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STATE EMPLOYMENT
RELATIONS BOARD

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MASTER CONTRACT

between

CARROLLTON EXEMPTED VILLAGE SCHOOL DISTRICT

and

CARROLLTON EDUCATION ASSOCIATION

September 1, 2009

to

August 31, 2012

71

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SECTION ONE

RECOGNITION

The Board of Education of the Carrollton Exempted Village School District (hereinafter "Board") recognizes the Carrollton Education Association affiliated with the Ohio Education Association (hereinafter "Association") as the sole and exclusive representative for the purpose of collective bargaining for all regular full-time salaried certified employees (including but not limited to: teachers, guidance counselors, media specialist, and nurses) employed under a written contract between the employee and the Board, (hereinafter usually referred to as "teachers"), excluding supervisors, administrators, casual substitutes, hourly tutors and all other employees covered by the exceptions listed in the Ohio Revised Code (O.R.C.) Section 4117.01C(1)(14). Substitutes employed for a specific position for sixty (60) days or more are included; other substitutes are excluded.

SECTION TWO

NEGOTIATIONS PROCEDURE

All bargaining shall be in good faith, meaning: Both parties pledge that they shall consider all issues submitted to the bargaining procedure with an intent to reach agreement. Nothing in this agreement shall compel either party to agree to a proposal or to make a concession, but both parties are obligated to make a sincere effort to search for counter proposals to negotiable items.

ARTICLE A – INITIATING BARGAINING

Within one hundred eighty (180) days prior to the expiration of the existing contract, the parties shall arrange to schedule negotiations leading to a successor agreement. The Association will notify the State Employment Relations Board of the offer to bargain collectively. The first session shall be held by March 20th.

ARTICLE B – INITIAL MEETING

At the first meeting, each party will exchange their respective proposals. After the first meeting, neither party shall be allowed to add new proposals without the consent of the other party.

ARTICLE C – REPRESENTATIVES

The representatives of each party will be authorized and empowered to establish agendas, to negotiate the issues and matters between the parties, and to develop tentative or preliminary agreements thereon.

Representation shall be limited to four (4) representatives each of the Board and the Association. Neither party in any negotiations shall have control over the selection of the negotiating or bargaining representatives of the other party, and each party may select its representatives from within or outside the school district.

ARTICLE D – SCOPE OF NEGOTIATIONS

All matters pertaining to wages, hours, terms and other conditions of employment and the continuation, modification, or deletion of an existing provision of a collective bargaining agreement.

ARTICLE E – WHILE NEGOTIATIONS ARE IN PROGRESS

Recesses – The parties may caucus at any time. Caucuses will not be longer than thirty minutes unless extended by mutual agreement.

Item Agreement – As negotiation items receive tentative agreement, they will be reduced to writing and initialed by each party. When tentative agreement is reached on all items subject to negotiations, the proposal agreement shall be submitted to the Board and Association for ratification.

Schedule of Meetings – Until all negotiation meetings are completed, each meeting shall include a decision on an agreed time and place for the next subsequent meeting.

Progress Reports – The parties agree that during the period of negotiations and prior to reaching an agreement to be submitted to the Board and the Association, the proceedings of the negotiations shall not be released to the media unless such an issuance has the prior approval of both parties/or unless impasse has been declared.

ARTICLE F – FINAL AGREEMENT COPIES

There shall be four (4) signed copies of any final agreement. One copy shall be retained by the Board and the three (3) by the Association. The Association agrees to submit a copy to the State Employment Relations Board.

ARTICLE G – IMPASSE

1. In the event that an agreement has not been developed by the sixtieth (60th) day of the negotiations period, either party may request the services of the Federal Mediation and Conciliation Service. The assigned mediator shall have the requisite authority to call meetings between the parties.
2. The mediator shall be used as a means of bringing agreement between the bargaining teams.
3. Any cost involved in obtaining the services of a mediator shall be shared equally between the Board and the Association.
4. The impasse procedure set forth in this article constitutes the parties' agreed upon dispute settlement procedure. It shall supersede statutory procedures pursuant to O.R.C. § 4117.14(C).
5. In the event that the parties are unable to conclude an agreement, the Association has the right to proceed in accordance with O.R.C. § 4117.14 (D)(2). There shall be no strike, slow down, or work stoppage by the Association for the duration of this Agreement.

ARTICLE H – CONTRARY TO LAW

In the event there is a conflict between a provision of this Agreement and any applicable state or federal law, the applicable state or federal law shall prevail as to that provision. All other provisions of this Agreement which are not in conflict with any applicable state or federal law shall continue in full force and effect in accordance with their terms.

If, during the term of this Agreement, there is a change in any applicable state or federal law which would invalidate any provision of this Agreement or a provision of this Agreement is declared invalid by a court of competent jurisdiction, the parties will meet to negotiate any necessary change in the Agreement relative to the affected provision within thirty (30) days by demand of either party.

SECTION THREE

GRIEVANCE PROCEDURE

ARTICLE A – PURPOSE

The purpose of this procedure is to secure, at the lowest possible administrative level, equitable solutions to grievances which may from time to time arise. Both parties agree that these proceedings will be kept as informal and confidential as may be appropriate at any level of the procedure.

ARTICLE B – DEFINITIONS

1. A "Grievance" is a claim involving the alleged violation, misinterpretation, or misapplication of the terms of this agreement.
2. A grievant shall mean a bargaining unit member, or a group of bargaining unit members or the Association initiating a grievance.
3. A "party of interest" is the person(s) making the complaint and any person who might be required to take action or against whom action might be taken to resolve the complaint.
4. During the adopted school year, "days" shall mean school days. During the summer vacation such "days" shall mean weekdays, "Monday through Friday" excluding legal holidays.

ARTICLE C – PROCEDURES

1. A claim by a teacher or the Association (herein called the grievant) that there has been a violation, misinterpretation or misapplication of any provision of the terms of this Agreement may be processed as a grievance as hereinafter provided.
2. In the event that a teacher believes there is a basis for a grievance, he or she shall first discuss the alleged grievance with his building principal either personally or accompanied by his Association representative, at grievant option.
3. If, as a result of the informal discussion with the building principal, a grievance still exists, he or she may invoke the following formal grievance steps:

- a. The grievant may submit to his Principal within twenty (20) days of the alleged grievance, a completed "Grievance Report Form" Step I, Appendix C – Grievance Form, that is provided by the Association, in triplicate, showing the date of the occurrence, a statement of the nature of the grievance and provisions of the contract allegedly violated, and the relief sought. A copy of the grievance shall be submitted by the grievant to the Association building representative and by the principal to the Superintendent. Within five (5) days of receipt of the Grievance Report Form, the building principal shall meet with the grievant and/or his Association representative in an effort to resolve the grievance. The principal shall indicate his disposition of the grievance within three (3) days after such meeting by completing the Step I of the Grievance Report and returning it to the grievant. The Association and the Superintendent shall both be notified in writing as to the disposition of the grievance.
- b. If the grievant is not satisfied with the disposition of the grievance, or if no disposition has been made within the above stated time limits, the grievant and/or the Association, within five (5) days of the receipt of the decision, or time limit for a disposition, shall complete Grievance Report Form, Step II, Appendix C Grievance Form, and submit the grievance to the Superintendent. Within five (5) days the Superintendent and/or his designated representative shall meet with the grievant and/or his Association representative. Within three (3) days of the meeting, the Superintendent shall indicate in writing his disposition by completing his portion of Step II and forwarding it to the teacher. The Association and the principal shall be notified of said disposition.
- c. If the action taken by the Superintendent does not resolve the grievance, the grievance shall be appealed to FMCS mediation. The Notice of Appeal to mediation shall be submitted to the Superintendent within ten (10) working days from the receipt of the Superintendent's written response to the grievance. The parties will first attempt to agree on a FMCS mediator. If unable to agree, the parties will request for FMCS to appoint a mediator. The mediation will be conducted pursuant to FMCS Rules and Regulations. Should the grievance not be resolved in mediation the grievance may proceed to step D.
- d. If the grievant is not satisfied with the disposition made by the mediation, or if no disposition has been made within the above-stated time limits, then the grievant, within five (5) days of the receipt of the decision or time limit for a disposition, shall complete Grievance Report Form, Step III, Appendix C – Grievance Form, and submit the grievance to the Board of Education by filing a copy with the Treasurer of the Board. Notification of such an appeal shall be given to the building principal and to the Superintendent. The Board, at its next regularly scheduled meeting or within two (2) weeks of the filing of the appeal, whichever shall be later, shall meet with the grievant, and/or the association representative, and the Superintendent, and/or his designee, and /or counsel to review such grievance in executive session, or give such other consideration as it shall deem appropriate. The disposition by the Board shall be furnished to the grievant, the Association, and the building principal by completing Grievance Report Form, Step III, within seven (7) days of the meeting.
- e. If the Association, with the permission of the grievant, is not satisfied with the disposition of the grievance by the Board, or if no disposition has been made

within the period above provided, the grievance may be submitted to arbitration before an impartial arbitrator by the Association's completion of Grievance Report Form, Step IV, Appendix C – Grievance Form, and filing of same with the Board within five (5) days of the receipt of the decision. The Arbitrator shall be selected by the rules of the American Arbitration Association. Said shall likewise govern the arbitration proceeding. The arbitrator shall have no power to alter, add to, or subtract from the terms of this Agreement. Both parties agree that the award of the arbitrator shall be final and binding. The fees and expenses of the arbitrator shall be shared equally, unless otherwise agreed by the Board and the Association.

4. The time limits provided in this Agreement shall be strictly observed but may be extended by written agreement of the parties. In the event a grievance is filed after May 15 of any year and strict adherence to the time limits may result in hardship to any party, the Board shall use its best efforts to process such grievance prior to the end of the school term or as soon thereafter as possible.
5. Failure at any step of this procedure to communicate the decision in writing on a grievance within the specified time limits shall permit the grievant to proceed to the next step. Failure at any step of this procedure to appeal a grievance to the next step within the specified time limits shall be deemed to be acceptance of the decision rendered at that step as final and not subject to further appeal.
6. If an individual teacher has a personal complaint which he desires to discuss with a supervisor, he is free to do so with recourse to the grievance procedure. However, no grievance shall be adjusted without prior notification to the Association and opportunity for an Association representative to be present nor shall any adjustment of a grievance be inconsistent with the terms of this Agreement.
7. If, in the judgment of the Association, a grievance affects a group or class of teachers, the Association may submit such grievances in writing to the Superintendent directly and the processing of such grievance shall be commenced at Step II of the formal grievance procedure.
8. All documents, communications and records dealing with the processing of a grievance will be filed separately from the personnel files of the participants and destroyed after two (2) years.
9. No reprisal of any kind shall be taken by or against any participant in the grievance procedure by any reason of such participation.
10. A teacher engaged during the school day on behalf of the Association with any representative of the Board in any professional grievance, including arbitration, shall be released from regular duties without loss of salary.
11. The parties of interest will cooperate with each other in their investigation of any grievance, and will furnish each other with such information as is requested for the processing of any grievance.
12. The Grievance Report Form is attached hereto as Appendix C to this contract.

SECTION FOUR

RIGHTS

ARTICLE A – EXCLUSIVE RIGHTS OF THE ASSOCIATION

The Association shall be granted the following sole and exclusive organizational rights:

Association Business

1. Use of the internal system of the school mail for distribution of Association materials.
2. The Association may transact Association business on the Board's property before or after the regular workday: provided that such business shall not interfere with the assigned duties of the employee.
3. The Board may allow the use of Board equipment provided such equipment is not otherwise in use. (Copier five cents (\$0.05) per page)
4. The Board may make available its facilities for Association meetings without charge pending availability and approval of a "Use of Facilities" request form.
5. The Association may be a regular part of the Board meeting agenda for rights to speak at specified times during such meetings and to be provided with a copy of the agenda to the President of the Carrollton Education Association for all Board Meetings.
6. Each year the Association shall be provided, upon request, at the duplicating charge of five cents (\$0.05) per page, a copy of each of the following forms:
 - a. Annual Tax budget (Form 622)
 - b. Annual Appropriations Resolution (Form 623)
 - c. Annual Auditor's Report (Form 659, 4502)
 - d. Amended Official Certificate of Estimated Resources
 - e. Treasurer's December Report
 - f. Other public documents requested
7. The Association President shall be provided with one copy of all adopted policies, and any subsequent amendments upon request.

Communication with Employees

The Board shall provide the Association President with the school directory. The Board will provide the President with changes, additions, and deletions as new information is published.

Bulletin Boards

Use of all faculty bulletin boards located in teacher rooms will be provided for instructional staff information. In those buildings lacking a teachers' room, the office bulletin boards may be utilized.

Association Announcements

1. To make organizational announcements at general faculty meetings and to use faculty bulletins to teachers as provided in school procedure.
2. Use of all building public address systems for Association meeting announcements in keeping with normal building procedure.
3. The Board shall allow the Association representative to make a presentation about the Association during any new employee orientation program.

ARTICLE B – EXCLUSIVE MANAGEMENT RIGHTS

The Board and administration reserve their exclusive authority to manage and direct all the operations and activities of the school district to the full extent authorized by law, including all of the specific rights identified in O.R.C. § 4117.08(C). The exercise of these powers, rights, authority, duties, and responsibilities by the Board and administration and the adoption, modification, and repeal of such policies, regulations, rules and practices as they may deem necessary, shall be limited only by the terms of this Agreement.

SECTION FIVE

REDUCTION IN STAFF

The Board has the exclusive authority to eliminate staff positions consistent with the provisions of the state statutes. When the Board decides to make a reduction requiring more than attrition, it shall comply with this section. Reasons for a reduction in staff as pertains to this section are:

Decline in pupil enrollment (includes program specific); Suspension of schools or territorial changes; Return to duty of a regular bargaining unit member from a leave of absence.

ARTICLE A – ATTRITION, NONRENEWAL, AND SUSPENSION

1. The number of persons affected by a layoff will be kept to a minimum by not employing replacements insofar as practical for employees who die, retire, resign, are terminated, or whose limited contracts are not renewed for reasons other than the reduction in staff.
2. Layoffs which cannot be achieved through attrition shall be made by suspension of contracts. Suspension shall mean that a teacher shall be placed in an inactive state of employment from an active state of employment.

