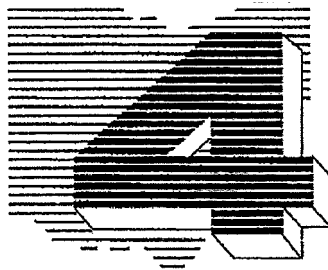




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**AGREEMENT BETWEEN THE  
CHILLICOTHE CITY SCHOOL DISTRICT  
TO THE  
OHIO ASSOCIATION OF PUBLIC SCHOOL EMPLOYEES  
AFSCME/OAPSE LOCAL 4/AFL-CIO  
AND ITS LOCAL #014**



*OAPSE/AFSCME Local #041/AFL-CIO*

July 1, 2022 - June 30, 2025

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## ARTICLE 1.00 – RECOGNITION

### A. Bargaining Unit

1. For the term of this Agreement, the Board of Education of the Chillicothe City School District, hereinafter referred to as the Board, hereby recognizes the Ohio Association of Public School Employees, AFSCME Local4/AFL-CIO and it's Chillicothe Local# 14, hereinafter referred to as the Union, as the sole and exclusive bargaining representative for all employees now employed and eligible for inclusion in the following-described unit.
2. Employees eligible to be considered part of the bargaining unit include all full-time and regular short hour employees regularly assigned to a work schedule in the following departments:
  - A. Clerical
  - B. Maintenance and Operations
  - C. Food Services
  - D. Transportation
  - E. Paraprofessionals
  - F. Athletic Department Secretary
3. The following positions are excluded from the bargaining unit:
  - A. Supervisors
  - B. Secretary to Human Resources and Operations
  - C. Treasurer's Office Employees
  - D. Secretary to Superintendent
  - E. Secretary of Business Services
  - F. Secretary to Assistant Superintendent
  - G. Secretary to Special Services
  - H. Substitutes
  - I. Attendance Officer

- J. Casual Employees/Grant Funded Employees/Temporary Employees
  - K. Transportation Supervisor
  - L. Latchkey Aides
4. This section shall not prevent the recognition of additional classifications or units except those specifically excluded herein. Upon certification of the Union as the sole and exclusive bargaining representative for said unit or classification, said unit or classification shall be attached for subsequent negotiations.

#### **ARTICLE 2.00 – RECOGNITION OF SUPERINTENDENT**

- A. The Union recognizes the Superintendent of Schools as the Chief Administrative Officer of the school district responsible for all activities set forth by Board of Education policy, regulations of the State Department of Education and other appropriate State and Federal Agencies, and the Ohio Revised Code. It is agreed by the Union that all questions, requests, and recommendations shall be submitted to the Superintendent or designee. In accordance with ORC 4117.04, the Superintendent or Designee shall address to the appropriate Local or State officials of the Union all communications concerned with collective relationships under Chapter 4117 of the Revised Code.

#### **ARTICLE 3.00 – MANAGEMENT RIGHTS**

- A. The Board hereby retains and reserves unto itself, except as limited by the specific and express terms of this contract, all powers, rights, authority, duties, and responsibilities conferred upon and vested in it by the laws and the Constitution of the State of Ohio, and the Constitution of the United States, including, but without limiting the generality of the foregoing, the right to:
- 1. Determine matters of inherent managerial policy which include, but are not limited to areas of discretion or policy such as the functions and programs of the public employer, standards of services, its overall budget, utilization of technology, and organizational structure;
  - 2. Direct, supervise, evaluate, or hire employees;
  - 3. Maintain and improve the efficiency and effectiveness of governmental operations;

4. Determine the overall methods, process, means, or personnel by which governmental operations are to be conducted;
5. Suspend, discipline, demote, or discharge for just cause, or layoff, transfer, assign, schedule, promote, or retain employees;
5. Determine the adequacy of the work force;
7. Determine the overall mission of the public employer as a unit of government;
8. Effectively manage the work force;
9. Take actions to carry out the mission of the public employer as a governmental unit unless it violates any part of this contract.

#### **ARTICLE 4.00 – UNION RIGHTS AND RESPONSIBILITIES**

A. The Union will have the following rights and responsibilities:

1. To use the facilities of any building for meetings, without fees and in accordance with the procedures and policies of the Board of Education, upon notification of the administrator in charge of such building. Permission to use such facility will be given as long as it does not interfere with any previously authorized activity in said building.
2. To use Board owned equipment, including Computers, copiers, and public address equipment for Union purposes at times which do not interfere with the operation of the school system. Such equipment shall not be removed from school premises except on express authorization of the building principal. Any expendable supplies such as duplicating and typing paper, will be supplied and/or paid for by the Union.
3. The Union shall have the non-exclusive use of a bulletin board, located in a mutually agreed upon place. Any material posted shall be signed by an authorized representative of the Union.
4. The Union shall have the right to the use of the school interdepartmental and electronic mail service to the extent such use is consistent with the school use of such service.
5. To use telephones to carry out Union business.

- B. The Union shall be provided with:
1. A copy of the Board agenda, which shall be emailed in summary to the President of the Union prior to the Board meeting with full packet available at the time of the Board meeting.
  2. One copy, upon request and when available, of the following forms: appropriations, Board minutes, financial reports, budget, and classified employees list shall be given to the President of the Union.
  3. The local president or his/her designee may meet with each new hire within two (2) weeks of the new hire's start date for Union orientation. This meeting shall take place on paid time and shall not exceed thirty (30) minutes in duration. The time shall be deducted from Association Leave in accordance with Article 23.00, as approved by the employees' supervisor(s).

## **ARTICLE 5.00 – SCOPE OF NEGOTIATIONS**

A. Schedule of Negotiations

Requests for opening negotiations shall be submitted not more than one hundred and twenty (120) days nor less than ninety (90) days of the expiration of the agreement. Written requests for meetings from the Union shall be made directly to the Superintendent. Written requests from the Superintendent of the Board or their representatives shall be made to the President of the Union. A mutually convenient meeting date shall be set within fifteen (15) days of the date of the request.

B. Representation

The negotiation committee for each party of this Agreement shall consist of one member from each department and the President. The negotiation committee will not change during an election year. Both parties shall be granted the privilege of caucus during negotiation sessions. Consultants may be used by either party. The expenses of the consultants shall be paid by the retaining party.

C. Meetings and Agenda

1. Both parties to this Agreement pledge to negotiate in good faith and to strive to resolve all issues with due regard to the best interests of the students of the Chillicothe Schools. To this end, both parties agree to meet as frequently as necessary and practical and at reasonable times to work for agreement. Both parties agree to limit the time for individual meetings.

2. Members of the Negotiations Committee may use Union leave for negotiations. Negotiations may be conducted during the regular duty day of members of the team upon the mutual agreement of the parties. Members of the team shall not suffer any loss of pay. If the board incurs additional expense by reason of such member's absence from his/her assigned duties, the employee must use Union leave to the extent Union leave is provided in Article 23.00.
3. Each party shall prepare written proposals to be discussed during the period of negotiation. Such proposals shall be exchanged at the first negotiation meeting and no further items may be added for consideration unless mutually agreed upon.

D. Study Committee

The parties may appoint study committees to research, study, and develop reports, and to make recommendations of matters under consideration. The committees shall report findings to both parties.

E. Exchange of Information

Both parties agree to furnish the other, upon reasonable request, all available financial information, statistics, and background necessary to resolving the issues on the agenda.

F. Publication of Information

1. Periodic progress reports and/or news releases may be issued during negotiations to the public provided that any such release shall have prior approval of both parties.
2. The Board and the Union retain the right to issue general reports to their respective groups on the progress of negotiations.

G. Tentative Agreements

As tentative agreement is reached on each proposal, it shall be signed and dated by each party's Chief Negotiator and one other member of the Board and the Union in attendance.

H. Agreement

When agreement is reached, it shall be reduced to writing and signed by the chairman of each negotiating committee, and when ratified by the Union and the Board, it shall be signed by the parties. A ratification vote shall occur within thirty (30) calendar days of tentative agreement by the parties. Upon



ratification, Board consideration will occur at the Board's next regular or special board meeting.

I. Impasse

1. Definition of Impasse

The negotiating group shall continue to meet and deliberate until all issues are resolved or an impasse has been reached. An impasse shall be considered to exist on an issue when: (1) No common agreement of parties has been reached after ninety (90) calendar days have elapsed after the date of the first discussion by the negotiating committee of an issue accepted for negotiating unless by mutual agreement, or (2) Both parties agree that further deliberation and discussion by the negotiation group of an issue accepted for negotiating will not resolve the issue.

2. Impasse Procedure

Within ten (10) days of a declaration of impasse, either party may request services of the Federal Mediation and Conciliation Services. The mediator shall have no authority to bind the parties to any agreement. The impasse procedure is the parties' mutually agreed to alternative dispute resolution procedure and supersedes the dispute resolution procedures of ORC 4117.14. At the conclusion of the impasse process, ultimate impasse shall be deemed to exist.

3. Costs and expenses which may be incurred in securing and utilizing the services of the Federal Mediation and Conciliation Services shall be shared equally by the Board and the Union. Any other expense will be paid by the party incurring it.

J. Bypass-No Strike

1. There shall be no strikes, slowdowns, work stoppages or other concerted actions that disrupt the education of children sanctioned by the Union for the duration of this Agreement.

**ARTICLE 6.00 – ASSURANCE**

A. Should any provisions of this Agreement be found to be unlawful by a court of competent jurisdiction, it shall be considered null and void. All other provisions of this Agreement will continue in full force and effect. The Board and the Union agree to meet and renegotiate any provision declared unlawful within thirty (30) days of the court's decision.

B. The Board and the Union recognize the civil rights of all members of the

bargaining unit and agree that they will not discriminate against any of the members of this bargaining unit in any manner prohibited by state and/or federal law.

- C. The enforcement of this provision shall be obtained in the appropriate state and/or federal agency responsible for enforcement.

## **ARTICLE 7.00 – GRIEVANCE PROCEDURES**

### A. Purpose

The purpose of the Grievance Procedure shall be to guarantee to employees the opportunity to present their grievance concerning the interpretation or application of the written and express provisions of this agreement with the assurance that their grievance will receive quick and fair treatment. Such procedure shall be available to all members of the bargaining unit and no reprisals of any kind shall be taken against any employee initiating or participating in the grievance procedure by reason of such initiation or participation. Both the Board and the Union agree that grievance proceedings shall be handled in a confidential manner.

### B. Definitions

1. A grievance is defined as a complaint involving the alleged violation, misinterpretation, or misapplication of a written provision of the agreement entered into between the Board of Education and the Union.
2. A grievant shall be defined as the employee(s) or the Union or Local acting on behalf of the employee(s) alleging that there has been a violation, misinterpretation or misapplication of a written provision of this agreement.
3. Workdays as used in this procedure shall be any day, Monday through Friday, exclusive of negotiated or school observed holidays. During the summer recess, workdays shall be taken to mean any day, Monday through Friday, exclusive of holidays, leave days, or vacation days of any party to the grievance. Also excluded are non-contract days of any administrator who is a party to the grievance.

### C. Step 1 (Informal)

Members of the bargaining unit who have a grievance shall discuss it first with their immediate supervisor or, for employees permanently assigned to school buildings, their Principal in an attempt to resolve the matter informally at that level. The employee must inform the principal or his or her supervisor that Step 1 of the Grievance Procedure is being initiated before the Step 1 discussion commences.

D. Step 2 (Formal-In Writing)

As a result of the discussion, if the employee(s) is/are not satisfied with the suggestion for resolution received at the Informal Level, the complaint shall be reduced to writing and submitted to the principal or immediate supervisor. If such grievance is not filed within fifteen (15) workdays following the act or condition upon which said grievance is based, or became known, or should have become known, the grievance shall no longer exist. The principal or the immediate supervisor shall communicate his/her decision to the employee(s) in writing within seven (7) working days of receipt of the written complaint.

E. Step 3 (Superintendent)

Within ten (10) working days after the written response by the principal or immediate supervisor, the employee(s) may then submit the written grievance to the Superintendent or his/her designee who shall schedule a meeting which shall take place within ten (10) working days. Within ten (10) working days of the meeting, the Superintendent or his/her designee shall provide the employee(s) with a written response stating his/her position and suggestion for resolving of the grievance. Copies shall be sent to the employee(s), the principal or immediate supervisor, and the President of the Union.

F. Step 4 (Mediation)

Before a grievance is submitted to arbitration, the parties agree to mediate the grievance using a mediator from the Federal Mediation and Conciliation Service (FMCS).

G. Step 5 (Arbitration)

1. If the grievant is not satisfied with the disposition rendered by the Superintendent in accordance with Section E of this Article, then the Union may appeal grievance to arbitration by submitting a request for arbitration to the Federal Mediation and Conciliation Service (FMCS) and the Superintendent within fifteen (15) workdays of the mediation. The request for arbitration shall specify the act or condition upon which the grievance is based, the date of the act or condition, the names and addresses of the parties, the contractual clause(s) alleged to have been misinterpreted or misapplied, and the remedy sought.
2. Copies of the request form will be mailed to the Superintendent with return receipt requested or hand delivered with date of receipt noted. The mailing or delivery shall be done so that date of receipt will comply with the fifteen (15) workdays' time limit for submission to arbitration.

3. The selection of the arbitrator and the arbitration hearing shall be conducted in accordance with the rules and regulations of the Federal Mediation and Conciliation Service (FMCS).
4. The arbitration decision shall be formal and binding upon the Board, the Union and the Grievant. The arbitrator's award shall be strictly limited to the issue(s) presented and his/her decision shall be sent to the Board of Education and the Union within thirty (30) calendar days following the conclusion of the hearing.
  - A. The arbitrator shall have no power to add to, subtract from, disregard, alter, or modify any terms of the written provision of this Agreement, nor shall he/she make any decisions contrary to law. Furthermore, he/she shall not imply obligations and conditions upon the parties from the Agreement except as set forth herein.
  - B. The costs of the arbitrator shall be equally paid by the Board and Union.

#### H. General Provisions

1. A grievance shall be reduced to writing and include:
  - A. What specific provision(s) of the agreement has been violated, misinterpreted, or misapplied.
  - B. A statement of facts concerning the alleged violations.
  - C. Relief sought.
  - D. Date of initiating procedure.
2. If the Grievant is represented at any level, the representative will be determined by the Union. The Board may be represented by counsel of their choice at any and all levels.
3. Time limits within this provision shall be considered a maximum unless mutual written agreement to extension by the parties is made.
4. Any grievance not appealed from the written disposition of the Board's representatives in any of the steps of the grievance procedure within the times and in the manner specified herein shall be considered as having been accepted by the employee and the Union on the basis of the disposition last made and shall not be eligible for further appeal.
5. If any representative of the Board fails to meet the time requirements in any of the steps of the grievance procedure as specified herein, then the

grievance is automatically forwarded to the next step in the grievance procedure.

#### **ARTICLE 8.00 – LABOR/MANAGEMENT COMMITTEE**

- A. The Administration and the Union will meet to conduct free and open discussions concerning issues or questions arising out of the terms and conditions of this Agreement and employment. The committee shall be composed of a maximum of three (3) representatives from the Union and the Local President and a maximum of three (3) from the Administration and the Superintendent.
- B. The parties agree that the purpose of this committee shall not be negotiations nor for drafting amendments to the present Agreement but for the expressed purpose of resolving problems or addressing issues of mutual concern to the parties.
- C. Meetings of the committee will be held at times and places mutually agreed to by the parties. Release time may be approved by the Superintendent or his or her designee.

#### **ARTICLE 9.00 – DISCIPLINE/DISCHARGE**

- A. Employees shall be suspended and/or disciplined in compliance with the progressive discipline procedure set forth below.

Based upon the severity of the situation, disciplinary action may warrant deviation from the below procedural order.

- 1. Oral Reprimand
- 2. Written Reprimand
- 3. Up to a 3-Day Suspension without pay
- 4. Up to a 5-Day Suspension without pay
- 5. Up to a 10 Day Suspension without pay
- 6. Last Chance Agreement
- 7. Termination

\*Employees shall have the right to Union representation of their choice at any one of the disciplinary processes above.

