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Settlement Agreement

between

The Grandview Heights Board of Education

and

The Grandview Heights Education Association

Effective August 26, 2016 through August 25, 2018

GRANDVIEW HEIGHTS EDUCATION ASSOCIATION

NEGOTIATED AGREEMENT

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ARTICLE I - PREAMBLE

A. Recognition

1. The Grandview Heights Board of Education (herein after referred to as the "Board") hereby recognizes the Grandview Heights Education Association (herein after referred to as the "GHEA"), an affiliate of the Ohio Education Association and the National Education Association, as the sole and exclusive representative of the bargaining unit defined as all full-time, part-time, non-administrative, certificated personnel under regular contract with the Board. The term "party" may also be used to refer to the Board or the GHEA.
2. A bargaining unit member is referred to in this Agreement as a professional staff member, teacher, tutor, and other certificated staff.
3. The Board and the GHEA agree that all members of the bargaining unit have the right to join, participate in, or assist the GHEA and the right to refrain from such without intimidation or coercion. Membership in any organization, or the payment of any fee or assessment to an organization, shall not be a condition of employment or continued employment for any employee.

B. Scope of Bargaining/Negotiations Procedure

1. The above recognition constitutes an Agreement to attempt to reach mutual understandings and Agreement regarding matters of salary, hours, terms and other conditions of employment and the continuation, modification or deletion of an existing provision of this Agreement.
2. The Board and the GHEA agree to negotiate in good faith. Good faith requires the parties to be willing to meet at reasonable times and places and to be willing to react to each other's proposals. If a proposal is unacceptable, the other party is obligated to give its reasons. Nothing in this Agreement shall compel either party to agree to a proposal or make a concession.

C. Procedures

1. The Board and the GHEA shall each designate a bargaining team of up to four members, including consultants. Each bargaining team shall identify one chief spokesperson. The teams shall have the necessary power and authority to conduct negotiations. All bargaining shall be conducted exclusively between the teams.
2. After February 1 of the final year of this Agreement, either party may notify the other in writing of a desire to commence bargaining. This request shall contain a list of issues proposed for negotiations. A written response shall be made from the other party, which contains its issues proposed for negotiations. A meeting shall be scheduled within 15 calendar days.
3. Necessary subsequent meetings shall be held at times and places mutually agreed to by the parties. All negotiations are to be completed within forty-five (45) calendar days, unless mutually agreed otherwise.

4. Either team may request a caucus of up to thirty (30) minutes during negotiations.
5. Prior to and during the period of bargaining, each party will provide the other, upon request, all regularly and routinely prepared information concerning issues under consideration.
6. Negotiations between parties shall remain confidential.
7. The bargaining teams shall have the authority to indicate non-binding tentative Agreement. When tentative Agreement has been reached on all items which have not been dropped by mutual consent, the items shall be reduced to writing and submitted to the GHEA and then to the Board for approval. Following approval, the Agreement shall be binding on both parties.
8. If an Agreement is not reached, the matter shall be submitted to mediation upon the request of either team.
9. The GHEA and the Board agree that an alternative bargaining procedure may be used. If Agreement on an alternate bargaining procedure cannot be reached, both the GHEA and the Board will exchange text of actual proposals for negotiation purposes.

D. Mediation

Either party may request the use of mediation at any time during the negotiations period in an effort to reach an acceptable settlement. The negotiation teams may agree on any person to serve as a mediator. If no Agreement is reached, a mediator will be requested from the Federal Mediation and Conciliation Service, whose rules and regulations will govern the mediation. The expenses of using the mediator, if any, will be shared equally by the parties.

E. Complete Agreement/Savings Clause

1. The Board and the GHEA agree that this Agreement constitutes the entire Agreement between them for the period of time indicated.
2. The terms of this Agreement are binding upon both parties and may not be changed by either party without the Agreement of the other.
3. Any section of this Agreement found contrary to law shall be deemed invalid except to the extent permitted by law. All other provisions shall continue in full force and effect. If a change in any law renders any section of this Agreement invalid, renegotiation shall occur, provided the Board and the GHEA agree to renegotiate the section.

F. Continuity of Operations

The GHEA and the Board recognize the desirability of continuous and uninterrupted operation of the instructional program during the school year. The GHEA and the Board further recognize the desirability of avoiding disputes, which would threaten such operation. Accordingly, the Board agrees to honor the terms of this Agreement, and the GHEA agrees that it will not, during the period of this Agreement, engage in or assist in any way a work stoppage, strike, slowdown, or other concerted refusal to perform contracted services.

ARTICLE II - PROFESSIONAL OPERATIONS

A. Association Rights

The GHEA shall have the right to:

1. Use school buildings at all reasonable hours for meetings. Permission of the principal or his/her designee shall be required. Such permission shall not be withheld unreasonably.
2. Use school equipment, including typewriters, duplicating equipment, calculating machines, computers, word processors, and audio-visual equipment at reasonable times when such equipment is not in use and in compliance with the District Technology Acceptable Use Policy. No equipment shall be removed from school property without approval by the principal. The GHEA will pay for any damage, loss, or theft of borrowed property.
3. Use interschool mail facilities. Permission of the principal shall be required. Such permission shall not be withheld unreasonably.
4. Use space on an appropriate bulletin board in each school building. The location of such bulletin boards shall be agreed upon mutually by the GHEA and the principal.
5. Store paper and supplies, purchased by the Association, in convenient locations. The GHEA agrees to reimburse the Board for photocopy costs at the normal rate.
6. The Board agrees to furnish the GHEA with a current roster of its employed personnel with addresses, one copy of agendas and minutes of all public Board meetings, and to make available such other public information that shall assist the Association in developing intelligent, accurate, informed and constructive programs.
7. Prior to the creation of the master schedule in his/her building, the GHEA president will consult with his/her building principal to create a mutually agreed upon method for and the amount of release time for the president. The amount of release time and the method used to provide release time will most likely vary by president and building depending on the president's teaching assignment and specific building needs. Release time shall be granted only when it can be done without incurring additional operating costs to the district.

B. District Development Council

1. The District Development Council (DDC) was formed to assure that the "Win-Win" process remains in place. The DDC is composed of the superintendent and five members of the Administrative Council and the GHEA president and five at-large faculty members selected by GHEA. The DDC will be chaired by the superintendent and will address district wide programs and issues.
2. The purpose of the DDC will include assuring continued educational effectiveness for all children within the district through shared leadership and responsibility.

3. With more direct communication under the DDC, it is further hoped that a wider mutual understanding of the needs and goals of the district's educational process develops. The DDC shall carry out the following functions, as it deems appropriate.
 - a) Develop an annual list of long-term and short-term goals and objectives, which can be reasonably accomplished by the district.
 - b) Serve as the district's Curriculum Coordinating Council by providing input regarding the district's curriculum, and by cooperatively developing additional school programs.
 - c) Serve as the district's Communication Committee by addressing issues, which are of district concern.
 - d) Develop a master calendar for the district, which would delineate specific days for staff meetings, committee meetings, etc.
 - e) Select a Professional Advancement Committee, which would recommend an allocation of points or funds for staff professional growth activities.
 - f) Develop a system for notifying staff of possible openings or transfers within the district.
 - g) Continue to assess and plan for staffing and enrollment and to take needed action to avoid reductions in force.
 - h) Initiate and perform such professional functions, as the DDC deems appropriate at times mutually acceptable to the membership.
 - i) Further develop professional relationships in order to enhance the quality of teaching throughout the district.
4. To reflect upon the "Win-Win" philosophy of the Grandview Heights City School District, actions taken by the DDC should be based upon consensus.
 - a) To establish consensus, any member of DDC may request that a vote be taken on any issue brought to the table. The outcome will then be recorded in the minutes with the understanding that it not supersede the lawful authority given to the superintendent.
 - b) Any member of the DDC may also request a delay in voting until the next meeting if that member feels the need to consult with individuals or the membership at large.
 - c) Minutes, upon request by the Board or DDC members, will be provided to the DDC and Board. DDC minutes will be made available to the professional staff by the GHEA.
5. The superintendent shall submit an annual report to the Board detailing the DDC's activities and evaluating its effectiveness. The work of the DDC shall not replace any authority lawfully given to the superintendent, but it shall affirm that the school

district's educators and administrators have made the commitment to continue the "Win-Win" process.

6. The Board shall budget \$9,000.00 annually to be distributed to the GHEA representatives to the DDC. The GHEA president will receive \$2500.00, the GHEA vice president will receive \$1500.00, and the other representatives will receive \$1250.00 each.

Committees Reporting to District Development Council

Professional Development Committee

CORE Team

Calendar Committee

- a) Professional Development Committee: Staff development is crucial to the growth and development of professional staff in the Grandview Heights City Schools. The Professional Development Committee is charged with determining the needs of staff and proposing meaningful growth and development/in-service activities for the Grandview professional staff.
- b) CORE Team: This committee is comprised of members from each district building and also includes members of the community. It is the mission of this committee to reduce alcohol, tobacco and other drug use among young people, to delay the age of first use and to help young people discover safe and healthy ways to enjoy their youth and deal with life's stress. Activities and programs focus on three areas: prevention, intervention (for students and parents) and teacher training.
- c) Calendar Committee: This committee is comprised of one teacher representative from each building, one PTO representative from each building (required), one administrator from each building, the junior class president from the high school, one at-large faculty representative, and one classified staff representative. Dated calendars of the appropriate school years are sent out to members of the committee. An instructional letter is attached with the required and optional dates for two years. Committee members are to construct suggested calendars. All suggested calendars are gathered, reproduced and sent out to committee members for their review. The committee meets to review all options. Two calendars are chosen and sent to GHEA for disbursement and a vote by all staff.

C. Professional Advancement Committee

1. The purpose of the Professional Advancement Committee (PAC), a sub-committee of the DDC, is to encourage and recognize professional growth through activities beyond those normally accepted as instructional duties. Professional growth shall be encouraged through tuition reimbursements and monetary grants. The Board shall budget annually \$70,000 for committee distribution. Of the total budget, \$12,000 will be allocated for PAC grants and the remaining \$58,000 will be allocated for tuition reimbursement. Any balance will not be carried over to the next fiscal year.
2. Definitions:
 - a) Research Grant: A research grant is a grant of money given to an individual or group of professional staff members upon the completion of certain pre-approved professional activities subject to the approval of the superintendent.

3. PAC Organization:

- a) Composition of PAC shall be two (2) administrators and four (4) faculty representatives selected by the DDC.
- b) Meetings: A quorum of four (4) of the six (6) PAC members, one being an administrator, is required for judgment of grants.
- c) Duties: The PAC embraces the principle that Financial Aid for professional staff members should be based upon academic preparation, teaching experience, and professional growth. It is the task of the PAC to evaluate the planned activities or work for which tuition reimbursements, or grants are requested and to encourage professional staff members to participate in the program.

4. Pre-Approval:

- a) All grant requests shall be submitted in writing for pre-approval, to the chairperson of the PAC. The PAC may request the professional staff member or sponsoring group to speak on behalf of the proposal.

If the PAC does not approve the grant request, a statement of the reason for rejection will be returned to the professional staff member or group along with recommendations for improvement before the grant request may be resubmitted.
- b) Interim Review: The PAC may request a progress report at its discretion.
- c) Final Evaluation Procedure: A copy of the final report of the grant request must be presented to the chairperson of the PAC at least ten (10) days prior to the requested date of final consideration by the PAC. The individual or sponsoring group must be available for interview by the PAC at its discretion.

Financial grants will be reviewed for final approval upon successful completion (or at times designated by the PAC in the case of an extremely lengthy grant request). A resume of the completed grant request, including the suggested financial grant to be received, will be sent to the PAC for its recommendation before being presented to the superintendent for his/her approval.

5. Professional Activities:

- a) Workshops or Conventions:

Workshops or conventions in the areas of curriculum and instruction will be considered for professional grants. A written report of convention or conference activities must be prepared for distribution.
- b) Published Materials:

Items for submission to newspapers, as well as booklets and articles for publication in professional journals, for which other financial compensation or credit will not be received, may be submitted to the PAC.
- c) Curriculum or Program Innovations:

This category provides opportunity for members of individual departments or grade levels to work individually, with each other or other groups of teachers to plan and develop courses of study, improvement in teaching methods, additional materials, new content, etc.

6. Tuition Reimbursement

Coursework eligible for tuition reimbursement must be reasonably related to the staff member's current license/teaching assignment. Tuition reimbursement can also be made for coursework taken as part of a licensure program from an accredited university.

If the building principal does not sign off on the tuition reimbursement request, the staff member may appeal the decision to a panel of four (4) DDC members. The panel will consist of two teachers and two administrators. If the panel does not reach consensus, the superintendent/designee will make a final, non-grievable decision regarding tuition reimbursement.