ARTICLE B – SELECTION FOR REDUCTION

1. The effective date of any layoffs shall be designated by the Board in its reduction in staff motion.

2. A seniority list of all teachers in each area of their certification shall be developed by the administration prior to a reduction in staff according to the seniority provisions set forth below. The Association President shall receive a copy of the list when it is completed and before the reduction in force is implemented.
3. At least thirty (30) days preceding the date of Board action, the Association President shall be notified in writing of the Board's intent to implement a layoff.
4. At least one (1) week prior to Board action on layoff, a meeting shall be held between representatives of the Association and representatives of the Board of Education to review appropriate data and discuss the layoff. At this meeting, the administration shall present formalized lists indicating the specific number of positions to be eliminated within each area of certification, and a list of teachers to be laid off.
5. If a dispute occurs with regard to compliance with this contract in connection with the seniority list and/or selection of the teachers to be laid off, the matter(s) shall be submitted to expedited arbitration in accordance with the procedures established by the American Arbitration Association.
6. Not later than April 30th preceding the effective date of the reduction, all teachers that the Board of Education plans to layoff shall be sent written notification by certified mail that his/her employment shall be suspended because of a reduction in staff.
7. In suspending contracts of teachers within each teaching field affected by the reduction in force, suspensions shall be given to teachers with least seniority as defined herein within each certification. Teachers currently assigned in full-time positions shall be first assigned in all full-time positions consistent with their individual seniority and certification and shall not be obligated to any part-time position, but may choose to accept such a position on a voluntary basis.
8. The contracts of teachers employed pursuant to a continuing contract shall not be suspended except for reasons consistent with O.R.C. § 3319.17.

ARTICLE C – SENIORITY AND CERTIFICATION

1. Seniority shall be determined by the length of continuous service in the Carrollton Exempted Village School District with priority given to continuing contract teachers over limited contract teachers. If two or more teachers have the same length of continuous service, then seniority shall be determined by the date of the Board meeting at which the teacher was hired; ties shall be broken by a coin flip or drawing straws. Such ties shall be broken as soon as it is noted on the seniority list.
2. Length of continuous service shall not be interrupted by Board authorized leaves of absence. However, seniority shall not continue to accrue during unpaid leaves. Teachers on layoff status shall, for seniority purposes, be treated as if they were on unpaid leave.
3. Seniority for full-time employees will mean the number of continuous years of service commencing with the employee's first day worked. Seniority for part-time employees shall be prorated to arrive at the amount of seniority to be credited to the employee for that school year. A "year" means a school year in which the employee was paid for at least one hundred twenty (120) days of service in the school district.

ARTICLE D – PROCEDURE FOR RECALL

1. All teachers whose contracts were suspended as a result of a layoff shall be placed on a recall list stating their seniority in each teaching field for which they are certified to teach.
2. Teachers on the recall list shall be offered reemployment to full-time position, as they become available, for which they are certified in the reverse order of layoff in accordance with the criteria in Section II.
3. A teacher who is recalled to a position shall resume the contract status he/she held prior to the layoff and shall be credited with sick leave accumulation and years of service for salary schedule placement he/she had prior to being laid off.
4. When an opening(s) occurs, the Board shall send a certified letter to all teachers certified for the position to their last known address to advise them of such position. It is the teacher's responsibility to keep the Board informed of his/her address. The teacher shall, within ten (10) days from the postmark date of the letter, indicate availability and desire for such position. If the teacher fails to notify the Board within the specified period of time, or if the teacher rejects the offered full-time position, said teacher shall be considered to have rejected the position and to have forfeited his/her right to recall to service in the district. The position will then be made available to the next eligible teacher on the reduction in force list.
5. No teachers new to the district shall be employed for a position until all properly certified teachers on the reduction in force list have been offered a contract for the position in accordance with the provisions of this procedure.
6. Transfers of teachers employed but not affected by the reduction in force program shall not be made for the purpose of avoiding recalls. If a position(s) is established, the position(s) will be staffed first from the teacher reduction in force list.
7. Laid off teachers shall have the right to remain for two years in the group fringe benefit programs provided by the Board of Education by paying their single or family coverage on a monthly basis to the Treasurer by the 20th of each month for the following month.
8. Recall rights for limited contract teachers shall last two years from the effective date of the layoff. Continuing contract teachers shall have recall rights in accordance with law.

SECTION SIX

LEAVES OF ABSENCE

ARTICLE A – SICK LEAVE

1. Sick leave credit shall accumulate at the rate of one and one-quarter (1¼) days per month and at a maximum of fifteen (15) days per year.
2. Each teacher's maximum accumulation shall be two hundred forty (240) days.
3. Each teacher who has exhausted accumulated sick leave shall be granted an advance of five (5) days sick leave if necessary.

4. Any teacher transferring within Ohio to the employ of the Board shall be credited with the unused balance of his accumulated sick leave upon verification of such accumulation from the proper public agency pursuant to O.R.C. § 3319.141.
5. A teacher may, pursuant to O.R.C. § 3319.141, use sick leave for absence due to personal illness, pregnancy, injury, exposure to contagious disease, which could be communicated to other employees or children and absence due to illness or death in the immediate family. Sick leave shall be limited to the maximum sick leave accumulated by the teacher. Abuse of sick leave may be grounds for discipline or discharge as provided in O.R.C. § 3319.141.
6. Immediate family for purposes of this policy shall include spouse, children, father, mother, brother, sister, in-laws, grandparents, foster parents, stepparents, and any one whose permanent residence is in the employee's home.
7. Should a bargaining unit employee exhaust their sick leave days thereby causing a deduction in salary, the employee shall be allowed, when feasible, to select to have the deduction in a lump sum or spread over subsequent pay periods as determined by the Treasurer.
8. Upon return from sick leave the teacher shall provide to the treasurer the "Absence Certification" form identified as Appendix O.

ARTICLE B - ASSAULT LEAVE

The Board will provide up to a maximum of five (5) weeks physical attack leave wherein a teacher who is absent due to physical disability resulting from a physical attack by a person(s) which occurs in the course of a teacher's Board employment and will maintain the teacher on full pay status during the period of such absence under the following provisions:

1. The bargaining unit employee who has been physically attacked must furnish a written signed statement on forms provided in Appendix D.
2. When medical attention is required, a certificate stating the nature of the disability and its duration from a licensed physician shall be required before physical attack leave can be approved for payment.
3. Falsification of either a written signed statement or a physician's certificate may be grounds for suspension or termination of employment under O.R.C. § 3319.16.
4. The particular requirements stated within paragraph one of O.R.C. § 3319.143 prevail for all affected teachers.
5. If a bargaining unit employee's absence resulting from attack is covered by Worker's Compensation, the board shall provide said bargaining unit employee with the same income he/she received at the time of his/her attack. In the event a delayed award by Worker's Compensation results in a total combined payment to the bargaining unit employee which results in an amount equal to more than the bargaining unit employee's normal per diem rate, the bargaining unit employee shall immediately reimburse the Board.

ARTICLE C – PERSONAL LEAVE

Certificated employees are eligible for three (3) days of personal leave per school year. These days are intended for use in emergency type situations or special occasions where a person has no choice in the matter. Personal leave days are not to be used as vacation days.

Personal leave will be granted on a per building basis. On any particular day, one (1) employee per ten (10) teachers shall be granted personal leave. For those buildings with less than ten (10) teachers, a maximum of two (2) teachers may be granted personal leave on same day.

Except in the case of an emergency, the employee shall give two (2) days advance notice of the intent to use personal leave.

An employee using personal leave shall provide notice of intent to use such leave by completing the appropriate leave form found in Appendix E.

ARTICLE D – REPRESENTATION AT OHIO EDUCATION ASSOCIATION REPRESENTATIVE ASSEMBLY

Three (3) members of the Carrollton Education Association, officially designated by the membership to represent the Carrollton Education Association, will be granted released time at no reduction in salary, to attend the Ohio Education Association Representative Assembly. The Carrollton Board of Education is responsible for the salary of substitute teacher, but for no other expenses.

ARTICLE E – PROFESSIONAL LEAVE OF ABSENCE

1. Eligibility: A teacher who has completed five years of regular, full-time service as a teacher may be granted a professional leave of absence with the permission of the Board of Education and Superintendent. A satisfactory substitute must be available and no more than one person per year will be granted professional leave.
2. Application: An Application for Leave, including a plan for professional growth, shall be filed in writing with the Superintendent no later than March 31st of the school year preceding the year for which the leave is requested. At the conclusion of the leave, the teacher must provide evidence that the plan for professional growth was followed.
3. Length of Leave: Professional leaves will be granted for not longer than one school year nor to any teacher more often than once for each five years service.
4. Application for Reinstatement: Application for reinstatement must be made in writing to the Superintendent no later than March 1st of the year of leave. Upon return from leave, the teacher shall assume the contract status held prior to the leave.
5. Salary: Upon the recommendation of the Superintendent and approval of the Board of Education, the teacher may be paid part salary which will be an amount not to exceed the difference between the substitute's pay and the teacher's expected pay.
6. Tuition: Graduate hours completed during professional leave shall be reimbursed if they fall within the guidelines of the tuition reimbursement provision of this agreement and if they are included in the approved plan for professional growth.

7. Insurance: Teachers on approved leave shall be kept on the payroll records during such leave and shall be permitted to continue participation in the group insurance provided by this agreement by paying to the Treasurer, by the 20th of each month for the following month, the full cost of the premium for such coverage.
8. Return to District: Unless the teacher has completed twenty- five years of teaching in Ohio, the teacher is required to return to the Carrollton Exempted Village School District at the end of the leave for a period of at least one school year. A teacher who has been on a professional leave of absence and does not return to the district, forfeits all rights to tuition reimbursement and will refund all part salary paid by the school district for that period of time while on leave.

ARTICLE F – UNPAID LEAVE

Other unpaid leaves of absence may be granted by the Board for up to two years pursuant to O.R.C. § 3319.13. Such leaves shall be granted as required by O.R.C. § 3319.13 for illness or disability if the teacher has exhausted accumulated sick leave, the teacher has filed a timely written request for leave with the Superintendent, and the Board is satisfied that legitimate illness or disability necessitates the leave. The request for unpaid leave shall be made on the form Appendix P. Upon return from unpaid leave, the teacher shall be reinstated with the same contract status held prior to the leave. Except when the leave is for illness or disability, the Board may establish the starting and ending date for the leave.

ARTICLE G – JURY AND COURT LEAVE

The Board shall grant court or jury leave as required by state law. The Board also shall grant paid time off for teachers to appear in court on behalf of the Board in school-related cases, excluding labor disputes between the CEA and the Board.

ARTICLE H – PARENTAL LEAVE

1. Definition

An employee who becomes the parent of a newborn or an adopted child or the parent of a minor child who develops a severe health problem shall have the right to an unpaid leave of absence for up to one year.

2. Application for Parental Leave

Application for parental leave shall be made on the form provided in Appendix Q and shall be filed at least thirty (30) days prior to the anticipated beginning date of the leave. In the case of early delivery or adoption or sudden severe health problem, the thirty (30) day rule shall be omitted, but the employee must notify the Superintendent at the earliest opportunity of the intent to take parental leave and, when possible, accepts the responsibility to work closely with the substitute so that boys and girls are provided with a smooth transition and continuity of educational program. Leaves for a shorter period may be granted by a mutual agreement.

3. Rights While on Leave

Bargaining unit members on parental leave shall receive credit for seniority and salary placement if the person teaches a minimum of one hundred twenty (120) days in the

school year. A person granted a leave of absence will continue with Board paid hospitalization for the remainder of the current month plus the following month.

4. Reinstatement Rights

An employee shall return immediately following the expiration of the leave and the current semester, and shall be reinstated to the same or similar position or to one for which the returning teacher is properly certified.

ARTICLE I – FAMILY AND MEDICAL LEAVE

Notwithstanding other provisions of this agreement, the Board agrees to abide by the provisions of the Family and Medical Leave Act (FMLA) of 1993.

1. Eligibility

A regular, full-time employee must have one (1) year's service with our district to be eligible for benefits under the act.

2. Leave Provisions

- a. Each eligible employee is entitled to and shall be granted upon request up to twelve (12) weeks of unpaid leave per year to care for a new child or a sick child, parent or spouse, or to use for the employee's own medical treatment. Such leave may be taken for the care of a newly adopted or newly placed foster child, as well as a newborn child.
- b. Any leave beyond twelve (12) weeks in a year for these combined purposes may be granted pursuant to the other leave provisions of this agreement.
- c. Eligible employees may choose to substitute paid leave granted by other provisions of this agreement for all or part of the unpaid leave granted under this article.
- d. Leave taken to care for a new child must be taken within one year of birth or placement of the child. The employee must give the Board thirty days' notice of the birth or placement if possible, or as much notice as possible, if less than thirty days.
- e. Leave under the Act may be taken intermittently, when medically necessary. The employee will attempt to schedule medical procedures so as not to interrupt his/her work unnecessarily.
- f. The teacher shall file the request for family medical leave on the form Appendix R.

3. Protection of Employment and Insurance

- a. The Board shall return the employee taking a leave under this article to the same or similar position he/she occupied prior to the leave.
- b. The Board shall continue to pay the Board contribution to the current medical insurance plan for the employee while they are on leave under this article.

- c. The taking of a leave under this article shall not result in the loss of any employment benefit accrued prior to the date the leave commenced.

4. Medical Certification

The Board may require medical certification from a licensed physician as to the medical necessity for a leave under this article. Such certification will include a statement by the physician that the employee is unable to perform all the duties of his/her position, or that their presence is required to care for a seriously ill family member. This section shall be uniformly applied.

5. Return from Leave

If a teacher takes a leave under this article which is to terminate within the last three weeks before the end of a school term, and the leave is of more than five weeks duration, the Board may require the teacher to remain on leave for the remainder of the term, under the same conditions as are required by this article, even if all twelve weeks required by law have been used.

SECTION SEVEN

TERMS AND CONDITIONS OF EMPLOYMENT

ARTICLE A – LENGTH OF SCHOOL YEAR

The contract year will consist of one hundred eighty-four (184) days for teachers. One hundred eighty (180) of these days may be used for students in session with allowance for a maximum of two (2) days for parent-teacher conferences. The remaining days will be teacher in-service curriculum study days, the last of which will be a teacher workday scheduled on the final day of the regular school year.