- B. Any written record of disciplinary action will be kept in the employee's active personnel file. Bargaining unit members will be given an opportunity to sign any written record of disciplinary action before it is placed in the employee's personnel file. The employee's signature does not constitute agreement with the disciplinary action, but it does acknowledge that the employee is aware that the disciplinary action is in the file. If an employee refuses to sign the record of disciplinary action, the Administration will note the refusal on the recorded disciplinary action. Employees have the right to attach a letter of rebuttal to any disciplinary action they disagree with. Letters of rebuttal must be submitted to the Superintendent or his/her designee within ten (10) workdays from the date the disciplinary action is issued. If the employee requests representation, he/she shall have a right to a representative at any disciplinary hearing. The Superintendent or his/her designee may reschedule a disciplinary hearing if requested by the Local Union President. The administration will document discipline cases with audio or video tapes when necessary.
1. If the Administration is considering suspending or terminating an employee, the Superintendent or his/her designee will furnish the employee with a written notice setting forth the reasons for the suspension or termination.
  2. Prior to the actual suspension or termination of the employee, the Superintendent or his/her designee will conduct a hearing to provide an opportunity for the employee to offer an explanation and to consider the Administration's evidence.
- C. No employee shall be subject to discipline except for just cause, commencing with A.3. in the above procedure. Oral or written reprimands may be appealed to the Superintendent or his/her designee. Suspension or termination may be directly appealed to Step 5 (Arbitration) of the Grievance Procedure (Article 7).
- D. Discipline will be administered in a timely manner. Oral or written reprimands will be administered within thirty (30) workdays of the act or violation or within thirty (30) workdays of the supervisor/administrator becoming aware of the act or violation unless legal considerations dictate otherwise. Suspensions or terminations will be administered within twenty (20) workdays of the hearing provided in section B (2) in this article. The administration will notify the Local Union President, in writing, of a bargaining unit member's discharge within five (5) workdays of the action.

## ARTICLE 10.00 – PROBATIONARY PERIOD

- A. All newly hired employees shall serve a probationary period of not more than ninety (90) workdays. If the employee is determined to be unsatisfactory, his/her original probationary period may be extended by an additional 45 days. During either the original or extended probationary period the probationary employee may be dismissed at the Board's designee's sole discretion and no provision of this agreement shall be applicable.
- B. When a bargaining unit member in any classification changes positions out of his/her department, he/she shall serve a probationary period of not more than thirty (30) workdays and be provided a training period. If the employee is determined to be unsatisfactory, the supervisor/administrator may extend the original probationary period by an additional sixty (60) days. During the initial probationary period the supervisor/administrator will note deficiencies in writing to the probationary employee. An employee may elect to return to his/her former position any time during the probationary period. During this probationary period, the bargaining unit member may be removed and returned to his/her former position. The removal of a probationary employee shall not be arbitrable.
- C. Employees who change position within the same classification shall not serve a probationary period. Employees who change positions within the same classification shall have ten (10) workdays to elect to return to their previous position and the Board shall have ten (10) workdays to return the employee to their prior position if the Superintendent deems the employee's performance to be unsatisfactory. If an employee elects to return to his/her previous position the vacancy shall be offered to the next senior employee who bid on the position. When a bargaining unit member changes positions within the department, he/she shall serve a fifteen (15) workday probationary period and be provided a training period. If an employee is determined to be unsatisfactory, the supervisor/administrator may extend the original probationary period by an additional thirty (30) days. During the initial probationary period the supervisor/administrator will note deficiencies in writing to the probationary employee. An employee may elect to return to his/her former position any time during the probationary period. During this probationary period the bargaining unit member may be removed and returned to his/her former position. The removal of a probationary employee shall not be arbitrable.
- D. A bargaining unit member who changes positions more than one (1) time per school year may elect to return to the position held immediately prior to the probationary period only one (1) time per school year, except for extenuating circumstances.
- E. A vacancy created as a result of a bid that the Board determines to fill will only be declared a vacancy after the probationary period is completed. During the

probationary period, the position will be temporarily filled with a substitute. Posting will occur during the probationary period with a disclaimer on the posting explaining that the previous employee is currently serving a probationary period and may return to the position before it is permanently filled.

## **ARTICLE 11.00 – SENIORITY AND VACANCIES**

- A. Seniority standing shall be granted to all Bargaining Unit employees who have completed the probationary period. For the purpose of this subsection, an approved absence shall not interrupt continuous service.
- B. Seniority shall be defined as an employee's length of continuous employment with the Board. Classification seniority shall be determined by the most recent date of hire into the classification. Department seniority shall be determined by the most recent date of hire into the department. A new hire probationary employee shall have no seniority rights until he/she satisfactorily completes the probationary period, when at that time said probationary period shall be added to his/her total length of continuous service.
  - 1. Seniority will begin to accrue on the first day worked in a bargaining unit position.
  - 2. In the event two (2) or more bargaining unit members have the same date of hire, their seniority will be determined by the last four (4) digits of their Social Security Number, from highest to lowest.
- C. An employee shall lose his/her seniority standing upon voluntary resignation or dismissal from employment with the Board.
- D. Departments and Classification
  - 1. Maintenance and Operations
    - Maintenance Repair
    - Painter
    - Electrician
    - Plumber
    - HVAC Technician
    - Carpenter
    - Custodian II
    - Stores Clerk/Delivery
    - Maintenance and Grounds

Note: All Fireman Custodians in this position as of June 1, 2013 shall maintain that classification and special compensation if they maintain



their low-pressure boiler operator's license until that person leaves that classification. The cost of maintaining a license will remain that of the employee.

2. Transportation

Bus Drivers  
Assistant Bus Mechanic  
Bus Mechanic  
Bus Aide Monitor  
Head bus Driver  
Van Drivers

3. Food Service

Lunchroom Worker  
Manager Cook  
Lunchroom Worker/Delivery

4. Educational Aide

Paraprofessional 1  
Paraprofessional 2

5. Clerical

Secretary

Note: All Secretaries who currently work seven (7) hours shall work and be paid for seven and one-half (7.5) hours per day five (5) days per week.

E. The Board agrees to furnish the Union with a seniority list by January 1st annually by email and posted on a Google document.

F. Vacancies shall be filled in the following manner:

1. Vacancies within the bargaining unit which are to be filled shall be posted for a minimum of five (5) working days via school e-mail, on the district website. The Union will make every attempt to place one notice in each building. Such vacancies shall be posted within five (5) workdays of the action of the Superintendent or his/her designee declaring the vacancy. All postings shall list qualifications, work location, shift involved, salary schedule and job description which may be incorporated by reference.

Employees interested in applying for summer vacancies shall complete an application on the approved online application system by the end of

the school year. Beginning in June, postings will be made on the District web site and sent to all CCSD users via e-mail. The Union President will be notified of all bargaining unit vacancies during the summer via District email.

2. For any new employee hired after July 1, 2016, after unit having been employed with the Board for at least one full year and desiring the position outside of his/her classification shall submit via the online application system to the Superintendent or his/her designee within the posting period. An employee may bid on a position inside the classification at any time.
3. Appointment to the vacancy shall be made by the Board by awarding the position to the most senior employee (by classification seniority) bidding within the classification. If filling the vacancy within the classification will result in additional vacancies in the classification, a speed bid meeting will be held for all interested employees to attend to fill all the new vacancies. All affected persons shall be notified by district email no later than five (5) days prior to the bid. If an affected member is unable to make the bid meeting, he/she may give his/her proxy to another member, in writing. Any member choosing not to attend shall lose the right to bid on an opening in the speed bid process.
4. Vacancies within the classification shall be awarded to the most senior employee within the classification who bids on the position, provided the employee possesses the qualifications and necessary skills as determined by the minimum qualifications listed on the job description in effect at the signing of this contract which may include required licensing and certification.
5. If no employee in the classification where the vacancy exists bids on the position, the Board shall award the position to the most senior employee (by department seniority) bidding within the department who possesses the necessary skills and abilities to perform the job as determined by the minimum qualifications listed on the job description in effect at the signing of this contract. An employee awarded a position by department seniority under this section (5) shall serve a probationary period according to Article 10 C. of this agreement.
6. If no employee in the classification or department where the vacancy exists bids on the position, the Board shall award the position to the employee in the bargaining unit who bids and is determined to be qualified based on the necessary skills and abilities which may include certification and licensing requirements to perform the job as determined by the minimum qualifications listed on the job description in effect at the time of the posting. It is understood that the administration may utilize a test to determine whether said employee

possesses the qualifications and necessary skills for the position. All such tests will be administered equally and shall pertain directly to the qualifications listed for the position. An employee must achieve a minimum passing score of 70% to be considered qualified. Upon request, the employee shall be given his/her score. If a test is required, the position shall be awarded to the employee with a passing test score who has the greatest system seniority. Prior to testing, employees will be provided an overview or testing requirements, if requested. If two (2) or more applicants are equally well qualified, system seniority shall prevail. An employee awarded a position under this section (5) shall serve a probationary period according to Article 10-B of this agreement.

- a. When a vacancy is posted according to Article 11.00 and no bargaining unit member who is qualified bids on the position, the Board may award the position to a bargaining unit member who is on his/her initial probationary status who is qualified.
  - b. The initial probationary status for a probationary employee who changes positions above shall be for the balance of the initial probationary period or sixty (60) workdays, whichever is greater.
7. If a position is not filled from within the bargaining unit, the Board may hire from outside the unit. In original appointments by the Board, the Board shall follow the rules set by the Chillicothe Civil Service Commission.
  8. The name change of a position does not require rebid/reposting of the bid.

#### **ARTICLE 12.00 – JOB DESCRIPTIONS**

- A. The Union President shall be furnished with a copy of all job descriptions for each classification covered under the terms of this Agreement. All job descriptions shall be available for inspection by members of the bargaining unit at the Board of Education offices. Copies will also be mailed to a bargaining unit member upon written request by inter-office mail.
- B. The Labor/Management Committee shall discuss and review all newly added and current job descriptions for classifications covered under the terms of this agreement prior to Board approval.
- C. All new hires shall be issued their respective job descriptions upon employment with the District.

## ARTICLE 13.00 – EMPLOYEE TRAINING

- A. The Board shall provide a program of in-service training for employees in the bargaining unit designed to assist employees to achieve and maintain standards of performance required by the duties of employees in the bargaining unit, and the employee shall be awarded a certificate of completion.
- B. Local in-service training shall take place at such times that no loss of pay or benefits shall be suffered by the employee. With supervisor approval, employees shall have the opportunity to complete Public School Works training modules during teacher work days.
- C. Nothing herein shall remove from the member of the bargaining unit the full responsibility to achieve and maintain the skills necessary to satisfactorily perform the duties of such member's individual assignment. The Board will reimburse an employee for expenses/tuition for any formal training required to continue to perform his or her individual assignment provided prior approval is granted by the Superintendent or his/her designee and the formal training does not interfere with regular work hours. Employees in the paraprofessional classification shall be reimbursed the initial total cost of the para-professional test.
- D. The Board shall encourage employees of the bargaining unit to attend OAPSE workshops that pertain to their work classification and shall pay registration, mileage or transportation fees provided prior approval is granted by the Superintendent or his/her designee and the workshop does not interfere with regular work hours.
- E. Tuition Reimbursement

The Board shall make up to \$5,000 available for tuition reimbursement for the membership annually. The Board shall pay up to the maximum of five hundred dollars (\$500.00) annually toward the cost of tuition for an employee to attend a class sponsored by an accredited educational institution. In order to be eligible for reimbursement, the employee shall comply with the following:

- 1) The employee shall submit, in writing, to the Superintendent, a request for course approval, prior to registering for the course.
- 2) The employee shall submit, in writing, to the Superintendent, how the course requested would improve his/her performance of assigned duties.

Reimbursement shall be made March 1 and October 1, after submission of evidence of course completion.

## **ARTICLE 14.00 – STUDENT EMPLOYEES, STATE AND FEDERALLY FUNDED WORK PROGRAM**

- A. The Board agrees to comply with the state and federal law pertaining to all job and work training programs.
- B. Personnel hired to fill temporary/grant funded vacancies shall be considered a substitute position. These employees do not accumulate seniority and are not considered bargaining unit members.

## **ARTICLE 15.00 – REDUCTION IN FORCE AND RECALL**

- A. In the event it is necessary to reduce the work force due to lack of funds, result of a reorganization for the efficient operation of the appointing authority, for reasons of economy, lack of work, abolition of a position, or any other stated reason set forth in Ohio Revised Code section 124.321, bargaining unit members with seniority will be given preference in the following order:
  - 1. All bargaining unit vacancies shall be bid. If no current employee is awarded the position, employees on recall may be recalled to any unfilled position in the classification during the bid procedure based on classification seniority.
  - 2. The employee with the lowest classification seniority shall be the first who is to be laid off. If additional layoffs are made, the same procedure shall be followed.
  - 3. An employee who is to be laid off, displaced or bumped shall have the right to bump/displace an employee in the same classification who has less classification seniority.
  - 4. An employee bumped out of his/her classification shall have the right to bump an employee in the same department who has less department seniority provided the employee possess the skills and abilities to do the job, including licensing and/or certification if required, as determined by the minimum qualifications listed in the job description in effect at the time of the reduction.
  - 5. An employee who is to be laid off, displaced or bumped and who is unable to bump under the preceding paragraphs shall have the right to bump an employee in another classification or department who has less department seniority. The Employee must have previous work experience with the Chillicothe City School System in the classification or department into which she/he is to bump, and she/he must continue to have the stated qualifications for original or promotional appointment to the position. Notwithstanding the foregoing, no part-time employee shall have the right

to bump a full-time employee.

6. An employee unable to bump under the preceding paragraphs shall have the right to bump an employee in any classification or department with less system seniority provided the employee possess the skills and abilities to do the job, including licensing and/or certification if required, as determined by the minimum qualifications listed in the job description at the signing date of this agreement.
  7. Seniority will be given preference when it becomes necessary to reassign to maintain proper shift of work levels.
  8. In the Cafeteria classifications, bargaining unit members shall be categorized by the number of hours worked per day. Categories within classifications shall be seven (7) hours, six (6) hours, five (5) hours, etc. Pursuant to this section, no cafeteria bargaining unit member will have his/her hours reduced, without consent, to work a regular schedule of less than three and one-half (3-1/2) hours per day.
- B. In the rehiring of bargaining unit members, bargaining unit members with seniority shall be given preference in the classifications of work involved for a period of twenty-four (24) calendar months following the layoff. Bargaining unit members who have been laid off shall be responsible for keeping a written updated address and telephone number on file in the Director of Personnel's office. Notice of recall will be sent via Certified Mail and will be effective upon at such time as the notification is delivered by the US Postal Service. Bargaining unit members who refuse to return to work when recalled or who fail to respond to the Notice of Recall within ten (10) calendar days will forfeit all recall rights and will be removed from the recall list.
- C. The Board will not hire new employees in any classification where bargaining unit members who previously worked in the classification are on the recall list.

## **ARTICLE 16.00 – SICK LEAVE**

### **A. Cumulative Sick Leave**

1. Each full-time employee of the Board of Education shall be entitled for each completed month of service, to a sick leave of one and one-fourth (1-1/4) workdays to a maximum accumulation of two hundred and sixty-six (266) days.
2. All new full-time employees who have no previous sick leave credit shall each be credited with five (5) days sick leave on the first day of the first month of service. The days of sick leave credited to any employee at the beginning of the term of service, are in lieu of the one and one-fourth (1-

1/4) days of sick leave accrued for each month of service, and only at the discretion of the Superintendent shall additional credit for sick leave be granted to any employee until such employee has earned an amount of sick leave credit at the rate of one and one-fourth (1-1/4) days for each completed month of service, in excess of the number of days of sick leave credited at the beginning of such term of service. If an employee ends employment using advanced sick leave and not earning same during any year, the employee shall have the per diem amount deducted for said unearned sick leave from the last paycheck issued by the Board.

B. Transfer of Sick Leave

1. Sick leave previously accumulated as an employee of another Ohio School District or other agency of the State of Ohio may be transferred upon employment and credited to the employee as provided in Article 16.00, Section A. It shall be the responsibility of the employee transferring accumulated sick leave to the Chillicothe City School District to have a certified record of such unused sick leave filed with the Treasurer.
2. Total accumulated sick leave may be transferred from the Chillicothe City Schools to another Ohio School District or other agency of the State of Ohio at the request of the former employee.

C. Use of Sick Leave

1. Employees may use sick leave, upon approval of the responsible administrative officer, for the absence due to personal illness, injury, pregnancy, or exposure to contagious disease, and illness or death in the employee's immediate family. The employee's immediate family shall include spouse, children, father, mother, brothers, sisters, grandparents, grandchildren, father-in-law, mother-in-law, other relatives living in the employee's household or any member of the family clearly serving in the same relationship to the employee as any of those specified.
2. Any employee shall treat pregnancy, childbirth, false pregnancy, termination of pregnancy, and recovery there from and any temporary disability resulting there from as any other temporary disability for all job-related purposes, including commencement, duration and extensions of leave.
3. Funeral Leave: An employee may use up to three (3) days of accumulated sick leave for the purposes of bereavement and/or attending the funeral or related services for family members defined as immediate family in Article 16.00 (C) (1) and one day for someone not defined as immediate family. The superintendent may approve additional days due to unusual or extenuating circumstances.

4. After three (3) consecutive days of sick leave, upon the employee's return to work, a doctor's excuse must be submitted at the time of your absence from being submitted to payroll. This provision does not apply to the use of funeral leave.
5. An employee who works nine (9) months or less and misses nine (9) work days (consecutive or not) in a fiscal year through use of sick leave or twelve (12) work days (consecutive or not) for an employee working more than nine (9) months, at the request of the superintendent or designee, may be required to secure a doctor's statement containing sufficient information to attest to the validity of the use of sick leave by the employee. The administration may use the FMLA medical certification form to accomplish this purpose. At any time, the administration may require an employee to submit to a medical examination by a physician of the Board's choosing at board expense. If the employee's doctor and the Board's physician disagree in their conclusion, the parties may request a third opinion from a physician from Adena Occupational Health. The third opinion will be at board expense and the employee will not be charged sick leave for the visit.