D. Credit for Undergraduate Course Work

Salary Schedule credit for undergraduate course work at an accredited institution of higher education approved by the Ohio Department of Education may be obtained under the following conditions:

1. Prior to the beginning of the course, the teacher shall submit a request for prior approval to the superintendent. This request shall contain:
 - a) Name of teacher.
 - b) Name of institution where course will be taken.
 - c) Brief synopsis of course content, including number of hour's credit and method of grading.
 - d) Statement of expected benefit to the teacher and/or the Grandview Heights City School District.
 - e) Recommendation of principal.
2. Upon receipt of the request from the teacher, the superintendent will schedule a meeting with the staff member to discuss the request. The superintendent will render a decision within five (5) days of the meeting date. The superintendent's decision is final.
3. Upon completion of the course(s), the teacher shall present to the superintendent satisfactory proof of completion of the course with a grade of at least "C", "Pass", "Satisfactory", or the equivalent. A brief summary of the benefits obtained will also be presented.

Salary schedule credit for the number of hours approved and successfully completed will be granted as of the next September.

E. Local Professional Development Committee (LPDC)

The Professional or Associate License Renewal Law (O.R.C. 3319.22; OAC 3301-24-08), governs the credential renewal process for all Ohio teachers. The intent of the law is to professionalize the renewal process itself and to require much closer connection between renewal activities and classroom practice. Therefore, the law establishes a local licensure board and expands the definition of acceptable credits toward license/certificate renewal, making it possible to receive credit for professional development activities that are designed and conducted within the working, collegial environment of the school district.

The purpose of the Grandview Heights City Schools (GHCS) Local Professional Development Committee (LPDC) is to:

- Approve Individual Professional Development Plans.
- Grant prior approval and final approval for professional development activities for recertification/licensing credit.
- Evaluate professional development activities for Continuing Education Units (CEU's) credit.
- Evaluate and approve District Approved Professional Development Credits (DAPDCs) toward advancement on the salary schedule.
- Recommend teachers for advancement on the salary schedule.
- Make recommendations for in-service programs.
- Recommend teachers for certificate/license renewal to the Ohio Department of Education.

A DAPDC is a unit of measure of professional growth, which is accepted as equivalent to one semester hour of accredited college or university work. All teachers are encouraged to get pre-approval of the DAPDCs from the LPDC.

The Grandview Heights City Schools Local Professional Development Committee, operating under the requirements of O.R.C. 3319.22 and policies established by the GHCS Board of Education, must review all certificate/license renewal applications for all certificated employees. This includes reviewing semester hours, CEU's and "other approved activities" that are submitted for credit toward license renewal. The LPDC bases recommendations for license/certificate renewal on a teacher's Individual Professional Development Plan's compliance with the guidelines of the law and the GHCS Standards for professional development.

The Grandview Heights LPDC has five members: three teachers, one administrator, and one other certificated/licensed employee of the district. Teacher members are nominated by the LPDC Coordinator and approved by the DDC. The administrative member is appointed by the Administrative Council (A.C.). The other certified licensed employee is appointed by the superintendent. Oversight of the LPDC is provided by DDC. The LPDC Coordinator position is filled in the manner of other supplemental positions.

The LPDC will meet when necessary on the second Tuesday of each month (or another designated day), or in case of a scheduling conflict, will meet at a time agreed to by the members.

Up to one half-day release time per teacher member shall be set aside for the LPDC monthly meetings.

ARTICLE III – EMPLOYMENT PRACTICES AND CONDITIONS

A. Transfers

The superintendent has the right to assign, reassign and transfer personnel for the benefit of the school district. The decision of the superintendent is final and nongrievable.

Voluntary Transfer:

Requests for voluntary transfer shall be filled in the following manner:

1. On or before February 1, all certificated/licensed staff will be surveyed to determine those who desire to transfer.
2. Surveys will be returned to building principals for their signatures prior to February 15.
3. When transfer requests are submitted, the principal may discuss the requests with the teachers. The principal may comment on the forms to each request. The request forms will be sent to the superintendent no later than March 1 and available for review for one year.
4. The superintendent will develop a list of all teachers requesting consideration for transfer. By March 20, the superintendent will give a copy of the list to the GHEA president. The superintendent will review the list of teacher requests for transfer with the GHEA president so that he/she can remain aware of the status of the person making a request.
5. Any staff members requesting consideration for positions for which they are qualified will be granted interviews.
6. The superintendent/designee will respond to all requests to indicate acceptance or give reasons for denial.

Involuntary Transfer:

1. When it is determined a need exists to transfer a certificated staff member involuntarily from one building to another, seniority will be given consideration in the selection process of the teacher to be transferred.

B. Limited Contracts Sequence/Mentoring

Teachers new to the district and not eligible for tenure shall abide by the following contract procedures:

1. For each of the first three years a teacher is under contract with the Board, he/she shall be offered one-year probationary limited contracts.
2. Following the successful completion of three (3) one-year limited contracts in which the teacher has actually worked at least one hundred ten (110) contractual days each year; teachers not eligible for tenure shall be offered a two-year limited contract. All other

teachers will continue to be offered one-year probationary limited contracts until such time they have completed three (3) one-year limited contracts in which they have actually worked at least one hundred ten (110) contractual days.

3. The above procedure does not limit the Board's rights to non-renew under O.R.C. 3319.11.

C. Teachers who have successfully completed a two-year limited contract shall be offered three-year limited contracts.

1. At the conclusion of any contract period, a teacher who has been found deficient in some area(s) via the Board Approved Evaluation Process may be placed on a one (1) year probationary limited contract. If the teacher has not made satisfactory progress, the Board may choose to offer a second probationary contract. If satisfactory progress is made on the probationary contract, the Board shall again offer a multi-year contract. Following the initial three-year probationary period, teachers will not be offered more than two consecutive probationary contracts. Teachers on probationary contracts may be offered the opportunity to participate in the mentorship program.
2. If a teacher on a multi-year contract, who has been recommended for a probationary contract, disagrees with that evaluation, the teacher will first attempt to work out differences with his/her principal. If the principal still recommends a probationary contract, the teacher may present his/her case to the GHEA Executive Council. The findings of the GHEA Executive Council will be presented to the superintendent along with the recommendation of the principal.
3. If a teacher is in the final year of a multi-year contract and does not actually work at least one hundred ten (110) contractual days during that year, then that teacher's contract may be extended for one additional year at the superintendent's discretion.
4. If a teacher terminates his or her employment with the Board and subsequently returns, he/she may be considered a new teacher for purposes of this section.
5. The above procedure does not limit the Board's rights to non-renew under O.R.C. 3319.11.
6. Teachers new to the district will be involved in mentor relationships with professional staff members. Mentors will be recommended by building principals to the superintendent.

D. Continuing Contracts (Tenure)

Eligibility for a continuing contract is determined by O.R.C. 3319.08 and O.R.C. 3319.11. Each year, the LPDC will be responsible to provide all staff members with a comprehensive outline of the requirements for the attainment of a continuing contract. No one that earned an initial teaching license after January 1, 2011 is eligible for a continuing contract.

Tenure Process:

1. Eligible staff members must notify the building principal in writing of their intention to apply for tenure by September 5 of that Academic Year.
2. Staff members must be observed by the principal throughout the year as specified in the Board Approved Evaluation Process.

3. At the end of the observation year, the principal may write a letter of recommendation for tenure to the superintendent.
4. The superintendent may recommend eligible staff members for tenure to the Board of Education.
5. Tenure is granted upon approval by Board resolution.

E. Hiring Retired Teachers

With the superintendent's recommendation, the Board of Education may hire retired teachers.

1. If a teacher would like to be considered for rehire, a letter of resignation must be submitted by March 1 to the superintendent with a copy to the president of the GHEA. The letter should include a statement of the desire to be rehired. Positions of retired teachers will be posted internally for five (5) days before interviews are conducted.
2. The following conditions apply to all hired retirees:
 - a) Placement on the pay scale shall be at the ten-year step or at their previous salary step level (whichever is lower), and at the teacher's current education level.
 - b) A rehired retiree will receive no further step increases beyond ten years.
 - c) Rehired retirees will receive a one-year limited contract that is automatically non-renewed. A subsequent contract may be awarded at the discretion of the Board and administration. Rehired retirees will not receive tenure.
 - d) Rehired retirees will be placed annually at the bottom of the seniority classification in which they are certified/licensed to teach.
 - e) Sick leave will be granted at 15 days per year. The District will pay one-fourth of the value of the employee's unused sick leave at the end of each year. Sick leave cannot accumulate from year to year.
 - f) Personal leave will be granted at 3 days per year. Personal leave cannot be carried over from year to year.
 - g) The district will provide health insurance coverage only if it is not available through an STRS plan. The Board will not provide any other form of insurance coverage.

F. Pay Periods and Deductions

1. All staff members shall be paid on the 15th and last day of each month.
2. Employees will be paid in 24 pay periods.
3. All staff members will enroll in an automatic direct payroll deposit program and will receive payroll notification through e-mail.

4. Annuity and credit union deductions will be deposited in the appropriate employees' accounts on a semi-monthly basis. All other payroll deductions will be withheld and/or distributed as evenly as possible.

Optional deductions include:

Health Insurance
Life Insurance
Annuity Policies
FCPE

Credit Union
United Way
NEA / OEA Dues

G. School Calendar

1. The school calendar shall not exceed the following total of required days:
 - a) 180 student attendance days,
 - b) Provided the current building schedules remain constant, teachers shall arrive no later than 8:00 a.m. and shall leave not earlier than 3:00 p.m. unless other arrangements are made with the building principal(s). Teachers shall work 37.5 hours per week inclusive of an uninterrupted one-half (1/2) hour duty free lunch per work day. The Board recognizes that teachers will perform some of their work and duties outside the student school day.
 - c) 5 teacher professional days as agreed upon by the DDC.
2. After appropriate notice and as scheduled at the discretion of the principal, teachers are expected to attend reasonable parent-teacher conferences, open houses, staff collaboration opportunities, staff meetings, staff development activities, instructional and building-level data team meetings and to perform other reasonable duties outside of the regular work day, which are an integral part of the teacher's assigned professional responsibilities. Teachers shall stay for the entirety of any such activities, unless other arrangements are made with the building principal with appropriate notice in advance.

H. Personnel Files

1. The personnel file of each staff member in the Board of Education Office shall be the only official file of recorded personnel information.
2. As it pertains to discipline, information may be placed in a staff member's personnel file only after notifying the staff member and supplying him/her with a dated copy of the information. A staff member may attach a written statement to any item placed in his/her file.
3. A staff member shall have access to his/her file and/or be entitled to a copy of any specific materials in his/her file upon written request.
4. If a staff member disputes the inclusion of information in his/her file, he/she may submit to the superintendent a written appeal specifying the reason(s) why the information is inaccurate, irrelevant, untimely or incomplete. The superintendent will decide whether

the disputed information will remain in the file. The staff member will receive notification of the superintendent's decision.

I. Unsafe Working Conditions

When the conditions in a school building create an unhealthy/unsafe environment, the building principal and the Director of District Services and Facilities will be notified in writing by the bargaining unit member to review the issue(s). Unresolved health and safety issues will be referred to DDC in writing before being subject to the grievance procedure.

J. Complaint Procedure

When a complaint is made by the parent of a student or any other member of the public concerning a staff member's conduct, service, character, personality, or other reason, to a Board member, central office administrator, building principal, or other supervisor, without having first met with the staff member, the following procedure shall be followed:

1. If the complaint is reported to the building principal or supervisor, he/she will determine the validity and/or seriousness of the complaint. The principal or supervisor shall determine if the complaint should be disregarded or brought to the attention of the staff member at that time.
2. If the complaint is referred to the staff member, he/she will be given the opportunity to discuss the details of the situation with his/her principal or supervisor. Prior to any directive, oral or written, being given to a staff member, the staff member has the right to request and receive the identity/source of the complaint.
3. If the complaint is not discussed with the staff member, then such complaint shall be disregarded and may not be used in any subsequent conference, evaluation, or other assessment of the staff member involved.
4. Nothing in this procedure limits or restricts the authority of the administration or Board to investigate professional misconduct and to make determinations or take actions based on the administration's investigation.
5. The failure to identify a person making a complaint shall not prevent the Board of Education or its representative from reporting instances of alleged bullying or suspected abuse or satisfy any other reporting obligation upon a school district or its representatives by law or regulation.

