectives, decreased enrollment of pupils, return to duty of regular teachers after leaves of absence, or by reason of suspension of schools or territorial changes affecting the district, a Board of Education decides that it will be necessary to reduce the number of teachers, it may make a reasonable reduction. In making such reduction, the Board shall proceed to suspend contracts in accordance with the recommendation of the superintendent of schools who shall, within each teaching field affected, give preference to teachers on continuing contracts and to teachers who have greater seniority. Teachers, whose continuing contracts are suspended, shall have the right of restoration to continuing service status in order of seniority of service in the district if and when teaching positions become vacant or are created for which any of such teachers are or become qualified.

If there are no teachers with suspended continuing contracts eligible for a newly created or vacant position a teacher whose limited contract has been suspended shall have the right of restoration to limited contract status. Such right shall exist until the expiration of the teacher's suspended limited contract, or up to July 10 immediately following the two year anniversary of the last official day worked under the contract which was suspended, whichever is longer.

Teachers whose contracts have been suspended will lose their right to restoration, if they:

- a) resign,
- b) fail to accept a position offered for which they are qualified and certificated/licensed,
- c) fail to respond, in writing, within ten (10) days after receiving notice of recall by certified mail, addressee only return receipt requested.

It shall be the responsibility of the teacher to keep an updated address on file with the treasurer.

Article LXI. Seniority Rights

If a teacher's position is eliminated, that teacher will have seniority rights to displace any teacher in the school district with less seniority provided that the teacher displacing the one with less seniority has previously taught in that teaching field within the Versailles School District.

In addition, a teacher may be allowed, contingent upon Board of Education approval, seniority rights to displace any teacher with less seniority in the teaching field in which they are certified/licensed but have not previously taught in the Versailles School District. This will be dependent upon performance, preparation, training, and experience for that field or teaching position affected.

Seniority means: The number of years of continuous employment in the Versailles School District. Board authorized or granted leaves-of-absence will not disturb Seniority, but the period of absence will not be included in years of Seniority.

Teaching fields in Versailles Exempted Village School District are as follows:

Accounting Grades 9-12	Instrumental Music Grades K-12
Agriculture Grades 9-12	Librarian Grades K-12
Art Grades K-12	Math Grades 7-12
Biology or Life Science Grades 7-12	Oral Communications Grades 7-12
C.B.I. Grades 9-12	Physical Education Grades K-12
Chemistry Grades 7-12	Physics Grades 9-12
Computers Grades 5-12	Psychology Grades 9-12
Elementary Grades K-6	Reading Grades 7-12
English Grades 7-12	Social Studies -
French Grades 7-12	<i>(History/Geography/Government/Current</i>
General Business Grades 7-12	<i>Events/Economics) Grades 7-12</i>
General Science Grades 7-12	Sociology Grades 7-12
Gifted K-12	Spanish Grades 7-12
Guidance Grades K-12	Speech & Hearing Therapist K-12
Health Grades K-12	Technology Coordinator
I.A.T. Coordinator	Title I Reading
Industrial Arts Grades 7-12	Vocal Music Grades K-12
	Work & Family Life Grades K-12

Article LXII. Costs of Licensure/Certification and Background Checks

Beginning with the effective date of this master agreement, the Board of Education will reimburse bargaining unit members no more than \$60 for the combined costs incurred related to state (BCI) and federal (FBI) background checks required by the Ohio Revised Code. Fingerprinting done at locations other than the Darke County ESC will require a receipt for reimbursement. Those fingerprints done at the Darke County ESC will be billed directly to the Versailles Board of Education. The cost of licensure is the sole responsibility of the employee.