ARTICLE B – WAIVER DAY/INSERVICE DAY

A district committee composed of administrators, appointed by the Superintendent and teachers, appointed by the Association President, will plan Waiver Days and In-service days. The teachers appointed by the Association President will include an elementary teacher, a junior high teacher, high school teacher and one specialist.

As an alternative to an In-service day, the Superintendent may grant special permission for staff members to attend a workshop or to visit another school district. The workshop or visit must meet specific needs of the teacher.

ARTICLE C – SCHOOL DAY

The regular workday for teachers shall not exceed seven (7) hours and thirty (30) minutes, including a thirty (30) minute lunch. Teachers shall attend required meetings in addition to the regular school day. Likewise, teachers must stay beyond the scheduled workday if needed for conferences with students, parents or administrators, for hearings, or for completion of the teacher's normal professional responsibilities, (such as open house and freshmen orientation). Teachers shall not be required to stay beyond the workday for meetings more than fifteen (15) times per year.

ARTICLE D – FAIR SHARE/REPRESENTATIVE FEE

All current Association members and new hired employees, hired after September 1, 2003, shall be included under this provision of the Master Contract.

Any teacher, as defined in "Section I " of this agreement, who was employed by the district on or before the 2003/2004 school year who was not a member of the Association, shall not be required by this provision to become a member of the Association or have any deduction from their pay any fair share or other charges as a result of this provision.

No non-member filing a timely demand shall be required to subsidize partisan political or ideological causes not germane to the Association's work in the realm of collective bargaining.

Notice of the amount of the annual dues or annual fair share fee, which shall not be more than one hundred percent (100%) of the unified dues of the Association shall be transmitted by the Association to the Treasurer on or about October 1st of each year for the purpose of determining amounts to be payroll-deducted, and the Board agrees to promptly transmit all amounts deducted to the Association.

The Treasurer shall, upon notification from the Association that a member has terminated membership, commence the deduction of the fair share with respect to the former member, and the amount of the fee yet to be deducted shall be the annual fair share fee less the amount previously paid through payroll deduction.

The Board further agrees to accompany each such transmittal with a list of the names of the bargaining unit members for whom all such fair share fee deductions were made, the period covered, and the amounts deducted for each.

The Association represents to the Board that an internal rebate procedure has been established in accordance with 4117.09(C) and that a procedure for challenging the amount of the representation fee has been established and will be given to each member of the bargaining unit who does not join the Association and that such procedure and notice shall be in compliance with all applicable state and federal laws and the Constitution of the United States and the state of Ohio.

Upon timely demand, non-members may apply to the Association for an advance reduction/rebate of the fair share pursuant to the internal procedure adopted by the Association.

The Board and Treasurer shall be responsible only for the deduction of the authorized fair share fee and forwarding of the specified amount to the Association. The Association agrees to accept full liability financially and legally for any charges which may be filed, fees, penalties, punitive damages, costs, and/or back pay liabilities arising out of the Board's action or inactions involving the deduction of fair share fee.

The Board and the Treasurer shall be held harmless from any and all costs, including witness and fees, attorney fees, back pay awards, punitive damages, or any other cost of prosecution or defense or any liability resulting from the prosecution or defense of any action or inaction, claimed or otherwise, to which the Board may be liable by virtue of the provisions of this Article.

It is specifically agreed that the Board shall not be liable to any party and, at no time, shall the Board pay out monies for any reason associated with the provisions of the Article.

ARTICLE E – TEACHER EVALUATION AND SUPERVISION

1. Evaluation

- a. All classroom teachers shall be observed using Appendix F. All classroom teachers will be evaluated using Appendix G. Additional tools may be used to develop professional growth. (Appendices H and I).
- b. Employees with continuing contracts will be evaluated on a rotating basis:

2009-2010	A – G
2010-2011	H – N
2011-2012	O – Z
- c. Employees with a limited multiyear contract will be evaluated at least once during their contract. Additional evaluations at any time may be initiated by the employee or administrator.
- d. Employees with a limited one-year contract shall be evaluated each year. The employee shall be given a copy of the annual written evaluation prior to April 1st. The teacher shall have the right to attach written comments. It is recognized that evaluation is an ongoing process which involves assessment of all aspects of the teacher's performance and conduct, and that evaluation, therefore, is based on more than just the formal classroom observations.
- e. The Association recognizes the responsibility of principals and supervisors to make periodic evaluation of the performance of the teachers. Each classroom teacher shall have at least one formal classroom observation each year. For those teachers on a limited contract, this observation must take place prior to December 1st. Teachers shall be given a copy of the observation report and shall have a post observation report conference with the observer within ten (10) working days.
- f. If problems and/or weaknesses are noted based on the observation, an administrator and teacher shall promptly develop and action plan using the Certified Staff Improvement Plan (Appendix J) that will promote corrective measures prior to the final evaluation. This form does not go into the teacher's permanent file.
- g. Employees shall have the opportunity to read any and all material in their personnel file. The employee shall not remove anything from the file, but may request copies of such materials at current costs. Anonymous letters of materials shall not be placed in an employee's file.
- h. The administration will explain the evaluation process to new teachers during their first month of employment.

2. Supervision – Notice of Concern

A Notice of Concern (Appendix K) will be used to point out problems and deficiencies with goals and objectives listed to improve performance. A Notice of Concern shall not be issued until the supervisor has held a conference with the employee.

ARTICLE F – MENTOR PROGRAM

1. Purpose:

Ohio's Teacher Education and Licensure Standards enacted Senate Bill 230, effective January 1, 1998, requires beginning teachers to successfully complete an Entry-Year Program and assessment to qualify for a professional license.

Section 3301-24-04(A)(2) of the standard declares that:

"The Entry-Year Program shall include both a formal program of support, including mentoring to foster professional growth of the individual and assessment of the performance of the beginning teacher."

2. Intention: School Years ~ 2009-2010; 2010-2011; 2011-2012

- a. Beginning the school year, the Board of Education intends to provide all first-year professional staff members, who hold a provisional license, with a one (1) year long program of orientation, assistance and support during their first year of employment in the District
- b. Communication between the Mentor and assisted teacher must be confidential. The mentor is a helper and is not part of the evaluation procedure. The Entry-year Program does not replace employment evaluation.
- c. An entry-year teacher that does not pass the Praxis Assessment will be required to participate in the Entry-Year Program the second year.

3. Definitions:

a. The Entry-Year Program

1. The entry-year shall be one (1) academic year in length that shall include a minimum of one hundred twenty (120) school days.

b. The Entry-Year Teacher

A candidate for an Entry-Year Program shall be:

1. A beginning teacher in their first teaching experience after graduation from a teacher training institution and holds a provisional license.
2. An experienced teacher new to the District.

- c. Transition Teacher
 - 1. An experienced teacher new to the District or a teacher changing assignments within the District.
- 4. The Mentor is a person who has completed a district prescribed training program and is assigned to provide professional support to an individual in the first year of employment. An administrator or designee will assign a Mentor to the entry-year teacher.
 - a. Mentor (Lead) – provides district leadership and serves as liaison with the Educational Service Center, if necessary.
 - b. Mentor (Praxis Coach) – will mentor a beginning teacher in his/her beginning teaching experience.
 - c. Peer Coach – will assist an experienced teacher new to the district and/or a teacher changing assignment within the district with the written recommendation of the administrator. Peer Coach – an experienced teacher assigned to assist a teacher in a new position recommended by the building administrator. A Peer Coach will be assigned to each building by the administration. A Peer Coach will have no more than three (3) experienced teachers to coach. All requests will be subject to administration review.
- 5. Mentor Compensation

Mentors shall receive a supplemental contract. Lead: one thousand five hundred dollars (\$1500.00), Praxis Coach: seven hundred fifty dollars (\$750.00) and Peer Coach: three hundred fifty dollars (\$350.00).

ARTICLE G – ASSIGNMENT, TRANSFERS AND VACANCIES

1. Vacancies

All vacancies, including supplemental shall be defined as any position in the bargaining unit resulting from:

- a. An employee's leaving employment as a result of a retirement, termination, resignation, or death.
- b. An employee's contract was non-renewed.
- c. An employee's transfer to another bargaining unit position.
- d. An employee's assuming a non-bargaining unit position.
- e. The creation of a new bargaining unit position.

2. Posting of a Vacancy Notice

- a. The vacancy notice shall be posted within five (5) work days after the Superintendent has determined that the vacancy is to be filled. Vacancies shall be posted on the district website during the summer months and when school is not in session.

- b. During the school year, the vacancy notice shall be posted openly at the designated locations in each building in which members are assigned and a copy sent to the Union President and mailed to employees not scheduled to work during the posting period.
 - c. The vacancy notice shall include: the position title, entry level qualifications, licensing, and/or certification; description of the position's duties; date of initial posting; last date to apply for the position and who the applicant can contact for additional information.
 - d. Except for cases of urgent necessity, or for resignations submitted after July 10, the posting period shall be for five (5) workdays.
3. Filling of a Vacancy
- a. The assignment of bargaining unit members and their transfers to positions in the various schools and departments of the district shall be made by the Superintendent.
 - b. A current employee wishing to be considered for a posted vacancy for which he is qualified shall submit a letter of interest and resume that highlights his qualifications to the superintendent or his designee during the allotted time for accepting applications. The current employee will be included in the final list of the applicants and afforded the opportunity to be interviewed by the superintendent/designee or selection committee along with other top applicants for the position.
4. Transfer
- a. If a bargaining unit member desires a transfer to another position or building, requests must be submitted to the Superintendent and shall be placed on file for one (1) year. Said requests may be renewed annually.
 - b. When the Superintendent/designee is considering the transfer of a teacher from one building to another, he shall advise the affected teacher of his intentions. A teacher not wishing to be transferred must advise the Superintendent/designee of the objection within five (5) working days of the notice of intended transfer. The teacher will be given the opportunity to meet with the Superintendent/designee to discuss the objections.
 - c. No teacher with twenty-five (25) years of teaching experience shall be transferred involuntarily from their grade level or subject area.
 - d. If any two bargaining unit members desire to switch positions for a school year, such a switch may be allowed after discussion with the building principals involved.

ARTICLE H – DISCIPLINE POLICY

When discipline policies are to be reviewed or revised, it shall be accomplished by a committee composed of bargaining unit members and administrators. Bargaining unit

members serving on the committee shall be selected by the Carrollton Education Association. The chairperson will be appointed by the Superintendent.

ARTICLE I – TEACHER LIMITED CONTRACTS

1. Teachers new to the district and those reemployed at the end of their current contract, but not eligible for continuing contract status, shall receive limited contracts in the following sequence (one hundred twenty (120) paid status days constitutes a year):

First Contract - One Year Limited

Second Contract - One Year Limited

Third Contract - One Year Limited

Fourth Contract - Three Year Limited

Fifth Contract - Five Year Limited and thereafter

2. A teacher becoming eligible for a continuing contract during the term of a limited contract, shall be granted continuing contract status upon meeting all requirements of the Ohio Revised Code when the Board makes the next regular issuance of contracts.
3. The Board of Education may grant a limited contract of less than outlined in paragraph 1 above when, through the supervision process, a problem has been identified.
4. When the Superintendent intends to recommend nonrenewal of a teacher's contract, he shall so notify the teacher at least ten (10) days in advance of the Board meeting at which action will be taken. If the teacher requests, the Superintendent shall advise the teacher of the reasons for the recommendation. The teacher shall, on request, be given a chance to meet with the Board in executive session, provided the teacher must notify the Treasurer of his/her intent to appear at least twenty-four (24) hours before the Board meeting. The teacher may be accompanied by a representative of his/her choice at the executive session. If the Board votes to non-renew a teacher's contract, the teacher shall be advised of the reasons. (When appropriate, a simple confirmation of the reasons proffered by the Superintendent will suffice.) Nothing in this contract shall in any way restrict the Board's statutory right to make the final determination on renewal and nonrenewal of limited contracts and nothing in this contract shall be construed to create a right to review the Board's nonrenewal decision in any forum. The evaluation, contracting and non-renewal procedures contained in this agreement are the sole procedures utilized by this district and supersede and cancel the evaluation, contracting, and non-renewal procedures set forth in O.R.C § 3319.11 and § 3319.111. (H.B. 330)

ARTICLE J – PLANNING PERIODS

1. Each secondary school teacher shall be granted one (1) planning period per day. Such periods shall be scheduled during the regular school day while students are in session.
2. Each elementary school teacher shall be granted two hundred (200) minutes planning time per week during the regular seven and one-half (7½) hour work day, at least one hundred fifty (150) minutes of which shall be in thirty (30) minute blocks.

3. Teachers shall not be required to give up planning periods to fill in for absent classroom teachers.
4. In the case when there is not a substitute for an absent elementary (Kindergarten through Grade Six) art, music, or physical education teacher, if the regular classroom teacher is required to teach a class because no substitute is available, a stipend of twenty-five dollars (\$25.00) will be paid to the regular classroom teacher. Teachers in Grades Seven through Twelve may volunteer to substitute during their planning period when a substitute is not available and will be paid a stipend of twenty-five dollars (\$25.00) for that period. All payments to teachers under this Article will be paid upon presentation and approval of an employee time sheet to and by the building supervisor and the Treasurer. Schedule of payment will be determined by the Treasurer.

ARTICLE K – CLASS SIZE

The Board and the Association agree that class size is a factor in the quality of educational services. The Board and the Association therefore agree that:

1. Assignment of pupils and teachers to buildings and classrooms is the responsibility of the Superintendent. In making such decisions, the Superintendent shall give consideration to the overall needs of the district, including facility limitations, financial considerations, transportation requirements, and educational curricular considerations.
2. The pupil-classroom teacher ratio shall meet or exceed the state minimum standards. The pupil-classroom teacher ratio shall be maintained as described and calculated per O.R.C. § 3317.023.

Efforts will be made to maintain an even distribution of students in like classrooms. However, the association recognizes that the administration may not be able to maintain equal class size and therefore the final distribution and assignment of students rest with the administration.