ARTICLE IV - REDUCTION IN FORCE

In the event that a reduction in work force is necessary for any of the reasons specified by O.R.C. 3319.17, reductions will be made in accordance with the following procedures:

- A. The GHEA will make every effort to encourage certified staff who will be on leave, returning from leave, resigning or retiring, to notify the superintendent in writing on or prior to March 1 of the current school year.
- B. When the Board determines in any school year that there is a need to suspend teacher contract(s) for the following year, the GHEA will be given written notice of such possibility on or prior to April 5 of the current school year. Upon giving notice, the Board will provide the GHEA president with written data concerning student enrollment, bargaining unit members' seniority and areas of certification, names of teachers on leaves of absence, and financial information.
- C. The GHEA president will be given the opportunity to make suggestions to the superintendent before the recommendation for suspensions of contracts is made to the Board.
- D. The Board shall notify the GHEA and any teacher initially affected by the reduction in force, in writing, as soon as the Board reasonably determines that such a reduction shall be necessary. Any and all affected teachers will be notified no later than May 1.
- E. In making any such reduction, the board shall proceed to suspend contracts in accordance with the recommendation of the district's superintendent and under provisions of this section.
 - (1) Each teacher affected by the reduction, based on area of licensure, shall be placed in one of the following categories:
 - (a) Category 1, which shall contain all teachers on limited or extended limited contracts with an evaluation rating of ineffective;
 - (b) Category 2, which shall contain all teachers on limited or extended limited contracts with an evaluation rating of developing;
 - (c) Category 3, which shall contain all teachers on limited or extended limited contracts with an evaluation rating of skilled;
 - (d) Category 4, which shall contain all teachers on limited or extended limited contracts with an evaluation rating of accomplished
 - (e) Category 5, which shall contain all teachers on continuing contracts with an evaluation rating of ineffective;
 - (f) Category 6, which shall contain all teachers on continuing contracts with an evaluation rating of developing;
 - (g) Category 7, which shall contain all teachers on continuing contracts with an evaluation rating of skilled;
 - (h) Category 8, which shall contain all teachers on continuing contracts with an evaluation

rating of accomplished.

(2) Reductions in the affected area of licensure shall be made starting with teachers in Category 1 and shall proceed sequentially through teachers in Category 8, until all necessary reductions have occurred.

(3) For the purpose of this section, Evaluation Rating shall consist solely of the rating earned on the Teacher Performance on Standards Rating assigned to a teacher in accordance with the evaluation procedures adopted under O.R.C. 3311.80.

(4) Within each category, reductions will be made based on seniority as defined in section F of this article.

(5) If the State Teacher Evaluation System would add additional ranking categories, new categories would be appropriately placed in the proper sequence as agreed by the board and the GHEA.

F. Seniority for purposes of this section will be defined as the length of continuous service as a certified/licensed employee under regular teaching contract in the Grandview Heights Schools.

1. The Board approved leaves of absence and time on RIF will not interrupt seniority.
2. Resignations, terminations, non-renewals (if the teacher is not hired at the beginning of the following school year), and other leaves not approved by the Board will interrupt seniority for purposes of reduction in force and recall.
3. If two or more teachers have the same length of continuous service, seniority will be determined by:
 - a) The date of the Board meeting at which the teacher was hired; and then by
 - b) The date the teacher signed the initial contract in the district and then by
 - c) The total years of teaching service in Ohio; and then by
 - d) The total years of teaching service; and then by
 - e) The recommendation of the principal, using the Formal Evaluation Process, attendance, commitment to professional growth, and subjective analysis of other professional competencies.

G. To the extent bumping rights are permitted by O.R.C. 3319.17, a teacher who has been notified of his/her contract suspension shall notify the superintendent in writing within ten (10) days of said notification of the teacher's desire to exercise his/her displacement rights. In order to displace a teacher in another teaching field, the teacher must hold a license or certificate in the teaching field at the time of the displacement and may only displace a teacher with a lower evaluation rating.

1. The names of teachers whose contracts are suspended will be placed on a recall list for up to eighteen (18) months from the date of reduction.

2. Teachers on the recall list will be recalled, in reverse order of the layoff for vacancies in areas for which they are licensed as described below.
 3. If a position initially abolished is reinstated, a new position(s) becomes available, or a vacancy occurs, an attempt will first be made to fill the vacancy with teachers on the recall list.
 4. If a position initially abolished is reinstated, a new position(s) becomes available, or a vacancy occurs, the Board will send an announcement by certified mail to the last known address of each teacher on the recall list who is qualified according to this provision.
 5. It is the teacher's responsibility to keep the Board informed of his/her current address, course work in areas of their certification/licensure and teaching experience. The Board shall not be held liable for the teacher's failure to comply with the provisions of the preceding sentence. Each teacher is required to respond by certified mail to the district office as to whether the position will be accepted. The most senior of those from the recall list responding will be given the vacant position. Any teacher who fails to respond or who declines to accept the position within ten (10) calendar days will forfeit all rights to said position. A teacher may withdraw his/her name from the recall list.
 6. A teacher on the recall list, upon acceptance of a position, shall return to active employment status with the same accumulation of sick leave and salary schedule placement as he/she enjoyed at the time of the RIF.
 7. Where group insurance policies permit, a teacher whose contract has been suspended may continue to participate in those benefits which are provided to those teachers in active employment provided that the teacher pays the total premium to the Board's treasurer one week prior to the date the Board normally pays the premiums to the company.
 8. These procedures apply only to the suspension of contracts for reasons as set forth in the first paragraph of this Article. This Article shall not require the Board to fill any vacancy, nor shall it interfere with any other lawful personnel practice in the district.
- H. The GHEA president will be sent a list of the names of teachers who have been sent recall notices at the time of such recall mailings.
- I. Affected teachers not working full-time in another school system will be eligible for available fee waivers in order to qualify for recall under Section G under the Article or to receive certification/licensure in a new teaching field. This provision is subject to contractual conditions and regulations, which apply to the distribution of fee waivers.

ARTICLE V - GRIEVANCE PROCEDURE

During the course of this Agreement, problems may arise concerning the interpretation or application of the provisions of this Agreement. When such problems arise, an attempt should be made to settle them informally by the principal and teacher or teachers involved. A problem, which cannot be resolved informally, will be processed as a grievance. All days referred to as "days" within this Article shall be interpreted to mean "school days."

Procedure

Step 1

- A. Within 15 days of the occurrence of the problem in question, a written grievance shall be filed with the building principal. The principal shall meet with the aggrieved party within five (5) days of the receipt of the written grievance. Within five (5) days of this meeting, the principal shall deliver to the aggrieved party a written statement in response to the grievance.

Step 2

- B. If the grievance is not satisfactorily resolved at Step 1, the aggrieved party may submit a copy of the written grievance to the superintendent not later than five (5) days after receipt of the answer under Step 1. The superintendent shall meet with the aggrieved party within five (5) days and shall deliver to the aggrieved party a written statement of position not later than five (5) days after such meeting.

Step 3

- C. If the grievance is not satisfactorily resolved at Step 2, it may be appealed according to the following procedures:
1. Grievances regarding an alleged violation, misapplication, or misinterpretation of a specific item of this Agreement that does not include Board policies and regulations may be appealed to binding arbitration within five (5) days of the receipt of the superintendent's decision.
 - a) An arbitrator shall be selected by the parties within 15 days of the written appeal by using the voluntary rules of the American Arbitration Association.
 - b) The arbitrator shall be empowered only to base his/her decision upon some specific Article and Section of this Agreement and shall have no power to add to, subtract from, or modify this Agreement by implication or otherwise.
 - c) The decision of the arbitrator, if rendered within and in accordance with the above stated power, shall be final and binding on the GHEA, its members, the teacher or teachers involved, and the Board.
 - d) Arbitrator's Decision - There shall be no appeal from an arbitrator's decision if within the scope of his authority as set forth above. It shall be final and binding on the GHEA, its members, the teacher or teachers involved and the Board.
 - e) Cost of Arbitration - The fees and expenses of the arbitrator shall be the responsibility of the party that loses the decision. All other expenses shall be borne by the party incurring them, and neither party shall be responsible for the expense of witnesses called by the other.
- D. Any grievance that arose prior to the effective date of this Agreement shall not be processed.

ARTICLE VI - CHEMICAL DEPENDENCE POLICY

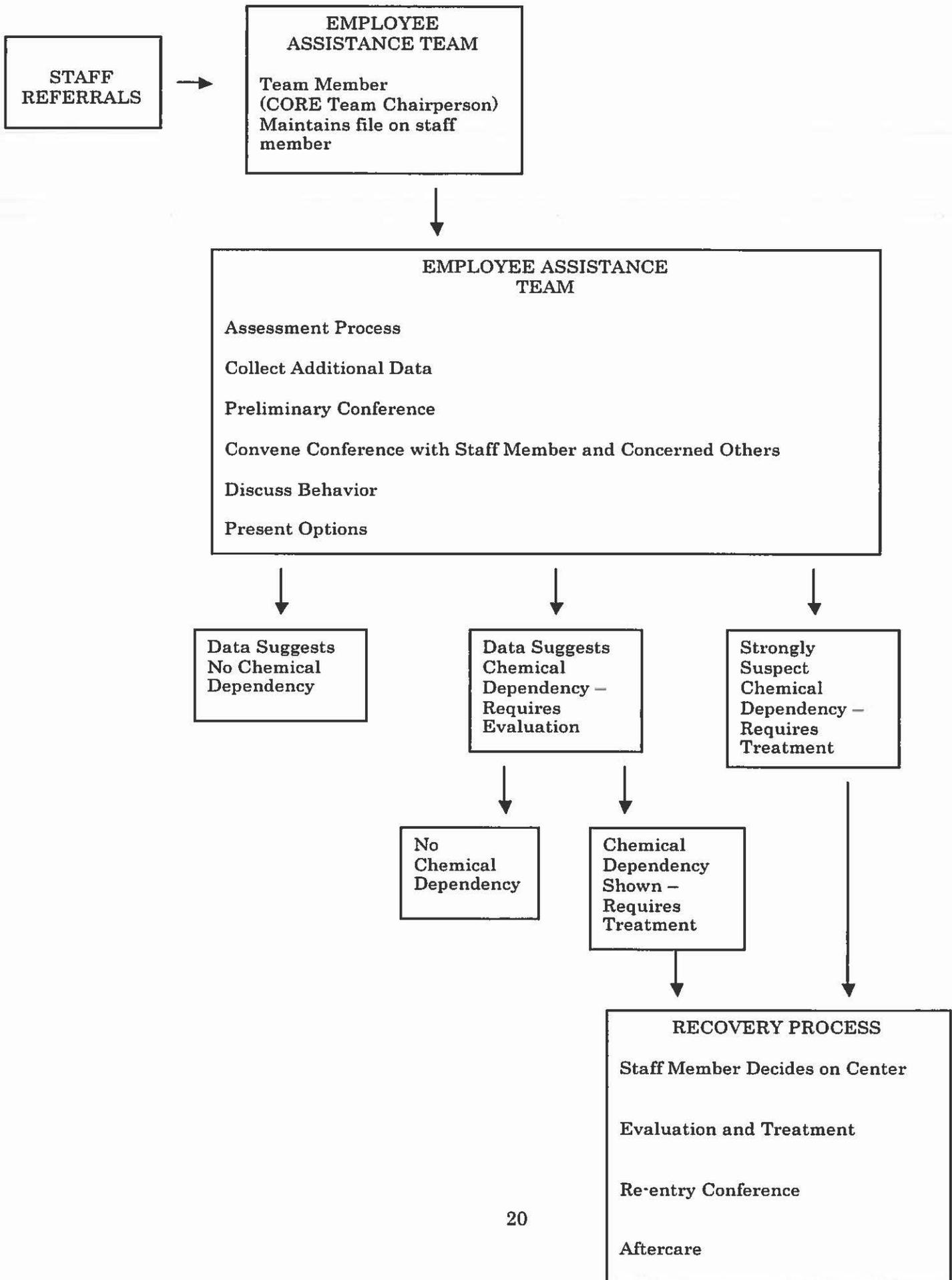
A. Employee Chemical Abuse

The Grandview Heights City School District recognizes that chemical abuse (drugs and alcohol) can result in a primary disease which is progressive, chronic and fatal if left untreated. This illness, which is not curable but is treatable, can affect any group or age.

1. Chemical abuse by staff members may result in problems, which interfere with the school's ability to promote an effective and safe learning environment; therefore, the school district shares in the responsibility of intervening with certified/licensed staff members who abuse chemicals.
2. District employees who are diagnosed as having an illness resulting from chemical abuse shall receive the same consideration and opportunity for treatment that is extended to employees with other types of illnesses. For purposes of this policy, this illness is defined as one in which an employee's consumption of mood altering chemicals interferes with job performance or adversely affects health. On the basis of professional diagnosis, employees who have this illness and who receive fringe benefits shall qualify for employee benefits covered in group health and medical insurance policies.
3. If the employee refuses to accept diagnosis and/or treatment, or fails to respond to treatment, and job performance or health continues to be affected, the supervising administrator(s) will initiate action deemed appropriate. Implementation of this policy will not require or result in any special regulations, privileges, or exemptions from the standard administrative practice application to job performance requirements.
4. Supervisors will implement this policy in such a manner that an employee's chemical dependency problem or request for treatment will not affect job security or promotional opportunity.
5. The confidential nature of any records of employees shall be preserved in the same manner as for all other medical records.