Article LXIII. Tuition Reimbursement

- A. The Board agrees to pay up to One-Hundred Ten Dollars (\$110.00) per quarter hour or One-Hundred Fifty Dollars (\$150.00) per semester hour to full-time teaching employees who successfully complete (grade B or better) graduate courses taken in general education, administration or guidance.
- B. An employee may receive reimbursement for a maximum of six (6) semester hours or nine (9) quarter hours per school year under this provision. A certified transcript and a receipt for tuition payments must be submitted to the Board Treasurer by June 30th to be eligible for tuition reimbursement. Certified transcripts unable to be turned in by June 30th due to college/university transcript release date will be eligible for reimbursement the following fiscal year. (Example: A class taken that ends June 15, 2013 and the school does not release the transcript until after June 30, 2013 will be reimbursed for school calendar year 2014.)
- C. An employee must teach in the District for two years following the earning of the coursework credit and tuition reimbursement or the employee must repay the Board the full amount of tuition reimbursement.
- D. The Board will appropriate for tuition reimbursement purposes a maximum of seven-thousand five hundred dollars (\$7,500) for the 2013-2014 school year. If the amount of reimbursement reaches the maximum allowable amount in one school year, the new maximum will be increased by five hundred dollars (\$500) beginning the following school year. If the amount of valid tuition reimbursement requests exceeds this amount, eligible employees will be reimbursed on a prorated basis computed by dividing the appropriated amount by the total number of credit hours District wide for which reimbursement is requested. Payment will be made during July following the submission of the required transcripts and receipts.
- E. The amount of tuition reimbursement shall not exceed the actual cost of the tuition paid by employee for coursework. Additionally, employees who are reimbursed by another agency shall be eligible only for the difference, if any, between reimbursement to which they would be entitled and the amount received from the agency.

Article LXIV. College Credit Plus

- 1) The opportunity to teach any course offered by the school district through College Credit Plus shall be offered to all members of the bargaining unit who are qualified to teach the course and no outside employees shall be solicited until all members of the bargaining unit have refused.
- 2) Teaching a course that qualifies for College Credit Plus shall be voluntary on the part of the teacher and no teaching employee shall be forced to meet the requirements to teach the course.
- 3) Any teacher who teaches a course that qualifies for College Credit Plus shall be afforded an in-service day to visit the participating institution of higher education to engage in planning with the cooperating college instructor and any other day as required by the college/university. The teacher shall be paid his/her per diem rate of pay for the in-service day, plus mileage at the IRS rate. The district shall pay the costs for employees to be trained as an adjunct instructor.
- 4) Courses offered for College Credit Plus shall be determined by May 1 of each school year for the following school year.
- 5) The District shall pay all tuition costs, fees, and supplies for College Credit Plus ("CCP") certification coursework for teachers, who need CCP certification in order to comply with the requirements of the Ohio Department of Education, the Ohio Board of Regents, the District's partnering college(s), or the Ohio Revised Code. Any teacher who desires to seek payment for CCP certification coursework tuition costs, fees, and supplies must submit an application in advance to the Superintendent. The decision to grant or deny payment for CCP certification coursework shall be solely at the discretion of the Superintendent.

Article LXV. Hours for Advancement on the Salary Schedule

On the salary schedule the "150" column means a total of 150 semester hours (graduate or undergraduate) completed before or after receiving the B.A. degree. "M.A. +15" means 15 semester hours of graduate credit hours completed after receiving a M.A. degree.

Hours for advancement on the salary schedule must be approved by the superintendent or his or her designee. However, coursework will be generally approved providing the work is in an accredited institution in the field of education. The approval will be based on whether the course completed, in the opinion of the superintendent or his or her designee, will strengthen the educational program of the Versailles Schools. It is highly recommended that such approval be attained in writing from the superintendent before the class is started.

If a teacher accepts a stipend paid for by the Board of Education to take a course, then the hours received from the course may or may not be used for advancement on the salary schedule. The final decision will be at Board discretion.

Article LXVI. State Teachers Retirement System (STRS)

The Versailles Exempted Village School District Board of Education shall designate each employee's mandatory contribution to the State Teachers Retirement System (STRS) of Ohio as "picked-up/deferred" by the Board although the contribution shall continue to be designated as employee contributions.

The amount of the employee's income reported by the Board and subject to the federal and state income taxes shall be the employee's total gross income reduced by the mandatory employee contribution.