ARTICLE L – PLACEMENT IN SPECIAL PROGRAMS

1. The special education supervisor will try to schedule the IEP meetings so that teachers whose duties would be impacted by the IEP will have the opportunity to participate. The teacher can also request a meeting with the special education supervisor and the building administrator to review the IEP placement of the student. If the Building Administrator believes a change in placement might be in order after this informal review has been conducted, he/she will reconvene the IEP team to review the placement and/or the IEP.
2. Teachers shall not be asked or required to perform medical procedures.
3. Support services as identified in the IEP will be provided.
4. Staff development programs for employees will be made available on an annual basis regarding the subject of special needs students.
5. Efforts shall be made to equalize student placement in regular education classes.
6. Bargaining Unit Members shall be informed within the first two weeks of school of special student placement.

ARTICLE M – OTHER SERVICES

The Board shall not ask or require that any bargaining unit member, except the school nurse, to perform health services such as catheterization, tube suctioning, diapering, routine administration of medications (for example: Insulin or Ritalin) or monitoring medical support systems and shall otherwise cease and desist from assigning any such duties to bargaining unit members. Nor shall any bargaining unit member be required to perform janitorial services.

ARTICLE N – CEA PRESIDENT AND SUPERINTENDENT CONSULTATION

Upon request of either party, officials will meet for informal discussion relative to important school matters

ARTICLE O – CALAMITY DAY

Bargaining unit members shall not be required to report to work when the school(s) are officially closed by the Superintendent due to a calamity.

SECTION EIGHT

BENEFITS

ARTICLE A – HEALTH CARE COVERAGE

For all current employees hired prior to 5/1/2010:

Refer to the Schedule of Benefits for the Carrollton Exempted Village School District as outlined in Appendices L and M. For complete health insurance benefits and coverage, see the Carrollton Exempted Village School District Health Benefit Plan booklet. The plan selected by the Board will provide substantially the same or better coverage as described in the plan booklet and Appendices L and M.

Prescription drug cards shall be issued to all eligible employees. Each employee plan will be subject to a separate individual calendar-year deductible amount of fifty dollars (\$50.00). After satisfaction of the calendar-year deductible, the employee will be responsible for twenty percent (20%) of the prescription cost and the Board will be responsible for eighty percent (80%) of the prescription cost (never paid at one hundred percent (100%) by the Board).

There is no calendar-year deductible under the mail order service. Each mail service prescription is subject to a five dollar (\$5.00) Generic and twenty dollar (\$20.00) Brand Name deductible amount per prescription or refill. Mail order drugs are payable at one hundred percent (100%) benefit percentage after satisfaction of the applicable generic or brand name deductible amount.

New hires employed 5/1/2010 and after:

Refer to the Schedule of Benefits for the Carrollton Exempted Village School District as outlined in Appendix L1 and M. For complete health insurance benefits and coverage, see the Carrollton Exempted Village School District Health Benefit Plan booklet. The plan selected by the Board will provide substantially the same or better coverage as described in the plan booklet and Appendix L1 and M.

ARTICLE B – LIFE INSURANCE

The Board of Education shall provide all full-time certified employees, who have not reached their seventieth (70th) birth date, a forty-five thousand dollar (\$45,000.00) term life insurance policy with double indemnity for accidental death and dismemberment.

For those certified employees who are seventy (70) years of age or older, the Board of Education shall provide five thousand dollars (\$5,000.00) term life insurance with double indemnity for accidental death and dismemberment.

If the foregoing coverage is unavailable for those individuals aged sixty-five and over (65+), the necessary adjustments will be made to coincide with the company's policy.

ARTICLE C – INSURANCE WHILE ON AN APPROVED LEAVE OF ABSENCE

Teachers on approved leaves of absence shall be permitted to continue participation in the group hospitalization, dental and life insurance plans provided teachers by paying to the Treasurer by the 20th of each month for the following month, the full cost of premiums for such coverage.

ARTICLE D – INSURANCE COMMITTEE

An Insurance Committee shall be comprised of three (3) representatives of each party (CEA and the Board) and will review insurance information and explore alternatives to provide cost savings measures.

SECTION NINE

COMPENSATION

ARTICLE A – SALARY SCHEDULES

Teachers shall be paid in accordance with the salary schedule attached hereto as Appendices A1, A2, and A3. Pay will be received in bi-weekly equal installments to be paid on alternate Fridays.

2009 – 10	\$29,838	base on the current salary index schedule. (\$29,543 x 1%) plus five hundred dollar (\$500.00) signing bonus
2010 – 11	\$30,286	base (x 1.5%)
2011 – 12	\$30,892	base (x 2%)

*If the fiscal year 2011 total salaries and fringes fall below seventy-eight percent (78%) of the fiscal year 2011 income, two hundred fifty dollars (\$250.00) will be added to the 2011-2012 base. The income calculation will exclude the beginning balance and any restricted revenue.

ARTICLE B – SUPPLEMENTAL SALARY SCHEDULES

1. Pay for extra duty assignments shall be governed by the policy attached hereto as Appendices B1, B2 and B3. The number of positions listed in the Appendix are

guidelines only. Final determinations will be made by the Superintendent and Athletic Director (2009-10 retroactive to 9/1/2009).

2. All supplemental contracts will expire at the end of their annual term with no further notice from the Board of Education.
3. Changes in the job description that would require a change in salary shall be negotiated between the CEA and the Board of Education. In the case of athletics, the recommendation of the head coach of the sport and the athletic director will be considered.
4. If a new job is created, the superintendent, principal and athletic director (if a sport) will make a recommendation to the Board of Education concerning job description and salary.
5. Any salaries of less than three thousand dollars (\$3,000) shall be paid in a lump sum at the end of the season of performance.
6. Applications for supplemental positions made by internal candidates shall be retained by the District for a period of one year.
7. Should a supplemental position become vacant anytime when school is not in session, the internal candidate with an application on file shall receive written notice and be given consideration and interviewed for those vacant supplemental positions for which they have applied.
8. Internal candidates with applications for supplemental positions on file with the District shall be given consideration and an interview for those supplemental positions.
9. If at all possible, a coach may hold only one (1) athletic position during a season.

ARTICLE C – SEVERANCE PAY

Severance pay shall be a one-time, lump sum payment to eligible employees according to the following provisions:

Eligibility

An employee's eligibility for severance pay shall be determined as follows:

1. The individual retires from the school system.
2. Retirement-disability or service retirement under any state or municipal retirement system in Ohio.
3. The individual must retire within one hundred twenty (120) days of the last contracted work day of the employee.
4. Must sign a form for severance check certifying all eligibility criteria have been met. (Appendix N).

Benefit Calculation

The amount of the benefit due an employee shall be calculated by:

1. Multiplying the employee's accrued sick leave by thirty percent (30%).
2. Multiplying the product times the per diem rate of pay appropriate for the individual's placement on the base salary schedule.
3. The amount of the benefit calculated in steps one and two shall not exceed the value of sixty (60) days of accrued but unused sick leave. Receipt of payment for accrued but unused sick leave shall eliminate all sick leave credit accrued by the employee.

ARTICLE D – TUITION REIMBURSEMENT

1. Tuition reimbursement will total one hundred twenty thousand dollars (\$120,000.00) and be divided equally among the three (3) years of this contract.
2. Any unreimbursed amounts are not to be forwarded to the next year. Nor will any unreimbursed amounts from the prior contract be covered. Upon expiration of this agreement, no reimbursement will be provided in future contracts for members who do not receive reimbursement to this provision.
3. Prior approval by the Superintendent or their designee must be received to benefit from this provision.
4. All transcripts and approval forms for the period of June 1, 2009 through May 31, 2010 must be turned in to the CEA tuition reimbursement committee by August 13, 2010.
5. All transcripts and approval forms for the period of June 1, 2010 through May 31, 2011 must be turned in to the CEA tuition reimbursement committee by August 15, 2011
6. All transcripts and approval forms for the period of June 1, 2011 through May 31, 2012 must be turned in to the CEA tuition reimbursement committee by August 15, 2012.
7. A Career Incentive Program shall be implemented for the purpose of creating a pool of certified staff members for possible promotions within the Carrollton Exempted Village School District. The areas of concern shall be identified as, but not limited to such areas as, school guidance counselor, speech and language specialist, school psychologist, gifted and talented teacher and coordinator, special education coordinator, technology administration, administration and superintendent, or any additional areas at the discretion of the Superintendent
8. The CPDC (Carrollton Professional Development Committee) will generate a list of certified staff who qualify for reimbursement based upon qualifications of completed course work for the current year. Reimbursement will be an equal share of all approved course work applications of the ninety percent (90%) of the negotiated annual amount, with an additional incentive of the ten percent (10%) set aside for the Career Incentive Program. If the ten percent (10%) incentive portion is not used, this amount will then be shared equally between all parties in the approved course work through the CPDC. Reimbursement will not be retroactive to previous course work for which an applicant has already received payment.

9. Reimbursement shall not exceed the amount paid by the certificated employee.
10. Any monies that are not disbursed at the August meeting of the tuition reimbursement committee will be transferred to the next year. Any money not disbursed by August 31, 2012 will not be carried over to the next negotiated agreement.
11. Professional growth hours will not be reimbursed for teachers that are not returning to the District in the subsequent school year.

ARTICLE E – PAYROLL DEDUCTION

An alphabetized list of Association members requesting payroll deductions for union dues signed by the CEA President and Treasurer will be submitted to the Treasurer by the CEA no later than September 30 of each year. The list shall consist of name, annual dues and per pay deductions (annual amount divided by twenty (20) pays).

Dues will be deducted November through August of the following year and bi-weekly payments will be made to the Carrollton Education Association/OEA/NEA.

Voluntary deductions will be forwarded each pay unless the receiving company refuses payments less than monthly. Requests for deductions will be accepted throughout the year with a maximum of two (2) changes per year. Note: No voluntary deductions are withheld when a third pay occurs in the month.

Direct deposit shall be required for all bargaining unit members.

ARTICLE F – MILEAGE POLICY

A certificated employee required to travel building to building during the school day for school business shall be reimbursed at current IRS rates. Other trips will be reimbursed at sixty percent (60%) of current IRS rate. (This will be retroactive to 9/1/09).

Carrollton Campus to Early Childhood Center	2 miles
Carrollton Campus or Early Childhood Center to Augusta	10 miles
Augusta to Carrollton Campus or Early Childhood Center	10 miles
Carrollton Campus or Early Childhood Center to Dellroy	10 miles
Dellroy to Carrollton Campus or Early Childhood Center	10 miles
Augusta to Dellroy/Dellroy to Augusta	20 miles
Carrollton Campus to Buckeye Career Center	30 miles

If a transient teacher is assigned to a building for an entire day, no mileage will be paid. If a transient teacher goes from building to building during the day, the transient teacher will be reimbursed only for the miles between the buildings. Vocational teachers will be limited to that amount of mileage as designated by the State Department of Education, Vocational Division. Teachers are required to submit to the treasurer mileage reimbursement forms by the last work day of each month or the mileage claim may be disallowed.

ARTICLE G – SALARY REDUCTION PICK-UP OF EMPLOYEE STRS CONTRIBUTION

The Board will implement the "pick-up" of the teacher required contributions of the State Teachers Retirement System (STRS) and the Treasurer is hereby authorized, effective not later than September 1, 1986 to contribute to STRS, in addition to the Board's required employer contribution, an amount equal to each teacher's contribution to STRS in lieu of payment to such teacher, and that such amount contributed by the Board on behalf of the teacher shall be treated as a deferred salary from the contract salary otherwise payable to such teacher in cash.

An addendum shall be added to each teacher's contract which states (1) that the teacher's contract salary is being restated as consisting of (a) a cash salary component and (b) a "pick-up" component, which is equal to the amount of the teacher contribution being "picked-up" by the Board on behalf of the teacher; (2) that the Board will contribute to STRS an amount equal to the teacher's required contribution to STRS for the account of each teacher and (3) that sick leave, severance, vacation, appropriate supplemental, extended service pay, and deduct rate shall be calculated upon both the cash salary component and "pick-up" component of the teacher's restated salary.

The Board's total combined expenditures for each teacher's total contract salary payable pursuant hereto (including pick-up amounts), and its employer contribution to STRS shall not be greater than the amounts it would have paid for those items had this provision not been in effect. The sum of the cash salary and pick-up components shall not exceed the teacher's contract salary provided in the Salary Schedule.

The Board shall compute and remit its employer contributions to STRS based upon total contract salary, including the pick-up.

The Board shall fulfill its income tax reporting and withholding responsibilities for each employee in such manner as is required by applicable federal, state and local laws and regulations as they may exist at the time of such reporting and withholding, it being the parties' understanding that federal and Ohio income tax laws and regulations presently require the Board to report as an employee's gross income his total annual salary less the amount of the pick-up.

SECTION TEN

GENERAL AGREEMENT

The terms of this Agreement shall be from September 1, 2009 through August 31, 2012.

This Agreement contained herein represents the entire agreement between the parties. This Agreement supersedes and cancels all prior practices and agreements, whether oral or written, unless expressly stated to the contrary.

No later than sixty (60) days subsequent to the execution of this Agreement, copies of this Agreement shall be accurately printed by the Board. The Board shall furnish twenty-five (25) additional copies to the Association for its use. Copies of the Agreement will be distributed to CEA members by the CEA.

IN WITNESS WHEREOF, the Agreement is hereby attested to by the signatures affixed below on this 10th day of February 2010.

