04/18/2024
2196-01
24-CON-01-2196
44185

NEGOTIATED AGREEMENT BETWEEN

MINERVA LOCAL BOARD OF EDUCATION

AND

MINERVA LOCAL EDUCATION ASSOCIATION

EFFECTIVE JULY 1, 2024 - JUNE 30, 2027



INDEX

ARTICLE I	RECOGNITION AND NEGOTIATION PROCEDURE	1
ARTICLE II	GRIEVANCE PROCEDURE	5
ARTICLE III	EXCLUSIVE ASSOCIATION RIGHTS	9
ARTICLE IV	CALENDAR AND WORKDAY	10
ARTICLE V	CLASS SIZE	12
ARTICLE VI	SPECIAL SERVICES - OPERATIONAL PROCEDURES	13
ARTICLE VII	MINERVA PROFESSIONAL DEVELOPMENT COMMITTEE	14
ARTICLE VIII	RESIDENT EDUCATOR PROGRAM	15
ARTICLE IX	PERSONNEL FILE	17
ARTICLE X	VACANCIES AND TRANSFERS	18
ARTICLE XI	REDUCTION IN FORCE	18
ARTICLE XII	LEAVES	20
ARTICLE XIII	EVALUATION	24
ARTICLE XIV	TEACHER CONTRACTS	24
ARTICLE XV	INSURANCES	26
ARTICLE XVI	PAYMENT PROCEDURE, DEDUCTIONS	28
ARTICLE XVII	SEVERANCE PAY	30
ARTICLE XVIII	COMPENSATION	31
ARTICLE XIX	EARLY RETIREMENT / RETIREMENT INCENTIVE	33
ARTICLE XX	SUPPLEMENTAL SALARY SCALE	33
ARTICLE XXI	MILEAGE	40
ARTICLE XXII	TUITION FREE EDUCATION FOR CHILDREN OF NON-DISTRICT STAFF	40

ARTICLE XXIII	DISCIPLINE	41
ARTICLE XXIV	DRUG FREE WORKPLACE	41
ARTICLE XXV	CLASSROOM COVERAGE COMPENSATION	41
ARTICLE XXVI	CONSOLIDATION LANGUAGE	42
ARTICLE XXVII	TUTOR COMPENSATION AND BENEFITS	42
ARTICLE XXVIII	PROFESSIONAL DEVELOPMENT PROGRAM (TUITION REIMBURSEMENT)	44
ARTICLE XXIX	EFFECTS OF CONTRACT	45
ARTICLE XXX	RE-OPENER CLAUSE	45
ARTICLE XXXI		46
SALARY SCHEDULE 2024-2025		47
SALARY SCHEDULE 2025-2026		48
SALARY SCHEDULE 2026-2027		49

ARTICLE I - RECOGNITION AND NEGOTIATION PROCEDURE

PREAMBLE

A. Recognizing that providing a high quality education for the children of the Minerva Local Schools is the paramount aim of this school district, and that high morale in the teaching staff is imperative for the best education of the children, we do hereby declare that:

1. The Board of Education, under law, has the final responsibility of establishing policies for the district.

2. The Superintendent and his staff have the responsibility of carrying on the policies established.

3. The professional teaching personnel have the ultimate responsibility of providing the best possible education in the classroom.

B. The Minerva Local School Board also recognizes that the best interest of public education will be served by establishing procedures to provide an orderly method for the Board of Education and representatives of the Minerva Local Education Association to discuss matters of common concern and to reach a mutually satisfactory agreement on these matters.

PRINCIPLES

A. Attaining Objectives

Attainment of objectives for the educational program of the Minerva Local School District requires mutual understanding and cooperation among the Board of Education, the Superintendent, his staff, and the teaching personnel. Therefore, free and open exchange of views is desirable and necessary with all parties participating in deliberation leading to determination of matters of mutual concern.

B. Certified Personnel and Employee Organizations

It is recognized that:

1. Teaching is a profession requiring the possession of specialized educational qualifications.

2. The success of the educational program depends upon the services of qualified and competent teachers who are reasonably satisfied with the conditions under which their services are performed.