D. Holidays in Relation to Sick Leave

1. When holidays, or other days when school is not in session, approved by the Board of Education are included in the period of absence due to illness, such days shall not be charged against the accumulated sick leave.

E. Assault Leave

1. Assault leave shall be granted to an employee who is absent due to the inability to perform his/her duties resulting from the physical assault by an adult or by a student which occurs in performance of his/her duties. The Board agrees to provide a paid leave not to exceed thirty (30) days. Said leave shall not be charged against either sick leave or special leave.
2. To be entitled to assault leave, the employee must file charges against the person(s) perpetrating the assault. If the person cannot be identified, a policy report must still be filed.

F. Perfect Attendance Incentive Plan

Bargaining unit member who choose to exercise the use of leave at the following levels shall be eligible for these additional benefits:

1. \$800.00 payable in June for no use of sick leave, personal leave, and unpaid leave for all 12/11 month employees.



2. \$600.00 payable in June for no use of sick leave, personal leave, and unpaid leave for all 9/10-month employees or one (1) day missed by any 12-month employee.
3. \$400.00 payable in June for one (1) day missed by any 9/10-month employee.
4. \$100.00 payable in June for no use of sick leave, personal leave, and unpaid leave the last twenty (20) student days.
5. \$100.00 payable in June for no use of sick leave, personal leave, and unpaid leave the first twenty (20) student days.
6. Plus \$100.00 per consecutive years of perfect attendance up to \$500.00 (5 years).

Lump-sum payment shall be made in June, in paychecks separate from regular paychecks. **Compensatory Day and** Bereavement Leave shall not be counted against the employee for the purpose of the Perfect Attendance Incentive Plan.

G. Sick Leave Donation Program

1. Committee Composition

Five OAPSE members (one from each department), one of whom shall co-chair.

The Superintendent or designee, who shall co-chair  
The Treasurer or designee, who shall co-chair

2. Operation of the Bank

Each classified staff member may donate up to seven (7) days of their accumulated sick leave to the Program for an eligible member requesting a donation from the Sick Leave Donation Program.

Donations shall be limited for the use of the days for personal illness or injury of a person defined as immediate family in Article 16. Catastrophic, for purposes of this Article, shall mean an individual suffering a terminal illness, or an individual who has an extended hospital stay of two weeks or more. A doctor's statement is required with the application in order to be considered for a loan.

Donation requests shall be considered only after the individual has used all of his/her accumulated sick, personal, vacation and compensatory leave days and has used possible advances of sick leave days under Article 16.00.

The maximum number of days that may be donated to a person may thirty (30) days per year up to a maximum of one hundred twenty (120) days.

#### **ARTICLE 17.00 – WORKER’S COMPENSATION**

- A. All bargaining unit members are protected under the State Worker's Compensation Act of Ohio, in cases of injury or death incurred in the course of or arising out of their employment.
- B. An injury incurred while performing assigned responsibilities shall be immediately (within the next workday) reported to the injured employee's supervisor or other designated representative and, when appropriate, an application shall be filed by the employee with the Bureau of Worker's Compensation. An injured employee while performing assigned responsibilities shall follow the district's procedures and instructions for on-the-job injuries.

#### **ARTICLE 18.00 – PERSONAL LEAVE**

- A. Each full-time employee of the Board of Education shall be granted, with knowledge of his/her immediate supervisor or principal and the Superintendent, or his/her designee, up to four (4) days of personal leave without proof or contention. Such leave shall be applied for in writing at least three (3) days before the time of expected absence, or in case of emergencies within three (3) days after the absence. Such leave shall not be accumulative. Additional days of unpaid leave may be granted individuals by the Superintendent, or his/her designee, when extenuating circumstances exist.
- B. At the end of each year, each unused personal leave day shall be credited and added onto the employee's accumulated sick leave.
- C. Personal leave may be granted in one-half (1/2) day increments.
- D. The following stipulations shall apply to these personal days:
  - 1. Shall not be used to be employed by another or be self-employed;
  - 2. Shall not be used during the first seven (7) days that students are in attendance, nor the last seven (7) days that students are in attendance.

The Superintendent may approve exceptions concerning the use of personal leave during the first seven (7) student days and the last

seven (7) student days in emergency situations.

3. Personal leave days shall not be used prior to/or immediately after a holiday or recess or on the first or last day of the school year except in emergencies. Twelve (12) month employees may be considered for exceptions.
4. Each bargaining unit member will receive one compensatory day to be used during each year of the negotiated contract. If not used, the day will roll over to sick leave. The parameters of Article 18 will apply.

#### **ARTICLE 19.00 – SHORT-TERM LEAVE WITHOUT PAY**

- A. The Superintendent is authorized to approve leave without pay in circumstances where an employee deems it necessary to be absent from work for reasons of personal commitment not covered by personal leave. Such leave shall be without pay and pay deductions shall be calculated based on the hourly rate of pay for the total number of work hours of such absence.

#### **ARTICLE 20.00 – UNPAID LEAVE OF ABSENCE**

- A. Upon a written request the Board of Education may grant a leave of absence for a period of not more than two (2) years for education or professional or other purposes and shall grant such leaves where illness or other disability is the reason for the request. No leave shall be granted wherein the purpose of such leave is to hold employment by another employer.
- B. Upon the return of the employee from a leave, the Board may terminate the employment of a person hired for the purpose of replacing the returning employee while he was on leave.
- C. An employee must provide written notice of his or her intent to return to work a minimum of ten (10) workdays prior to the termination of the leave. Failure by the employee to give notice within ten (10) workdays prior to the date of the termination of any leave granted under this article shall constitute a resignation of employment by said employee. Any employee on leave for illness or other disability must also provide the Board with a medical approval of the return to work at the same time that the return to work notice is submitted.
- D. The Board of Education will continue to carry on payroll records the name of any employee who is on an approved leave of absence. The employee may elect to maintain their existing insurance coverage according to the insurance carrier's terms of eligibility and underwriting requirements. The employee must

make the monthly payments in the amount of the total monthly premium by the first day of the month (except as provided in FMLA provisions Article 21.00).

#### **ARTICLE 21.00 – FAMILY AND MEDICAL LEAVE ABSENCE (FMLA)**

- A. A family or medical leave of absence (FMLA) may be granted to an employee if the employee has worked for the Board for at least twelve (12) months and for at least 1,250 hours during the previous twelve (12) months. FMLA will be administered in accordance with federal law. More information about FMLA is available at [www.dol.gov](http://www.dol.gov).

#### **ARTICLE 22.00 – JURY DUTY**

- A. In the event an employee is notified to appear for jury duty, he/she shall notify their immediate supervisor as soon as possible.
- B. Time required for the employee to serve as a juror on days he or she otherwise would have worked shall be release time not chargeable to either sick leave or personal leave.
- C. In accordance with Ohio Revised Code section 3313.211, the employee shall receive his/her regular rate of pay during the time he/she is required to serve as a juror on days he/she otherwise would have worked as long as the employee submits his/her jury duty pay to the Treasurer.

#### **ARTICLE 23.00 – UNION LEAVE**

- A. The Board shall allow fourteen (14) days with continuity of pay for the purpose of the OAPSE Delegate Assembly and other Union business by the Union President or his/her designee with prior approval necessary from the appropriate supervisor for these days of leave. Such leave shall be increased to a maximum of twenty-five (25) days in those years in which contract bargaining is conducted.

#### **ARTICLE 24.00 – PAYROLL CHECKS**

- A. All bargaining unit members will have payroll checks direct deposited into their bank of choice and will receive email confirmation.
- B. When the 5th or the 20th day of the month falls on a holiday or weekend, the payroll checks shall be deposited on the last preceding workday before the holiday or weekend.



## ARTICLE 25.00 – WORK YEAR - PAYMENT PROCEDURES

### A. Work Year – Payment Procedures

1. All regular, full-time classified employees will be paid in twenty-four (24) payments on the 5<sup>th</sup> and 20<sup>th</sup> of each month over a twelve (12) month period.

Classification	Work Days (including in-service)	Holidays	Total Paid Days in Contract Year	If employed prior to July 1, 2016 Vacation	Total Paid Days in Contract Year for persons employed prior to 7/1/16
Para-Professional Aide	185 (teacher days)	11	196	7	203
11- month Sec	221 (as assigned)	11	232	8	240
10- month Sec	202 (teacher days plus 17 days)	11	213	8	221
Transportation Aide Van Driver	180 (student days)	11	191	7	198
Bus Driver	180 (student days)	11	191	0	191
Food Service	180 (student days)	11	191	7	198
All 12 month	248	12	260	n/a	n/a

Bus Drivers servicing schools outside of Chillicothe School District may be required to work additional days because of different student attendance schedules. Food service employees shall work a total of two (2) days before or after the regular school schedule in lieu of the four (4) parent conference evenings. Transportation employees shall work a total of two (2) days when students are not in attendance in lieu of the four (4) parent conference evenings.

- ### B. Salaries for prorated positions which work less than twelve (12) months annually but which are paid over twelve (12) months will be calculated as follows: (Positions include nine (9) month positions-bus drivers, educational aides, school monitors, lunchroom employees; and ten (10) month positions-school secretaries):

1. Annual pay hours are determined by taking the number of workdays plus the appropriate number of holidays and vacation allowance days and multiplying by the hours per day. The days worked in excess of one hundred eighty (180) by Bus Drivers servicing schools outside the Chillicothe School District are not included in the calculation of annual pay hours; pay for these days shall be in accordance with Article 30 (Report Pay).

2. Monthly salary is computed by multiplying the total annual pay hours by the hourly rate to obtain annual salary and dividing by twelve (12) months to get monthly salary.
- C. Pay Year - Maintenance, Custodians, 12-month Secretary, and any 12-month positions 1<sup>st</sup> pay is 7/20 and last pay 7/5 of the contract school year covering July 1<sup>st</sup> to June 30<sup>th</sup>. Food Service, Transportation, Aides, School Secretaries, and all other non 12-month employees 1<sup>st</sup> pay is 9/20 and last pay is 9/5 of the school year covering August 1<sup>st</sup> to July 31<sup>st</sup>.
- D. Payments to employees hired between September 1st and December 31st will be prorated to August 31st and payments to employees hired after January 1st will not be prorated.
1. An employee who leaves a prorated position to take a twelve (12) month position will be paid all of his/her accumulated earnings from the prorated position on the next check after the pay period ends in which the change was made.
  2. An employee who leaves a twelve (12) month position to take a pro-rated position will be paid for the pro-rated position as follows: Salary will be calculated to determine the amount to be earned for the remainder of the work year, calculated total earnings will then be divided over the remaining pay periods in the work year ending with August 31st pay period.
- E. In computing deductions for all absences for which deduction in pay is made, the basis shall be on the employee's hourly rate.
- F. Credit union and tax-sheltered annuities will be deducted on the fifth and twentieth day of the month. Health and dental insurance will be deducted on the fifth and twentieth day of the month. All other deductions will be deducted equally between the two paychecks each month.

## **ARTICLE 26.00 – SEVERANCE PAY**

Each full-time employee of the Chillicothe City Board of Education shall be entitled to severance pay at the time of separation from service for any reason except discharge for just cause. The calculation of said severance pay shall be based on the employee's accumulated but unused sick leave. Eligibility for such pay shall be:

- A. The provisions for such payment at the time of separation from service for reasons other than retirement (except discharge for just cause) shall be that said employee has been a full-time employee of the Chillicothe City Board of Education for ten (10) completed years of service, five (5) years of which must be continuous service immediately preceding time of separation.

- B. The provisions for such payment at the time of separation from service for retirement reasons shall be:
1. That said employee has been a full-time employee of the Chillicothe City Board of Education for ten (10) completed years of service, five (5) years of which must be continuous service immediately preceding his/her service retirement.
  2. That said employee qualified for service retirement in the State Teachers Retirement System of Ohio or the School Employees Retirement System of Ohio.
  3. That the effective beginning date of said service retirement shall be within 90 days of said employee's last day on the payroll.
- C. Leave of Absence approved by the Board of Education shall not constitute a break in continuous service.
- D. The calculation of said severance pay shall be based on the employee's accumulated and unused sick leave. The maximum accumulated and unused sick leave for this calculation shall be entitled to 220 days.
1. For an employee who separates from service for reasons other than retirement (except discharge for just cause or resignation in lieu of disciplinary action), including RIF, medical, buy-out or ten (10) years of service shall receive the employee's accumulated sick leave (up to the limit) shall be multiplied by 25% and the result shall then be multiplied by the employee's daily rate of pay based on his/her regular salary at the time of his/her separation. This shall constitute the severance pay at the time of separation.
  2. For an employee who retires, the employee's accumulated sick leave (up to the limit) shall be multiplied by 40% and the result shall then be multiplied by the employee's daily rate of pay based on his/her regular salary at the time of his/her retirement. This shall constitute the severance pay at the time of service retirement.



- E. The employee shall notify the Treasurer of intent to retire and within 120 days after providing such notice, elect either a transfer of unused sick leave or a severance payment.

Failure of the employee to apply for either option within that time will cause the Board of Education to make such severance payment. The severance pay will be paid within sixty (60) days of the employee's effective retirement date.

- F. Any severance pay entitlement for an employee who dies will be paid to his/her estate.

### **ARTICLE 27.00 – SERS PICK-UP**

- A. The Board agrees with the Union to implement the SERS "pick-up" utilizing the salary reduction method of contributions to the State Employees Retirement System effective November 1, 1985, paid upon behalf of the employees in the bargaining unit, at no cost to the Board, under the following terms and conditions.
  - 1. The amount to be "picked-up" on behalf of each employee shall be equal to the employee's required contribution to the SERS. The employee's annual compensation shall be reduced at no cost to the Board by an amount equal to the amount "picked-up" by the Board for the purpose of state and federal tax only.
  - 2. The pick-up percentage shall apply uniformly to all members of the bargaining unit as a condition of employment.
  - 3. No employee covered by this provision shall have the option to elect a wage increase or other benefit in lieu of the employer pick-up.
  - 4. Payment for all paid leaves, sick leave, personal leave, and severance including unemployment and workman's compensation shall be based on the employee's daily gross pay prior to reduction as bases (e.g., gross pay divided by the number of hours worked).
- B. Each employee will be responsible for compliance with Internal Revenue Service Salary exclusion allowance regulations with respect to the "pick-up" in combination with other tax deferred compensation plans.
- C. If the foregoing "pick-up" provisions are nullified by subsequent Internal Revenue Service Rulings, Ohio Attorney General Opinions, or other governing regulations, the Board will be held harmless and this article of the Agreement shall be declared null and void. The Board shall then return to the former method of employer/employee retirement system contributions as soon as necessary.

## ARTICLE 28.00 – WORK WEEK AND OVERTIME

- A. The normal work week and overtime pay is established as follows:
1. The standard work week for all twelve (12) month employees shall be Monday through Sunday, inclusive, except as provided herein.
  2. An employee required to work in excess of forty (40) hours in any week shall be paid for such overtime worked at one and one-half (1½) times the regular rate of pay. For overtime purposes the week starts at 12:00 a.m. Monday and ends at 11:59 p.m. the following Sunday.
  3. Except for holidays and sick leave, only those hours actually worked shall be used to determine eligibility for overtime pay.
  4. Any employee required to work on a paid holiday shall be paid double (2) times the regular rate in addition to his regular pay for hours actually worked. The paid holiday hours shall be included in the computation of overtime.
  5. Any employee not regularly scheduled to work on Sunday shall be paid double (2) times the regular rate for all required Sunday work.
  6. Overtime shall be offered on a rotating seniority basis based on building first, then by classification and then by department.
- B. Employees in maintenance and operations who work the second shift will be given an opportunity to work the first shift to cover the absence of a first shift employee in the same department and the same building. The offer to work the first shift will be extended to the most senior employee on a rotation basis using department seniority within the building. If no one in the building bids on the overtime, it shall be offered to the whole classification on a rotating basis. If no other custodian accepts the overtime, it shall be offered to maintenance on a rotating seniority basis.
1. The immediate supervisor will be responsible for calling the second shift employees, in department seniority order, until a replacement is secured, or all eligible employees have been contacted. An absent first shift employee must comply with all other Board policies or administrative procedures pertaining to reporting absences.
  2. Section B of this Article will not be subject to the Grievance Procedure.

## **ARTICLE 29.00 – BREAKS**

### **A. Lunch Period**

1. An employee in the bargaining unit who works four (4) hours or more per day shall receive a thirty (30) minute unpaid, duty free lunch period scheduled subject to the prior approval of his/her supervisor.

### **B. Paid Break Times**

1. An employee who works seven (7) hours or more per day shall receive two fifteen (15) minute breaks within the workday scheduled subject to the approval of his/her immediate supervisor.
2. An employee who works five (5) or more, but less than seven (7) hours per day shall receive one (1) fifteen (15) minute break within the workday scheduled subject to the approval of his/her immediate supervisor.