In the event an adverse determination from either the Board's legal advisor or the Internal Revenue Service is rendered which affects the qualifying status of this "pick-up/deferral" plan, the plan shall be rendered null and void.

This change took effect with the September 6, 1985 payroll.

Safety

- A) A complete safety program for Versailles Exempted Village School District will be implemented by the use of safety films, lectures, and books based on State Safety Rules and Regulations.
- B) There shall be a Safety Committee consisting of two (2) administrators and two (2) teachers. The committee shall meet to update and review the present safety program and to consider any claimed safety or health problems, at the request of any committee member. Meeting shall occur before or after the regular work day.
- C) Safety is a mutual concern to the Board of Education and the VEA. The VEA will cooperate with the Board of Education in encouraging employees to observe all safety rules and practices necessary to maintain a safe and healthful workplace.
- D) All employees shall promptly report any unsafe conditions to their building administrator. If an employee believes a job and/or vehicle is hazardous to his or her health and safety, or the health and safety of other employees or the public, he/she may request that his or her building administrator be called to discuss the matter.

All employees who are injured or who are involved in an accident during the course of their employment, shall file an accident report on a form furnished by the BOE. No matter how slight the accident, all such injuries should be reported to the employee's building administrator and any necessary medical attention shall be obtained as soon as possible but in no case shall it exceed five (5) days.

Article LXVII. Salary

2015-2016 School Year: 2.5% increase on the base salary with all appropriate step and column movement.

2016-2017 School Year: 2.5% increase on the base salary with all appropriate step and column movement.

2017-2018 School Year: 2.5% base increase on the base salary with all appropriate step and column movement.

If, in any year of this Master Agreement, the Treasurer of the VEVSD determines, in his sole discretion, that he/she cannot certify the funds that are necessary to pay for any part of this Master Agreement, the district shall have the unilateral right to reopen the Master Agreement and require the Union to negotiate terms that are certifiable.

New staff, with fewer than ten (10) years of experience, hired during the life of this contract will be placed on the salary schedule at their years of experience level. New staff hired, having ten or more years of experience, will be placed at Step 10.

Versailles Education Association

Salary Scale for 2015-16

BA Step	1	\$35,177	BA+250 Step	1	\$35,177	MA Step	1	\$35,177	MA+15 Step	1	\$35,177				
0	0.035	1.05	\$36,936	0	0.035	1.12	\$39,398	0	0.049	1.2	\$42,212	0	0.049	1.25	\$43,971
1	0.035	1.085	\$38,167	1	0.035	1.155	\$40,629	1	0.049	1.249	\$43,936	1	0.049	1.299	\$45,695
2	0.035	1.12	\$39,398	2	0.035	1.19	\$41,861	2	0.049	1.298	\$45,600	2	0.049	1.348	\$47,419
3	0.035	1.155	\$40,629	3	0.035	1.225	\$43,092	3	0.049	1.347	\$47,365	3	0.049	1.397	\$49,142
4	0.035	1.19	\$41,861	4	0.035	1.26	\$44,323	4	0.049	1.396	\$49,307	4	0.049	1.446	\$50,866
5	0.035	1.225	\$43,092	5	0.035	1.295	\$45,554	5	0.049	1.445	\$50,251	5	0.049	1.495	\$52,590
6	0.035	1.26	\$44,323	6	0.035	1.33	\$46,785	6	0.049	1.494	\$52,194	6	0.049	1.544	\$54,313
7	0.035	1.295	\$45,554	7	0.035	1.365	\$48,017	7	0.049	1.543	\$54,138	7	0.049	1.593	\$56,037
8	0.035	1.33	\$46,785	8	0.035	1.4	\$49,248	8	0.049	1.592	\$56,002	8	0.049	1.642	\$57,761
9	0.035	1.365	\$48,017	9	0.035	1.435	\$50,479	9	0.049	1.641	\$57,725	9	0.049	1.691	\$59,484
10	0.035	1.4	\$49,248	10	0.035	1.47	\$51,710	10	0.049	1.69	\$59,449	10	0.049	1.74	\$61,208
11	0.035	1.44	\$50,455	11	0.035	1.51	\$52,941	11	0.049	1.739	\$61,173	11	0.049	1.789	\$62,932
								12	0.049	1.788	\$62,896	12	0.049	1.838	\$64,655
								15	0.049	1.837	\$64,620	15	0.049	1.887	\$66,379
								18	0.025	1.882	\$66,300	18	0.049	1.936	\$68,103
								20	0.049	1.886	\$66,344	20	0.049	1.985	\$69,826
								22	0.025	1.911	\$67,223	22	0.025	2.01	\$70,705
								25	0.049	1.94	\$68,243	25	0.049	2.04	\$71,761
								27	0.025	1.965	\$69,123	27	0.025	2.065	\$72,641
								30	0.024	1.989	\$69,867	30	0.024	2.089	\$73,485