3. Teachers have the right to join or to refrain from joining any organizations for their professional or economic improvement and for the advancement of public education. They are strongly urged to join the Minerva Local Education Association, the East Central Ohio Education Association, the Ohio Education Association, and the National Education Association.

4. Recognizing each person's individual ability to pay for living, the Board shall not require teachers to live in the district and that teachers may have a home office for preparation of assigned duties.

RECOGNITION

A. The Board of Education recognizes:

1. The Board of Education of the Minerva Local School District hereinafter referred to as the Board, recognizes the Minerva Local Education Association, NEA, OEA, hereinafter referred to as the Association, as the sole and exclusive representative as outlined in ORC 4177; for professional certificated/licensed personnel employed by the Board performing or to perform any work of the bargaining unit members; such as, teachers, guidance counselors, nurses, Title I teachers, tutors, and others included under ORC 4117; excluding the Superintendent, Assistant Superintendent, principals, assistant principals, curriculum director, substitutes, and others excluded under ORC 4117.

2. The purpose of this recognition is the mutual agreement that the parties will negotiate with regard to all matters pertaining to wages, hours, or other terms and other conditions of employment and the continuation, modification, or deletion of any existing provision of this contract.

3. That the recognition of the Association will not prevent any certified/licensed employee or group of certified/licensed employees (not to exceed seven (7) in number) from requesting a hearing to present information to the Board of Education. Such requests shall be presented in writing to the treasurer of the Board and the superintendent of schools at least five (5) days prior to a regularly scheduled Board meeting. The request shall include the names of individuals requesting the hearing and the topic(s) to be presented.

B. The Association recognizes the Board as the elected representatives of the people of the Minerva Local School District as the employer of the certified/licensed personnel in said district.

C. Procedures for arriving at agreements are set forth in the outline of procedures in the Section "Procedures."

PROCEDURES

A. Inaugurating steps to agreement:

1. A written request for meetings will be submitted by the President of the Association to the Superintendent, acting for the Board or by the Superintendent, acting for the Board to the President of the Association on or before March 15 of the current year.

2. The subject matter to be considered will be specified in writing.

B. Meetings

Meetings between the Negotiating Team (not to exceed seven [7] in number) of the Association and the Superintendent or his official representative(s) (not to exceed seven [7] in number) will be scheduled for a mutually satisfactory time (within fifteen [15] days after the date of request for a meeting, unless a mutually satisfactory later date is agreed upon).

1. Relevant data and supporting information, proposals and counter-proposals will be presented. Both parties must react to each other's proposal. If a proposal is unacceptable to one of the parties, that party must give its reasons.

2. Consultants may be used if deemed advisable by either party.

3. While discussions are in process, any releases prepared for news media shall be approved by both the President of the Association and the Superintendent or their official representative(s).

4. All matters to be negotiated are to be completed by May 1 of the current year, if possible.

5. Both teams shall be empowered to reach tentative agreement without having to refer any proposal back to the Association or the Board. Not being able to negotiate in this manner would be considered a breach of good faith. Good faith shall require that each team earnestly and strongly recommend to its constituents the prompt acceptance of the joint report if tentative agreement has been reached.

C. Reporting

When the participants reach a consensus, a joint report will be prepared and presented to the Executive Committee of the Association and the Superintendent.

D. Action

1. When a joint report is presented and

   a. The representatives of the Association affirm acceptance of the report, and

   b. The Board accepts the report, the recommendations of the report shall be reduced to writing and become a part of the official minutes of the Board and shall be put into effect by the Superintendent.

2. When the representatives of the Association and the Superintendent cannot reach agreement and have presented their separate reports to the Board or when the Board rejects a joint report, the representative of the Association or the Superintendent may appeal to the Board at a special meeting. If an appeal is made and if requested by the representatives of the Association, the Board shall meet with the Association representatives and the Superintendent in executive session. The decision of the Board on the subject of the appeal will be made at a special meeting of the Board.