- C. Notwithstanding the foregoing, a Food Service Employee who works three and one-half (3-112) but less than four (4) hours per day shall receive a ten (10) minute paid break and a fifteen (15) minute unpaid break which may be combined for a twenty five (25) minute lunch period scheduled subject to the approval of his/her immediate supervisor.

## **ARTICLE 30.00 – REPORT PAY**

- A. In the event an employee is requested to report to work other than his/her normal schedule, he/she shall be guaranteed at least two (2) hours pay at the applicable rate of pay, provided the employee appears at the place of employment.
- B. This provision shall not apply for reporting early or staying over the normal schedule.
- C. When an employee is required by the Superintendent or his/her supervisor to attend a staff meeting that does not take place during the employee's regular work hours, the employee shall be paid for the time spent at the staff meeting. Employees shall submit time sheets to document this attendance in order to receive compensation.

## **ARTICLE 31.00 – PUBLIC CALAMITY**

- A. All employees shall be paid their appropriate rate of pay for all days or part of days when schools/buildings in which they work are closed due to a public

calamity.

- B. When an employee is required by a principal or immediate supervisor to work when schools have been closed due to a calamity, regardless of time the calamity day was announced, the employee shall be paid a rate of time and one half for all hours worked. ~~double (2) times for all hours actually worked. The balance of the regular work hours will be at the employee's regular rate of pay, [i.e., employee works four (4) hours on calamity day = 4 hours x 2 = 8 hours + 4 hours (balance of regularly scheduled hours); total hours paid = 12 hours].~~ Other than their regular rate of pay for the calendar scheduled work day, no compensatory time should be given to any bargaining unit member in lieu of pay on calamity days.
- C. After five (5) days, all employees shall report to work when required by the superintendent at his/her regular rate of pay. Additionally, after the first five (5) days, the Superintendent may require employees to report to work on a two (2) hour delay schedule when a student calamity is called as long as the road conditions at the time are safe. Days which are designated as remote days shall not be considered calamity days. Employees may work from home on remote instruction days or days when school is closed due to road conditions, so long at the employee has the ability to perform all required duties. ~~Work on calamity day will be paid at time and one half.~~
- D. When students are released early due to weather-related or public emergencies (but a calamity day has not been declared), employees shall be permitted to leave their school during the regularly scheduled school day after all students have left the school or are under the care of other school district personnel (*i.e.*, coaches). Said employees will receive their regularly scheduled rate of pay for said day. Employees required to work, during the regularly scheduled workday, after students have been released on said days shall receive double (2) times their regular rate of pay for all hours worked.

#### ARTICLE 32.00 – POSITION CHANGE

- A. When a bargaining unit member is promoted to a higher salary schedule pay range, he/she will be placed on the lowest step in the new pay range which will provide at least a one (1) step increase. The hourly rate of pay shall be used for the comparison.
- B. If the employee performs work in a higher position he/she shall receive the salary commensurate with that higher position. During the period the employee is working in the higher position, he/she shall be paid the higher rate for all days paid during that period including accumulated sick pay, holidays, calamity days, etc. Employees required to work in a lower paying classification will be paid his/her regular rate of pay for the period of time he/she is required to work the lower paying job.

- C. When a bargaining unit member is promoted to a higher salary schedule which is in their current Department, he/she will be placed on the same step in the new pay range as the employee currently holds. Example, if a Secretary 1 is on step 10 and is promoted to an Account Clerk he/she will remain on Step 10 in the new salary schedule. For the purposes of this Article the following Departments and Classifications will be used.

Departments and Classification

1. Maintenance and Operations

Maintenance Repair  
Painter  
Electrician  
Plumber  
HVAC Technician  
Carpenter  
Custodian II  
Stores Clerk/Delivery  
Maintenance and Grounds

2. Transportation

Bus Drivers  
Assistant Bus Mechanic  
Bus Mechanic  
Bus Aide Monitor  
Head Bus Driver  
Van Drivers

3. Food Service

Lunchroom Worker  
Manager  
Cook  
Lunchroom/Deliveries

4. Paraprofessional 1 and Paraprofessional 2

5. Clerical Secretary

D. Temporary Vacancies

1. When a temporary vacancy occurs within a classification with an expected duration of sixty (60) or more work days, the Board will offer the vacancy to those employees within the classification and District

where the vacancy exists.

If the temporary vacancy is unfilled within the classification, the Board may obtain a substitute; provided, however, that if the temporary vacancy occurs during the summer, the Board will offer the vacancy to employees in other classifications in the bargaining unit who do not work during the summer, prior to obtaining a substitute. Consistent with this statement of entitlement priority, the most senior interested employee will be temporarily assigned to the vacancy, provided that he/she is qualified. The determination of whether an applicant is or is not qualified is subject to the provisions of Article 11 F.6.

2. Temporary assignments will be terminated whenever the vacancy no longer exists, or if the employee temporarily assigned is not performing to the Board's satisfaction. The employee will return to his/her regular assignment subsequent to termination of the temporary assignment.
3. Not more than one (1) temporary assignment will be made per each occurrence of a temporary vacancy.

### **ARTICLE 33.00 – UNION SECURITY AND DUES**

- A. The parties understand that charging a fair share fee is contrary to law in accordance with the Supreme Court of the United States Decision in Janus. If in the future a fair share fee becomes legally permissible, the fair share fee language from the 2016-2019 agreement shall regain full force and effect.
- B. The Board will supply the Union with the amount of gross earnings for each unit member for the previous calendar year or the salary notices for new employees by July 15th of each year. The Union shall provide a list of names and the amount of dues or fair share fees to be deducted for each. Union dues, as certified by the Union annually on August 15, shall be deducted in twenty-four (24) equal installments beginning with the first pay period in September and ending with the second pay in August. Dues shall be continuous in nature and shall be revocable only in accordance with the signed membership/dues authorization application. Dues deductions will be prorated if the member starts after September 1. The Union agrees that dues deductions for Chillicothe City, Local # 14, shall be paid directly to the OAPSE State Office with a list for whom deductions were made. The Board shall not be responsible for any dues deductions after the employee's employment terminates.
- C. The Union shall defend and indemnify the Board, its members, and its administration and supervisory employees, including but not limited to the Board's Treasurer (all hereinafter, "the indemnities"), for, and hold them harmless from, any and all liability, damages including any punitive damages, and expenses, directly or indirectly incurred by the indemnities, or any of them

because of any legal action or administration claim brought against them as a result of the provisions of this Article.

#### **ARTICLE 34.00 – BOARD-PAID MILEAGE**

- A. The Board of Education shall pay upon approval of the Superintendent, a mileage allowance at the current Internal Revenue Service (IRS) rate, for travel to and from required or approved meetings. Such allowance to cover actual distance traveled to and from the meeting and to be paid only to those actually operating vehicles to and from the meeting and submitting proper forms for reimbursement.
- B. Employees who use their personal vehicles for required travel within the district on official school business, approved in advance by the Superintendent, shall be reimbursed at the current IRS mileage rate.

#### **ARTICLE 35.00 – PARAPROFESSIONALS**

- A. Paraprofessionals shall be used in accordance with 3319.088 Ohio Revised Code.
- B. The Board shall provide annual in-service training regarding classroom management and student discipline procedures. In addition, specific incidents in these areas may be raised by either party for discussion in the Labor Management Committee meeting.
- C. If a paraprofessional is requested to cover a class in the absence of the teacher, the paraprofessional will receive an additional \$3.00 per thirty (30) minute period when the teacher is not present.

#### **ARTICLE 36.00 – TRANSPORTATION**

- A. A procedure for awarding bus trips shall be established as follows:
  - 1. Whenever possible, extra trips shall be posted five (5) workdays in advance and awarded on a rotation basis from a posted seniority list. If a driver turns back in his/her scheduled trip within forty-eight (48) hours, he/she shall be removed from his/her place on rotation list and placed on the bottom. Drivers must commit to extra trips seventy-two (72) hours in advance of the trip, when possible.
  - 2. If a driver is offered an extra trip in accordance with the above procedure, and if the extra trip conflicts with the driver's regular route run(s) on the day in question, and if the extra trip is scheduled to extend

for at least four hours, then the driver will be required to give up the part of his/her route that conflicts with the extra trip, *i.e.*, A.M., P.M., or kindergarten. However, if the Transportation Coordinator Supervisor is unable to obtain a substitute to perform the driver's regular route run(s), then the driver shall be required to make his or her regular route run(s) rather than the extra trip. The driver shall be given the next available trip.

3. Regular runs between school during school hours done on a regular basis or during school hours should be assigned by the Transportation Supervisor to the route that will involve least change to the route.

#### Shuttle Runs

- A. A shuttle run is run a special run not done on a repetitive basis or during school hours. The assignments shall be made from a list of interested drivers based upon the seniority of the drivers available at the school where the children first board the bus. No driver will be allowed to change his/her regular route in order to be available for a shuttle. Assignments made after the first of the year will be at the discretion of the transportation supervisor by seniority.
  - B. Whenever there is a temporary vacancy in a shuttle run due to any absence of a shuttle run driver, the vacancy shall be offered first to the regular driver with the most seniority who is available and not regularly assigned to a shuttle run. Such temporary vacancy assignments shall not be rotated among all regular drivers.
  - C. Shuttle runs will be paid at the employee's regular rate of pay if the time expended to conduct the shuttle run exceeds the driver's daily assigned hours.
4. Any driver scheduled for a bus trip that is canceled within one hour before departure shall be paid for two hours at his/her regular rate of pay, unless the driver is currently working on his/her regular route.
  5. School buses will be used instead of school vans anytime more than nine (9) occupants, including the driver, are to be transported for an event. Safety training will be required in order to transport students in the school van.
  6. Postponed Trips/Cancelled Trips: Drivers who have their scheduled trips postponed and/or cancelled shall be offered the opportunity to take the trip, when it is rescheduled. Drivers unable to accept the rescheduled trip shall not lose their place on the rotation roster for turning down a rescheduled trip.



7. If a driver wishes to trade a trip, they may only trade with a driver who has another trip. Drivers must notify the head bus driver, in writing in his/her mail box within 24 hours of the trade. If the driver does not wish to take a chosen trip and cannot find someone to trade with, the trip will be turned in and will be awarded via the rotation list. If the driver turns in a trip within 72 hours of the trip, Section 36A(1) shall apply.
8. If a driver is improperly skipped for an extra trip or shuttle run, the remedy shall be to place the driver at the top of the applicable list.
9. Any bus driver who does not remain employed with the Board for more than one (1) year shall have the total cost of training and CDL course deducted from his/her final check.
10. Board can request other employees to fill in for bus aide work when necessary. The employee will be paid at the higher of the 2 rates (either aide or regular rate). The pay will be at a one hour minimum.
11. If any non-bus driver acquires a CDL to permit them to drive a bus for the district, the employee will be paid an incentive of \$1000 payable in December and June following starting to work as bus driver.

B. Procedures for Awarding Routes

1. Routes will be bid every three (3) years by speed bidding. Transportation employees will be notified at the end of the school year of the date for the bidding. All employees are required to attend. Routes will be bid by seniority of the classification.
  - a. Routes will be posted when a route is not filled in accordance with this Article.
  - b. Bus drivers and van drivers will be paid six hours each day they are scheduled to work. If the driver's route is under the six (6) hour minimum, the driver should not time sheet extra duties such as bus cleaning, discipline, etc., until he/she averages thirty (30) hours per week. This excludes trips. If the route is over hours or the driver averages more than thirty (30) hours per week, the driver should fill out a time sheet for the excess hours. Any hours over thirty is not pro-rated for the summer.
  - c. If a CDL driver bids on a van route that driver can be used when necessary to drive a bus route.
  - d. Bus aides will be paid actual time of route work. A bus aide with a van certification can be used as a substitute on van routes when necessary and receive differential pay. Aides can be rotated on

routes to maintain an efficient work environment.

2. When a transportation employee works on a non-scheduled day that employee shall be his/her regular rate of pay.
3. If CCSD has a calamity day, no CCSD transportation employee is to transport any students to/from another school district during school hours.
4. All route times shall be rounded up to the next quarter hour for purposes of salary calculation.
5. All transportation employees shall be paid for extra duties performed outside of his/her normal working hours at their regular rate of pay and in accordance with Article 28, as requested by the Transportation Supervisor and/or administrator.

C. Miscellaneous

1. The Board shall provide safety training for all bus drivers and all drivers completing the training program shall be given a certificate of completion. The Board encourages bus drivers to attend the Annual OAPSE Bus Rodeo.
2. Transportation employees will be notified by email ten (10) days prior to the beginning of each school year of the dates that have been scheduled for in-service days.

**ARTICLE 37.00 – VACATIONS, CLASSIFIED EMPLOYEES**

- A. Each full-time classified employee, scheduled to work at least eleven (11) months per calendar year, after successful completion of the probationary period, shall be entitled while continuing in the employ of the Board of Education, to accrue vacation leave with full pay at the rate often (10) days per year.
- B. Employees continuing in such service for eight (8) or more years shall accrue vacation leave with full pay for fifteen (15) days and those continuing such service for fifteen (15) or more years shall accrue vacation leave with full pay for twenty (20) days. Employees continuing in service for twenty (20) or more years shall accrue vacation with full pay for twenty-five (25) days. For purposes of this paragraph B beginning July 1, 2001, full-time employee's uninterrupted length of continuous employment in the bargaining unit shall be deemed to include service immediately preceding full-time status, provided the prior service was at least one hundred twenty (120) days during the contract work year which is defined as July 1 through June 30. These

changes shall be effective on the employee's anniversary date.

- C. Upon separation from employment, a classified employee shall be entitled to compensation at this current rate of pay for all lawfully accrued and unused vacation leave to the employee's credit at the time of separation, not to exceed the vacation leave to his/her credit for up to three (3) years immediately preceding his separation and pro-rated of his earned but unused vacation leave for the current year.
- D. Application for approval of vacation should be through the District online attendance system. Except in case of emergency when a written explanation of the emergency is required, any application for approval of vacation must be submitted at least five (5) workdays prior to the date of the intended leave. Prior approval is required for any vacation.
- E. Employees shall take no more than thirty (30) vacation days per year, except as may be necessary due to extenuating circumstances, with Superintendent's approval.

NOTE: Employees who are eligible for thirty (30) days' vacation prior to July 1, 1990 shall be "grand-fathered" (i.e., will receive thirty (30) days' vacation). All other employees hired subsequent to July 1, 1990 will receive twenty-five (25) days maximum.

NOTE: For bargaining unit members hired before July 1, 2016, the following provisions apply. School secretaries on the 202-day schedule (10 month) are being paid for eight (8) days as vacation annually. Aides, monitors, and lunchroom employees, on the nine (9) month schedule are being paid for seven (7) days as vacation annually. No vacation is provided to employees in the foregoing classifications hired on or after July 1, 2016.

### **ARTICLE 38.00 – PAID HOLIDAYS**

- A. All regular classified employees employed on an eleven (11) or twelve (12) month basis, whether salaried or compensated on an hourly or per diem basis, shall be entitled to the following holidays for which they shall be paid their regular salary or their rate of pay, provided each such employee accrued earnings on his next preceding and his next following scheduled work days before and after such holiday or was properly excused from attendance at work on either or both those days.

#### State Mandated Holidays

New Year's Day  
Martin Luther King Day

Memorial Day  
Juneteenth  
Independence Day  
Labor Day  
Thanksgiving Day  
Christmas Day

Board of Education Approved Holidays

Presidents' Day  
Good Friday  
Veterans' Day  
Day after Thanksgiving  
Last working day before Christmas

- B. All such employees on a nine (9) or ten (10) month basis shall be entitled to all days listed above except Independence Day. Nine (9) month employees shall get Labor Day if it falls within their work year.
- C. When any such employee is required by his/her principal or immediate supervisor to work on any of the paid holidays, he/she shall be paid at double (2) time plus his/her regular rate of pay as per Article 30 A.4. for holiday service.

NOTE: School secretaries on the 202-day schedule (10) month are being paid for eleven (11) holidays annually. Aides, monitors, lunchroom employees, and bus drivers on the nine (9) month schedule are being paid for ten (10) holidays annually.

**ARTICLE 39.00 – SCHOOL CALENDAR**

- A. The Union may present a school calendar for consideration by the Superintendent and the Board of Education:
  - 1. The Superintendent shall send copies of all proposed calendars to the President and the Secretary of the Union at least thirty (30) days prior to consideration and adoption by the Board of Education.
  - 2. All employees of the bargaining unit may vote on proposed calendars and give suggestions and comments for approval. The results of the voting must be presented to the Superintendent at least fifteen (15) days prior to approval of school calendar.
  - 3. It is understood the Board has final approval.

4. OAPSE will have three (3) members serve on the District calendar committee. Members serving on this committee serve on a volunteer basis.

**ARTICLE 40.00 – LIFE INSURANCE**

- A. A program to provide group term life insurance in the amount of \$49,000 for each regular, full-time classified employee who elects it.
- B. The Board shall pay the full cost of the premium.