FOR THE BOARD



PRESIDENT

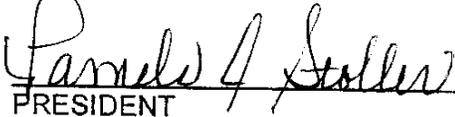


SUPERINTENDENT



TREASURER

FOR THE ASSOCIATION



PRESIDENT



VICE-PRESIDENT

APPENDIX A-1

SALARY SCHEDULE 2009-2010

<u>YRS EXP</u>	<u>NON-DEGREE</u>	<u>BACHELORS</u>	<u>5 YEARS</u>	<u>MASTERS</u>	<u>MASTERS +20</u>	
0	25,810	29,838	31,032	32,822	34,612	yearly
	0.865	1.000	1.040	1.100	1.160	index
	140.27	162.16	168.65	178.38	188.11	daily
1	26,854	31,628	32,822	34,761	36,552	yearly
	0.900	1.060	1.100	1.165	1.225	index
	145.95	171.89	178.38	188.92	198.65	daily
2	27,899	33,419	34,612	36,701	38,491	yearly
	0.935	1.120	1.160	1.230	1.290	index
	151.62	181.62	188.11	199.46	209.19	daily
3	28,943	35,209	36,402	38,640	40,430	yearly
	0.970	1.180	1.220	1.295	1.355	index
	157.30	191.35	197.84	210.00	219.73	daily
4	29,987	36,999	38,193	40,580	42,370	yearly
	1.005	1.240	1.280	1.360	1.420	index
	162.97	201.08	207.57	220.54	230.27	daily
5	31,032	38,789	39,983	42,519	44,309	yearly
	1.040	1.300	1.340	1.425	1.485	index
	168.65	210.81	217.30	231.08	240.81	daily
6	31,777	40,580	41,773	44,459	46,249	yearly
	1.065	1.360	1.400	1.490	1.550	index
	172.70	220.54	227.03	241.62	251.35	daily
7	32,523	42,370	43,563	46,398	48,188	yearly
	1.090	1.420	1.460	1.555	1.615	index
	176.76	230.27	236.76	252.16	261.89	daily
8	33,269	44,160	45,354	48,338	50,128	yearly
	1.115	1.480	1.520	1.620	1.680	index
	180.81	240.00	246.49	262.70	272.43	daily
9	34,015	45,951	47,144	50,277	52,067	yearly
	1.140	1.540	1.580	1.685	1.745	index
	184.87	249.73	256.22	273.24	282.97	daily
10	34,761	47,741	48,934	52,217	54,007	yearly
	1.165	1.600	1.640	1.750	1.810	index
	188.92	259.46	265.95	283.79	293.52	daily
11	35,507	49,531	50,725	54,156	55,946	yearly
	1.190	1.660	1.700	1.815	1.875	index
	192.97	269.19	275.68	294.33	304.06	daily
12	36,253	51,321	52,515	56,095	57,886	yearly
	1.215	1.720	1.760	1.880	1.940	index
	197.03	278.92	285.41	304.87	314.60	daily
13	N/A	N/A	54,305	58,035	59,825	yearly
	0.00	0.00	1.820	1.945	2.005	index
			295.14	315.41	325.14	daily

APPENDIX A-2

SALARY SCHEDULE 2010-2011

<u>YRS EXP</u>	<u>NON-DEGREE</u>	<u>BACHELORS</u>	<u>5 YEARS</u>	<u>MASTERS</u>	<u>MASTERS +20</u>	
0	26,197	30,286	31,497	33,315	35,132	yearly
	0.865	1.000	1.040	1.100	1.160	index
	142.38	164.60	171.18	181.06	190.93	daily
1	27,257	32,103	33,315	35,283	37,100	yearly
	0.900	1.060	1.100	1.165	1.225	index
	148.14	174.47	181.06	191.76	201.63	daily
2	28,317	33,920	35,132	37,252	39,069	yearly
	0.935	1.120	1.160	1.230	1.290	index
	153.90	184.35	190.93	202.46	212.33	daily
3	29,377	35,737	36,949	39,220	41,038	yearly
	0.970	1.180	1.220	1.295	1.355	index
	159.66	194.23	200.81	213.15	223.03	daily
4	30,437	37,555	38,766	41,189	43,006	yearly
	1.005	1.240	1.280	1.360	1.420	index
	165.42	204.10	210.69	223.85	233.73	daily
5	31,497	39,372	40,583	43,158	44,975	yearly
	1.040	1.300	1.340	1.425	1.485	index
	171.18	213.98	220.56	234.55	244.43	daily
6	32,255	41,189	42,400	45,126	46,943	yearly
	1.065	1.360	1.400	1.490	1.550	index
	175.30	223.85	230.44	245.25	255.13	daily
7	33,012	43,006	44,218	47,095	48,912	yearly
	1.090	1.420	1.460	1.555	1.615	index
	179.41	233.73	240.31	255.95	265.83	daily
8	33,769	44,823	46,035	49,063	50,880	yearly
	1.115	1.480	1.520	1.620	1.680	index
	183.53	243.60	250.19	266.65	276.52	daily
9	34,526	46,640	47,852	51,032	52,849	yearly
	1.140	1.540	1.580	1.685	1.745	index
	187.64	253.48	260.06	277.35	287.22	daily
10	35,283	48,458	49,669	53,001	54,818	yearly
	1.165	1.600	1.640	1.750	1.810	index
	191.76	263.36	269.94	288.05	297.92	daily
11	36,040	50,275	51,486	54,969	56,786	yearly
	1.190	1.660	1.700	1.815	1.875	index
	195.87	273.23	279.82	298.75	308.62	daily
12	36,797	52,092	53,303	56,938	58,755	yearly
	1.215	1.720	1.760	1.880	1.940	index
	199.99	283.11	289.69	309.44	319.32	daily
13	N/A	N/A	55,121	58,906	60,723	yearly
	0.00	0.00	1.820	1.945	2.005	index
			299.57	320.14	330.02	daily

APPENDIX A-3

SALARY SCHEDULE 2011-2012

<u>YRS EXP</u>	<u>NON-DEGREE</u>	<u>BACHELORS</u>	<u>5 YEARS</u>	<u>MASTERS</u>	<u>MASTERS +20</u>	
0	26,722	30,892	32,128	33,981	35,835	yearly
	0.865	1.000	1.040	1.100	1.160	index
	145.23	167.89	174.61	184.68	194.75	daily
1	27,803	32,746	33,981	35,989	37,843	yearly
	0.900	1.060	1.100	1.165	1.225	index
	151.10	177.96	184.68	195.59	205.67	daily
2	28,884	34,599	35,835	37,997	39,851	yearly
	0.935	1.120	1.160	1.230	1.290	index
	156.98	188.04	194.75	206.51	216.58	daily
3	29,965	36,453	37,688	40,005	41,859	yearly
	0.970	1.180	1.220	1.295	1.355	index
	162.85	198.11	204.83	217.42	227.49	daily
4	31,046	38,306	39,542	42,013	43,867	yearly
	1.005	1.240	1.280	1.360	1.420	index
	168.73	208.19	214.90	228.33	238.41	daily
5	32,128	40,160	41,395	44,021	45,875	yearly
	1.040	1.300	1.340	1.425	1.485	index
	174.61	218.26	224.97	239.25	249.32	daily
6	32,900	42,013	43,249	46,029	47,883	yearly
	1.065	1.360	1.400	1.490	1.550	index
	178.80	228.33	235.05	250.16	260.23	daily
7	33,672	43,867	45,102	48,037	49,891	yearly
	1.090	1.420	1.460	1.555	1.615	index
	183.00	238.41	245.12	261.07	271.14	daily
8	34,445	45,720	46,956	50,045	51,899	yearly
	1.115	1.480	1.520	1.620	1.680	index
	187.20	248.48	255.19	271.98	282.06	daily
9	35,217	47,574	48,809	52,053	53,907	yearly
	1.140	1.540	1.580	1.685	1.745	index
	191.40	258.55	265.27	282.90	292.97	daily
10	35,989	49,427	50,663	54,061	55,915	yearly
	1.165	1.600	1.640	1.750	1.810	index
	195.59	268.63	275.34	293.81	303.88	daily
11	36,761	51,281	52,516	56,069	57,923	yearly
	1.190	1.660	1.700	1.815	1.875	index
	199.79	278.70	285.42	304.72	314.80	daily
12	37,534	53,134	54,370	58,077	59,930	yearly
	1.215	1.720	1.760	1.880	1.940	index
	203.99	288.77	295.49	315.64	325.71	daily
13	N/A	N/A	56,223	60,085	61,938	yearly
	0.00	0.00	1.820	1.945	2.005	index
			305.56	326.55	336.62	daily

APPENDIX B-1

SUPPLEMENTAL SALARY SCHEDULE 2009-2010

BASE SALARY: \$29,838

POSITION	NUMBER	INDEX	SALARY	TOTAL
<u>ATHLETICS</u>				
Athletic Director	1	0.2700	\$8,056	\$8,056
Asst. Athletic Director	1	0.1400	\$4,177	\$4,177
				\$12,234
Football				
Varsity - Head Coach	1	0.2000	\$5,968	\$5,968
Varsity - Assistant Coach	6	0.1150	\$3,431	\$20,588
Freshman - Head Coach	1	0.1050	\$3,133	\$3,133
Freshman - Assistant Coach	1	0.0850	\$2,536	\$2,536
Middle School - Grade 7 Coach	2	0.0750	\$2,238	\$4,476
Middle School - Grade 8 Coach	2	0.0750	\$2,238	\$4,476
				\$41,176
Basketball - Boys				
Varsity - Head Coach	1	0.2000	\$5,968	\$5,968
Varsity - Assistant Coach	1	0.1150	\$3,431	\$3,431
Reserve - Head Coach	1	0.1150	\$3,431	\$3,431
Freshman - Head Coach	1	0.1050	\$3,133	\$3,133
Middle School - Grade 7 Coach	1	0.0750	\$2,238	\$2,238
Middle School - Grade 8 Coach	1	0.0750	\$2,238	\$2,238
				\$20,439
Basketball - Girls				
Varsity - Head Coach	1	0.2000	\$5,968	\$5,968
Varsity - Assistant Coach	1	0.1150	\$3,431	\$3,431
Reserve - Head Coach	1	0.1150	\$3,431	\$3,431
Freshman - Head Coach	1	0.1050	\$3,133	\$3,133
Middle School - Grade 7 Coach	1	0.0750	\$2,238	\$2,238
Middle School - Grade 8 Coach	1	0.0750	\$2,238	\$2,238
				\$20,439
Wrestling				
Varsity - Head Coach	1	0.2000	\$5,968	\$5,968
Varsity - Assistant Coach	3	0.1150	\$3,431	\$10,294
Middle School - Head Coach	1	0.0750	\$2,238	\$2,238
Middle School - Assistant Coach	1	0.0750	\$2,238	\$2,238
				\$20,737
Baseball				
Varsity - Head Coach	1	0.1200	\$3,581	\$3,581
Varsity - Assistant Coach	1	0.0750	\$2,238	\$2,238
Reserve - Head Coach	1	0.0750	\$2,238	\$2,238
Freshman - Head Coach	1	0.0650	\$1,939	\$1,939
				\$9,996

BASE SALARY: \$29,838

POSITION	NUMBER	INDEX	SALARY	TOTAL
<u>ATHLETICS</u>				
Softball				
Varsity - Head Coach	1	0.1200	\$3,581	\$3,581
Varsity - Assistant Coach	1	0.0750	\$2,238	\$2,238
Reserve - Head Coach	1	0.0750	\$2,238	\$2,238
Freshman - Head Coach	1	0.0650	\$1,939	\$1,939
				\$9,996
Track - Boys				
Varsity - Head Coach	1	0.1200	\$3,581	\$3,581
Varsity - Assistant Coach	2	0.0750	\$2,238	\$4,476
Middle School - Head Coach	1	0.0550	\$1,641	\$1,641
Middle School - Assistant Coach	2	0.0450	\$1,343	\$2,685
				\$12,383
Track - Girls				
Varsity - Head Coach	1	0.1200	\$3,581	\$3,581
Varsity - Assistant Coach	2	0.0750	\$2,238	\$4,476
Middle School - Head Coach	1	0.0550	\$1,641	\$1,641
Middle School - Assistant Coach	2	0.0450	\$1,343	\$2,685
				\$12,383
Volleyball				
Varsity - Head Coach	1	0.1200	\$3,581	\$3,581
Varsity - Assistant Coach	1	0.0750	\$2,238	\$2,238
Reserve - Head Coach	1	0.0750	\$2,238	\$2,238
Freshman - Head Coach	1	0.0550	\$1,641	\$1,641
Middle School - Grade 7 Coach	1	0.0550	\$1,641	\$1,641
Middle School - Grade 8 Coach	1	0.0550	\$1,641	\$1,641
				\$12,980
Soccer - Boys				
Varsity - Head Coach	1	0.1200	\$3,581	\$3,581
				\$3,581
Soccer - Girls				
Varsity - Head Coach	1	0.1200	\$3,581	\$3,581
				\$3,581
Cross Country				
Varsity - Head Coach	1	0.1200	\$3,581	\$3,581
Varsity - Assistant Coach	1	0.0950	\$2,835	\$2,835
Middle School - Head Coach	1	0.0550	\$1,641	\$1,641
				\$8,056
Golf				
Varsity - Head Coach	1	0.1200	\$3,581	\$3,581
Varsity - Asst/Middle School Coach	1	0.0750	\$2,238	\$2,238
				\$5,818

BASE SALARY: \$29,838

POSITION	NUMBER	INDEX	SALARY	TOTAL
<u>ATHLETICS</u>				
Cheerleading				
Football - Head Coach	1	0.0550	\$1,641	\$1,641
Football - Assistant Coach	1	0.0300	\$895	\$895
Basketball - Head Coach	1	0.0550	\$1,641	\$1,641
Basketball - Assistant Coach	1	0.0300	\$895	\$895
Freshman - Head Coach	1	0.0550	\$1,641	\$1,641
Middle School - Head Coach	1	0.0550	\$1,641	\$1,641
Competition Squad - Head Coach	1	0.0550	\$1,641	\$1,641
				\$9,996
<u>ACTIVITIES - High School</u>				
Annual	1	0.0550	\$1,641	\$1,641
Academic Challenge	1	0.0350	\$1,044	\$1,044
Foreign Language Club - French	1	0.0300	\$895	\$895
Foreign Language Club - Spanish	1	0.0300	\$895	\$895
Future Farmers of America	1	0.0300	\$895	\$895
National Honor Society	1	0.0300	\$895	\$895
Science Club	1	0.0300	\$895	\$895
Special Olympics Coordinator	1	0.0300	\$895	\$895
Student Council	1	0.0250	\$746	\$746
CHS Club	1	0.0250	\$746	\$746
SADD	1	0.0250	\$746	\$746
Junior Class Advisor	2	0.0450	\$1,343	\$2,685
Senior Class Advisor	1	0.0100	\$298	\$298
				\$13,278
<u>MUSIC/SPEECH/DRAMA - High School</u>				
Band - Head Director	1	0.1600	\$4,774	\$4,774
Band - Assistant Director	3	0.1250	\$3,730	\$11,189
Steel Drum Band - Head Director	1	0.1334	\$3,980	\$3,980
Steel Drum Band - Assistant Director	1	0.0381	\$1,137	\$1,137
Choir - Head Director	1	0.0800	\$2,387	\$2,387
Showstoppers - Head Director	1	0.0800	\$2,387	\$2,387
Speech & Debate - Head Coach	1	0.0700	\$2,089	\$2,089
Speech & Debate - Assistant Coach	3	0.0450	\$1,343	\$4,028
Fall Play - Head Director	1	0.0600	\$1,790	\$1,790
Fall Play - Assistant Director	1	0.0350	\$1,044	\$1,044
Spring Musical - Head Director	1	0.0700	\$2,089	\$2,089
Spring Musical - Assistant Director	1	0.0350	\$1,044	\$1,044
Spring Musical - Choreographer	1	0.0200	\$597	\$597
				\$38,536
<u>ACTIVITIES - Middle School</u>				
Yearbook	1	0.0250	\$746	\$746
Student Council	2	0.0250	\$746	\$1,492
Astronomy Club	1	0.0300	\$895	\$895
				\$3,133