3. Impasse

   a. In the event that agreement is not reached by May 1, or a mutually agreed to date, impasse can be declared by either party during the negotiation procedures. When an impasse is reached during negotiations, the matter will be submitted to an impasse panel within thirty (30) days after the request of either party to the other. Only items not tentatively agreed to by both parties will be submitted to the panel, and their decision must be made within the boundaries of each side's last position. After the declaration of impasse, the Board will name one (1) panel member and the Association will name one (1) panel member. A third member, who shall be chairperson, shall be named by the first two (2) named members. If the two (2) named members cannot agree on selection of the third member within ten (10) calendar days, then the chairperson shall be selected through the American Arbitration Association, using their voluntary rules for such procedures.

   b. The parties have seven (7) days after receipt to accept the recommendation of the Impasse Panel. If either party chooses not to accept, the recommendation shall be made public within twenty-four (24) hours after the vote is taken with the dissenting parties giving their reasons for refusal to accept the recommendation.

c. All hearings conducted by the Impasse Panel shall be in closed sessions and no news releases shall be made concerning progress of hearings.

4. Compilation of Agreements

All accepted joint reports between the Board and the Association shall be organized and compiled after completing negotiations. The Board and the Association will assume the cost jointly of printing said contract in booklet form as per Article III, Section F.

5. Cost

Each party shall assume the cost of their panel member and the cost of the chairperson shall be shared equally by the two (2) parties.

E. Procedure for Change or Amendment

Either party desiring changes in this agreement must notify the other party in writing by following procedures defined herein; however, changes may be made at any time by mutual consent. If changes are to be made, notification shall be given by the party proposing the changes, in which case the same procedures as outlined heretofore will be followed.

The Association or the Board may reopen negotiations with the mutual consent of both parties.

ARTICLE II - GRIEVANCE PROCEDURE

A. Definitions

1. A "grievance" shall be any alleged violation, misinterpretation, or misapplication of the master contract between the Association and the Board.

2. A "grievant" shall be a member(s) of the bargaining unit initiating a grievance or the Association.

3. "Days" shall mean school days except during the summer recess when the term shall refer to calendar days.

4. A grievance must contain a statement concerning the part of the contract violated and the remedy suggested.

B. Rights

1. The Association has the exclusive right to file grievances and to be present for the adjustment of any and all grievances.

2. A grievant has the right to Association representation or counsel at all steps of the grievance procedure.

3. All parties agree that the grievance shall be kept as confidential as is appropriate and shall be processed as expeditiously as possible.

4. If a grievance is not processed within the timelines given, unless they have been extended by mutual agreement, the grievance shall be deemed ended on the basis of the disposition of that step.

5. If the grievance is not initiated within twenty-one (21) days after the aggrieved person knew of the event or condition upon which it is based, the grievance shall be considered waived.

6. The Association shall have the exclusive right to determine whether to proceed to the arbitration step of the procedure.

7. The written grievance and copies of all communications, decisions, or records dealing with a grievance shall be furnished to the Association President and grievant. In addition, no records, documents, or communications concerning a grievance shall be placed in the personnel file of any of the participants.

8. No adjustment or resolution of a grievance will be inconsistent with the terms and conditions of this contract without the acceptance of the Association.

9. Grievance forms shall be exhibited in the appendix of the contract and it shall be the exclusive right of the Association to issue forms to the grievant.

C. Procedures

A member(s) of the bargaining unit with an alleged grievance may initiate the grievance procedure in one (1) of the ways listed at LEVEL I.

LEVEL I:

1. He/she may approach the administrator immediately concerned and discuss the matter on his/her own behalf.

2. He/she may request that a representative of the Association accompany him/her in approaching the administrator, and the Association representative may speak on behalf of the grievant if desired. The administrator shall not initiate any consultation with the grievant prior to the scheduled meeting at which the Association representative may be present.

3. The above grievance need not be in writing and will remain confidential.

4. If the grievance is not resolved within five (5) days of the informal claim at LEVEL I, the grievant may request the Association Grievance Committee to continue with the grievance. If the committee agrees, the Association becomes the grievant and will continue with the grievance by proceeding to Level II. However, no grievance shall proceed to Level II unless it is an Association grievance. If the committee decides not to proceed with the grievance, the grievance will be withdrawn without prejudice or record.