**ARTICLE 41.00 – HEALTH INSURANCE**

- A. The Board of Education shall offer a high-deductible group health insurance plan with an associated health savings account for eligible employees.
- B. Such coverage shall be available to all those unit members who are employed in a position at least fifty (50%) percent of the full-time equivalent (FTE) for their position within their department whose pay is based on the classified salary schedule who elect it.

Only one family premium would be paid by the Board per family unit.

Full-time equivalent is defined by position by the number of hours regularly scheduled per day as follows by department:

<u>Department</u>	<u>Hours Per Day</u>
Clerical	7 - 8
Transportation	4 - 8
Maintenance and Operations	8
Food Services	7 - 7.5
Aide and Monitor	6 – 7

1. The Board contribution shall be limited to 90% of the monthly individual premium and 85% of the monthly family premium.
2. The calculation of the premium for eligible unit members employed less than the full time equivalent (FTE) for their position within their department will be the percentage of the total premium based on the ratio of their hours worked.
3. The deductibles for the Plan will be \$2,700 single and \$5,400 family.
4. The Board will contribute a total of 45% (\$1215 single; \$2430 family) of the deductible into a health savings account on behalf of eligible, active

employees, annually, to help offset the deductible. The deductible will be deposited on a pro-rated monthly basis for eligible, active employees.

Notwithstanding the above, if the spouse of a member has insurance available through the spouse's employer, and the spouse withdraws from coverage under the District's insurance plan, the member shall be a monthly stipend in the amount of fifty dollars (\$50.00) which will be deposited in the member's health savings account. If the spouse does not withdraw from the District's plan, the member will pay a surcharge on the monthly premiums in the amount of one hundred and fifty dollars (\$150.00) per month.

### **Health Insurance Opt-Out Incentive Plan**

Any employee who declines to take the Board offered health insurance plan will be compensated \$3,000.00 for employees who are eligible for a family plan and \$1,500.00 for employees only eligible for a single plan. If a husband and wife are both district employees and one selects family coverage the other employee shall be considered as having opted out on single plan coverage and shall receive \$1,200.00 compensation. Likewise, members who would be otherwise eligible for family coverage and only elect a single plan, the employee shall be considered as having opted out on family plan coverage and shall receive the \$1,200.00 compensation. Part-time employee opt-out payments will be prorated as follows:

5-hour cook	@71%= \$852.00 for single and \$1,704.00 for family
3.5-hour cook	@50%= \$600.00 for single and \$1,200.00 for family
4-hour custodian	@50%= \$600.00 for single an \$1,200.00 for family

The following attributes are included in this program:

- A. In order to qualify for this compensation, the employee must make a request in writing to the Treasurer and State that they have health insurance coverage through their spouse or elsewhere. Eligible employees must complete twelve (12) continuous months of non-coverage (September 1 through August 31) before they become eligible for the opt-out payment. The written request must be made by August 1 of each school year and is offered each year that the employee declines coverage. Payment for the opt-out incentive will be included in the affected employee's regular August 20th pay.
- B. The Board agrees to pick up employees on Board provided coverage within thirty (30) days of written request by the employee indicating a voluntary or involuntary loss of coverage elsewhere. Coverage under the Chillicothe plan shall be retroactive to the date of loss of prior coverage elsewhere provided that the employee makes the election for coverage under the school district's plan within thirty (30) days from the date of the event.

- C. If an employee chooses option (b) anytime within the employed year, then all alternative compensation provided by this article will be denied.
- D. New employees hired after August 1 who choose the opt-out shall be granted the incentive on a pro-rated basis.
- E. Any bargaining unit member whose alternative insurance is Medicare, Medicaid or the ACA Exchange is not eligible for the opt out. Additionally, any employee under the age of 26 covered under his/her parent's insurance and who's parent(s) are employed by the District is not eligible for the opt out.

**ARTICLE 42.00 – DENTAL INSURANCE**

- A. The Board agrees to pay 100% of the premium cost for single dental plan (if applicable) plus 89% of the premium cost for a family dental plan. The Board retains the right to bid for the carrier and coverage, however with Union input prior to any final choice.

1. Base Plan Benefits

	Individual Deductible	Family Deductible	Co-Insurance
Covered Expense	Per Calendar Year	Per Calendar Year	Amount
Class I	None	None	100%
Class II			80%
Class III	\$25	\$50	80%
Class IV			60%

To encourage early detection of dental disease and to allow all participants a benefit from the plan each year, the deductible is waived and 100% of the Reasonable and Customary charges will be paid for all Class I Services.

Calendar Year Maximum (For all Class I, IT, & III Expenses)  
\$1,500 per person

Orthodontic Lifetime Maximum (For all Class IV Expenses)  
\$1,000 per person

2. Summary of Coverages

Class I-Preventive Diagnostic      100%

Routine Oral Exams - once every six (6) months  
Teeth Cleaning - once every six (6) months  
Fluoride Treatments - once every twelve (12) months  
Emergency Pain Treatments  
Space Maintainers  
Diagnostic X-Rays Tests and Lab Exams

Class II-Basic Restorative 80%

Fillings-Amalgams, Silicate, Acrylic  
Root Canal Therapy  
Treatment of Gum Disease  
Repair of Bridgework and Dentures  
Extraction and Oral Surgery  
General Anesthesia (only if medically necessary)

Class III-Major Restorative 80%

Inlays, Onlays, Gold Fillings, or Crown Restorations  
Initial Installation of Fixed Bridgework  
Installation of Partial or Full, Removable Dentures  
Replacement of Existing Bridgework or Dentures

Class IV-Orthodontic 60%

Full Banded Orthodontic Treatment  
Appliance for Tooth Guidance  
Appliances to Control Harmful Habits  
Retention Appliances-not in connection with full banded treatment

NOTE: Orthodontic benefits are not subject to an annual deductible.

Such coverage shall be available to all those unit members who are employed in a position at least fifty (50%) percent of the full-time equivalent (FTE) (as defined in Article 42.00 (B) for their position within their department whose pay is based on the classified salary schedule who elect it. Only one family premium would be paid by the Board per family unit.

- B. The Board of Education contribution for these benefits shall be limited to the full monthly payment of the individual premium and 89% of the monthly family premium for all eligible full-time equivalent unit members who elect such coverage (as defined in Article 42.00 (B)).
  - 1. Eligible unit members employed less than the full-time equivalent (FTE) for their position within their department will receive a proration of the cost of full-time benefits provided in Article 44.00(C)(1).



2. Employees hired prior to July 1, 1993 are grand fathered and will continue to contribute to the pro-rated premium as has been the past practice.

### **ARTICLE 43.00 – VISION INSURANCE**

- A. The Board of Education shall provide the following program of benefits consisting of Board paid premiums, per individual employee, equivalent to a single premium up to a maximum of \$8.50 for the following benefits:
  1. Plan Basics: The plan allows an exam, a pair of lenses and a frame once every twelve or twenty-four months as shown below. Contact lens allowance replaces benefits for lenses and frames. Exam and materials deductibles, if any, are also shown below along with premium rates.
  2. Deductibles:
    - A. Exam \$10 deductible
    - B. Basic lenses (single, bifocal, tri-focal) \$10 deductible
- B. Participating Provider or Panel Schedule of Benefits: Reimbursement is made directly to the participating provider. Exams and basic lenses with no lens extras are covered in full after the deductibles are paid, if any. Basic lenses mean one pair of single vision bifocal or tri-focal lenses in glass or plastic. Frames are covered up to the allowance, after deductibles are paid. The materials deductible does not apply to contact lenses and lenses and frames received during the same visit are subject to one material deductible only.

\$80.00

Retail Frame Allowance  
Elective Contacts (in lieu of eyeglasses only)  
Medical Necessary Contacts  
Covered Extras

\$130.00

Covered (w/approval) Pink #1 & #2  
Solid Tints Ground-in Prisms

- C. Indemnity or Non-Panel Schedule of Benefits: Reimbursement made directly to the member based on submitted paid receipts. Deductibles apply and lenses are per pair.

(See complete vision plan for details)

Examination	\$35.00
Tri-focal Lenses	\$50.00
Single Vision Lenses	\$25.00
Lenticular Lenses	\$80.00
Bi-focal Lenses	\$40.00
Frames, up to	\$30.00

Contact Lenses (in lieu of eyeglasses only):

Cosmetic Contacts	\$80.00
Necessary Contacts	\$160.00

#### **ARTICLE 44.00 – PEOPLE PAYROLL DEDUCTIONS**

- A. The Employer agrees to deduct from the wages of any employee who is a member of the Union a PEOPLE donation as provided in a voluntary written authorization. Such authorization must be executed by the employee and may be revoked at any time by giving written notice to the Employer. The Board agrees to forward PEOPLE deductions to the Union State Treasurer each month along with a list of employees for whom such deductions have been made. PEOPLE deductions are separate from any dues and shall be sent in a separate check to the Union State Treasurer.

#### **ARTICLE 45.00 – PROVISIONS CONTRARY TO LAW**

- A. If any provisions of this Agreement or any application of this Agreement to any School Employee shall be found contrary to Law, this provision or application shall be deemed invalid except to the extent permitted by Law, but all other provisions shall continue in full force and effect.
- B. In the case of such invalidation, at the request of either Party, the Parties shall meet within fifteen (15) days to negotiate a replacement clause.

#### **ARTICLE 46.00 – LIABILITY, DEFENSE AND INDEMNIFICATION**

- A. The Board acknowledges and accepts as its duty the defense and indemnification of members of the bargaining unit as prescribed in Section 2744.07 of the Revised Code. The amounts so expended by the Board shall be from funds appropriated in the general fund for this purpose or from proceeds of insurance as the Board deems appropriate.

#### **ARTICLE 47.00 – HEALTH AND SAFETY**

- A. The Board agrees to provide a safe and healthy workplace for all employees of the school district to the extent required by law.
- B. Should an employee recognize an unsafe or unhealthy condition it shall be reported to his/her immediate supervisor by completing a maintenance work order requisition form.

The immediate supervisor shall then notify the Superintendent or designee and/or the Maintenance Supervisor.

- C. The administration and the Union will meet to consider workplace health and safety. The health and safety committee will be composed of a maximum of three (3) representatives from the union and a maximum of three (3) representatives from the administration. Meetings of the health and safety committee will be held at times and places mutually agreed to by the members.
- D. Employees who work an evening or late-night shift shall be provided a form of communication for emergency purposes upon request. (Example: beeper, radio, or cell phone).

#### **ARTICLE 48.00 – WAGES**

- A. There shall be a 2.0% across the board wage increase for all bargaining unit employees beginning July 1, 2022, and a ~~2.0%~~ 2.5% increase beginning July 1, 2023. There shall be a reopener on wages, benefits and four specific language issues for the 2024-2025 school year. In addition, each bargaining unit member shall receive a one thousand five hundred dollar (\$1,500.00) learning recovery stipend to be paid in December 2022. This is a one-time stipend. All bargaining unit employees shall receive their step increases. The Employer agrees if any other bargaining unit or if Administration (not any one individual) receives an across the board base increase that exceeds the above percentage increases during that contract year all members of the OAPSE Bargaining Unit will receive the same percentage increase received by the other bargaining unit or administration.
- B. A year of service shall be credited to employees who have worked at least one hundred twenty (120) days during the contract work year, which is defined as July 1 through June 30.

#### **ARTICLE 49.00 – EMPLOYEE NOTIFICATION REQUIREMENTS**

- A. Bus drivers who have been prescribed medication (or are taking medication) that may cause drowsiness or driving impairment are required to notify the

transportation supervisor (or the Superintendent or designee in the absence of the transportation supervisor) of such.

- B. Bus drivers who receive any kind of in-state or out-of-state traffic citation or conviction during their employment are required to notify the transportation supervisor (or the Superintendent or designee in the absence of the transportation supervisor) on the first day of work following receipt of said citation or conviction.
- C. Bargaining unit members who have been arrested or charged with a criminal offense during their employment with the district are required to notify their immediate supervisor of such.

#### **ARTICLE 50.00 – HIRING RETIRED EMPLOYEES**

- A. Individuals who have retired and who are or will be receiving retirement benefits through any State retirement system may be employed by the Board. There shall not be any expectation that any such individual, whether formerly an employee of the Board or not, will be offered employment. The Board reserves the right to offer or not to offer such employment selectively, based on the needs of the school district, and no reason for declining to offer such employment to anyone pursuant to this provision shall be required.
- B. The salary to be paid to the retired employee shall be determined by the Board at the time of initial employment and at the time of each subsequent contract grant.
- C. Individuals employed pursuant to this shall not receive any health, dental, and vision benefits, nor shall he/she receive any life insurance or severance benefits.
- D. Individuals employed pursuant to this provision shall receive one (1) year limited contracts and shall not be eligible for continuing contracts, regardless of their years of service. The decision whether to employ an individual hired under this section for another year is solely within the discretion of the Board of Education, and that decision is not subject to the grievance procedure. If the board determines that it will employ the bargaining unit member for the succeeding school year, the board will attempt to notify the retired employee by April 30<sup>th</sup>. Retired employees shall be subject to removal in accordance with Article 9 and shall have the same status as Probationary Employees set forth therein.
- E. Each one (1) year contract shall automatically expire upon the completion of the school year. Individuals employed pursuant to this provision may not apply for vacancies, shall not maintain bumping rights, shall have no seniority rights over any other employee, and are not subject to, or required to participate, in any evaluation process provided by this Agreement. Individuals hired pursuant to this provision are not entitled to any severance benefits or retirement incentive

benefits.

- F. Individuals employed pursuant to this provision shall start each contractual year with a zero (0) sick leave balance but shall earn sick leave during the contractual year at the same rate as other members of the bargaining unit. If the individual is employed under another contract(s) for succeeding years, there will not be a carryover of the sick leave days from year to year.
- G. This provision will not apply to current employees until the 20-21 school year. The Superintendent and District Treasurer shall meet with the effected employees on an individual basis to discuss concerns with the employee. The employee may bring a representative.
- H. All the terms and conditions of employment set forth in the preceding numbered paragraphs shall supersede and replace any sections of the Ohio Revised Code with which they are in conflict.

**ARTICLE 51.00 – COMPLETE AGREEMENT**

A. The parties acknowledge that during the negotiations which resulted in this Agreement, each had the unlimited right and opportunity to make demands and proposals on any subject within the scope of negotiations. The understandings and agreements arrived at by the parties after the exercise of the right and opportunity are set forth herein, and the parties agree that this Agreement constitutes the entire contract between them and settles all demands and issues on all matters within the scope of negotiations.