BASE SALARY: \$29,838

POSITION	NUMBER	INDEX	SALARY	TOTAL
<u>MUSIC/SPEECH/DRAMA - Middle School</u>				
Show Choir - Head Director	1	0.0250	\$746	\$746
Speech & Debate - Head Coach	1	0.0200	\$597	\$597
Spring Play - Head Director	1	0.0200	\$597	\$597
				\$1,939
<u>CURRICULUM</u>				
Summer Programs Coordinator	2	0.0650	\$1,939	\$3,879
Pre-K/K/1 Coordinator	1	0.0380	\$1,134	\$1,134
Grade 2/3 Coordinator	1	0.0380	\$1,134	\$1,134
Grade 4/5 Coordinator	1	0.0380	\$1,134	\$1,134
English Coordinator - Middle School	1	0.0380	\$1,134	\$1,134
Mathematics Coordinator - Middle School	1	0.0380	\$1,134	\$1,134
Science Coordinator - Middle School	1	0.0380	\$1,134	\$1,134
Social Studies Coordinator - Middle School	1	0.0380	\$1,134	\$1,134
English Coordinator - High School	1	0.0380	\$1,134	\$1,134
Mathematics Coordinator - High School	1	0.0380	\$1,134	\$1,134
Science Coordinator - High School	1	0.0380	\$1,134	\$1,134
Social Studies Coordinator - High School	1	0.0380	\$1,134	\$1,134
				\$16,351

APPENDIX B-2

SUPPLEMENTAL SALARY SCHEDULE 2010-2011

BASE SALARY: \$30,286

POSITION	NUMBER	INDEX	SALARY	TOTAL
<u>ATHLETICS</u>				
Athletic Director	1	0.2700	\$8,177	\$8,177
Asst. Athletic Director	1	0.1400	\$4,240	\$4,240
				\$12,417
Football				
Varsity - Head Coach	1	0.2000	\$6,057	\$6,057
Varsity - Assistant Coach	6	0.1150	\$3,483	\$20,897
Freshman - Head Coach	1	0.1050	\$3,180	\$3,180
Freshman - Assistant Coach	1	0.0850	\$2,574	\$2,574
Middle School - Grade 7 Coach	2	0.0750	\$2,271	\$4,543
Middle School - Grade 8 Coach	2	0.0750	\$2,271	\$4,543
				\$41,795
Basketball - Boys				
Varsity - Head Coach	1	0.2000	\$6,057	\$6,057
Varsity - Assistant Coach	1	0.1150	\$3,483	\$3,483
Reserve - Head Coach	1	0.1150	\$3,483	\$3,483
Freshman - Head Coach	1	0.1050	\$3,180	\$3,180
Middle School - Grade 7 Coach	1	0.0750	\$2,271	\$2,271
Middle School - Grade 8 Coach	1	0.0750	\$2,271	\$2,271
				\$20,746
Basketball - Girls				
Varsity - Head Coach	1	0.2000	\$6,057	\$6,057
Varsity - Assistant Coach	1	0.1150	\$3,483	\$3,483
Reserve - Head Coach	1	0.1150	\$3,483	\$3,483
Freshman - Head Coach	1	0.1050	\$3,180	\$3,180
Middle School - Grade 7 Coach	1	0.0750	\$2,271	\$2,271
Middle School - Grade 8 Coach	1	0.0750	\$2,271	\$2,271
				\$20,746
Wrestling				
Varsity - Head Coach	1	0.2000	\$6,057	\$6,057
Varsity - Assistant Coach	3	0.1150	\$3,483	\$10,449
Middle School - Head Coach	1	0.0750	\$2,271	\$2,271
Middle School - Assistant Coach	1	0.0750	\$2,271	\$2,271
				\$21,049
Baseball				
Varsity - Head Coach	1	0.1200	\$3,634	\$3,634
Varsity - Assistant Coach	1	0.0750	\$2,271	\$2,271
Reserve - Head Coach	1	0.0750	\$2,271	\$2,271
Freshman - Head Coach	1	0.0650	\$1,969	\$1,969
				\$10,146

BASE SALARY: \$30,286

POSITION	NUMBER	INDEX	SALARY	TOTAL
<u>ATHLETICS</u>				
Softball				
Varsity - Head Coach	1	0.1200	\$3,634	\$3,634
Varsity - Assistant Coach	1	0.0750	\$2,271	\$2,271
Reserve - Head Coach	1	0.0750	\$2,271	\$2,271
Freshman - Head Coach	1	0.0650	\$1,969	\$1,969
				\$10,146
Track - Boys				
Varsity - Head Coach	1	0.1200	\$3,634	\$3,634
Varsity - Assistant Coach	2	0.0750	\$2,271	\$4,543
Middle School - Head Coach	1	0.0550	\$1,666	\$1,666
Middle School - Assistant Coach	2	0.0450	\$1,363	\$2,726
				\$12,569
Track - Girls				
Varsity - Head Coach	1	0.1200	\$3,634	\$3,634
Varsity - Assistant Coach	2	0.0750	\$2,271	\$4,543
Middle School - Head Coach	1	0.0550	\$1,666	\$1,666
Middle School - Assistant Coach	2	0.0450	\$1,363	\$2,726
				\$12,569
Volleyball				
Varsity - Head Coach	1	0.1200	\$3,634	\$3,634
Varsity - Assistant Coach	1	0.0750	\$2,271	\$2,271
Reserve - Head Coach	1	0.0750	\$2,271	\$2,271
Freshman - Head Coach	1	0.0550	\$1,666	\$1,666
Middle School - Grade 7 Coach	1	0.0550	\$1,666	\$1,666
Middle School - Grade 8 Coach	1	0.0550	\$1,666	\$1,666
				\$13,174
Soccer - Boys				
Varsity - Head Coach	1	0.1200	\$3,634	\$3,634
				\$3,634
Soccer - Girls				
Varsity - Head Coach	1	0.1200	\$3,634	\$3,634
				\$3,634
Cross Country				
Varsity - Head Coach	1	0.1200	\$3,634	\$3,634
Varsity - Assistant Coach	1	0.0950	\$2,877	\$2,877
Middle School - Head Coach	1	0.0550	\$1,666	\$1,666
				\$8,177
Golf				
Varsity - Head Coach	1	0.1200	\$3,634	\$3,634
Varsity - Asst/Middle School Coach	1	0.0750	\$2,271	\$2,271
				\$5,906

BASE SALARY: \$30,286

POSITION	NUMBER	INDEX	SALARY	TOTAL
<u>ATHLETICS</u>				
Cheerleading				
Football - Head Coach	1	0.0550	\$1,666	\$1,666
Football - Assistant Coach	1	0.0300	\$909	\$909
Basketball - Head Coach	1	0.0550	\$1,666	\$1,666
Basketball - Assistant Coach	1	0.0300	\$909	\$909
Freshman - Head Coach	1	0.0550	\$1,666	\$1,666
Middle School - Head Coach	1	0.0550	\$1,666	\$1,666
Competition Squad - Head Coach	1	0.0550	\$1,666	\$1,666
				\$10,146
<u>ACTIVITIES - High School</u>				
Annual	1	0.0550	\$1,666	\$1,666
Academic Challenge	1	0.0350	\$1,060	\$1,060
Foreign Language Club - French	1	0.0300	\$909	\$909
Foreign Language Club - Spanish	1	0.0300	\$909	\$909
Future Farmers of America	1	0.0300	\$909	\$909
National Honor Society	1	0.0300	\$909	\$909
Science Club	1	0.0300	\$909	\$909
Special Olympics Coordinator	1	0.0300	\$909	\$909
Student Council	1	0.0250	\$757	\$757
CHS Club	1	0.0250	\$757	\$757
SADD	1	0.0250	\$757	\$757
Junior Class Advisor	2	0.0450	\$1,363	\$2,726
Senior Class Advisor	1	0.0100	\$303	\$303
				\$13,477
<u>MUSIC/SPEECH/DRAMA - High School</u>				
Band - Head Director	1	0.1600	\$4,846	\$4,846
Band - Assistant Director	3	0.1250	\$3,786	\$11,357
Steel Drum Band - Head Director	1	0.1334	\$4,040	\$4,040
Steel Drum Band - Assistant Director	1	0.0381	\$1,154	\$1,154
Choir - Head Director	1	0.0800	\$2,423	\$2,423
Showstoppers - Head Director	1	0.0800	\$2,423	\$2,423
Speech & Debate - Head Coach	1	0.0700	\$2,120	\$2,120
Speech & Debate - Assistant Coach	3	0.0450	\$1,363	\$4,089
Fall Play - Head Director	1	0.0600	\$1,817	\$1,817
Fall Play - Assistant Director	1	0.0350	\$1,060	\$1,060
Spring Musical - Head Director	1	0.0700	\$2,120	\$2,120
Spring Musical - Assistant Director	1	0.0350	\$1,060	\$1,060
Spring Musical - Choreographer	1	0.0200	\$606	\$606
				\$39,114

BASE SALARY: \$30,286

POSITION	NUMBER	INDEX	SALARY	TOTAL
<u>ACTIVITIES - Middle School</u>				
Yearbook	1	0.0250	\$757	\$757
Student Council	2	0.0250	\$757	\$1,514
Astronomy Club	1	0.0300	\$909	\$909
				\$3,180
<u>MUSIC/SPEECH/DRAMA - Middle School</u>				
Show Choir - Head Director	1	0.0250	\$757	\$757
Speech & Debate - Head Coach	1	0.0200	\$606	\$606
Spring Play - Head Director	1	0.0200	\$606	\$606
				\$1,969
<u>CURRICULUM</u>				
Summer Programs Coordinator	2	0.0650	\$1,969	\$3,937
Pre-K/K/1 Coordinator	1	0.0380	\$1,151	\$1,151
Grade 2/3 Coordinator	1	0.0380	\$1,151	\$1,151
Grade 4/5 Coordinator	1	0.0380	\$1,151	\$1,151
English Coordinator - Middle School	1	0.0380	\$1,151	\$1,151
Mathematics Coordinator - Middle School	1	0.0380	\$1,151	\$1,151
Science Coordinator - Middle School	1	0.0380	\$1,151	\$1,151
Social Studies Coordinator - Middle School	1	0.0380	\$1,151	\$1,151
English Coordinator - High School	1	0.0380	\$1,151	\$1,151
Mathematics Coordinator - High School	1	0.0380	\$1,151	\$1,151
Science Coordinator - High School	1	0.0380	\$1,151	\$1,151
Social Studies Coordinator - High School	1	0.0380	\$1,151	\$1,151
				\$16,597

APPENDIX B-3

SUPPLEMENTAL SALARY SCHEDULE 2011-2012

BASE SALARY: \$30,892

POSITION	NUMBER	INDEX	SALARY	TOTAL
<u>ATHLETICS</u>				
Athletic Director	1	0.2700	\$8,341	\$8,341
Asst. Athletic Director	1	0.1400	\$4,325	\$4,325
				\$12,666
Football				
Varsity - Head Coach	1	0.2000	\$6,178	\$6,178
Varsity - Assistant Coach	6	0.1150	\$3,553	\$21,315
Freshman - Head Coach	1	0.1050	\$3,244	\$3,244
Freshman - Assistant Coach	1	0.0850	\$2,626	\$2,626
Middle School - Grade 7 Coach	2	0.0750	\$2,317	\$4,634
Middle School - Grade 8 Coach	2	0.0750	\$2,317	\$4,634
				\$42,631
Basketball - Boys				
Varsity - Head Coach	1	0.2000	\$6,178	\$6,178
Varsity - Assistant Coach	1	0.1150	\$3,553	\$3,553
Reserve - Head Coach	1	0.1150	\$3,553	\$3,553
Freshman - Head Coach	1	0.1050	\$3,244	\$3,244
Middle School - Grade 7 Coach	1	0.0750	\$2,317	\$2,317
Middle School - Grade 8 Coach	1	0.0750	\$2,317	\$2,317
				\$21,161
Basketball - Girls				
Varsity - Head Coach	1	0.2000	\$6,178	\$6,178
Varsity - Assistant Coach	1	0.1150	\$3,553	\$3,553
Reserve - Head Coach	1	0.1150	\$3,553	\$3,553
Freshman - Head Coach	1	0.1050	\$3,244	\$3,244
Middle School - Grade 7 Coach	1	0.0750	\$2,317	\$2,317
Middle School - Grade 8 Coach	1	0.0750	\$2,317	\$2,317
				\$21,161
Wrestling				
Varsity - Head Coach	1	0.2000	\$6,178	\$6,178
Varsity - Assistant Coach	3	0.1150	\$3,553	\$10,658
Middle School - Head Coach	1	0.0750	\$2,317	\$2,317
Middle School - Assistant Coach	1	0.0750	\$2,317	\$2,317
				\$21,470
Baseball				
Varsity - Head Coach	1	0.1200	\$3,707	\$3,707
Varsity - Assistant Coach	1	0.0750	\$2,317	\$2,317
Reserve - Head Coach	1	0.0750	\$2,317	\$2,317
Freshman - Head Coach	1	0.0650	\$2,008	\$2,008
				\$10,349