LEVEL II:

1. The grievant shall within five (5) days submit copies of the grievance in writing to the immediate administrator/supervisor.

2. Within five (5) days of the receipt of the grievance, the immediate administrator/supervisor shall meet with the grievant.

3. Within five (5) days of the meeting, the immediate administrator/supervisor shall write a disposition of the grievance and return a copy to the grievant (Association), the grieving employee, and the Superintendent.

4. If the grievant is not satisfied with the disposition of the grievance at LEVEL II, the grievant may pursue the grievance further by proceeding to LEVEL III.

LEVEL III:

1. The grievant shall within ten (10) days of the disposition at LEVEL II, submit the grievance in writing to the Superintendent or his/her designee.

2. Within ten (10) days of the receipt of the written grievance, the Superintendent or his/her designee shall meet with the grievant.

3. Within ten (10) days of this meeting, the superintendent or his/her designee shall write a disposition of the grievance and forward copies to the grievant (Association), the grieving employee, and the immediate administrator/supervisor.

4. If the grievant is not satisfied with the disposition of the grievance at LEVEL III, the grievant may pursue the grievance further by proceeding to LEVEL IV.

LEVEL IV.

1. The Association shall notify the Superintendent by certified mail, with return receipt requested, within ten (10) days after receipt of the LEVEL III disposition that it intends to submit the grievance to arbitration.

2. Within ten (10) days following the receipt of the written request for arbitration, the superintendent or designee and the Association or representative shall mutually petition the American Arbitration Association (AAA) to provide both parties with a list of seven (7) names from which an arbitrator will be selected by the alternate strike method and notified in accordance with the rules of the AAA.

    a. A second list of seven (7) names may be requested by either party.

    b. The toss of a coin shall determine who strikes first.

3. Once the arbitrator has been selected, he/she shall conduct a hearing on the grievance in accordance with the rules and regulations of the AAA.

4. The arbitrator shall hold the necessary hearing promptly and issue a decision within such time as may be agreed upon by the parties involved.

5. The decision shall be in writing and a copy sent to all parties present at the hearing.

6. The decision of the arbitrator shall be binding on the Board and the Association. The arbitrator shall have no authority to alter, add, or subtract from terms and conditions of this agreement.

7. The costs of the arbitrator shall be shared equally by the Association and the Board.

D. <u>Miscellaneous</u>

1. Nothing contained in this procedure shall be construed as limiting the individual right of an employee having a complaint or problem to discuss the matter informally with members of the administration through normal channels of communication.

2. In the event the Association determines, at any level of the grievance procedure, that a grievance should not be carried further, the grievance will be withdrawn.

3. A grievance may be withdrawn at any level without prejudice or record.

4. No reprisals of any kind shall be taken by or against any party of interest or participant in the grievance procedure by reason of such participation.

5. No release of information to the news media shall be given unless mutually agreed upon by both parties.

6. No teacher may be represented by any teacher organization other than the Association.

ARTICLE III - EXCLUSIVE ASSOCIATION RIGHTS

A. The Association shall have the right to use the teacher mail boxes, inter-school mail delivery, and bulletin boards for the purpose of notices, communications, and matters of Association concern.

B. The Association President or faculty representative shall have the right to use school phones and other school equipment to be paid by the Association. Additionally, the Association president shall have at least thirty (30) minutes per day for release time to perform association business. The Superintendent shall meet with the building principal of the president to schedule this release time.

C. Duly authorized representatives of the Association and their respective affiliates shall be permitted to transact official Association business on school property before or after the defined school day and during the lunch period.

D. Complete agendas and official minutes that are used by Board members during official Board meetings shall be provided upon request at no charge to the Association President at the same time they are provided to the members of the Board.