B. Employee Assistance Team Procedures for Staff Members

1. A concerned person can refer another staff member to the CORE Team chairperson. The chairperson will take the information to the Employee Assistance Team for further study. It is the task of the Employee Assistance Team to gather information for further recommendation or action. The Employee Assistance Team is composed of Building Team Chairpersons.
2. If the Employee Assistance Team determines a need for testing for chemical dependency and the employee refuses or is assessed positive for chemical dependence and refuses assistance, then the record of data gathered may be turned over to the employee's principal for review and possible disciplinary action.



ARTICLE VII - PAID LEAVES

A. Assault Leave

1. A unit member who must be absent due to disability resulting from an unprovoked or unjustified assault on such teacher which occurs in the course of Board employment, or in attendance at a school sponsored function, shall be granted assault leave providing all of the standards in Section B below are met. Full pay status (days not charged to sick leave) under Assault Leave shall be granted up to a maximum of ten (10) days of said disability. At the end of the ten (10) days, the teacher may at his/her option use sick leave or receive worker's compensation (if eligible) for the period of the disability.
2. A teacher requesting assault leave will complete and submit to the superintendent a form, which shall include the following:
 - a) Date and time of occurrence.
 - b) Identification of the individual or individuals causing the assault (if known).
 - c) Facts and circumstances surrounding the assault.

A certificate from a licensed physician describing the nature of injury sustained causing absence.
 - d) A statement indicating a willingness to participate and cooperate with the Board if the Board decides to pursue legal action against the assaulter(s).
 - e) Signature of the assaulted teacher if physically able.
3. A disability resulting from assault shall terminate when the employee can return to the assignment held prior to the disability or the employee becomes eligible and takes disability retirement provided under the provisions of the retirement program.
4. An employee disabled as a result of assault will be returned to the same position held at the time of the incident whenever possible. If the employee desires another position, such selection shall be in accord with the established administration transfer procedure.

B. Association Leave

From time to time, it becomes necessary for association leadership to fulfill their roles during the school day. In such instances, the president or his/her designee may or may not be granted release time by the superintendent.

C. Personal Leave

1. Certificated staff shall accrue personal leave days at the rate of three (3) days per year. Certificated staff shall be permitted to use up to three (3) personal leave days per year. A written request must be submitted by the staff member to the superintendent.

2. The signature of a certificated/licensed staff member indicates that they are in compliance with the criteria for personal leave.
3. The following conditions shall apply to the use of personal leave:
 - a) Personal leave may be used in 1/2 day or full day increments.
 - b) Personal leave may not be approved for seeking or engaging in gainful employment.
 - c) Personal leave granted the day before or the day following a scheduled holiday or vacation period will be charged at the rate of two days for each day granted. Half-days will be charged as full days. However, only one day will be charged for major life occurrences (e.g., weddings, funerals and graduations) that occur the day before or after a scheduled holiday or vacation period. The major life occurrence should be pre-approved by the GHEA building representative and principal.
 - d) Requests must be made at least three (3) days in advance of the requested leave. In cases of emergency or extenuating circumstances, the situation must be explained in writing.
4. As of June 30 of each school year or upon official STRS retirement, personal leave that has not been utilized by a school employee shall be converted as follows:
 - a) Conversion to sick leave of any unused personal leave days beginning July 1 of the upcoming school year.
 - b) A stipend check that equals the number of unused personal leave days times \$150. This amount will be prorated for staff members who are 0.5 FTE or less.

The school employee must notify the treasurer's office in writing by June 10 of their desire to exercise the payment option. Payment will be made to the employee no later than October 15 following the conclusion of the school year. If no request is received, personal leave balance will be converted to sick leave.

D. Sick Leave

Each full-time employee of the Board shall accrue sick leave of one and one fourth (1-1/4) workdays with pay for each completed calendar month of service unless on approved leave of absence. No employee shall receive credit for more than fifteen (15) days of sick leave in any one-year of service, and such unused sick leave as earned shall be cumulative.

All employees shall be entitled upon employment to a minimum of five (5) days sick leave credited to the employee at the beginning of the term of service in lieu of accumulated sick leave.

A teacher or other employee who has accumulated days of sick leave in another district in Ohio, or while in the service of the state, county or municipal government in Ohio, shall furnish a properly certified record of these days upon employment in this district. This number of unused days of sick leave on such record shall be credited to the employee's accumulated record, provided that such re-employment takes place within ten (10) years of the date of the last termination from public service.

Certificated staff members may “assign” unused sick leave days to any employee who is imminently subject to a loss of compensation because of absence from work due to illness or absences otherwise pertaining to sick leave. The employee requesting the “assigned” days must have fewer than five (5) days in his/her own sick leave accumulation. Written notification of the assignment is encouraged whenever possible in advance of the absence for which the assignment is being made. An employee may receive only as many assigned sick days as immediately needed up to a maximum of twenty (20) days. In extreme circumstances, additional days will be considered by the superintendent.

No salary payment for days of absence under the sick leave provision shall be made to any employee except as provided below in the following paragraph:

1. Illness/Injury: For absence of the employee due to personal illness, injury, exposure to contagious disease which could be communicated to other employees or school children, or for illness or injury of an immediate family member of the employee, or at the discretion of the superintendent, any other person living with the employee.
 - a) Each employee shall furnish a written, signed statement on forms prescribed by the Board to justify the use of sick leave. Entering sick leave request on the AESOP system or similar absence notification system PRIOR to the scheduled absence will fulfill this requirement.
 - b) When absence exceeds three consecutive days, the employee will be responsible for discussing the circumstances necessitating the absence with the building principal. The building principal may request a physician’s statement justifying the absence and/or providing a clearance for return.
2. Maternity and Adoption: The Board recognizes the inherent responsibilities of the onset of parenthood. It further recognizes that in the statutory provisions of the Ohio Revised Code and the Family and Medical Leave Act of 1993, the following avenues are available to employees regarding maternity leave:
 - a) A Grandview Heights City Schools employee may use accumulated sick leave during the period. Up to thirty (30) working days of accrued sick leave may be used for this purpose. Eligible use of accumulated sick leaves begins the day after the birth of the child. The spouse may take up to ten (10) working days of accrued sick leave after the birth of a child. In the case of adoption, he or she may use up to ten (10) personal days, unpaid days of leave, or any combination of the two for any travel necessary to pick up the child. Up to twenty (20) days of sick leave may be used after the child's arrival.
 - b) Up to thirty working days of additional accrued sick leave may be taken if accompanied by a doctor’s statement.
3. Death: For absence of the employee due to a death in the employee’s immediate family. Immediate family is defined as: spouse, children, stepchildren, parents, stepparents, parents-in-law, brothers, sisters, brother-in-law, sister-in-law, grandparents, grandchildren, step-grandchildren, aunts, uncles, any other person living with the employee and any other immediate relative at the discretion of the superintendent.
 - a) Each employee shall furnish a written, signed statement on forms prescribed by the Board to justify the use of sick leave.

- b) When absence exceeds three (3) days, the employee will be responsible for discussing the circumstances necessitating the absence with the building principal.

E. Unpaid Professional Sabbatical Leave

To be eligible for sabbatical leave:

1. A staff member shall have had five (5) consecutive years of service in the district as a certificated/licensed employee.
2. A written plan of professional improvement shall be furnished prior to Board approval. Upon return from sabbatical leave, a report shall be filed by the staff member as proof that said plan was followed.
3. Professional improvement plans must be submitted by March 1. The Board will respond to said request by April 30.
4. The leave is considered unpaid leave. The staff member may choose to participate in the employee benefits at their own expense.
5. No more than two staff members shall be granted sabbatical leave at one time. If more than two teachers apply, those not previously granted sabbatical leave with the greatest seniority shall be granted such leave.
6. Additional sabbaticals may be made available to a staff member after completion of five (5) additional consecutive years of teaching experience.
7. Staff members returning from sabbatical leave shall, when possible, and in consideration of the best interest of the district as determined by the superintendent, staff members be returned to the same or similar assignment held prior to such leave.
8. An employee may make his/her retirement contributions and secure retirement credit for the period of the sabbatical leave within the two-year period immediately following the leave. If such contributions are not made within the time period, such eligibility is lost.
9. A staff member must return to duty for a least two (2) full school years after the sabbatical leave. If the staff member does not return, he/she shall be required to pay back all salary received during that leave. Such back pay must be made within a four month period of time beginning with the first full month said staff member was to have returned to duty. Arrangements for returning the back pay during this period of time shall be made between the Board's treasurer and the affected staff member.
10. If the requested leave is not granted, an appeal may be taken to the Board, but such decision is not subject to the grievance procedure.
11. A year of sabbatical leave shall count as a year on the salary schedule and for purposes of length of service in the district.

ARTICLE VIII - UNPAID LEAVE

- A. Teachers may be granted a maximum of five (5) unpaid leave days per year. This leave is non-accumulative.
- B. The following conditions shall apply to the use of unpaid leave:
 - 1. Written request to the superintendent at least ten (10) school days in advance.
 - 2. The leave will be granted subject to the school district's ability to provide appropriate substitute personnel in order to maintain meaningful classroom instruction during the employee's absence.
 - 3. Salary deductions for unpaid leave will be at the teacher's daily rate. Deductions will be taken from the paycheck following the leave.

C. Family and Medical Leave Act (1993)

The Board shall provide leave to eligible employees consistent with the Family and Medical Leave Act, provided that such leave does not diminish the obligation of the Board to comply with any and all provisions of this collective bargaining Agreement.

If a husband and wife are eligible for leave and are employed by the district, their combined amount of leave under the FMLA shall be limited to 12 weeks.

Upon employee's return to duty, the employee shall be placed on the proper step of the existing salary schedule, allowing appropriate credit for the service rendered prior to or following the family leave during the school year, provided that service equals one semester for one half year service credit or 120 days minimum for one year's service credit.

D. Unpaid Sabbatical Leave

A staff member, upon written request to the Board, may be granted a leave of absence without pay for one school year in accordance with the following provisions:

- 1. A staff member who wishes to undertake training in a new career may apply for an unpaid sabbatical leave. If granted, such leave shall be without pay and without experiential credit on the salary schedule. A staff member may remain a member of all or any group insurance plans at the individual's expense after the effective date of the unpaid sabbatical leave in accordance with federal and state regulations.
- 2. An unpaid sabbatical leave may be granted if the following requirements are fulfilled:
 - a) The Staff member must have been employed by the Board at least five consecutive full school years prior to the leave.
 - b) A replacement (if needed) is available for the staff member who is taking the leave.

- c) The staff member has not been granted this type of leave in the past.
 - d) The request for an unpaid sabbatical leave must be submitted by March 1. The Board will respond to said request by April 30.
3. Any staff member currently on an unpaid sabbatical leave must notify the Board in writing by March 1 if they intend to return to active employment. Failure to notify the Board by March 1 will result in termination of that employee's contract with the district.
 4. If a staff member returns from an unpaid sabbatical leave, he/she will resume the contract status held prior to the leave. Staff members returning from sabbatical leave shall, when possible, and in consideration of the best interest of the district as determined by the superintendent, be returned to the same or similar assignment held prior to such leave. If said assignment no longer exists, the staff member will be assigned to a position within his/her area of certification. Nothing herein shall prevent the staff member who is on such leave to seek a transfer or to be transferred in accordance with the transfer policy.
 5. If the requested leave is not granted, an appeal may be taken to the Board, but such decision is not subject to the grievance procedure.

E. Extended Unpaid Parental Leave

Bargaining unit members may be granted a leave of absence for the birth or adoption of a child without pay for up to one school year in accordance with the following provisions:

1. A request is made in writing to the superintendent 60 days prior to the leave start date.
2. An acceptable replacement (if needed) is available for the staff member who is taking leave.
3. If granted, such leave shall be without pay and without experiential credit on the salary schedule. The staff member may remain a member of any and all group insurance plans at the individual's expense after the effective date of the unpaid leave in accordance with federal and state regulations.
4. All unpaid leave will be granted in semester increments. The duration of leave shall be as follows:
 - a) If the leave is effective during the first semester, it shall be for the balance of that semester or the balance of the year.
 - b) If the leave is effective during the second semester, it shall be for the balance of the school year, or the balance of the school year plus the next semester. Staff members, who request the next semester option, must do so in writing by March 1.
 - c) If the leave is effective during the summer recess, it shall be for the following semester or the following school year.
5. Any staff member on unpaid parental leave must notify the superintendent in writing of their intent to return to active employment 90 days prior to the leave end date. The end of the leave date shall coincide with the last student day within the semester of the requested leave. Failure to notify the superintendent in the time prescribed shall result in termination of the employee's contract.

6. If a staff member returns from parental leave, he/she will resume the contract status held prior to the leave. Staff members returning from unpaid parental leave shall, when possible and in consideration of the best interest of the district as determined by the superintendent, be returned to the same or similar assignment held prior to such leave. If said assignment no longer exists, the staff member shall be assigned to a position with his/her area of licensure. Nothing herein shall prevent the staff member who is on such leave to seek transfer or to be transferred in accordance with the transfer policy.
7. In the event of a RIF, staff members on unpaid parental leave are subject to the same RIF procedures as active employees. (see Article IV)

ARTICLE IX – INSURANCE

All certificated/licensed staff members who are employed at 0.5 FTE or more in September are eligible to participate in the Grandview Heights group insurance plans.