BASE SALARY: \$30,892

POSITION	NUMBER	INDEX	SALARY	TOTAL
<u>ATHLETICS</u>				
Softball				
Varsity - Head Coach	1	0.1200	\$3,707	\$3,707
Varsity - Assistant Coach	1	0.0750	\$2,317	\$2,317
Reserve - Head Coach	1	0.0750	\$2,317	\$2,317
Freshman - Head Coach	1	0.0650	\$2,008	\$2,008
				\$10,349
Track - Boys				
Varsity - Head Coach	1	0.1200	\$3,707	\$3,707
Varsity - Assistant Coach	2	0.0750	\$2,317	\$4,634
Middle School - Head Coach	1	0.0550	\$1,699	\$1,699
Middle School - Assistant Coach	2	0.0450	\$1,390	\$2,780
				\$12,820
Track - Girls				
Varsity - Head Coach	1	0.1200	\$3,707	\$3,707
Varsity - Assistant Coach	2	0.0750	\$2,317	\$4,634
Middle School - Head Coach	1	0.0550	\$1,699	\$1,699
Middle School - Assistant Coach	2	0.0450	\$1,390	\$2,780
				\$12,820
Volleyball				
Varsity - Head Coach	1	0.1200	\$3,707	\$3,707
Varsity - Assistant Coach	1	0.0750	\$2,317	\$2,317
Reserve - Head Coach	1	0.0750	\$2,317	\$2,317
Freshman - Head Coach	1	0.0550	\$1,699	\$1,699
Middle School - Grade 7 Coach	1	0.0550	\$1,699	\$1,699
Middle School - Grade 8 Coach	1	0.0550	\$1,699	\$1,699
				\$13,438
Soccer - Boys				
Varsity - Head Coach	1	0.1200	\$3,707	\$3,707
				\$3,707
Soccer - Girls				
Varsity - Head Coach	1	0.1200	\$3,707	\$3,707
				\$3,707
Cross Country				
Varsity - Head Coach	1	0.1200	\$3,707	\$3,707
Varsity - Assistant Coach	1	0.0950	\$2,935	\$2,935
Middle School - Head Coach	1	0.0550	\$1,699	\$1,699
				\$8,341
Golf				
Varsity - Head Coach	1	0.1200	\$3,707	\$3,707
Varsity - Asst/Middle School Coach	1	0.0750	\$2,317	\$2,317
				\$6,024

BASE SALARY: \$30,892

POSITION	NUMBER	INDEX	SALARY	TOTAL
<u>ATHLETICS</u>				
<u>Cheerleading</u>				
Football - Head Coach	1	0.0550	\$1,699	\$1,699
Football - Assistant Coach	1	0.0300	\$927	\$927
Basketball - Head Coach	1	0.0550	\$1,699	\$1,699
Basketball - Assistant Coach	1	0.0300	\$927	\$927
Freshman - Head Coach	1	0.0550	\$1,699	\$1,699
Middle School - Head Coach	1	0.0550	\$1,699	\$1,699
Competition Squad - Head Coach	1	0.0550	\$1,699	\$1,699
				\$10,349
<u>ACTIVITIES - High School</u>				
Annual	1	0.0550	\$1,699	\$1,699
Academic Challenge	1	0.0350	\$1,081	\$1,081
Foreign Language Club - French	1	0.0300	\$927	\$927
Foreign Language Club - Spanish	1	0.0300	\$927	\$927
Future Farmers of America	1	0.0300	\$927	\$927
National Honor Society	1	0.0300	\$927	\$927
Science Club	1	0.0300	\$927	\$927
Special Olympics Coordinator	1	0.0300	\$927	\$927
Student Council	1	0.0250	\$772	\$772
CHS Club	1	0.0250	\$772	\$772
SADD	1	0.0250	\$772	\$772
Junior Class Advisor	2	0.0450	\$1,390	\$2,780
Senior Class Advisor	1	0.0100	\$309	\$309
				\$13,747
<u>MUSIC/SPEECH/DRAMA - High School</u>				
Band - Head Director	1	0.1600	\$4,943	\$4,943
Band - Assistant Director	3	0.1250	\$3,862	\$11,585
Steel Drum Band - Head Director	1	0.1334	\$4,121	\$4,121
Steel Drum Band - Assistant Director	1	0.0381	\$1,177	\$1,177
Choir - Head Director	1	0.0800	\$2,471	\$2,471
Showstoppers - Head Director	1	0.0800	\$2,471	\$2,471
Speech & Debate - Head Coach	1	0.0700	\$2,162	\$2,162
Speech & Debate - Assistant Coach	3	0.0450	\$1,390	\$4,170
Fall Play - Head Director	1	0.0600	\$1,854	\$1,854
Fall Play - Assistant Director	1	0.0350	\$1,081	\$1,081
Spring Musical - Head Director	1	0.0700	\$2,162	\$2,162
Spring Musical - Assistant Director	1	0.0350	\$1,081	\$1,081
Spring Musical - Choreographer	1	0.0200	\$618	\$618
				\$39,897
<u>ACTIVITIES - Middle School</u>				
Yearbook	1	0.0250	\$772	\$772
Student Council	2	0.0250	\$772	\$1,545
Astronomy Club	1	0.0300	\$927	\$927
				\$3,244

BASE SALARY: \$30,892

POSITION	NUMBER	INDEX	SALARY	TOTAL
<u>MUSIC/SPEECH/DRAMA - Middle School</u>				
Show Choir - Head Director	1	0.0250	\$772	\$772
Speech & Debate - Head Coach	1	0.0200	\$618	\$618
Spring Play - Head Director	1	0.0200	\$618	\$618
				\$2,008
<u>CURRICULUM</u>				
Summer Programs Coordinator	2	0.0650	\$2,008	\$4,016
Pre-K/K/1 Coordinator	1	0.0380	\$1,174	\$1,174
Grade 2/3 Coordinator	1	0.0380	\$1,174	\$1,174
Grade 4/5 Coordinator	1	0.0380	\$1,174	\$1,174
English Coordinator - Middle School	1	0.0380	\$1,174	\$1,174
Mathematics Coordinator - Middle School	1	0.0380	\$1,174	\$1,174
Science Coordinator - Middle School	1	0.0380	\$1,174	\$1,174
Social Studies Coordinator - Middle School	1	0.0380	\$1,174	\$1,174
English Coordinator - High School	1	0.0380	\$1,174	\$1,174
Mathematics Coordinator - High School	1	0.0380	\$1,174	\$1,174
Science Coordinator - High School	1	0.0380	\$1,174	\$1,174
Social Studies Coordinator - High School	1	0.0380	\$1,174	\$1,174
				\$16,929

STEP II

A. Date Received by Superintendent or Designee _____

B. Disposition of Superintendent or Designee _____

Signature

Date

C. Position of Grievant and/or Association _____

Signature

Date

STEP III

A. Date Received by Board of Education _____

B. Disposition by Board _____

Signature

Date

C. Position of Grievant and/or Association _____

Signature

Date

STEP IV

A. Date Submitted to Arbitration _____

B. Disposition of Grievance _____

C. Date of Decision _____

Signature of Arbitrator

Date

STEP V

A. Date Submitted to Arbitration _____

B. Disposition of Grievance _____

C. Date of Decision _____

Signature of Arbitrator

Date

APPENDIX D

CARROLLTON EXEMPTED VILLAGE SCHOOL DISTRICT
252 Third Street, NE, Carrollton, OH 44615

ASSAULT LEAVE

Employee's Name _____

Social Security Number _____

Employee Statement _____

Signature _____ Date: _____

Doctor's Certification
(if medical attention required)

Nature of Disability _____

Duration of Disability _____

Doctor's Signature _____ Date: _____

Falsification of either a written signed statement or a physician's certificate may be grounds for suspension or termination of employment. Paragraph one of O.R.C. 3319.143 prevails for all affected bargaining unit employees.

APPENDIX E

CARROLLTON EXEMPTED VILLAGE SCHOOL DISTRICT

REQUEST FOR PERSONAL LEAVE

NAME _____

BUILDING OR ASSIGNMENT _____

DATE OF REQUEST _____

DATE OF LEAVE _____

Certificated employees are eligible for three (3) days of personal leave per year. These days are intended for use in emergency type situations where a person has no choice. Two days notice is necessary except in the case of an emergency or extenuating circumstances.

Personal leave will be granted on a per building basis. On any particular day, one (1) employee per ten (10) teachers shall be granted personal leave. For those buildings with less than ten (10) teachers a maximum of two (2) teachers may be granted personal leave on the same day.

Employee's Signature _____

Date received by Principal _____

Principal's Signature _____

Date received by Superintendent _____

Superintendent's Signature _____

APPENDIX F

CARROLLTON EXEMPTED VILLAGE SCHOOL DISTRICT
252 Third Street, NE, Carrollton, OH 44615

OBSERVATION REPORT

Teacher Name _____ School Year _____
Building _____ Grade/Subject _____
Observer _____ Date _____

Classroom Lesson:

Subject Knowledge: (i.e.: level, goals, student prior knowledge, methods and materials, evaluation)

Classroom Setting: (i.e.: fairness, behavior, safety, rapport, student expectations)

Teaching Techniques: (i.e.: clear instructions, enables higher level thinking skills, comprehension, flexible instruction, and time management)

Suggestions:

Teacher Response:

Teacher's Signature _____ Date _____

Administrators' Signature _____ Date _____

APPENDIX G

CARROLLTON EXEMPTED VILLAGE SCHOOL DISTRICT
252 THIRD STREET N.E.
CARROLLTON, OHIO 44615-1236

TEACHER EVALUATION

Teacher Name _____ School Year _____

Building _____ Grade/Subject _____

Observer _____ Date _____

It is assumed that the teacher is performing at satisfactory level unless an item is checked (✓) in the left box.

I. PLANNING AND PREPARATION

		Evaluator Comment	Teacher Comment
<input type="checkbox"/>	A. Demonstrates knowledge and use of content and pedagogy		
<input type="checkbox"/>	B. Demonstrates knowledge of students		
<input type="checkbox"/>	C. Selects instructional goals		
<input type="checkbox"/>	D. Demonstrates knowledge and use of resources		
<input type="checkbox"/>	E. Designs coherent instruction		
<input type="checkbox"/>	F. Assesses student learning		

II. THE CLASSROOM ENVIRONMENT

		Evaluator Comment	Teacher Comment
	A. Creates an environment of respect and rapport		
	B. Establishes a culture for learning		
	C. Manages student behavior		
	D. Manages classroom procedure		
	E. Organizes physical space		
	F. Promotes a pleasant physical climate		

III. Instruction

		Evaluator Comment	Teacher Comment
	A. Communicates clearly and accurately		
	B. Utilizes higher level questioning and discussion techniques		
	C. Engages students in learning		
	D. Provides feedback to students		
	E. Demonstrates flexibility and responsiveness		

IV. PROFESSIONAL RESPONSIBILITIES

		Evaluator Comment	Teacher Comment
	A. Reflects on teaching		
	B. Maintains accurate records		
	C. Communicates with families		
	D. Follows established policies of the school and district		
	E. Grows and develops professionally		
	F. Shows professionalism through appearance, action and speech		
	G. Show interest in individual students		
	H. Demonstrates knowledge and use of current technology		

Employment Recommendation _____

Goals for next year _____

Teacher's Signature _____

Date _____

Administrator's Signature _____

Date _____

APPENDIX H

CARROLLTON EXEMPTED VILLAGE SCHOOL DISTRICT
PROFESSIONAL GOAL(S) FOR 20_____

Name: _____

Date _____

Goal: _____

Strategies	Documentation	Timeline

APPENDIX H
PROFESSIONAL GOALS

**CARROLLTON EXEMPTED VILLAGE SCHOOL DISTRICT
CERTIFIED STAFF IMPROVEMENT PLAN**

APPENDIX J

Teacher:

Principal:

In accordance with Article E – Teacher Evaluation, Section 1.c of the negotiated agreement the following improvement plan is to be implemented.

Goal:

Teacher Signature: _____

Specific Objective:

Principal Signature _____

Action	Assigned To	Start Date	Completion Date	Results

CERTIFICATED STAFF IMPROVEMENT PLAN

APPENDIX J

APPENDIX K

CARROLLTON EXEMPTED VILLAGE SCHOOL DISTRICT
252 THIRD STREET NE
CARROLLTON, OHIO 44615-1236

NOTICE OF CONCERN

Employee _____

Date _____

Supervisor _____

Class _____

CONCERNS:

GOALS AND OBJECTIVES

In the future aim toward:

Some new activities to do:

- A. _____
- B. _____
- C. _____
- D. _____

Some practices to stop/reduce/avoid:

- A. _____
- B. _____
- C. _____

Who will/can help employee change? _____

Failure to remedy the concerns listed or to implement the suggested activities, or to eliminate the practices listed, will result in a recommendation that your contract not be renewed or terminated.

I have read this notice and reviewed its contents with the supervisor.

Date _____

(Signature of Employee)

_____ Deficiency has been corrected

Date _____

(Supervisor's Signature)

(Employee's Signature)

APPENDIX L

SCHEDULE OF MEDICAL BENEFITS

~ Employed Prior to 5/1/2010 ~

FOR CARROLLTON EXEMPTED VILLAGE SCHOOL DISTRICT

Pre-admission notification is required for all non-emergency hospital admissions. Post-admission notification is required for all emergency hospital admissions. If not received, a penalty of \$500 will be applied to the hospital confinement. All Major Medical Expense Benefits are subject to the deductibles, co-payment and maximum amounts shown above and are payable only after any applicable Basic Benefits are paid. For covered expenses and limitations see the Carrollton Exempted Village Health Benefit Plan Booklet.