*For the 2015-16 contracted school year only. Signing Bonus: Effective 30 days from the execution of the contract, a one-time, 2.0% of an employee's 2015-2016 contracted salary lump sum payment or \$1,000 (whichever is greater). This signing bonus is not added to the base salary.

Versailles Education Association

Salary Scale for 2016-17

BA Step		1	\$36,056	BA+150 Step		1	\$36,056	MA Step		1	\$36,056	MA+15 Step		1	\$36,056
0	0.035	1.05	\$37,859	0	0.035	1.12	\$40,383	0	0.049	1.2	\$43,267	0	0.049	1.25	\$45,070
1	0.035	1.085	\$39,121	1	0.035	1.155	\$41,645	1	0.049	1.249	\$45,034	1	0.049	1.299	\$46,837
2	0.035	1.12	\$40,383	2	0.035	1.19	\$42,907	2	0.049	1.298	\$46,801	2	0.049	1.348	\$48,603
3	0.035	1.155	\$41,645	3	0.035	1.225	\$44,169	3	0.049	1.347	\$48,567	3	0.049	1.397	\$50,370
4	0.035	1.19	\$42,907	4	0.035	1.26	\$45,431	4	0.049	1.396	\$50,334	4	0.049	1.446	\$52,137
5	0.035	1.225	\$44,169	5	0.035	1.295	\$46,693	5	0.049	1.445	\$52,101	5	0.049	1.495	\$53,904
6	0.035	1.26	\$45,431	6	0.035	1.33	\$47,954	6	0.049	1.494	\$53,868	6	0.049	1.544	\$55,670
7	0.035	1.295	\$46,693	7	0.035	1.365	\$49,216	7	0.049	1.543	\$55,634	7	0.049	1.593	\$57,437
8	0.035	1.33	\$47,954	8	0.035	1.4	\$50,478	8	0.049	1.592	\$57,401	8	0.049	1.642	\$59,204
9	0.035	1.365	\$49,216	9	0.035	1.435	\$51,740	9	0.049	1.641	\$59,168	9	0.049	1.691	\$60,971
10	0.035	1.4	\$50,478	10	0.035	1.47	\$53,002	10	0.049	1.69	\$60,935	10	0.049	1.74	\$62,737
11	0.035	1.44	\$51,740	11	0.035	1.51	\$54,264	11	0.049	1.739	\$62,701	11	0.049	1.789	\$64,504
								12	0.049	1.788	\$64,468	12	0.049	1.838	\$66,271
								15	0.049	1.837	\$66,235	15	0.049	1.887	\$68,038
								18	0.025	1.862	\$67,136	18	0.049	1.936	\$69,804
								20	0.049	1.866	\$68,002	20	0.049	1.985	\$71,571
								22	0.025	1.911	\$68,903	22	0.025	2.01	\$72,473
								25	0.049	1.94	\$69,949	25	0.049	2.04	\$73,554
								27	0.025	1.965	\$70,850	27	0.025	2.065	\$74,456
								30	0.024	1.989	\$71,715	30	0.024	2.089	\$75,321