A. Dental Insurance

1. The Board of Education shall pay the cost of dental insurance during the length of this contract.
2. All eligible certificated/licensed staff members/family members may participate in a dental plan. The Board shall select the carrier to provide such coverage.

B. Life Insurance

1. The Board shall provide term life insurance for each eligible teacher in an equal amount.
2. The Board shall provide a \$49,000.00 Term Life Insurance policy for each teacher.
3. Conditions for employee option to purchase additional term life insurance under this group plan:
 - a) Provided 65% of certificated staff members elect to participate, additional life insurance may be purchased in the amounts of \$5,000.00 or \$20,000.00 only.
 - b) Rate for purchase is dependent upon the employee's age at the time of purchase.

C. Medical Insurance

Certificated staff members who work at least half-time (0.5 FTE) but less than 0.75 FTE shall be eligible for 50% of the medical insurance benefits provided by the Board to full-time employees.

Certificated staff members who work at least 0.75 FTE shall be eligible for full partial medical insurance benefits provided by the Board to full-time employees.

1. All bargaining unit members shall participate in the Consumer Driven Plan unless the bargaining unit member is enrolled in Medicare.
2. Insurance Committee - The GHEA and the Board of Education agree to continue to study cost saving measures regarding health insurance coverage. The insurance committee will meet to study insurance programs should premium increases or decreases occur.
 - a) It is the mission of the Insurance Committee to assist the Board in its efforts to exercise the Board's responsibility to provide employee group insurance plans and to support the Board's desire for employee group input on insurance matters. The committee will research information and investigate options available to the school district and present reports and advisory recommendations to the Board, the Grandview Heights Education Association (GHEA), and the Grandview Heights Education Support Staff Association (GHESSA). This will promote the most

comprehensive and cost effective group insurance program possible that maintains a single group of viable size.

- b) The Insurance Committee shall consist of three (3) representatives from the GHEA, two (2) representatives from the GHESSA, the school district superintendent, and the school district treasurer. The treasurer shall serve as facilitator by presiding over all meetings of the insurance committee. The superintendent may serve as facilitator in the absence of the treasurer.
 - c) The Insurance Committee shall meet prior to the renewal of the district's employee group health insurance plan. The facilitator shall select places and times convenient to all Insurance Committee members and call meetings of the Insurance Committee. Meetings may be called by the facilitator or jointly by a majority of at least four (4) Insurance Committee members. A valid meeting of the Insurance Committee shall include attendance of at least two (2) Insurance Committee members from the GHEA; at least one (1) Insurance Committee member from the GHESSA; and the facilitator.
 - d) The Insurance Committee shall attempt to reach consensus of those members in attendance when making decisions. If the committee is unable to reach consensus, a vote shall be taken (paper ballot if necessary). At the occasion of an official vote, passage of issues shall be decided by a simple majority of the members present. These actions shall be recorded by the facilitator and shall be presented to the Board, DDC, GHEA and GHESSA.
 - e) The facilitator shall act as the official and exclusive representative of the Insurance Committee and the Board when exchanging information with organizations or individuals in or outside the school district. The facilitator shall provide information to other members of the Insurance Committee including correspondence, proposals, responses to RFPs (requests for proposals), and similar documents relating to the district insurance plan. Upon request of members of the committee, the facilitator shall also provide other information pertinent to the committee's mission, which may be reasonably assembled and distributed. The facilitator shall present information to the Board of Education, DDC, GHEA and GHESSA regarding findings, recommendations, and actions of the Insurance Committee.
3. The Board shall establish a Section 125 Plan, such plan to remain in effect as long as laws and Internal Revenue Service rules remain the same.
 4. The Board shall establish a high deductible/health savings account (HSA) medical insurance option.
 - a) The Board shall pay 90 % of the medical insurance premium for single coverage for the duration of this contract.
 - b) The Board shall pay 80% of the medical insurance premium for family coverage (any coverage beyond single coverage) for the duration of this contract.
 - c) The Board shall contribute \$1000.00 per year to the HSA for single coverage. Said contribution shall be made in full on or before the conclusion of the first pay period in July.

- d) The Board shall contribute \$2000.00 per year to the HSA for family coverage. Said contribution shall be made in full on or before the conclusion of the first pay period in July.
 - e) The Board shall contribute to the HSA a one-time incentive of \$500 for either single or family coverage at the time a new employee is hired. Additional frontload contributions shall be prorated.
5. The percentage of employee and board shares of the medical plans that are in effect for the 2015-16 school year will remain in effect for the 2016-17 school year for any premium renewal increase of 10% or less. In the event of a premium renewal increase greater than 10%, the employee and board will equally share the excess increase. The percentage of employee and board shares of the medical plans that are in effect for the 2016-17 school year will remain in effect for the 2017-18 school year for any premium renewal increase of 10% or less. In the event of a premium renewal increase greater than 10%, the employee and board will equally share the excess increase.

ARTICLE X - SUPPLEMENTAL SALARIES/STIPENDS

- A. Supplemental salaries will be computed according to the attached index as applied to the base teacher salary for the current year. Class, Position, Percent, and Service Credit appear on the attached supplemental salary schedule.
- B. The DDC will be charged with the responsibility of making any mutually acceptable recommendations for changes in the supplemental salary schedule during the term of this Agreement. In the event that Agreement cannot be reached, the attached supplemental salary index shall continue for the term of this contract.
- C. The Board is not required to fill any supplemental position. Revisions to supplemental positions shall be discussed with DDC.
- D. Nothing in this article shall be subject to the grievance procedure as to whether or to whom a supplemental duty contract is to be issued, terminated, or renewed.
- E. Teachers shall be given placement credit on the supplemental salary schedule for all years in which they actually perform the same duty under a supplemental contract.
- F. If the administration determines that volunteers are not available to assume duties as assigned at athletic contests and other school activities, then those staff members employed on supplemental contracts, as part of their contractual Agreement, will be responsible to assume those duties. The staff members will not receive compensation beyond their supplemental contract. The staffing schedule will be developed so that each person holding a supplemental contract is responsible to staff up to five (5) events as assigned each school year.
- G. Stevenson Elementary, Edison Intermediate, Larry Larson Middle School, and Grandview Heights High School will each be granted seven (7) stipend positions per year. Five (5) of these positions will be compensated at \$600.00 per year, two (2) of these positions will be compensated at \$1000.00 per year. The building principal, after consulting with staff, will determine the best use of these stipends based on building needs. The principal may choose not to assign any or all of these stipends. No other stipends will be granted.
- H. The following positions shall be filled as needed at the set rate indicated:

\$1000.00

Art Club-MS
Fitness Club-RLS
French Club Advisor
Freshman Class Advisor
Sophomore Class Advisor
Spanish Club Advisor
Teacher Mentor (1st year)
Science Club-MS
Best Buddies

\$1250.00

NHS Advisor
Builder's Club-MS
Art Club-HS
Student Council-RLS
Chess Club Advisor
In The Know Advisor
Science Club-HS
Key Club Advisor
Resident Educator Mentor

\$2,200.00

Mentor Coordinator (2)
Junior Class Advisor
Senior Class Advisor
Site Manager Fall
Site Manager Winter
Student Council (HS)

\$1,500.00

Science Olympiad (4)

Outdoor Education (4)
LPDC Building Representative (2)

Others:

Camp Grade 6 (as needed)	\$300.00
Camp Grade 5 (as needed)	\$225.00

- I. For the duration of this contract, any staff member currently paid (in the 2015-2016 school year) at a percentage of the base rate, will continue to be paid at the percentage of the base rate.

Supplemental Salary Schedules

2016-2017

Base Salary: \$40,176

CLASS	POSITION	STEP 1 1-4 YRS. SERV.	STEP 2 5-9 YRS. SERV.	STEP 3 10+ YRS. SERV.
		12.0%	14.5%	17.5%
I	BASKETBALL, HEAD COACH, VARSITY, BOYS	4,821.12	5,825.52	7,030.80
I	BASKETBALL, HEAD COACH, VARSITY, GIRLS	4,821.12	5,825.52	7,030.80
I	FOOTBALL, HEAD COACH	4,821.12	5,825.52	7,030.80
I	MARCHING BAND DIRECTOR	4,821.12	5,825.52	7,030.80
I	TRACK, HEAD COACH, BOYS & GIRLS	4,821.12	5,825.52	7,030.80
I	VOCAL MUSIC DIRECTOR	4,821.12	5,825.52	7,030.80
I	WRESTLING, HEAD COACH	4,821.12	5,825.52	7,030.80
		9.5%	11.5%	14.0%
II	BASEBALL, HEAD COACH	3,816.72	4,620.24	5,624.64
II	SOFTBALL, HEAD COACH	3,816.72	4,620.24	5,624.64
II	SOCCER, VARSITY COACH, BOYS	3,816.72	4,620.24	5,624.64
II	SOCCER, VARSITY COACH, GIRLS	3,816.72	4,620.24	5,624.64
II	SWIMMING, HEAD COACH	3,816.72	4,620.24	5,624.64
II	VOLLEYBALL, HEAD COACH, HS	3,816.72	4,620.24	5,624.64
		8.50%	10.50%	13.00%
III	ARTISTIC DIRECTOR, H.S. MUSICAL	3,414.96	4,218.48	5,222.88
III	BOWLING, HEAD COACH	3,414.96	4,218.48	5,222.88
III	CROSS COUNTRY COACH	3,414.96	4,218.48	5,222.88
III	GOLF, HEAD COACH	3,414.96	4,218.48	5,222.88
III	HS ROBOTICS COORDINATOR	3,414.96	4,218.48	5,222.88
III	TENNIS, HEAD COACH, BOYS	3,414.96	4,218.48	5,222.88
III	TENNIS, HEAD COACH, GIRLS	3,414.96	4,218.48	5,222.88
		7.0%	8.5%	11.0%
IV	BASKETBALL, ASST. COACH, VARSITY BOYS	2,812.32	3,414.96	4,419.36
IV	BASKETBALL, ASST. COACH, VARSITY GIRLS	2,812.32	3,414.96	4,419.36
IV	BASKETBALL, JV BOYS	2,812.32	3,414.96	4,419.36
IV	BASKETBALL, JV GIRLS	2,812.32	3,414.96	4,419.36
IV	FALL PLAY DIRECTOR, HIGH SCHOOL	2,812.32	3,414.96	4,419.36
IV	FOOTBALL, ASSISTANT VARSITY COACH (5)	2,812.32	3,414.96	4,419.36
IV	FOOTBALL, MIDDLE SCHOOL COACH (1)	2,812.32	3,414.96	4,419.36
IV	MARCHING BAND, ASSISTANT DIRECTOR	2,812.32	3,414.96	4,419.36
IV	STUDENT COUNCIL ADVISOR, HIGH SCHOOL	2,812.32	3,414.96	4,419.36
IV	VOLLEYBALL, JV COACH	2,812.32	3,414.96	4,419.36
IV	WRESTLING, ASSISTANT VARSITY COACH	2,812.32	3,414.96	4,419.36
IV	WRESTLING, J.V. COACH	2,812.32	3,414.96	4,419.36
IV	YEARBOOK ADVISOR, HIGH SCHOOL	2,812.32	3,414.96	4,419.36