**CHILLICOTHE CITY SCHOOL DISTRICT  
BOARD OF EDUCATION**

Date: 1/30/23

By: *Elizabeth Ray*

Date: 1/26/23

By: *Deborah Smith*

Date: 1/24/23

By: *Claudia Lake*

**OHIO ASSOCIATION OF PUBLIC SCHOOL  
EMPLOYEES AFSCME/OAPSE  
LOCAL 4/AFL-CIO**

Date: 1/24/23

By: *Muanda O. Burns*

Date: 1/24/23

By: *Tom Ramsey*

Date: 1/24/23

By: *Jay Allen*

**SALARY SCHEDULES**

2023

		<b>BUS DRIVER</b>	<b>BASE 2%</b>
			<b>18.95</b>
YEARS	INDEX	HOURLY RATE	
0	1	<b>\$18.95</b>	
1	1.02882	<b>\$19.50</b>	
2	1.05361 9	<b>\$19.97</b>	
3	1.08244	<b>\$20.51</b>	
4	1.11461 1	<b>\$21.12</b>	
5	1.11461 1	<b>\$21.12</b>	
6	1.13461 1	<b>\$21.50</b>	
7	1.13461 1	<b>\$21.50</b>	
8	1.15461 1	<b>\$21.88</b>	
9	1.15461 1	<b>\$21.88</b>	
10	1.17461 1	<b>\$22.26</b>	
11	1.17461 1	<b>\$22.26</b>	
12	1.19461 1	<b>\$22.64</b>	
13	1.19461 1	<b>\$22.64</b>	
14	1.21461 1	<b>\$23.02</b>	
15	1.21461 1	<b>\$23.02</b>	
16	1.23461 1	<b>\$23.40</b>	
17	1.23461 1	<b>\$23.40</b>	
18	1.23461 1	<b>\$23.40</b>	
19	1.25461 1	<b>\$23.77</b>	
20	1.25461 1	<b>\$23.77</b>	
21	1.25461 1	<b>\$23.77</b>	
22	1.27461 1	<b>\$24.15</b>	
23	1.27461 1	<b>\$24.15</b>	
24	1.29461 1	<b>\$24.53</b>	

		<b>HEAD BUS</b>	Base 2%				<b>Head Mechanic</b>	2%
		<b>DRIVER / OBI</b>	<b>19.78</b>					<b>\$19.51</b>
YEARS	INDEX	HOURLY RATE			YEARS	INDEX	HOURLY RATE	
0	1	<b>\$19.78</b>			0	1	<b>19.51</b>	
1	1.02882	<b>\$20.35</b>			1	1.02882	<b>20.07</b>	
2	1.05361 9	<b>\$20.84</b>			2	1.05361 9	<b>20.56</b>	
3	1.08244	<b>\$21.41</b>			3	1.08244	<b>21.12</b>	
4	1.11461 1	<b>\$22.05</b>			4	1.11461 1	<b>21.75</b>	
5	1.11461 1	<b>\$22.05</b>			5	1.11461 1	<b>21.75</b>	
6	1.13461 1	<b>\$22.44</b>			6	1.13461 1	<b>22.14</b>	
7	1.13461 1	<b>\$22.44</b>			7	1.13461 1	<b>22.14</b>	
8	1.15461 1	<b>\$22.84</b>			8	1.15461 1	<b>22.53</b>	
9	1.15461 1	<b>\$22.84</b>			9	1.15461 1	<b>22.53</b>	
10	1.17461 1	<b>\$23.23</b>			10	1.17461 1	<b>22.92</b>	
11	1.17461 1	<b>\$23.23</b>			11	1.17461 1	<b>22.92</b>	
12	1.19461 1	<b>\$23.63</b>			12	1.19461 1	<b>23.31</b>	
13	1.19461 1	<b>\$23.63</b>			13	1.19461 1	<b>23.31</b>	
14	1.21461 1	<b>\$24.03</b>			14	1.21461 1	<b>23.70</b>	
15	1.21461 1	<b>\$24.03</b>			15	1.21461 1	<b>23.70</b>	
16	1.23461 1	<b>\$24.42</b>			16	1.23461 1	<b>24.09</b>	
17	1.23461 1	<b>\$24.42</b>			17	1.23461 1	<b>24.09</b>	
18	1.23461 1	<b>\$24.42</b>			18	1.23461 1	<b>24.09</b>	
19	1.25461 1	<b>\$24.82</b>			19	1.25461 1	<b>24.48</b>	
20	1.25461 1	<b>\$24.82</b>			20	1.25461 1	<b>24.48</b>	
21	1.25461 1	<b>\$24.82</b>			21	1.25461 1	<b>24.48</b>	
22	1.27461 1	<b>\$25.21</b>			22	1.27461 1	<b>24.87</b>	
23	1.27461 1	<b>\$25.21</b>			23	1.27461 1	<b>24.87</b>	
24	1.29461 1	<b>\$25.61</b>			24	1.29461 1	<b>25.26</b>	



<b>AIDES/MONITORS</b>			Base 2% <b>\$15.71</b>		<b>NURSE AIDE</b>			Base 2% <b>17.89</b>
YEARS	INDEX	HOURLY RATE			YEARS	INDEX	HOURLY RATE	
0	1	<b>\$15.71</b>			0	1	<b>17.89</b>	
1	1.02882	<b>\$16.16</b>			1	1.02882	<b>18.41</b>	
2	1.05361 9	<b>\$16.55</b>			2	1.05361 9	<b>18.85</b>	
3	1.08244	<b>\$17.01</b>			3	1.08244	<b>19.36</b>	
4	1.11461 1	<b>\$17.51</b>			4	1.11461 1	<b>19.94</b>	
5	1.11461 1	<b>\$17.51</b>			5	1.11461 1	<b>19.94</b>	
6	1.13461 1	<b>\$17.82</b>			6	1.13461 1	<b>20.30</b>	
7	1.13461 1	<b>\$17.82</b>			7	1.13461 1	<b>20.30</b>	
8	1.15461 1	<b>\$18.14</b>			8	1.15461 1	<b>20.66</b>	
9	1.15461 1	<b>\$18.14</b>			9	1.15461 1	<b>20.66</b>	
10	1.17461 1	<b>\$18.45</b>			10	1.17461 1	<b>21.01</b>	
11	1.17461 1	<b>\$18.45</b>			11	1.17461 1	<b>21.01</b>	
12	1.19461 1	<b>\$18.77</b>			12	1.19461 1	<b>21.37</b>	
13	1.19461 1	<b>\$18.77</b>			13	1.19461 1	<b>21.37</b>	
14	1.21461 1	<b>\$19.08</b>			14	1.21461 1	<b>21.73</b>	
15	1.21461 1	<b>\$19.08</b>			15	1.21461 1	<b>21.73</b>	
16	1.23461 1	<b>\$19.40</b>			16	1.23461 1	<b>22.09</b>	
17	1.23461 1	<b>\$19.40</b>			17	1.23461 1	<b>22.09</b>	
18	1.23461 1	<b>\$19.40</b>			18	1.23461 1	<b>22.09</b>	
19	1.25461 1	<b>\$19.71</b>			19	1.25461 1	<b>22.44</b>	
20	1.25461 1	<b>\$19.71</b>			20	1.25461 1	<b>22.44</b>	
21	1.25461 1	<b>\$19.71</b>			21	1.25461 1	<b>22.44</b>	
22	1.27461 1	<b>\$20.02</b>			22	1.27461 1	<b>22.80</b>	
23	1.27461 1	<b>\$20.02</b>			23	1.27461 1	<b>22.80</b>	
24	1.29461 1	<b>\$20.34</b>			24	1.29461 1	<b>23.16</b>	

		<b>Lunchroom Worker</b>	Base 2%			<b>Lunchroom Cook</b>	Base 2%
			<b>15.08</b>				<b>16.19</b>
YEARS	INDEX	HOURLY RATE			YEARS	INDEX	HOURLY RATE
0	1	<b>15.08</b>			0	1	<b>16.19</b>
1	1.02882	<b>15.51</b>			1	1.02882	<b>16.66</b>
2	1.05361 9	<b>15.89</b>			2	1.05361 9	<b>17.06</b>
3	1.08244	<b>16.32</b>			3	1.08244	<b>17.52</b>
4	1.11461 1	<b>16.81</b>			4	1.11461 1	<b>18.05</b>
5	1.11461 1	<b>16.81</b>			5	1.11461 1	<b>18.05</b>
6	1.13461 1	<b>17.11</b>			6	1.13461 1	<b>18.37</b>
7	1.13461 1	<b>17.11</b>			7	1.13461 1	<b>18.37</b>
8	1.15461 1	<b>17.41</b>			8	1.15461 1	<b>18.69</b>
9	1.15461 1	<b>17.41</b>			9	1.15461 1	<b>18.69</b>
10	1.17461 1	<b>17.71</b>			10	1.17461 1	<b>19.02</b>
11	1.17461 1	<b>17.71</b>			11	1.17461 1	<b>19.02</b>
12	1.19461 1	<b>18.01</b>			12	1.19461 1	<b>19.34</b>
13	1.19461 1	<b>18.01</b>			13	1.19461 1	<b>19.34</b>
14	1.21461 1	<b>18.32</b>			14	1.21461 1	<b>19.66</b>
15	1.21461 1	<b>18.32</b>			15	1.21461 1	<b>19.66</b>
16	1.23461 1	<b>18.62</b>			16	1.23461 1	<b>19.99</b>
17	1.23461 1	<b>18.62</b>			17	1.23461 1	<b>19.99</b>
18	1.23461 1	<b>18.62</b>			18	1.23461 1	<b>19.99</b>
19	1.25461 1	<b>18.92</b>			19	1.25461 1	<b>20.31</b>
20	1.25461 1	<b>18.92</b>			20	1.25461 1	<b>20.31</b>
21	1.25461 1	<b>18.92</b>			21	1.25461 1	<b>20.31</b>
22	1.27461 1	<b>19.22</b>			22	1.27461 1	<b>20.64</b>
23	1.27461 1	<b>19.22</b>			23	1.27461 1	<b>20.64</b>
24	1.29461 1	<b>19.52</b>			24	1.29461 1	<b>20.96</b>

		<b>Lunchroom Manager</b>	<b>Base 2%</b>			<b>STORE CLERK</b>		<b>Base 2%</b>
	<b>MTL, PRIM, INTER, CHS</b>		<b>18.27</b>			<b>DELIVERYMAN</b>		<b>\$17.23</b>
<b>YEARS</b>	<b>INDEX</b>	<b>HOURLY RATE</b>			<b>YEARS</b>	<b>INDEX</b>	<b>HOURLY RATE</b>	
0	1	<b>18.27</b>			0	1	<b>17.23</b>	
1	1.02882	<b>18.80</b>			1	1.02882	<b>17.73</b>	
2	1.05361 9	<b>19.25</b>			2	1.05361 9	<b>18.15</b>	
3	1.08244	<b>19.78</b>			3	1.08244	<b>18.65</b>	
4	1.11461 1	<b>20.36</b>			4	1.11461 1	<b>19.20</b>	
5	1.11461 1	<b>20.36</b>			5	1.11461 1	<b>19.20</b>	
6	1.13461 1	<b>20.73</b>			6	1.13461 1	<b>19.55</b>	
7	1.13461 1	<b>20.73</b>			7	1.13461 1	<b>19.55</b>	
8	1.15461 1	<b>21.09</b>			8	1.15461 1	<b>19.89</b>	
9	1.15461 1	<b>21.09</b>			9	1.15461 1	<b>19.89</b>	
10	1.17461 1	<b>21.46</b>			10	1.17461 1	<b>20.24</b>	
11	1.17461 1	<b>21.46</b>			11	1.17461 1	<b>20.24</b>	
12	1.19461 1	<b>21.83</b>			12	1.19461 1	<b>20.58</b>	
13	1.19461 1	<b>21.83</b>			13	1.19461 1	<b>20.58</b>	
14	1.21461 1	<b>22.19</b>			14	1.21461 1	<b>20.93</b>	
15	1.21461 1	<b>22.19</b>			15	1.21461 1	<b>20.93</b>	
16	1.23461 1	<b>22.56</b>			16	1.23461 1	<b>21.27</b>	
17	1.23461 1	<b>22.56</b>			17	1.23461 1	<b>21.27</b>	
18	1.23461 1	<b>22.56</b>			18	1.23461 1	<b>21.27</b>	
19	1.25461 1	<b>22.92</b>			19	1.25461 1	<b>21.62</b>	
20	1.25461 1	<b>22.92</b>			20	1.25461 1	<b>21.62</b>	
21	1.25461 1	<b>22.92</b>			21	1.25461 1	<b>21.62</b>	
22	1.27461 1	<b>23.29</b>			22	1.27461 1	<b>21.96</b>	
23	1.27461 1	<b>23.29</b>			23	1.27461 1	<b>21.96</b>	
24	1.29461 1	<b>23.65</b>			24	1.29461 1	<b>22.31</b>	

		<b>Maintenance Repair</b>	<b>Base 2%</b>			1/2	<b>Maint. Repair</b>	<b>Base 2%</b>
YEARS	INDEX	HOURLY RATE	<b>\$19.09</b>		YEARS	INDEX	HOURLY RATE	<b>19.33</b>
0	1	<b>\$19.09</b>			0	1	<b>19.33</b>	
1	1.02882	<b>\$19.64</b>			1	1.02882	<b>19.89</b>	
2	1.05361 9	<b>\$20.11</b>			2	1.05361 9	<b>20.37</b>	
3	1.08244	<b>\$20.66</b>			3	1.08244	<b>20.92</b>	
4	1.11461 1	<b>\$21.28</b>			4	1.11461 1	<b>21.55</b>	
5	1.11461 1	<b>\$21.28</b>			5	1.11461 1	<b>21.55</b>	
6	1.13461 1	<b>\$21.66</b>			6	1.13461 1	<b>21.93</b>	
7	1.13461 1	<b>\$21.66</b>			7	1.13461 1	<b>21.93</b>	
8	1.15461 1	<b>\$22.04</b>			8	1.15461 1	<b>22.32</b>	
9	1.15461 1	<b>\$22.04</b>			9	1.15461 1	<b>22.32</b>	
10	1.17461 1	<b>\$22.42</b>			10	1.17461 1	<b>22.71</b>	
11	1.17461 1	<b>\$22.42</b>			11	1.17461 1	<b>22.71</b>	
12	1.19461 1	<b>\$22.81</b>			12	1.19461 1	<b>23.09</b>	
13	1.19461 1	<b>\$22.81</b>			13	1.19461 1	<b>23.09</b>	
14	1.21461 1	<b>\$23.19</b>			14	1.21461 1	<b>23.48</b>	
15	1.21461 1	<b>\$23.19</b>			15	1.21461 1	<b>23.48</b>	
16	1.23461 1	<b>\$23.57</b>			16	1.23461 1	<b>23.87</b>	
17	1.23461 1	<b>\$23.57</b>			17	1.23461 1	<b>23.87</b>	
18	1.23461 1	<b>\$23.57</b>			18	1.23461 1	<b>23.87</b>	
19	1.25461 1	<b>\$23.95</b>			19	1.25461 1	<b>24.25</b>	
20	1.25461 1	<b>\$23.95</b>			20	1.25461 1	<b>24.25</b>	
21	1.25461 1	<b>\$23.95</b>			21	1.25461 1	<b>24.25</b>	
22	1.27461 1	<b>\$24.33</b>			22	1.27461 1	<b>24.64</b>	
23	1.27461 1	<b>\$24.33</b>			23	1.27461 1	<b>24.64</b>	
24	1.29461 1	<b>\$24.71</b>			24	1.29461 1	<b>25.02</b>	

<b>FIREMAN-CUSTODIAN</b>			Base 2%			<b>SECRETARY II</b>		BASE 2%
YEARS	INDEX	HOURLY RATE	<b>\$17.59</b>		YEARS	INDEX	HOURLY RATE	<b>\$17.23</b>
0	1	<b>\$17.59</b>			0	1	<b>\$17.23</b>	
1	1.02882	<b>\$18.10</b>			1	1.02882	<b>\$17.73</b>	
2	1.05361 9	<b>\$18.53</b>			2	1.05361 9	<b>\$18.15</b>	
3	1.08244	<b>\$19.04</b>			3	1.08244	<b>\$18.65</b>	
4	1.11461 1	<b>\$19.61</b>			4	1.11461 1	<b>\$19.20</b>	
5	1.11461 1	<b>\$19.61</b>			5	1.11461 1	<b>\$19.20</b>	
6	1.13461 1	<b>\$19.96</b>			6	1.13461 1	<b>\$19.55</b>	
7	1.13461 1	<b>\$19.96</b>			7	1.13461 1	<b>\$19.55</b>	
8	1.15461 1	<b>\$20.31</b>			8	1.15461 1	<b>\$19.89</b>	
9	1.15461 1	<b>\$20.31</b>			9	1.15461 1	<b>\$19.89</b>	
10	1.17461 1	<b>\$20.66</b>			10	1.17461 1	<b>\$20.24</b>	
11	1.17461 1	<b>\$20.66</b>			11	1.17461 1	<b>\$20.24</b>	
12	1.19461 1	<b>\$21.01</b>			12	1.19461 1	<b>\$20.58</b>	
13	1.19461 1	<b>\$21.01</b>			13	1.19461 1	<b>\$20.58</b>	
14	1.21461 1	<b>\$21.37</b>			14	1.21461 1	<b>\$20.93</b>	
15	1.21461 1	<b>\$21.37</b>			15	1.21461 1	<b>\$20.93</b>	
16	1.23461 1	<b>\$21.72</b>			16	1.23461 1	<b>\$21.27</b>	
17	1.23461 1	<b>\$21.72</b>			17	1.23461 1	<b>\$21.27</b>	
18	1.23461 1	<b>\$21.72</b>			18	1.23461 1	<b>\$21.27</b>	
19	1.25461 1	<b>\$22.07</b>			19	1.25461 1	<b>\$21.62</b>	
20	1.25461 1	<b>\$22.07</b>			20	1.25461 1	<b>\$21.62</b>	
21	1.25461 1	<b>\$22.07</b>			21	1.25461 1	<b>\$21.62</b>	
22	1.27461 1	<b>\$22.42</b>			22	1.27461 1	<b>\$21.96</b>	
23	1.27461 1	<b>\$22.42</b>			23	1.27461 1	<b>\$21.96</b>	
24	1.29461 1	<b>\$22.77</b>			24	1.29461 1	<b>\$22.31</b>	

**SALARY SCHEDULES**

2024

		<b>BUS DRIVER</b>	<b>BASE 2%</b>
			<b>19.33</b>
YEARS	INDEX	HOURLY RATE	
0	1	<b>\$19.33</b>	
1	1.02882	<b>\$19.89</b>	
2	1.05361 9	<b>\$20.37</b>	
3	1.08244	<b>\$20.92</b>	
4	1.11461 1	<b>\$21.55</b>	
5	1.11461 1	<b>\$21.55</b>	
6	1.13461 1	<b>\$21.93</b>	
7	1.13461 1	<b>\$21.93</b>	
8	1.15461 1	<b>\$22.32</b>	
9	1.15461 1	<b>\$22.32</b>	
10	1.17461 1	<b>\$22.71</b>	
11	1.17461 1	<b>\$22.71</b>	
12	1.19461 1	<b>\$23.09</b>	
13	1.19461 1	<b>\$23.09</b>	
14	1.21461 1	<b>\$23.48</b>	
15	1.21461 1	<b>\$23.48</b>	
16	1.23461 1	<b>\$23.87</b>	
17	1.23461 1	<b>\$23.87</b>	
18	1.23461 1	<b>\$23.87</b>	
19	1.25461 1	<b>\$24.25</b>	
20	1.25461 1	<b>\$24.25</b>	
21	1.25461 1	<b>\$24.25</b>	
22	1.27461 1	<b>\$24.64</b>	
23	1.27461 1	<b>\$24.64</b>	
24	1.29461 1	<b>\$25.02</b>	