Versailles Education Association

Salary Scale for 2017-18

BA				BA+150				MA				MA+15			
Step		1	\$36,958	Step		1	\$36,958	Step		1	\$36,958	Step		1	\$36,958
0	0.035	1.05	\$38,808	0	0.035	1.12	\$41,393	0	0.049	1.2	\$44,350	0	0.049	1.25	\$46,198
1	0.035	1.085	\$40,099	1	0.035	1.155	\$42,686	1	0.049	1.249	\$46,161	1	0.049	1.299	\$48,008
2	0.035	1.12	\$41,393	2	0.035	1.19	\$43,980	2	0.049	1.298	\$47,971	2	0.049	1.348	\$49,819
3	0.035	1.155	\$42,686	3	0.035	1.225	\$45,274	3	0.049	1.347	\$49,782	3	0.049	1.397	\$51,630
4	0.035	1.19	\$43,980	4	0.035	1.26	\$46,567	4	0.049	1.396	\$51,593	4	0.049	1.446	\$53,441
5	0.035	1.225	\$45,274	5	0.035	1.295	\$47,861	5	0.049	1.445	\$53,404	5	0.049	1.495	\$55,252
6	0.035	1.26	\$46,567	6	0.035	1.33	\$49,154	6	0.049	1.494	\$55,215	6	0.049	1.544	\$57,063
7	0.035	1.295	\$47,861	7	0.035	1.365	\$50,448	7	0.049	1.543	\$57,026	7	0.049	1.593	\$58,874
8	0.035	1.33	\$49,154	8	0.035	1.4	\$51,741	8	0.049	1.592	\$58,837	8	0.049	1.642	\$60,685
9	0.035	1.365	\$50,448	9	0.035	1.435	\$53,035	9	0.049	1.641	\$60,848	9	0.049	1.691	\$62,496
10	0.035	1.4	\$51,741	10	0.035	1.47	\$54,328	10	0.049	1.69	\$62,459	10	0.049	1.74	\$64,307
11	0.035	1.44	\$53,220	11	0.035	1.51	\$55,807	11	0.049	1.739	\$64,270	11	0.049	1.789	\$66,118
								12	0.049	1.788	\$66,081	12	0.049	1.838	\$67,929
								15	0.049	1.837	\$67,892	15	0.049	1.887	\$69,740
								18	0.025	1.862	\$68,816	18	0.049	1.936	\$71,551
								20	0.049	1.886	\$69,703	20	0.049	1.985	\$73,362
								22	0.025	1.911	\$70,627	22	0.025	2.01	\$74,286
								25	0.049	1.94	\$71,699	25	0.049	2.04	\$75,394
								27	0.025	1.965	\$72,622	27	0.025	2.065	\$76,318
								30	0.024	1.989	\$73,509	30	0.024	2.089	\$77,205

Article LXVIII. Contract Effective Date

The beginning and ending dates, respectively, of the negotiated agreement shall be July 1 of the initial contract year under the agreement and June 30 of the final contract year under the agreement.

The Board of Education also agrees, should negotiations not be completed by June 30 of the final year of the contract, to extend Health and Dental insurance coverage until the following September 15 - the subsequent seventy-seven (77) day period of time following the June 30 expiration date of the contract.

Article LXIX. Duration of Agreement

This Agreement shall be effective from JULY 1, 2015 through JUNE 30, 2018.

IN WITNESS AND IN AGREEMENT TO ALL OF THE ABOVE, THE REPRESENTATIVES OF THE PARTIES HERETO PLACE AND DATE THEIR SIGNATURES BELOW.

FOR THE BOARD

Stwena Barga 8-7-15
President Date

Jennifer R Meyer 8-5-15
Treasurer Date

Adam Mora 8-5-15
Superintendent Date

Ron Gelman 8-6-15
Representative Date

FOR THE VEA

Jeremy Riley 8-4-15
President Date

Jennifer L. Star 8/4/15
Negotiations Chairperson Date

Robert L. Stammen 8/4/15
Bargaining Representative Date

Adam Miller 8/4/15
Bargaining Representative Date