V		6.0%	7.5%	10.0%
V	BASEBALL, ASSISTANT VARSITY COACH	2,410.56	3,013.20	4,017.60
V	BASEBALL, JV COACH	2,410.56	3,013.20	4,017.60
V	BASEBALL, MIDDLE SCHOOL COACH (2)	2,410.56	3,013.20	4,017.60
V	BASKETBALL, FRESHMAN COACH, BOYS	2,410.56	3,013.20	4,017.60
V	BASKETBALL, FRESHMAN COACH, GIRLS	2,410.56	3,013.20	4,017.60
V	BASKETBALL, 8TH GRADE COACH, BOYS	2,410.56	3,013.20	4,017.60
V	BASKETBALL, 8TH GRADE COACH, GIRLS	2,410.56	3,013.20	4,017.60
V	BASKETBALL, 7TH GRADE COACH, BOYS	2,410.56	3,013.20	4,017.60
V	BASKETBALL, 7TH GRADE COACH, GIRLS	2,410.56	3,013.20	4,017.60
V	CHEERLEADER, HEAD COACH, HS, FALL	2,410.56	3,013.20	4,017.60
V	CHEERLEADER, HEAD COACH, HS, WINTER	2,410.56	3,013.20	4,017.60
V	DISTRICT ELECTRIC AND SOUND TECH.	2,410.56	3,013.20	4,017.60
V	LPDC COORDINATOR	2,410.56	3,013.20	4,017.60
V	MUSIC DIRECTOR, HIGH SCHOOL MUSICAL	2,410.56	3,013.20	4,017.60
V	FOOTBALL, MIDDLE SCHOOL ASST COACH (3)	2,410.56	3,013.20	4,017.60
V	SOCCER, ASSISTANT VARSITY COACH, GIRLS	2,410.56	3,013.20	4,017.60
V	SOCCER, ASSISTANT VARSITY COACH, BOYS	2,410.56	3,013.20	4,017.60
V	SOCCER, JV COACH, GIRLS	2,410.56	3,013.20	4,017.60
V	SOCCER, JV COACH, BOYS	2,410.56	3,013.20	4,017.60
V	SOCCER, MIDDLE SCHOOL COACH, BOYS	2,410.56	3,013.20	4,017.60
V	SOCCER, MIDDLE SCHOOL COACH, GIRLS	2,410.56	3,013.20	4,017.60
V	SOFTBALL, MIDDLE SCHOOL COACH (2)	2,410.56	3,013.20	4,017.60
V	SOFTBALL, ASSISTANT VARSITY COACH	2,410.56	3,013.20	4,017.60
V	SOFTBALL, JV COACH	2,410.56	3,013.20	4,017.60
V	WELLNESS FOR LIFE, FALL	2,410.56	3,013.20	4,017.60
V	WELLNESS FOR LIFE, WINTER (2)	2,410.56	3,013.20	4,017.60
V	WELLNESS FOR LIFE, SPRING (2)	2,410.56	3,013.20	4,017.60
V	WELLNESS FOR LIFE, SUMMER	2,410.56	3,013.20	4,017.60
V	SWIMMING, ASSISTANT VARSITY COACH	2,410.56	3,013.20	4,017.60
V	SWIMMING, ASST. VARSITY COACH (DIVING)	2,410.56	3,013.20	4,017.60
V	TRACK, ASSISTANT VARSITY COACH (3)	2,410.56	3,013.20	4,017.60
V	TRACK, MIDDLE SCHOOL COACH (2)	2,410.56	3,013.20	4,017.60
V	VOLLEYBALL, 7TH GRADE COACH	2,410.56	3,013.20	4,017.60
V	VOLLEYBALL 8TH GRADE COACH	2,410.56	3,013.20	4,017.60
V	WRESTLING, MIDDLE SCHOOL COACH	2,410.56	3,013.20	4,017.60
VI		4.00%	5.00%	6.00%
VI	BOWLING, ASSISTANT COACH	1,607.04	2,008.80	2,410.56
VI	CHEERLEADING, VAR. ASST. COACH, FALL	1,607.04	2,008.80	2,410.56
VI	CHEERLEADING, VAR. ASST COACH, WINTER	1,607.04	2,008.80	2,410.56
VI	CHEERLEADING, M.S. COACH, FALL	1,607.04	2,008.80	2,410.56
VI	CHEERLEADING, M.S. COACH, WINTER	1,607.04	2,008.80	2,410.56
VI	CROSS COUNTRY, ASSISTANT COACH	1,607.04	2,008.80	2,410.56
VI	CROSS COUNTRY, MIDDLE SCHOOL COACH	1,607.04	2,008.80	2,410.56
VI	GOLF, JV COACH	1,607.04	2,008.80	2,410.56
VI	KEY CLUB ADVISOR	1,607.04	2,008.80	2,410.56
VI	SENIOR CLASS ADVISOR	1,607.04	2,008.80	2,410.56
VI	TENNIS, JV COACH, BOYS	1,607.04	2,008.80	2,410.56
VI	TENNIS, JV COACH, GIRLS	1,607.04	2,008.80	2,410.56
VI	WRESTLING, ASSISTANT M.S. COACH	1,607.04	2,008.80	2,410.56

VII		3.0%	4.0%	5.0%
VII	MATH COUNTS	1,205.28	1,607.04	2,008.80
VII	PERCUSSION INSTRUCTOR	1,205.28	1,607.04	2,008.80
VII	NATIONAL HONOR SOCIETY ADVISOR	1,205.28	1,607.04	2,008.80
VII	NEWSPAPER ADVISOR, H.S. (1ST SEM.)	1,205.28	1,607.04	2,008.80
VII	NEWSPAPER ADVISOR, H.S. (2ND SEM.)	1,205.28	1,607.04	2,008.80
VII	PEP BAND ADVISOR	1,205.28	1,607.04	2,008.80
VII	POWER OF THE PEN ADVISOR	1,205.28	1,607.04	2,008.80
VII	COSTUME DESIGN ADVISOR, MUSICAL	1,205.28	1,607.04	2,008.80
VIII		2.0%	3.0%	4.0%
VIII	ART CLUB, HS	803.52	1,205.28	1,607.04
VIII	ART CLUB, MS	803.52	1,205.28	1,607.04
VIII	CHESS CLUB ADVISOR, HIGH SCHOOL	803.52	1,205.28	1,607.04
VIII	FRENCH CLUB ADVISOR	803.52	1,205.28	1,607.04
VIII	FRESHMAN CLASS ADVISOR	803.52	1,205.28	1,607.04
VIII	IN THE KNOW ADVISOR	803.52	1,205.28	1,607.04
VIII	SCIENCE CLUB, HS	803.52	1,205.28	1,607.04
VIII	SOPHOMORE CLASS ADVISOR	803.52	1,205.28	1,607.04
VIII	SPANISH CLUB ADVISOR	803.52	1,205.28	1,607.04
VIII	STUDENT COUNCIL ADVISOR, RLS	803.52	1,205.28	1,607.04
VIII	COSTUME DESIGN ADVISOR, FALL	803.52	1,205.28	1,607.04

Supplemental Salary Schedules

2017-2018

Base Salary: \$40,578

CLASS	POSITION	STEP 1 1-4 YRS. SERV.	STEP 2 5-9 YRS. SERV.	STEP 3 10+ YRS. SERV.
		12.0%	14.5%	17.5%
I	BASKETBALL, HEAD COACH, VARSITY, BOYS	4,869.36	5,883.81	7,101.15
I	BASKETBALL, HEAD COACH, VARSITY, GIRLS	4,869.36	5,883.81	7,101.15
I	FOOTBALL, HEAD COACH	4,869.36	5,883.81	7,101.15
I	MARCHING BAND DIRECTOR	4,869.36	5,883.81	7,101.15
I	TRACK, HEAD COACH, BOYS & GIRLS	4,869.36	5,883.81	7,101.15
I	VOCAL MUSIC DIRECTOR	4,869.36	5,883.81	7,101.15
I	WRESTLING, HEAD COACH	4,869.36	5,883.81	7,101.15
		9.5%	11.5%	14.0%
II	BASEBALL, HEAD COACH	3,854.91	4,666.47	5,680.92
II	SOFTBALL, HEAD COACH	3,854.91	4,666.47	5,680.92
II	SOCCER, VARSITY COACH, BOYS	3,854.91	4,666.47	5,680.92
II	SOCCER, VARSITY COACH, GIRLS	3,854.91	4,666.47	5,680.92
II	SWIMMING, HEAD COACH	3,854.91	4,666.47	5,680.92
II	VOLLEYBALL, HEAD COACH, HS	3,854.91	4,666.47	5,680.92
		8.50%	10.50%	13.00%
III	ARTISTIC DIRECTOR, H.S. MUSICAL	3,449.13	4,260.69	5,275.14
III	BOWLING, HEAD COACH	3,449.13	4,260.69	5,275.14
III	CROSS COUNTRY COACH	3,449.13	4,260.69	5,275.14
III	GOLF, HEAD COACH	3,449.13	4,260.69	5,275.14
III	HS ROBOTICS COORDINATOR	3,449.13	4,260.69	5,275.14
III	TENNIS, HEAD COACH, BOYS	3,449.13	4,260.69	5,275.14
III	TENNIS, HEAD COACH, GIRLS	3,449.13	4,260.69	5,275.14
		7.0%	8.5%	11.0%
IV	BASKETBALL, ASST. COACH, VARSITY BOYS	2,840.46	3,449.13	4,463.58
IV	BASKETBALL, ASST. COACH, VARSITY GIRLS	2,840.46	3,449.13	4,463.58
IV	BASKETBALL, JV BOYS	2,840.46	3,449.13	4,463.58
IV	BASKETBALL, JV GIRLS	2,840.46	3,449.13	4,463.58
IV	FALL PLAY DIRECTOR, HIGH SCHOOL	2,840.46	3,449.13	4,463.58
IV	FOOTBALL, ASSISTANT VARSITY COACH (5)	2,840.46	3,449.13	4,463.58
IV	FOOTBALL, MIDDLE SCHOOL COACH (1)	2,840.46	3,449.13	4,463.58
IV	MARCHING BAND, ASSISTANT DIRECTOR	2,840.46	3,449.13	4,463.58
IV	STUDENT COUNCIL ADVISOR, HIGH SCHOOL	2,840.46	3,449.13	4,463.58
IV	VOLLEYBALL, JV COACH	2,840.46	3,449.13	4,463.58
IV	WRESTLING, ASSISTANT VARSITY COACH	2,840.46	3,449.13	4,463.58
IV	WRESTLING, J.V. COACH	2,840.46	3,449.13	4,463.58
IV	YEARBOOK ADVISOR, HIGH SCHOOL	2,840.46	3,449.13	4,463.58

		6.0%	7.5%	10.0%
V				
V	BASEBALL, ASSISTANT VARSITY COACH	2,434.68	3,043.35	4,057.80
V	BASEBALL, JV COACH	2,434.68	3,043.35	4,057.80
V	BASEBALL, MIDDLE SCHOOL COACH (2)	2,434.68	3,043.35	4,057.80
V	BASKETBALL, FRESHMAN COACH, BOYS	2,434.68	3,043.35	4,057.80
V	BASKETBALL, FRESHMAN COACH, GIRLS	2,434.68	3,043.35	4,057.80
V	BASKETBALL, 8TH GRADE COACH, BOYS	2,434.68	3,043.35	4,057.80
V	BASKETBALL, 8TH GRADE COACH, GIRLS	2,434.68	3,043.35	4,057.80
V	BASKETBALL, 7TH GRADE COACH, BOYS	2,434.68	3,043.35	4,057.80
V	BASKETBALL, 7TH GRADE COACH, GIRLS	2,434.68	3,043.35	4,057.80
V	CHEERLEADER, HEAD COACH, HS, FALL	2,434.68	3,043.35	4,057.80
V	CHEERLEADER, HEAD COACH, HS, WINTER	2,434.68	3,043.35	4,057.80
V	DISTRICT ELECTRIC AND SOUND TECH.	2,434.68	3,043.35	4,057.80
V	LPDC COORDINATOR	2,434.68	3,043.35	4,057.80
V	MUSIC DIRECTOR, HIGH SCHOOL MUSICAL	2,434.68	3,043.35	4,057.80
V	FOOTBALL, MIDDLE SCHOOL ASST COACH (3)	2,434.68	3,043.35	4,057.80
V	SOCCER, ASSISTANT VARSITY COACH, GIRLS	2,434.68	3,043.35	4,057.80
V	SOCCER, ASSISTANT VARSITY COACH, BOYS	2,434.68	3,043.35	4,057.80
V	SOCCER, JV COACH, GIRLS	2,434.68	3,043.35	4,057.80
V	SOCCER, JV COACH, BOYS	2,434.68	3,043.35	4,057.80
V	SOCCER, MIDDLE SCHOOL COACH, BOYS	2,434.68	3,043.35	4,057.80
V	SOCCER, MIDDLE SCHOOL COACH, GIRLS	2,434.68	3,043.35	4,057.80
V	SOFTBALL, MIDDLE SCHOOL COACH (2)	2,434.68	3,043.35	4,057.80
V	SOFTBALL, ASSISTANT VARSITY COACH	2,434.68	3,043.35	4,057.80
V	SOFTBALL, JV COACH	2,434.68	3,043.35	4,057.80
V	WELLNESS FOR LIFE, FALL	2,434.68	3,043.35	4,057.80
V	WELLNESS FOR LIFE, WINTER (2)	2,434.68	3,043.35	4,057.80
V	WELLNESS FOR LIFE, SPRING (2)	2,434.68	3,043.35	4,057.80
V	WELLNESS FOR LIFE, SUMMER	2,434.68	3,043.35	4,057.80
V	SWIMMING, ASSISTANT VARSITY COACH	2,434.68	3,043.35	4,057.80
V	SWIMMING, ASST. VARSITY COACH (DIVING)	2,434.68	3,043.35	4,057.80
V	TRACK, ASSISTANT VARSITY COACH (3)	2,434.68	3,043.35	4,057.80
V	TRACK, MIDDLE SCHOOL COACH (2)	2,434.68	3,043.35	4,057.80
V	VOLLEYBALL, 7TH GRADE COACH	2,434.68	3,043.35	4,057.80
V	VOLLEYBALL 8TH GRADE COACH	2,434.68	3,043.35	4,057.80
V	WRESTLING, MIDDLE SCHOOL COACH	2,434.68	3,043.35	4,057.80
VI		4.00%	5.00%	6.00%
VI	BOWLING, ASSISTANT COACH	1,623.12	2,028.90	2,434.68
VI	CHEERLEADING, VAR. ASST. COACH, FALL	1,623.12	2,028.90	2,434.68
VI	CHEERLEADING, VAR. ASST COACH, WINTER	1,623.12	2,028.90	2,434.68
VI	CHEERLEADING, M.S. COACH, FALL	1,623.12	2,028.90	2,434.68
VI	CHEERLEADING, M.S. COACH, WINTER	1,623.12	2,028.90	2,434.68
VI	CROSS COUNTRY, ASSISTANT COACH	1,623.12	2,028.90	2,434.68
VI	CROSS COUNTRY, MIDDLE SCHOOL COACH	1,623.12	2,028.90	2,434.68
VI	GOLF, JV COACH	1,623.12	2,028.90	2,434.68
VI	KEY CLUB ADVISOR	1,623.12	2,028.90	2,434.68
VI	SENIOR CLASS ADVISOR	1,623.12	2,028.90	2,434.68
VI	TENNIS, JV COACH, BOYS	1,623.12	2,028.90	2,434.68
VI	TENNIS, JV COACH, GIRLS	1,623.12	2,028.90	2,434.68