		<b>HEAD BUS</b>	Base 2%				<b>Head Mechanic</b>	2%
		<b>DRIVER / OBI</b>	<b>20.18</b>					<b>\$19.90</b>
YEARS	INDEX	HOURLY RATE			YEARS	INDEX	HOURLY RATE	
0	1	<b>\$20.18</b>			0	1	<b>19.90</b>	
1	1.02882	<b>\$20.76</b>			1	1.02882	<b>20.47</b>	
2	1.05361 9	<b>\$21.26</b>			2	1.05361 9	<b>20.97</b>	
3	1.08244	<b>\$21.84</b>			3	1.08244	<b>21.54</b>	
4	1.11461 1	<b>\$22.49</b>			4	1.11461 1	<b>22.18</b>	
5	1.11461 1	<b>\$22.49</b>			5	1.11461 1	<b>22.18</b>	
6	1.13461 1	<b>\$22.90</b>			6	1.13461 1	<b>22.58</b>	
7	1.13461 1	<b>\$22.90</b>			7	1.13461 1	<b>22.58</b>	
8	1.15461 1	<b>\$23.30</b>			8	1.15461 1	<b>22.98</b>	
9	1.15461 1	<b>\$23.30</b>			9	1.15461 1	<b>22.98</b>	
10	1.17461 1	<b>\$23.70</b>			10	1.17461 1	<b>23.37</b>	
11	1.17461 1	<b>\$23.70</b>			11	1.17461 1	<b>23.37</b>	
12	1.19461 1	<b>\$24.11</b>			12	1.19461 1	<b>23.77</b>	
13	1.19461 1	<b>\$24.11</b>			13	1.19461 1	<b>23.77</b>	
14	1.21461 1	<b>\$24.51</b>			14	1.21461 1	<b>24.17</b>	
15	1.21461 1	<b>\$24.51</b>			15	1.21461 1	<b>24.17</b>	
16	1.23461 1	<b>\$24.91</b>			16	1.23461 1	<b>24.57</b>	
17	1.23461 1	<b>\$24.91</b>			17	1.23461 1	<b>24.57</b>	
18	1.23461 1	<b>\$24.91</b>			18	1.23461 1	<b>24.57</b>	
19	1.25461 1	<b>\$25.32</b>			19	1.25461 1	<b>24.97</b>	
20	1.25461 1	<b>\$25.32</b>			20	1.25461 1	<b>24.97</b>	
21	1.25461 1	<b>\$25.32</b>			21	1.25461 1	<b>24.97</b>	
22	1.27461 1	<b>\$25.72</b>			22	1.27461 1	<b>25.36</b>	
23	1.27461 1	<b>\$25.72</b>			23	1.27461 1	<b>25.36</b>	
24	1.29461 1	<b>\$26.13</b>			24	1.29461 1	<b>25.76</b>	

<b>AIDES/MONITORS</b>			Base 2% <b>\$16.02</b>		<b>NURSE AIDE</b>			Base 2% <b>18.25</b>
YEARS	INDEX	HOURLY RATE			YEARS	INDEX	HOURLY RATE	
0	1	<b>\$16.02</b>			0	1	<b>18.25</b>	
1	1.02882	<b>\$16.48</b>			1	1.02882	<b>18.78</b>	
2	1.05361 9	<b>\$16.88</b>			2	1.05361 9	<b>19.23</b>	
3	1.08244	<b>\$17.34</b>			3	1.08244	<b>19.75</b>	
4	1.11461 1	<b>\$17.86</b>			4	1.11461 1	<b>20.34</b>	
5	1.11461 1	<b>\$17.86</b>			5	1.11461 1	<b>20.34</b>	
6	1.13461 1	<b>\$18.18</b>			6	1.13461 1	<b>20.71</b>	
7	1.13461 1	<b>\$18.18</b>			7	1.13461 1	<b>20.71</b>	
8	1.15461 1	<b>\$18.50</b>			8	1.15461 1	<b>21.07</b>	
9	1.15461 1	<b>\$18.50</b>			9	1.15461 1	<b>21.07</b>	
10	1.17461 1	<b>\$18.82</b>			10	1.17461 1	<b>21.44</b>	
11	1.17461 1	<b>\$18.82</b>			11	1.17461 1	<b>21.44</b>	
12	1.19461 1	<b>\$19.14</b>			12	1.19461 1	<b>21.80</b>	
13	1.19461 1	<b>\$19.14</b>			13	1.19461 1	<b>21.80</b>	
14	1.21461 1	<b>\$19.46</b>			14	1.21461 1	<b>22.17</b>	
15	1.21461 1	<b>\$19.46</b>			15	1.21461 1	<b>22.17</b>	
16	1.23461 1	<b>\$19.78</b>			16	1.23461 1	<b>22.53</b>	
17	1.23461 1	<b>\$19.78</b>			17	1.23461 1	<b>22.53</b>	
18	1.23461 1	<b>\$19.78</b>			18	1.23461 1	<b>22.53</b>	
19	1.25461 1	<b>\$20.10</b>			19	1.25461 1	<b>22.90</b>	
20	1.25461 1	<b>\$20.10</b>			20	1.25461 1	<b>22.90</b>	
21	1.25461 1	<b>\$20.10</b>			21	1.25461 1	<b>22.90</b>	
22	1.27461 1	<b>\$20.42</b>			22	1.27461 1	<b>23.26</b>	
23	1.27461 1	<b>\$20.42</b>			23	1.27461 1	<b>23.26</b>	
24	1.29461 1	<b>\$20.74</b>			24	1.29461 1	<b>23.63</b>	



		<b>Lunchroom Worker</b>	Base 2%			<b>Lunchroom Cook</b>	Base 2%
			<b>15.38</b>				<b>16.51</b>
YEARS	INDEX	HOURLY RATE			YEARS	INDEX	HOURLY RATE
0	1	<b>15.38</b>			0	1	<b>16.51</b>
1	1.02882	<b>15.82</b>			1	1.02882	<b>16.99</b>
2	1.05361 9	<b>16.20</b>			2	1.05361 9	<b>17.40</b>
3	1.08244	<b>16.65</b>			3	1.08244	<b>17.87</b>
4	1.11461 1	<b>17.14</b>			4	1.11461 1	<b>18.40</b>
5	1.11461 1	<b>17.14</b>			5	1.11461 1	<b>18.40</b>
6	1.13461 1	<b>17.45</b>			6	1.13461 1	<b>18.73</b>
7	1.13461 1	<b>17.45</b>			7	1.13461 1	<b>18.73</b>
8	1.15461 1	<b>17.76</b>			8	1.15461 1	<b>19.06</b>
9	1.15461 1	<b>17.76</b>			9	1.15461 1	<b>19.06</b>
10	1.17461 1	<b>18.07</b>			10	1.17461 1	<b>19.39</b>
11	1.17461 1	<b>18.07</b>			11	1.17461 1	<b>19.39</b>
12	1.19461 1	<b>18.37</b>			12	1.19461 1	<b>19.72</b>
13	1.19461 1	<b>18.37</b>			13	1.19461 1	<b>19.72</b>
14	1.21461 1	<b>18.68</b>			14	1.21461 1	<b>20.05</b>
15	1.21461 1	<b>18.68</b>			15	1.21461 1	<b>20.05</b>
16	1.23461 1	<b>18.99</b>			16	1.23461 1	<b>20.38</b>
17	1.23461 1	<b>18.99</b>			17	1.23461 1	<b>20.38</b>
18	1.23461 1	<b>18.99</b>			18	1.23461 1	<b>20.38</b>
19	1.25461 1	<b>19.30</b>			19	1.25461 1	<b>20.71</b>
20	1.25461 1	<b>19.30</b>			20	1.25461 1	<b>20.71</b>
21	1.25461 1	<b>19.30</b>			21	1.25461 1	<b>20.71</b>
22	1.27461 1	<b>19.60</b>			22	1.27461 1	<b>21.04</b>
23	1.27461 1	<b>19.60</b>			23	1.27461 1	<b>21.04</b>
24	1.29461 1	<b>19.91</b>			24	1.29461 1	<b>21.37</b>

		<b>Lunchroom Manager</b>	<b>Base 2%</b>			<b>STORE CLERK</b>		<b>Base 2%</b>
	<b>MTL, PRIM, INTER, CHS</b>		<b>18.64</b>			<b>DELIVERYMAN</b>		<b>\$17.57</b>
<b>YEARS</b>	<b>INDEX</b>	<b>HOURLY RATE</b>			<b>YEARS</b>	<b>INDEX</b>	<b>HOURLY RATE</b>	
0	1	<b>18.64</b>			0	1	<b>17.57</b>	
1	1.02882	<b>19.18</b>			1	1.02882	<b>18.08</b>	
2	1.05361 9	<b>19.64</b>			2	1.05361 9	<b>18.51</b>	
3	1.08244	<b>20.18</b>			3	1.08244	<b>19.02</b>	
4	1.11461 1	<b>20.78</b>			4	1.11461 1	<b>19.58</b>	
5	1.11461 1	<b>20.78</b>			5	1.11461 1	<b>19.58</b>	
6	1.13461 1	<b>21.15</b>			6	1.13461 1	<b>19.94</b>	
7	1.13461 1	<b>21.15</b>			7	1.13461 1	<b>19.94</b>	
8	1.15461 1	<b>21.52</b>			8	1.15461 1	<b>20.29</b>	
9	1.15461 1	<b>21.52</b>			9	1.15461 1	<b>20.29</b>	
10	1.17461 1	<b>21.89</b>			10	1.17461 1	<b>20.64</b>	
11	1.17461 1	<b>21.89</b>			11	1.17461 1	<b>20.64</b>	
12	1.19461 1	<b>22.27</b>			12	1.19461 1	<b>20.99</b>	
13	1.19461 1	<b>22.27</b>			13	1.19461 1	<b>20.99</b>	
14	1.21461 1	<b>22.64</b>			14	1.21461 1	<b>21.34</b>	
15	1.21461 1	<b>22.64</b>			15	1.21461 1	<b>21.34</b>	
16	1.23461 1	<b>23.01</b>			16	1.23461 1	<b>21.69</b>	
17	1.23461 1	<b>23.01</b>			17	1.23461 1	<b>21.69</b>	
18	1.23461 1	<b>23.01</b>			18	1.23461 1	<b>21.69</b>	
19	1.25461 1	<b>23.39</b>			19	1.25461 1	<b>22.04</b>	
20	1.25461 1	<b>23.39</b>			20	1.25461 1	<b>22.04</b>	
21	1.25461 1	<b>23.39</b>			21	1.25461 1	<b>22.04</b>	
22	1.27461 1	<b>23.76</b>			22	1.27461 1	<b>22.39</b>	
23	1.27461 1	<b>23.76</b>			23	1.27461 1	<b>22.39</b>	
24	1.29461 1	<b>24.13</b>			24	1.29461 1	<b>22.75</b>	

		<b>Maintenance Repair</b>	<b>Base 2%</b>			1/2	<b>Maint. Repair</b>	<b>Base 2%</b>
YEARS	INDEX	HOURLY RATE	<b>\$19.47</b>		YEARS	INDEX	HOURLY RATE	<b>19.72</b>
0	1	<b>\$19.47</b>			0	1	<b>19.72</b>	
1	1.02882	<b>\$20.03</b>			1	1.02882	<b>20.29</b>	
2	1.05361 9	<b>\$20.51</b>			2	1.05361 9	<b>20.78</b>	
3	1.08244	<b>\$21.08</b>			3	1.08244	<b>21.35</b>	
4	1.11461 1	<b>\$21.70</b>			4	1.11461 1	<b>21.98</b>	
5	1.11461 1	<b>\$21.70</b>			5	1.11461 1	<b>21.98</b>	
6	1.13461 1	<b>\$22.09</b>			6	1.13461 1	<b>22.37</b>	
7	1.13461 1	<b>\$22.09</b>			7	1.13461 1	<b>22.37</b>	
8	1.15461 1	<b>\$22.48</b>			8	1.15461 1	<b>22.77</b>	
9	1.15461 1	<b>\$22.48</b>			9	1.15461 1	<b>22.77</b>	
10	1.17461 1	<b>\$22.87</b>			10	1.17461 1	<b>23.16</b>	
11	1.17461 1	<b>\$22.87</b>			11	1.17461 1	<b>23.16</b>	
12	1.19461 1	<b>\$23.26</b>			12	1.19461 1	<b>23.56</b>	
13	1.19461 1	<b>\$23.26</b>			13	1.19461 1	<b>23.56</b>	
14	1.21461 1	<b>\$23.65</b>			14	1.21461 1	<b>23.95</b>	
15	1.21461 1	<b>\$23.65</b>			15	1.21461 1	<b>23.95</b>	
16	1.23461 1	<b>\$24.04</b>			16	1.23461 1	<b>24.35</b>	
17	1.23461 1	<b>\$24.04</b>			17	1.23461 1	<b>24.35</b>	
18	1.23461 1	<b>\$24.04</b>			18	1.23461 1	<b>24.35</b>	
19	1.25461 1	<b>\$24.43</b>			19	1.25461 1	<b>24.74</b>	
20	1.25461 1	<b>\$24.43</b>			20	1.25461 1	<b>24.74</b>	
21	1.25461 1	<b>\$24.43</b>			21	1.25461 1	<b>24.74</b>	
22	1.27461 1	<b>\$24.82</b>			22	1.27461 1	<b>25.14</b>	
23	1.27461 1	<b>\$24.82</b>			23	1.27461 1	<b>25.14</b>	
24	1.29461 1	<b>\$25.21</b>			24	1.29461 1	<b>25.53</b>	

<b>FIREMAN-CUSTODIAN</b>			Base 2%			<b>SECRETARY II</b>	BASE 2%	
YEARS	INDEX	HOURLY RATE	<b>\$17.94</b>		YEARS	INDEX	HOURLY RATE	<b>\$17.57</b>
0	1	<b>\$17.94</b>			0	1	<b>\$17.57</b>	
1	1.02882	<b>\$18.46</b>			1	1.02882	<b>\$18.08</b>	
2	1.05361 9	<b>\$18.90</b>			2	1.05361 9	<b>\$18.51</b>	
3	1.08244	<b>\$19.42</b>			3	1.08244	<b>\$19.02</b>	
4	1.11461 1	<b>\$20.00</b>			4	1.11461 1	<b>\$19.58</b>	
5	1.11461 1	<b>\$20.00</b>			5	1.11461 1	<b>\$19.58</b>	
6	1.13461 1	<b>\$20.35</b>			6	1.13461 1	<b>\$19.94</b>	
7	1.13461 1	<b>\$20.35</b>			7	1.13461 1	<b>\$19.94</b>	
8	1.15461 1	<b>\$20.71</b>			8	1.15461 1	<b>\$20.29</b>	
9	1.15461 1	<b>\$20.71</b>			9	1.15461 1	<b>\$20.29</b>	
10	1.17461 1	<b>\$21.07</b>			10	1.17461 1	<b>\$20.64</b>	
11	1.17461 1	<b>\$21.07</b>			11	1.17461 1	<b>\$20.64</b>	
12	1.19461 1	<b>\$21.43</b>			12	1.19461 1	<b>\$20.99</b>	
13	1.19461 1	<b>\$21.43</b>			13	1.19461 1	<b>\$20.99</b>	
14	1.21461 1	<b>\$21.79</b>			14	1.21461 1	<b>\$21.34</b>	
15	1.21461 1	<b>\$21.79</b>			15	1.21461 1	<b>\$21.34</b>	
16	1.23461 1	<b>\$22.15</b>			16	1.23461 1	<b>\$21.69</b>	
17	1.23461 1	<b>\$22.15</b>			17	1.23461 1	<b>\$21.69</b>	
18	1.23461 1	<b>\$22.15</b>			18	1.23461 1	<b>\$21.69</b>	
19	1.25461 1	<b>\$22.51</b>			19	1.25461 1	<b>\$22.04</b>	
20	1.25461 1	<b>\$22.51</b>			20	1.25461 1	<b>\$22.04</b>	
21	1.25461 1	<b>\$22.51</b>			21	1.25461 1	<b>\$22.04</b>	
22	1.27461 1	<b>\$22.87</b>			22	1.27461 1	<b>\$22.39</b>	
23	1.27461 1	<b>\$22.87</b>			23	1.27461 1	<b>\$22.39</b>	
24	1.29461 1	<b>\$23.23</b>			24	1.29461 1	<b>\$22.75</b>	