BENEFITS	PPO	NON-PPO
BASIC EXPENSE BENEFITS	(No deductible applies to Basic Benefits)	(No deductible applies to Basic Benefits)
Hospital Benefit (Max of 365 days/disability)	95%	70%
Surgical Benefit	95%	70%
In-Hospital Physician Benefit (Max of 365 days/disability)	95%	70%
Second Surgical Opinion Benefit-Mandatory	95%	70%
Maternity Benefit	Same as any	illness
Diagnostic X-Ray & Laboratory Benefit	95%	70%
Emergency Accident Benefit	95%	95%
Transplant Benefit	95%	70%
MAJOR MEDICAL BENEFITS		
Calendar Year Deductible		
Per Covered Person	\$100	\$100
Per Covered Family	\$200	\$200
Benefit Percentage Payable	90%	80%
Maximum Lifetime Benefit (Major Medical)	\$500,000	\$500,000
MAXIMUM OUT-OF-POCKET AMOUNT/CALENDAR YEAR (Basic/Major Medical Combined)		
Per Covered Person	\$400	\$600
Per Covered Family	\$800	\$1,200
MAXIMUM LIFETIME BENEFIT (Basic/Major Medical Combined)	\$1,000,000	\$1,000,000
PRESCRIPTION DRUG BENEFIT Prescription Drug Deductible 80% after Prescription Drug Deductible \$50 per person or per family per calendar year		
MAIL-ORDER DRUG BENEFIT 100% after Co-Pay per prescription filled or refilled Generic Co-Pay - \$5.00 Brand Name Co-Pay - \$20.00		

\$50 per month for family (pre-tax basis)

\$25 per month for single (pre-tax basis)

APPENDIX L-1

SCHEDULE OF MEDICAL BENEFITS

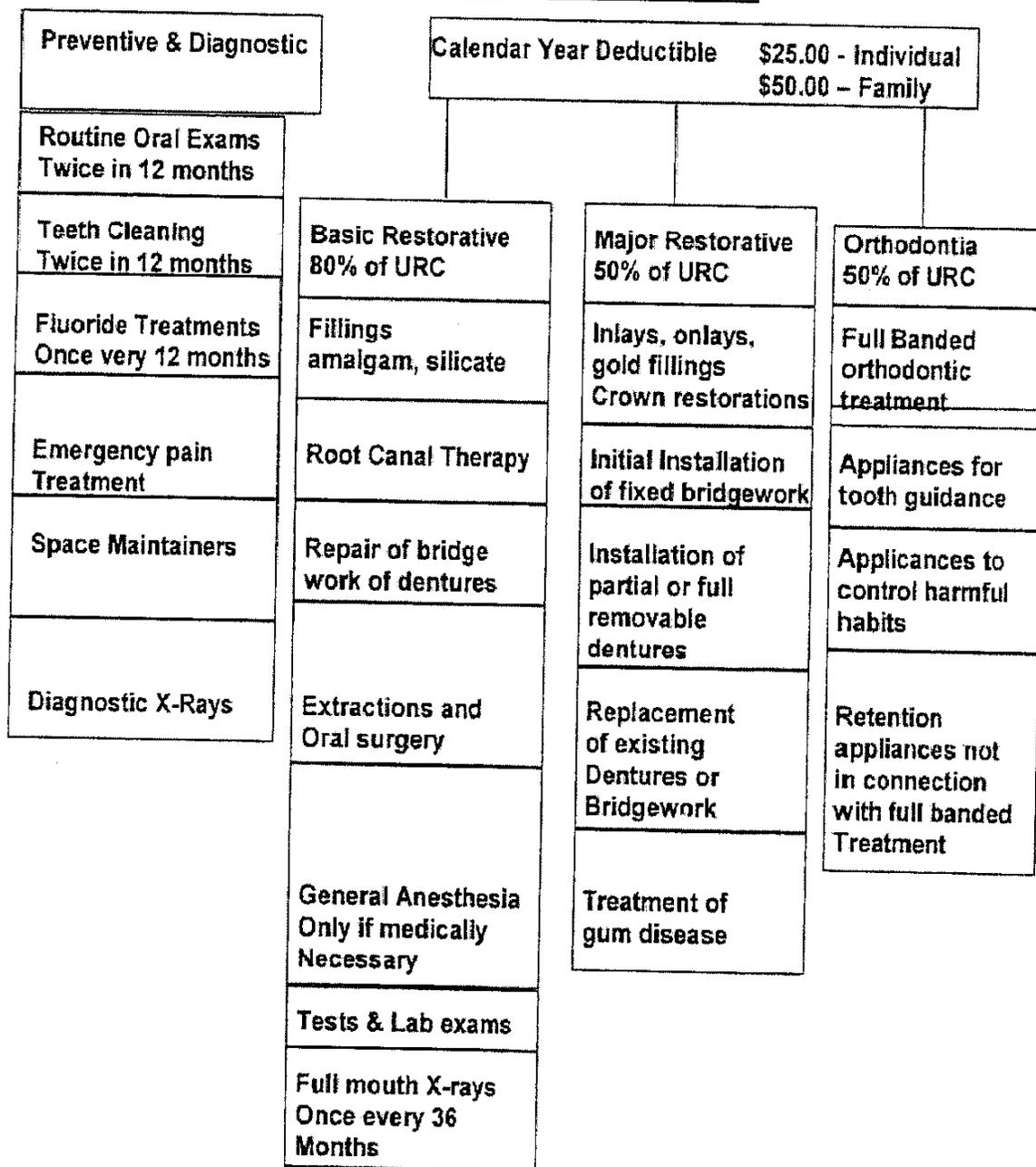
~ Employed 5/1/2010 and after ~

BENEFITS	PPO	NON-PPO
BASIC EXPENSE BENEFITS	(No deductible applies to Basic Benefits)	
Hospital Benefit (Max of 365 days/disability)	90%	70%
Surgical Benefit	90%	70%
In-Hospital Physician Benefit (Max of 365 days per disability)	90%	70%
Second Surgical Opinion Benefit-Mandatory	90%	70%
Maternity Benefit	Same as any illness	
Diagnostic X-Ray & Laboratory Benefit	90%	70%
Emergency Accident Benefit	90%	
Transplant Benefit	90%	70%
MAJOR MEDICAL BENEFITS		
Calendar Year Deductible		
Per Covered Person	\$150	
Per Covered Family	\$300	
Benefit Percentage Payable	90%	80%
Maximum Lifetime Benefit (Major Medical)	\$500,000	
MAXIMUM OUT-OF-POCKET AMOUNT/CAL YEAR (Basic/Major Medical Combined)		
Per Covered Person	\$500	\$600
Per Covered Family	\$900	\$1,200
MAXIMUM LIFETIME BENEFIT (Basic/Major Medical Combined)	\$1,000,000	
PRESCRIPTION DRUG BENEFIT	80% after Prescription Drug Deductible	
Prescription Drug Deductible	\$50 per person or per family per calendar year	
MAIL ORDER DRUG BENEFIT	100% after Co-Pay per prescription filled or refilled	
Generic Co-Pay	\$5	
Brand Name Co-Pay	\$20	

PRE-ADMISSION NOTIFICATION IS REQUIRED FOR ALL NON-EMERGENCY HOSPITAL ADMISSIONS. POST-ADMISSION NOTIFICATION IS REQUIRED FOR ALL EMERGENCY HOSPITAL ADMISSIONS. IF NOT RECEIVED, A PENALTY OF \$600 WILL BE APPLIED TO THE HOSPITAL CONFINEMENT.

APPENDIX M

SCHEDULE OF DENTAL BENEFITS



Calendar Year Maximum \$1,000.00 per person Lifetime Maximum \$1,000.00 per person
 No deductible on preventive & diagnostic - All benefits are based on usual, reasonable, & customary as a maximum.

APPENDIX N

CERTIFICATION FORM FOR SEVERANCE PAY

I, _____ certify to the Carrollton Exempted Village School District Board of Education that all criteria for severance pay are met.

Criteria are:

1. The individual retires from the school system.
2. Retirement-Disability or service retirement under any state or municipal retirement system in this state
3. The individual must retire within one-hundred twenty (120) days of the last contracted work day of the employee.
4. Must sign a form for severance check certifying all eligibility criteria have been met.

Receipt of payment for accrued but unused sick leave shall eliminate all sick leave accrued by employee.

Signature _____

Date _____

APPENDIX O

CARROLLTON EXEMPTED VILLAGE SCHOOL DISTRICT
252 THIRD STREET N.E.
CARROLLTON, OHIO 44615-1236

ABSENCE CERTIFICATION

(O.R.C. 3319.141)

CERTIFICATED

Date(s) Absent	# of Days	Reason for Absence	Substitute*

Total _____

**If no substitute was required state "none"*

Signature of Employee

Signature of Supervisor

Social Security #

(Complete if Medical Attention is required)

During the illness of above employee, the following physician was consulted:

Date(s): _____

Physician _____

Address _____

APPENDIX P

CARROLLTON EXEMPTED VILLAGE SCHOOL DISTRICT
252 THIRD STREET N.E.
CARROLLTON, OHIO 44615-1236

REQUEST FOR LEAVE ABSENCE

I am requesting an unpaid leave of absence from my position as _____
beginning _____ and ending _____.

Reason for leave (be specific): _____

Date

Employee's Signature

Approved _____

Leave to begin _____ and end _____

Denied _____

Reason(s) for denial _____

Board Action Date: _____

Date: _____

Signature of Superintendent or Designee

APPENDIX Q

CARROLLTON EXEMPTED VILLAGE SCHOOL DISTRICT
252 THIRD STREET N.E.
CARROLLTON, OHIO 44615-1236

REQUEST FOR PARENTAL LEAVE

I am requesting a parental leave of absence according to Section VI, Article H for the dates beginning _____ and ending _____.

Reason for leave (be specific): _____

Date

Employee's Signature

Approved _____

Leave to begin _____ and end _____

Denied _____

Reason(s) for denial _____

Board Action Date: _____

Date: _____

Signature of Superintendent or Designee

APPENDIX R

CARROLLTON EXEMPTED VILLAGE SCHOOL DISTRICT
252 THIRD STREET N.E.
CARROLLTON, OHIO 44615-1236

REQUEST FOR FAMILY OR MEDICAL LEAVE

I am requesting unpaid leave of absence according to the rules and regulations of the Family Medical Leave Act for the dates beginning _____ and ending* _____

Reason for leave (be specific): _____

Date

Employee's Signature

Approved _____

Leave to begin _____ and end _____

Denied _____

Reason(s) for denial _____

Board Action Date: _____

Date: _____

Signature of Superintendent or Designee

**FMLA is for a maximum of 12 weeks*

APPENDIX S

TEACHER/ADMINISTRATOR COMMUNIQUE

Carrollton Exempted Village School District

Instructions: Teachers should use this form to communicate with their immediate supervisor/administrator. Prior to the use of this form, the teacher should make every attempt to orally discuss the concern with the building administrator.

Employee Name:

Date:

Building:

Principal/Administrator:

Has this concern been discussed orally with the administrator? Yes No

If yes, when:

Nature of Inquiry: (Please state the specific question you wish answered)

Building Administrator Response:

Teacher Response:

Solution: Has an agreement been reached? Yes No NA (Please describe the solution)

Signature of Employee: _____

Date _____

Signature of Administrator: _____

Date _____

CARROLLTON EXEMPTED VILLAGE SCHOOL DISTRICT
252 THIRD STREET N.E.
CARROLLTON, OHIO 44615-1236
June 10, 1997

Collective Bargaining Agreement
RESOLUTION

- WHEREAS, pursuant to Ohio Revised Code Chapter 4117, the Board of Education has fulfilled its obligation to meet and bargain with the Carrollton Education Association; and,
- WHEREAS, the Board of Education's negotiation team has reached agreement on a new collective bargaining agreement with the Carrollton Education Association; and,
- WHEREAS, the Carrollton Education Association has ratified said agreement; now,
- THEREFORE, be it resolved that:
1. The Board of Education approves the negotiated collective bargaining agreement with the Carrollton Education Association, a copy of which is incorporated herein; and,
 2. The Board of Education authorizes and directs the President, superintendent, and treasurer to cause said agreement to be prepared in final contract form, to sign same, on behalf of the Board of Education, and to attach all necessary certificates as required by Chapter 5705 of the Ohio Revised Code.

CARROLLTON EXEMPTED VILLAGE SCHOOL DISTRICT
252 THIRD STREET N.E.
CARROLLTON, OHIO 44615-1236
EXTENDED CONTRACT CERTIFICATE

(Section 5705.412, O.R.C.)

It is hereby certified with respect to the contract, agreement, obligation, payment, or order for the expenditure of funds attached hereto that the Carrollton Exempted Village School District has in effect for the remainder of the current fiscal year and the succeeding fiscal year the authorization to levy taxes, including the renewal of existing levies, which, when combined with the estimated revenue from all other sources available to the district at the time of certification, are sufficient to provide the operating revenues necessary to enable the district to operate an adequate educational program on all the days set forth in its adopted school calendar for the current fiscal year and for a number of days in the succeeding fiscal year equal to the number of days instruction was held or is scheduled for the current fiscal year.

2-9-10
DATE

Laura Stager
TREASURER

2-9-10
DATE

Palmer Fogler
SUPERINTENDENT OF SCHOOL

2-9-10
DATE

[Signature]
PRESIDENT OF BOARD



OHIO EDUCATION ASSOCIATION

Patricia Frost-Brooks, President
William Leibensperger, Vice President
Jim Timlin, Secretary-Treasurer
Larry E. Wicks, Executive Director

The OEA will lead the way for continuous improvement of public education while advocating for members and the learners they serve.

VIA CERTIFIED MAIL

August 2, 2010

State of Ohio
State Employment Relations Board (SERB)
65 E. State Street, 12th Floor
Columbus, OH 43215-4213

RE: NOTICE OF SETTLEMENT

*Carrollton Education Association
and
Carrollton Exempted Village School District*

Dear SERB, Office of the Clerk,

Enclosed please find the original and two copies of the Master Agreement for the above-referenced parties.

Please time/date stamp one copy, as well as enter the case number assigned and return in the postage pre-paid envelope provided.

Sincerely,

THOMAS A. JOWHAR
Labor Relations Consultant
Ohio Education Association

Enclosures (3)

TAJ/lb

cc: *Pamela Stoller, Association President
Roxanne Mazur, District Treasurer
Palmer Fogler, District Superintendent
File*