VI	WRESTLING, ASSISTANT M.S. COACH	1,623.12	2,028.90	2,434.68
VII		3.0%	4.0%	5.0%
VII	MATH COUNTS	1,217.34	1,623.12	2,028.90
VII	PERCUSSION INSTRUCTOR	1,217.34	1,623.12	2,028.90
VII	NATIONAL HONOR SOCIETY ADVISOR	1,217.34	1,623.12	2,028.90
VII	NEWSPAPER ADVISOR, H.S. (1ST SEM.)	1,217.34	1,623.12	2,028.90
VII	NEWSPAPER ADVISOR, H.S. (2ND SEM.)	1,217.34	1,623.12	2,028.90
VII	PEP BAND ADVISOR	1,217.34	1,623.12	2,028.90
VII	POWER OF THE PEN ADVISOR	1,217.34	1,623.12	2,028.90
VII	COSTUME DESIGN ADVISOR, MUSICAL	1,217.34	1,623.12	2,028.90
VIII		2.0%	3.0%	4.0%
VIII	ART CLUB, HS	811.56	1,217.34	1,623.12
VIII	ART CLUB, MS	811.56	1,217.34	1,623.12
VIII	CHESS CLUB ADVISOR, HIGH SCHOOL	811.56	1,217.34	1,623.12
VIII	FRENCH CLUB ADVISOR	811.56	1,217.34	1,623.12
VIII	FRESHMAN CLASS ADVISOR	811.56	1,217.34	1,623.12
VIII	IN THE KNOW ADVISOR	811.56	1,217.34	1,623.12
VIII	SCIENCE CLUB, HS	811.56	1,217.34	1,623.12
VIII	SOPHOMORE CLASS ADVISOR	811.56	1,217.34	1,623.12
VIII	SPANISH CLUB ADVISOR	811.56	1,217.34	1,623.12
VIII	STUDENT COUNCIL ADVISOR, RLS	811.56	1,217.34	1,623.12
VIII	COSTUME DESIGN ADVISOR, FALL	811.56	1,217.34	1,623.12

ARTICLE XI – COMPENSATION

A. Salaries will be computed according to the current index as applied to the following base salaries:

1. The base salary for the 2016-2017 school year will be \$40,176
2. The base salary for the 2017-2018 school year will be \$40,578

B. Compensation for tutors shall be based on the following indexed schedule:

	I	II	III	IV	V	VI
	BA	BA+15	BA+30	MA	MA+15	MA+30
1	1	1.03	1.06	1.09	1.12	1.15
2	1.03	1.06	1.09	1.12	1.15	1.18
3	1.06	1.09	1.12	1.15	1.18	1.21
4	1.09	1.12	1.15	1.18	1.21	1.24
5	1.12	1.15	1.18	1.21	1.24	1.27
6	1.15	1.18	1.21	1.24	1.27	1.30
7	1.18	1.21	1.24	1.27	1.30	1.33
8	1.21	1.24	1.27	1.30	1.33	1.36
9	1.24	1.27	1.30	1.33	1.36	1.39
10	1.30	1.33	1.36	1.39	1.42	1.45
11	1.33	1.36	1.39	1.42	1.45	1.48
12	1.36	1.39	1.42	1.45	1.48	1.51
13	1.39	1.42	1.45	1.48	1.51	1.54
14	1.42	1.45	1.48	1.51	1.54	1.57
15	1.48	1.51	1.54	1.57	1.60	1.63

1. Tutors' salaries will be computed according to the index above as applied to the following base hourly rates:

2016-17 School Year	\$27.85
2017-18 School Year	\$28.13

2. Tutors will be placed on the appropriate step on the salary schedule based on their years' experience in the Grandview Heights City Schools.
3. Step increases on the tutors' salary schedule will be granted only at the beginning of each school year. A step increase will be granted for 630+ (3.5 daily hours X 180 days) hours of service. Hours for step increases will begin to accumulate only at the beginning of a school year for continuing employees or at the beginning of a contract for new employees.
4. Covering Classes: As a professional courtesy, if a teacher covers another teacher's class – whether by absorbing them into their current class or by sole coverage – they shall be compensated as follows:

- a) Those staff members that choose to substitute for a colleague at the request of the building principal which results in the loss of a daily planning period will be compensated at a rate of \$20 per planning period.
- b) If an administrator assigns a teacher to absorb another teacher's class, the covering teacher will be compensated at a rate of \$20 per period or hour, as applicable, not to exceed \$95 per day.
- c) If an administrator assigns a teacher on special assignment to cover another teacher's class, the teacher on special assignment will be compensated at a rate of \$20 per period or hour, as applicable, not to exceed \$95 per day.

Teachers shall turn in a timesheet to the building administrator, which shall be forwarded to the treasurer's office.

No compensation shall be paid to staff members who make arrangements between themselves to cover each other's classes.

5. Upon successful completion of National Board Teacher Certification, the teacher is entitled to reimbursement of the actual registration/application fees up to three thousand dollars (\$3000) in the year the certification is awarded. Upon successful completion of National Board Teacher Certification, or Master Teacher Certification, a yearly stipend of two thousand dollars (\$2,000) shall be awarded in each subsequent year for the life of the certification- Failure to notify the treasurer prior to applying for National Board Certification, may delay reimbursement payment until the next Fiscal Year.

C. Explanation of Columns

1. BA Degree – A teacher who has completed a bachelor's degree from an accredited college or university.
2. BA + 15 – A teacher who holds a bachelor's degree and has completed 15 semester hours at an accredited college or university after receipt of the bachelor's degree.
3. BA + 30 – A teacher who holds a bachelor's degree and has completed 30 semester hours at an accredited college or university after receipt of the bachelor's degree.
4. Master's Degree – A teacher who holds a master's degree in an education field or in the subject area of assignment or in a related area from an accredited college or university.
5. Master's Degree + 15 – A teacher who holds a master's degree in an education field or in the subject area of assignment and has completed 15 semester hours of coursework after receipt of the master's degree.
6. Master's Degree + 30 – A teacher who holds a master's degree in an education field or in the subject area of assignment and has completed 30 semester hours of course work after receipt of the master's degree.
7. Master's Degree + 45 – A teacher who holds a master's degree in an education field or in the subject area of assignment and has completed 45 semester hours of course work after receipt of the master's degree.
8. At each level of advancement, up to 7 DAPDC credits may be used to meet the requirements identified above.

**TEACHER SALARY SCHEDULE
2016-2017**

STEP	I BA	II BA+15	III BA+30	IV MA	V MA+15	VI MA+30	VII MA+45	STEP
1	\$40,176	\$42,185	\$44,194	\$46,203	\$48,211	\$50,220	\$52,229	1
2	\$42,185	\$44,194	\$46,203	\$48,211	\$50,220	\$52,229	\$54,238	2
3	\$44,194	\$46,203	\$48,211	\$50,220	\$52,229	\$54,238	\$56,247	3
4	\$46,203	\$48,211	\$50,220	\$52,229	\$54,238	\$56,247	\$58,256	4
5	\$48,211	\$50,220	\$52,229	\$54,238	\$56,247	\$58,256	\$60,265	5
6	\$52,229	\$54,238	\$56,247	\$58,256	\$60,265	\$62,273	\$64,282	6
7	\$54,238	\$56,247	\$58,256	\$60,265	\$62,273	\$64,282	\$66,290	7
8	\$56,247	\$58,256	\$60,265	\$62,273	\$64,282	\$66,290	\$68,299	8
9	\$58,256	\$60,265	\$62,273	\$64,282	\$66,290	\$68,299	\$70,308	9
10	\$60,265	\$62,273	\$64,282	\$66,290	\$68,299	\$70,308	\$72,317	10
11	\$64,282	\$66,290	\$68,299	\$70,308	\$72,317	\$74,325	\$76,334	11
12	\$66,290	\$68,299	\$70,308	\$72,317	\$74,325	\$76,334	\$78,343	12
13	\$68,299	\$70,308	\$72,317	\$74,325	\$76,334	\$78,343	\$80,352	13
14	\$70,308	\$72,317	\$74,325	\$76,334	\$78,343	\$80,352	\$82,361	14
15	\$74,325	\$76,334	\$78,343	\$80,352	\$82,361	\$84,370	\$86,379	15
16	\$74,325	\$76,334	\$78,343	\$82,361	\$84,370	\$86,379	\$88,387	16
17	\$74,325	\$76,334	\$80,352	\$84,370	\$86,379	\$88,387	\$90,396	17
18	\$74,325	\$76,334	\$80,352	\$84,370	\$86,379	\$88,387	\$90,396	18
19	\$74,325	\$76,334	\$80,352	\$84,370	\$86,379	\$88,387	\$90,396	19
20	\$74,325	\$76,334	\$84,370	\$88,387	\$90,396	\$92,405	\$94,414	20
21	\$74,325	\$76,334	\$84,370	\$88,387	\$90,396	\$92,405	\$94,414	21
22	\$74,325	\$76,334	\$84,370	\$88,387	\$90,396	\$92,405	\$94,414	22
23	\$74,325	\$76,334	\$84,370	\$88,387	\$90,396	\$92,405	\$94,414	23
24	\$74,325	\$76,334	\$84,370	\$88,387	\$90,396	\$92,405	\$94,414	24
25	\$74,325	\$76,334	\$86,379	\$90,396	\$92,405	\$94,414	\$96,423	25
26	\$74,325	\$76,334	\$86,379	\$90,396	\$92,405	\$94,414	\$96,423	26
27	\$74,325	\$76,334	\$86,379	\$90,396	\$92,405	\$94,414	\$96,423	27
28 & Over	\$76,334	\$78,343	\$88,388	\$92,405	\$94,414	\$96,423	\$98,432	28 & Over

**TEACHER SALARY SCHEDULE
2017-2018**

STEP	I BA	II BA+15	III BA+30	IV MA	V MA+15	VI MA+30	VII MA+45	STEP
1	\$40,578	\$42,607	\$44,636	\$46,665	\$48,693	\$50,722	\$52,751	1
2	\$42,607	\$44,636	\$46,665	\$48,693	\$50,722	\$52,751	\$54,780	2
3	\$44,636	\$46,665	\$48,693	\$50,722	\$52,751	\$54,780	\$56,809	3
4	\$46,665	\$48,693	\$50,722	\$52,751	\$54,780	\$56,809	\$58,838	4
5	\$48,693	\$50,722	\$52,751	\$54,780	\$56,809	\$58,838	\$60,867	5
6	\$52,751	\$54,780	\$56,809	\$58,838	\$60,867	\$62,895	\$64,924	6
7	\$54,780	\$56,809	\$58,838	\$60,867	\$62,895	\$64,924	\$66,953	7
8	\$56,809	\$58,838	\$60,867	\$62,895	\$64,924	\$66,953	\$68,982	8
9	\$58,838	\$60,867	\$62,895	\$64,924	\$66,953	\$68,982	\$71,011	9
10	\$60,867	\$62,895	\$64,924	\$66,953	\$68,982	\$71,011	\$73,041	10
11	\$64,924	\$66,953	\$68,982	\$71,011	\$73,041	\$75,069	\$77,098	11
12	\$66,953	\$68,982	\$71,011	\$73,041	\$75,069	\$77,098	\$79,127	12
13	\$68,982	\$71,011	\$73,041	\$75,069	\$77,098	\$79,127	\$81,156	13
14	\$71,011	\$73,041	\$75,069	\$77,098	\$79,127	\$81,156	\$83,185	14
15	\$75,069	\$77,098	\$79,127	\$81,156	\$83,185	\$85,214	\$87,243	15
16	\$75,069	\$77,098	\$79,127	\$83,185	\$85,214	\$87,243	\$89,271	16
17	\$75,069	\$77,098	\$81,156	\$85,214	\$87,243	\$89,271	\$91,300	17
18	\$75,069	\$77,098	\$81,156	\$85,214	\$87,243	\$89,271	\$91,300	18
19	\$75,069	\$77,098	\$81,156	\$85,214	\$87,243	\$89,271	\$91,300	19
20	\$75,069	\$77,098	\$85,214	\$89,271	\$91,300	\$93,329	\$95,358	20
21	\$75,069	\$77,098	\$85,214	\$89,271	\$91,300	\$93,329	\$95,358	21
22	\$75,069	\$77,098	\$85,214	\$89,271	\$91,300	\$93,329	\$95,358	22
23	\$75,069	\$77,098	\$85,214	\$89,271	\$91,300	\$93,329	\$95,358	23
24	\$75,069	\$77,098	\$85,214	\$89,271	\$91,300	\$93,329	\$95,358	24
25	\$75,069	\$77,098	\$87,243	\$91,300	\$93,329	\$95,358	\$97,387	25
26	\$75,069	\$77,098	\$87,243	\$91,300	\$93,329	\$95,358	\$97,387	26
27	\$75,069	\$77,098	\$87,243	\$91,300	\$93,329	\$95,358	\$97,387	27
28 & Over	\$77,097	\$79,126	\$89,272	\$93,633	\$95,358	\$97,387	\$99,416	28 & Over

ARTICLE XII - RETIREMENT BENEFITS

A. STRS PICK UP

1. The Board shall make the STRS pick up available to certificated staff members.
2. The pick up will be of no cost to the Board and is solely for the purpose of reducing current tax for certificated/licensed staff members and will remain in effect as long as Internal Revenue Ruling 81-36 remains substantially unchanged.
3. Certificated staff members are individually responsible for reviewing the relationship between the pick up and their other deferral arrangements, if any.