**SALARY SCHEDULES**

2025

		<b>BUS DRIVER</b>	<b>BASE 2%</b>
			<b>19.72</b>
YEARS	INDEX	HOURLY RATE	
0	1	<b>\$19.72</b>	
1	1.02882	<b>\$20.29</b>	
2	1.05361 9	<b>\$20.78</b>	
3	1.08244	<b>\$21.35</b>	
4	1.11461 1	<b>\$21.98</b>	
5	1.11461 1	<b>\$21.98</b>	
6	1.13461 1	<b>\$22.37</b>	
7	1.13461 1	<b>\$22.37</b>	
8	1.15461 1	<b>\$22.77</b>	
9	1.15461 1	<b>\$22.77</b>	
10	1.17461 1	<b>\$23.16</b>	
11	1.17461 1	<b>\$23.16</b>	
12	1.19461 1	<b>\$23.56</b>	
13	1.19461 1	<b>\$23.56</b>	
14	1.21461 1	<b>\$23.95</b>	
15	1.21461 1	<b>\$23.95</b>	
16	1.23461 1	<b>\$24.35</b>	
17	1.23461 1	<b>\$24.35</b>	
18	1.23461 1	<b>\$24.35</b>	
19	1.25461 1	<b>\$24.74</b>	
20	1.25461 1	<b>\$24.74</b>	
21	1.25461 1	<b>\$24.74</b>	
22	1.27461 1	<b>\$25.14</b>	
23	1.27461 1	<b>\$25.14</b>	
24	1.29461 1	<b>\$25.53</b>	

		<b>HEAD BUS</b>	Base 2%				<b>Head Mechanic</b>	2%
		<b>DRIVER / OBI</b>	<b>20.58</b>					<b>\$20.30</b>
YEARS	INDEX	HOURLY RATE			YEARS	INDEX	HOURLY RATE	
0	1	<b>\$20.58</b>			0	1	<b>20.30</b>	
1	1.02882	<b>\$21.17</b>			1	1.02882	<b>20.89</b>	
2	1.05361 9	<b>\$21.68</b>			2	1.05361 9	<b>21.39</b>	
3	1.08244	<b>\$22.28</b>			3	1.08244	<b>21.97</b>	
4	1.11461 1	<b>\$22.94</b>			4	1.11461 1	<b>22.63</b>	
5	1.11461 1	<b>\$22.94</b>			5	1.11461 1	<b>22.63</b>	
6	1.13461 1	<b>\$23.35</b>			6	1.13461 1	<b>23.03</b>	
7	1.13461 1	<b>\$23.35</b>			7	1.13461 1	<b>23.03</b>	
8	1.15461 1	<b>\$23.76</b>			8	1.15461 1	<b>23.44</b>	
9	1.15461 1	<b>\$23.76</b>			9	1.15461 1	<b>23.44</b>	
10	1.17461 1	<b>\$24.17</b>			10	1.17461 1	<b>23.84</b>	
11	1.17461 1	<b>\$24.17</b>			11	1.17461 1	<b>23.84</b>	
12	1.19461 1	<b>\$24.59</b>			12	1.19461 1	<b>24.25</b>	
13	1.19461 1	<b>\$24.59</b>			13	1.19461 1	<b>24.25</b>	
14	1.21461 1	<b>\$25.00</b>			14	1.21461 1	<b>24.66</b>	
15	1.21461 1	<b>\$25.00</b>			15	1.21461 1	<b>24.66</b>	
16	1.23461 1	<b>\$25.41</b>			16	1.23461 1	<b>25.06</b>	
17	1.23461 1	<b>\$25.41</b>			17	1.23461 1	<b>25.06</b>	
18	1.23461 1	<b>\$25.41</b>			18	1.23461 1	<b>25.06</b>	
19	1.25461 1	<b>\$25.82</b>			19	1.25461 1	<b>25.47</b>	
20	1.25461 1	<b>\$25.82</b>			20	1.25461 1	<b>25.47</b>	
21	1.25461 1	<b>\$25.82</b>			21	1.25461 1	<b>25.47</b>	
22	1.27461 1	<b>\$26.23</b>			22	1.27461 1	<b>25.87</b>	
23	1.27461 1	<b>\$26.23</b>			23	1.27461 1	<b>25.87</b>	
24	1.29461 1	<b>\$26.64</b>			24	1.29461 1	<b>26.28</b>	

FY 2025				FY 2025			
AIDES/MONITORS			Base 2% \$16.34	NURSE AIDE			Base 2% 18.62
YEARS	INDEX	HOURLY RATE		YEARS	INDEX	HOURLY RATE	
0	1	\$16.34		0	1	18.62	
1	1.02882	\$16.81		1	1.02882	19.16	
2	1.05361 9	\$17.22		2	1.05361 9	19.62	
3	1.08244	\$17.69		3	1.08244	20.16	
4	1.11461 1	\$18.21		4	1.11461 1	20.75	
5	1.11461 1	\$18.21		5	1.11461 1	20.75	
6	1.13461 1	\$18.54		6	1.13461 1	21.13	
7	1.13461 1	\$18.54		7	1.13461 1	21.13	
8	1.15461 1	\$18.87		8	1.15461 1	21.50	
9	1.15461 1	\$18.87		9	1.15461 1	21.50	
10	1.17461 1	\$19.19		10	1.17461 1	21.87	
11	1.17461 1	\$19.19		11	1.17461 1	21.87	
12	1.19461 1	\$19.52		12	1.19461 1	22.24	
13	1.19461 1	\$19.52		13	1.19461 1	22.24	
14	1.21461 1	\$19.85		14	1.21461 1	22.62	
15	1.21461 1	\$19.85		15	1.21461 1	22.62	
16	1.23461 1	\$20.17		16	1.23461 1	22.99	
17	1.23461 1	\$20.17		17	1.23461 1	22.99	
18	1.23461 1	\$20.17		18	1.23461 1	22.99	
19	1.25461 1	\$20.50		19	1.25461 1	23.36	
20	1.25461 1	\$20.50		20	1.25461 1	23.36	
21	1.25461 1	\$20.50		21	1.25461 1	23.36	
22	1.27461 1	\$20.83		22	1.27461 1	23.73	
23	1.27461 1	\$20.83		23	1.27461 1	23.73	
24	1.29461 1	\$21.15		24	1.29461 1	24.11	

		<b>Lunchroom Worker</b>	Base 2%			<b>Lunchroom Cook</b>	Base 2%
			<b>15.69</b>				<b>16.84</b>
YEARS	INDEX	HOURLY RATE			YEARS	INDEX	HOURLY RATE
0	1	<b>15.69</b>			0	1	<b>16.84</b>
1	1.02882	<b>16.14</b>			1	1.02882	<b>17.33</b>
2	1.05361 9	<b>16.53</b>			2	1.05361 9	<b>17.74</b>
3	1.08244	<b>16.98</b>			3	1.08244	<b>18.23</b>
4	1.11461 1	<b>17.49</b>			4	1.11461 1	<b>18.77</b>
5	1.11461 1	<b>17.49</b>			5	1.11461 1	<b>18.77</b>
6	1.13461 1	<b>17.80</b>			6	1.13461 1	<b>19.11</b>
7	1.13461 1	<b>17.80</b>			7	1.13461 1	<b>19.11</b>
8	1.15461 1	<b>18.12</b>			8	1.15461 1	<b>19.44</b>
9	1.15461 1	<b>18.12</b>			9	1.15461 1	<b>19.44</b>
10	1.17461 1	<b>18.43</b>			10	1.17461 1	<b>19.78</b>
11	1.17461 1	<b>18.43</b>			11	1.17461 1	<b>19.78</b>
12	1.19461 1	<b>18.74</b>			12	1.19461 1	<b>20.12</b>
13	1.19461 1	<b>18.74</b>			13	1.19461 1	<b>20.12</b>
14	1.21461 1	<b>19.06</b>			14	1.21461 1	<b>20.45</b>
15	1.21461 1	<b>19.06</b>			15	1.21461 1	<b>20.45</b>
16	1.23461 1	<b>19.37</b>			16	1.23461 1	<b>20.79</b>
17	1.23461 1	<b>19.37</b>			17	1.23461 1	<b>20.79</b>
18	1.23461 1	<b>19.37</b>			18	1.23461 1	<b>20.79</b>
19	1.25461 1	<b>19.68</b>			19	1.25461 1	<b>21.13</b>
20	1.25461 1	<b>19.68</b>			20	1.25461 1	<b>21.13</b>
21	1.25461 1	<b>19.68</b>			21	1.25461 1	<b>21.13</b>
22	1.27461 1	<b>20.00</b>			22	1.27461 1	<b>21.46</b>
23	1.27461 1	<b>20.00</b>			23	1.27461 1	<b>21.46</b>
24	1.29461 1	<b>20.31</b>			24	1.29461 1	<b>21.80</b>



		<b>Lunchroom Manager</b>	<b>Base 2%</b>			<b>STORE CLERK</b>		<b>Base 2%</b>
	<b>MTL, PRIM, INTER, CHS</b>		<b>19.01</b>			<b>DELIVERYMAN</b>		<b>\$17.92</b>
<b>YEARS</b>	<b>INDEX</b>	<b>HOURLY RATE</b>			<b>YEARS</b>	<b>INDEX</b>	<b>HOURLY RATE</b>	
0	1	<b>19.01</b>			0	1	<b>17.92</b>	
1	1.02882	<b>19.56</b>			1	1.02882	<b>18.44</b>	
2	1.05361 9	<b>20.03</b>			2	1.05361 9	<b>18.88</b>	
3	1.08244	<b>20.58</b>			3	1.08244	<b>19.40</b>	
4	1.11461 1	<b>21.19</b>			4	1.11461 1	<b>19.97</b>	
5	1.11461 1	<b>21.19</b>			5	1.11461 1	<b>19.97</b>	
6	1.13461 1	<b>21.57</b>			6	1.13461 1	<b>20.33</b>	
7	1.13461 1	<b>21.57</b>			7	1.13461 1	<b>20.33</b>	
8	1.15461 1	<b>21.95</b>			8	1.15461 1	<b>20.69</b>	
9	1.15461 1	<b>21.95</b>			9	1.15461 1	<b>20.69</b>	
10	1.17461 1	<b>22.33</b>			10	1.17461 1	<b>21.05</b>	
11	1.17461 1	<b>22.33</b>			11	1.17461 1	<b>21.05</b>	
12	1.19461 1	<b>22.71</b>			12	1.19461 1	<b>21.41</b>	
13	1.19461 1	<b>22.71</b>			13	1.19461 1	<b>21.41</b>	
14	1.21461 1	<b>23.09</b>			14	1.21461 1	<b>21.77</b>	
15	1.21461 1	<b>23.09</b>			15	1.21461 1	<b>21.77</b>	
16	1.23461 1	<b>23.47</b>			16	1.23461 1	<b>22.12</b>	
17	1.23461 1	<b>23.47</b>			17	1.23461 1	<b>22.12</b>	
18	1.23461 1	<b>23.47</b>			18	1.23461 1	<b>22.12</b>	
19	1.25461 1	<b>23.85</b>			19	1.25461 1	<b>22.48</b>	
20	1.25461 1	<b>23.85</b>			20	1.25461 1	<b>22.48</b>	
21	1.25461 1	<b>23.85</b>			21	1.25461 1	<b>22.48</b>	
22	1.27461 1	<b>24.23</b>			22	1.27461 1	<b>22.84</b>	
23	1.27461 1	<b>24.23</b>			23	1.27461 1	<b>22.84</b>	
24	1.29461 1	<b>24.61</b>			24	1.29461 1	<b>23.20</b>	

		<b>Maintenance Repair</b>	<b>Base 2%</b>			1/2	<b>Maint. Repair</b>	<b>Base 2%</b>
YEARS	INDEX	HOURLY RATE	<b>\$19.86</b>		YEARS	INDEX	HOURLY RATE	<b>20.11</b>
0	1	<b>\$19.86</b>			0	1	<b>20.11</b>	
1	1.02882	<b>\$20.43</b>			1	1.02882	<b>20.69</b>	
2	1.05361 9	<b>\$20.92</b>			2	1.05361 9	<b>21.19</b>	
3	1.08244	<b>\$21.50</b>			3	1.08244	<b>21.77</b>	
4	1.11461 1	<b>\$22.14</b>			4	1.11461 1	<b>22.41</b>	
5	1.11461 1	<b>\$22.14</b>			5	1.11461 1	<b>22.41</b>	
6	1.13461 1	<b>\$22.53</b>			6	1.13461 1	<b>22.82</b>	
7	1.13461 1	<b>\$22.53</b>			7	1.13461 1	<b>22.82</b>	
8	1.15461 1	<b>\$22.93</b>			8	1.15461 1	<b>23.22</b>	
9	1.15461 1	<b>\$22.93</b>			9	1.15461 1	<b>23.22</b>	
10	1.17461 1	<b>\$23.33</b>			10	1.17461 1	<b>23.62</b>	
11	1.17461 1	<b>\$23.33</b>			11	1.17461 1	<b>23.62</b>	
12	1.19461 1	<b>\$23.72</b>			12	1.19461 1	<b>24.02</b>	
13	1.19461 1	<b>\$23.72</b>			13	1.19461 1	<b>24.02</b>	
14	1.21461 1	<b>\$24.12</b>			14	1.21461 1	<b>24.43</b>	
15	1.21461 1	<b>\$24.12</b>			15	1.21461 1	<b>24.43</b>	
16	1.23461 1	<b>\$24.52</b>			16	1.23461 1	<b>24.83</b>	
17	1.23461 1	<b>\$24.52</b>			17	1.23461 1	<b>24.83</b>	
18	1.23461 1	<b>\$24.52</b>			18	1.23461 1	<b>24.83</b>	
19	1.25461 1	<b>\$24.92</b>			19	1.25461 1	<b>25.23</b>	
20	1.25461 1	<b>\$24.92</b>			20	1.25461 1	<b>25.23</b>	
21	1.25461 1	<b>\$24.92</b>			21	1.25461 1	<b>25.23</b>	
22	1.27461 1	<b>\$25.31</b>			22	1.27461 1	<b>25.63</b>	
23	1.27461 1	<b>\$25.31</b>			23	1.27461 1	<b>25.63</b>	
24	1.29461 1	<b>\$25.71</b>			24	1.29461 1	<b>26.03</b>	

<b>FIREMAN-CUSTODIAN</b>			Base 2%			<b>SECRETARY II</b>	BASE 2%	
YEARS	INDEX	HOURLY RATE	<b>\$18.30</b>		YEARS	INDEX	HOURLY RATE	<b>\$17.92</b>
0	1	<b>\$18.30</b>			0	1	<b>\$17.92</b>	
1	1.02882	<b>\$18.83</b>			1	1.02882	<b>\$18.44</b>	
2	1.05361 9	<b>\$19.28</b>			2	1.05361 9	<b>\$18.88</b>	
3	1.08244	<b>\$19.81</b>			3	1.08244	<b>\$19.40</b>	
4	1.11461 1	<b>\$20.40</b>			4	1.11461 1	<b>\$19.97</b>	
5	1.11461 1	<b>\$20.40</b>			5	1.11461 1	<b>\$19.97</b>	
6	1.13461 1	<b>\$20.76</b>			6	1.13461 1	<b>\$20.33</b>	
7	1.13461 1	<b>\$20.76</b>			7	1.13461 1	<b>\$20.33</b>	
8	1.15461 1	<b>\$21.13</b>			8	1.15461 1	<b>\$20.69</b>	
9	1.15461 1	<b>\$21.13</b>			9	1.15461 1	<b>\$20.69</b>	
10	1.17461 1	<b>\$21.50</b>			10	1.17461 1	<b>\$21.05</b>	
11	1.17461 1	<b>\$21.50</b>			11	1.17461 1	<b>\$21.05</b>	
12	1.19461 1	<b>\$21.86</b>			12	1.19461 1	<b>\$21.41</b>	
13	1.19461 1	<b>\$21.86</b>			13	1.19461 1	<b>\$21.41</b>	
14	1.21461 1	<b>\$22.23</b>			14	1.21461 1	<b>\$21.77</b>	
15	1.21461 1	<b>\$22.23</b>			15	1.21461 1	<b>\$21.77</b>	
16	1.23461 1	<b>\$22.59</b>			16	1.23461 1	<b>\$22.12</b>	
17	1.23461 1	<b>\$22.59</b>			17	1.23461 1	<b>\$22.12</b>	
18	1.23461 1	<b>\$22.59</b>			18	1.23461 1	<b>\$22.12</b>	
19	1.25461 1	<b>\$22.96</b>			19	1.25461 1	<b>\$22.48</b>	
20	1.25461 1	<b>\$22.96</b>			20	1.25461 1	<b>\$22.48</b>	
21	1.25461 1	<b>\$22.96</b>			21	1.25461 1	<b>\$22.48</b>	
22	1.27461 1	<b>\$23.33</b>			22	1.27461 1	<b>\$22.84</b>	
23	1.27461 1	<b>\$23.33</b>			23	1.27461 1	<b>\$22.84</b>	
24	1.29461 1	<b>\$23.69</b>			24	1.29461 1	<b>\$23.20</b>	