B. SEVERANCE PAY

1. All employees covered by Section 3319.141 of the Ohio Revised Code shall, after ten (10) years of service with any school district within the state and upon retirement, receive payment for one-fourth (1/4) of the value of the employee's accredited but not used sick leave as follows:
 - a) The maximum payment shall not exceed one-fourth of 240 days. Additionally, the retiring employee shall receive one day of severance pay for every ten days of accredited but not used sick leave over and above 240 days.
2. In order to be eligible under this provision, the employee must file for retirement benefits with the Ohio State Teachers Retirement System. The employee must certify to the Board treasurer the date on which retirement benefits under STRS were or will be started. The employee must be eligible to receive STRS benefits in order to be eligible for severance pay.
3. Such payment shall be based on the employee's rate of pay at the time of retirement. Payment for sick leave on this basis shall be considered to eliminate all sick leave credit accrued by the employee at that time. The employee must request severance pay at the time of notification to the board office of intent to retire. Such payment may be made only once to any employee.
4. For retirements occurring during or at the end of the 2016-17 school year only, the Board shall offer a retirement incentive payment of \$50,000 to full-time bargaining unit members under the following provisions:
 - a) By January 1, 2017, documentation of service credit from STRS must be presented to the Treasurer with the letter of intent to resign for retirement. The employee must be eligible to receive STRS benefits in order to be eligible for the retirement incentive payment.
5. The Board shall pay a retirement incentive of \$2000.00 to bargaining unit members under the following provisions:
 - a) By February 1 of the year of retirement, documentation of service credit from STRS must be presented to the treasurer with the letter of intent to resign for retirement.
 - b) The bargaining unit member does not qualify for the payment described in Article XII, Section B4.

C. STRS Tax-Deferred Payroll Deduction Plan for the Purchase of Service Credit

1. The Board shall make the STRS Tax-Deferred Payroll Deductions Plan available to certificated staff members. The Plan will be in accordance with IRS regulations governing employer pickup and STRS Ohio laws and rules. The implementation and ongoing maintenance of the Plan shall be at no cost to the Board.
2. Certificated staff members are individually responsible for determining the appropriateness of their participation in the Tax-Deferred Payroll Deduction Plan or the After-Tax Payroll Deduction Plan.
3. It is understood that:
 - a) Once an employee begins the purchase of credit by tax-deferred payroll deduction, it is irrevocable. An employee cannot stop or change the payments until the purchase is complete or employment is terminated.
 - b) Employees who begin the purchase of credit by tax-deferred payroll deduction cannot make payments directly to STRS Ohio for the same credit.
 - c) Overpayments on tax-deferred payroll deductions will be returned to the employer for proper tax accounting.

ARTICLE XIII - *OTHER PROCEDURES*

A. Duration

1. The articles of this Agreement shall be in effect from August 26, 2016 until August 25, 2018.

B. Printing and Distribution

1. The cost of the printing of the Agreement will be equally shared by the Board of Education and the Grandview Heights Education Association.
2. The distribution of the Agreement may be to membership via inter-school mail or by other means deemed appropriate by the GHEA leadership.

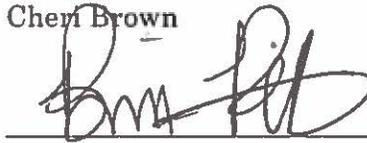
ARTICLE XIV – AGREEMENT

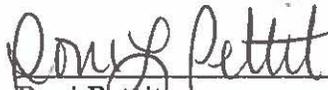
The signatures below indicate acceptance of this Settlement Agreement to include the foregoing modifications as adopted by the Grandview Heights Education Association on April 7, 2016 and by the Grandview Heights Board of Education on April 8, 2016.

For the Association:


Kevin Richards, President 8/2/16
Date


Cheri Brown 8/8/16
Date


Brian Petit 8/17/16
Date


Roni Pettit 8/17/16
Date

For the Board:


Debbie Brannan, President 8-2-16
Date


Jesse Truett 8/8/16
Date


Andy Culp 8/8/16
Date


Beth Collier 8-1-16
Date

APPENDIX A

File: AFC-1 (Also GCN-1)

EVALUATION OF PROFESSIONAL STAFF (Ohio Teacher Evaluation System)

A determination of the efficiency and effectiveness of the teaching staff is a critical factor in the overall operation of the District. The Board evaluates teachers in accordance with State law and the standards-based statewide teacher evaluation framework adopted by the State Board of Education (SBOE).

The Board directs the Superintendent/designee to implement this policy in accordance with State law. The requirements of this policy prevail over any conflicting provisions of collective bargaining agreements entered into on or after September 24, 2012.

Notwithstanding Ohio Revised Code Section (RC) 3319.09, this policy applies to any person employed under a teacher license issued under RC 3319, or under a professional or permanent teacher's certificate issued under former RC 3319.222, and who spends at least 50% of the time employed providing content-related student instruction. This teacher evaluation policy does not apply to substitute teachers or instructors of adult education.

Credentialed Evaluators

Evaluations carried out under this policy are conducted by persons holding evaluator credentials established by the Ohio Department of Education (ODE). Evaluators must complete state-sponsored evaluation training and pass the online credentialing assessment. The Board adopts a list of approved credentialed evaluators chosen from ODE's list.

Effectiveness Rating

Teachers are assigned an effectiveness rating of Accomplished, Skilled, Developing or Ineffective. This rating will be determined based on 50% teacher performance and 50% student growth measures. Student growth will be determined through multiple measures.

Annually, the Board submits to the ODE the number of teachers assigned an effectiveness rating, aggregated by the teacher preparation programs from which, and the years in which, the teachers graduated. The name of, or any personally identifiable information about, any teacher reported in compliance with this provision cannot be required.

Teacher Performance Calculation

Teachers are evaluated via two formal observations and periodic classroom walk-throughs. The teacher performance measure is based on the Ohio Standards for the Teaching Profession.

The Superintendent/designee selects/develops evaluation tools to calculate teacher performance.

Student Growth Calculation

For the purpose of this policy, student growth means the change in student achievement for an individual student between two or more points in time. Student growth is evaluated by a combination of: (1) Value-added data or an alternative student academic progress measure if adopted under RC 3302.03(C)(1)(e); (2) ODE-approved assessments and/or (3) Board-determined measures. When available, value-added data or an alternative student academic progress measure if adopted under RC 3302.03(C)(1)(e) shall be included in the multiple measures used to evaluate student growth in proportion to the part of the teacher's schedule of courses or subjects for which the value-added progress dimension is applicable.

If a teacher's schedule is comprised only of courses or subjects for which value-added data is applicable, the entire student academic growth factor of the evaluation for such teachers shall be based on the value-added progress dimension.

Value-added data based on the results of state assessments administered in the 2014-2015 and 2015-2016 school years will not be used to assess student academic growth. Such data also will not be used when making dismissal, retention, tenure or compensation decisions. The Board may administer through district administrators ODE-approved assessments and/or local measures of student growth using state-designed criteria and guidance for teachers of subjects where value-added scores from state assessments are not available. Evaluations for teachers of grade levels and subject areas for which the value-added progress dimension is applicable, and where no other measure is available to determine student academic growth, shall be based solely on teacher performance.

Students with 45 or more excused or unexcused absences during the full academic year will not be included in the calculation of student academic growth. Data from Board-determined multiple measures will be converted to a score of: (1) Least Effective, (2) Approaching Average, (3) Average, (4) Above Average or (5) Most Effective student growth levels.

Professional Growth and Improvement Plans

Teachers with a final summative rating of Accomplished must develop professional growth plans and choose their credentialed evaluators from the Board-approved evaluator list.

Teachers with a final summative rating of Skilled must develop professional growth plans collaboratively with their credentialed evaluators from the Board-approved evaluator list and will have input on their credentialed evaluator.

Teachers with a final summative rating of Developing must develop professional growth plans with their credentialed evaluators. The Superintendent/designee approves the professional growth plan and assigns the credentialed evaluator.

Teachers with a final summative rating of Ineffective must develop an improvement plan with their credentialed evaluators. The Superintendent/designee approves the improvement plan and assigns the credentialed evaluator.

The District has the discretion to place a teacher on an improvement plan at any time based on deficiencies in any individual component of the evaluation system.

Evaluation Time Line

District administrators evaluate teachers annually. Annual evaluations include two formal observations at least 30 minutes each and periodic classroom walk-throughs. Teachers, who are on

limited or extended limited contracts pursuant to State law and under consideration for nonrenewal, receive at least three formal observations during the evaluation cycle.

All teacher evaluations are completed by May 1. Teachers evaluated under this policy are provided with a written copy of their evaluation results by May 10.

The Board evaluates teachers receiving effectiveness ratings of Accomplished on those teachers' most recent evaluations carried out under this policy, and whose student growth measures are at least average or higher every three years. Such evaluations are completed by May 1 of the evaluation year. Teachers evaluated on this basis are provided a written copy of their evaluation results by May 10 of the evaluation year. In years when an evaluation will not take place, one observation is carried out and at least one conference with the teacher is held.

The Board evaluates teachers receiving effectiveness ratings of Skilled on those teachers' most recent evaluations carried out under this policy, and whose student growth measures are at least average or higher every two years. Biennial evaluations conducted under this policy are completed by May 1 of the evaluation year. Teachers evaluated on a biennial basis are provided a written copy of their evaluation results by May 10 of the evaluation year. In years when an evaluation will not take place, one observation is carried out and at least one conference with the teacher is held.

The Board may elect to not conduct an evaluation of a teacher who meets one of the following requirements: (1) the teacher was on leave from the school district for fifty per cent or more of the school year, as calculated by the Board; or (2) the teacher has submitted notice of retirement and the notice has been accepted by the Board not later than December 1 of the school year in which the evaluation would otherwise be conducted. In such circumstances where an evaluation does not take place, at least one observation and at least one conference with the teacher is held.

The Board evaluates through district administrators teachers receiving effectiveness ratings of Accomplished on their most recent evaluations via one formal observation only when those teachers complete projects approved by the Board to demonstrate their continued growth and practice at the level of Accomplished. Teachers must submit project proposals to the Superintendent no later than September 30th of each academic year for submission to and approval by the Board.

Testing for Ineffective Teachers in Core Subjects

Beginning with the 2015-2016 school year, teachers of core subject areas, as defined by State law, who have received a rating of Ineffective for two of the three most recent school years must register for and take all written examinations of content knowledge selected by ODE.

Retention and Promotion

The Board uses evaluation results for retention and promotion decisions. The Board adopts procedures for use by District administrators in making retention and promotion decisions based on evaluation results.

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

Poorly Performing Teachers

The Board uses evaluation results for removing poorly performing teachers. The Board adopts procedures for removing poorly performing teachers based on evaluation results.

Professional Development

The Board allocates financial resources to support professional development in compliance with State law and the SBOE's evaluation framework.

LEGAL REFS.: ORC 3319.11; 3319.111; 3319.112; 3319.114; 3319.16; 3319.58; Chapter 4117; OAC 3301-35-05

CROSS REFS.: AF, Commitment to Accomplishment
GBL, Personnel Records
GCB, Professional Staff Contracts and Compensation Plans

CONTRACT REF.: Teachers' Negotiated Agreement