E. Each year the Association shall be provided, upon request and at no charge, copies of the following forms (ten [10] days after due date):

1. Annual Tax Budget (Form 622)

2. Annual Appropriations Resolution (Form 623)

3. Annual Auditor's Report (Form 659, 4502)

4. Amended Official Certificate of Estimated Resources

5. Treasurer's December Report

6. SM 1 and 2 at the end of each quarter and the end of the year

7. T & E Grid

8. Or other public documents

F. Upon completion of this Contract, it shall be printed at the joint expense of the Association and the Board and copies distributed by the Association to all of the members of the bargaining unit and by the Superintendent to the Board and administration.

G. The Association delegate(s) shall be given release time (one day each) to attend the Spring Ohio Education Association Representative Assembly each year; no more than two (2) delegates will be given release time.

H. MLEA will receive a copy of the classified employee contract and any memorandum which would be pertinent to MLEA.

I. The MLEA President will receive an updated copy of the Rules for Education of Handicapped Children, and each building will have two copies of this document available for reference by all members of the bargaining unit in that building.

ARTICLE IV – CALENDAR AND WORKDAY

The school year for all members of the bargaining unit shall be one hundred eighty-five (185) days. Such days shall consist of the following:

A. Either one hundred seventy-nine (179) or one hundred eighty (180) days with pupils in attendance.

B. Two (2) parent-teacher conference days or their equivalent (ie. parent information night, open house). Scheduling of these days will be done with staff input to the principal in each building and will not be scheduled on consecutive days.

C. Three (3) or four (4) professional and/or inservice days which will be worked during normal hours. Any additional professional and/or inservice days must have the approval of the MLEA Executive Committee.

D. Up to six (6) calamity days will be deducted from the work year when school is closed due to inclement weather or for other emergency situations. Bargaining

unit members shall not be required to report to work and will not suffer any loss of pay on these days. Any make up days beyond the six (6) will be determined by the Advisory Committee which will consist of the Superintendent, two (2) building Administrators, the Treasurer, and one (1) Board member and four (4) MLEA representatives.

E. The length of the teaching day shall be 7 hours and 30 minutes. Should this normal working day (7 hours and 30 minutes) be lengthened beyond this time frame, certified/licensed staff will be paid a negotiated rate for the adjusted time.

F. A full-time teacher shall have a minimum of 30 minutes for a duty free lunch.

G. Minerva High School / Middle School (work day shall be from 7:15 AM to 2:45 PM)

1. There shall be a minimum of 2 Professional Learning Community sessions scheduled per week (30 minutes) during the teacher workday.

2. Every bargaining unit member at the high and middle school shall have a conference period each day that equals one academic period.

H. Minerva Elementary (work day shall be from 8:20 AM to 3:50 PM)

There shall be a minimum of 2 Professional Learning Community sessions scheduled per week (30 minutes) during the teacher workday. This is in addition to an individual planning / conference time of 150 minutes per week for each bargaining unit member.

I. Once per month period teachers may be requested by the principal or Superintendent to attend faculty meetings for the purpose of teacher inservice or principals' meetings. These shall be conducted before or after school and shall not last longer than sixty (60) minutes after the teacher day is to have concluded.

J. Inservice Days

Any inservice days scheduled will be set up by the Association and the administration cooperatively. The administration shall be responsible for notifying parents and teachers at least fourteen (14) days in advance of the meetings. Under no circumstances shall this day be scheduled on a day which is a weekend, holiday, or vacation day or during the summer, unless mutually agreed upon, unless the Board compensates the teachers by per diem rates. Any additional mandatory inservice hours (beyond the minimum required hours) will be paid at per diem rates.

K. Student Delayed Start

Student Delayed Start is an acceptable method of scheduling inservice or faculty meetings.

ARTICLE V - CLASS SIZE

A. In assigning students to classes, class size, if possible, shall be limited to no more than 28 students. At the elementary level, the administration will work to equalize class size throughout the district. The administrator will work with the classroom teacher where class size is a concern of either party. In grades six through 12, the district shall strive to limit a daily student load of no more than 168 students, excluding band and choir, six periods a day, 28 students per class. The administration will work to equalize class size among common courses. The final decision must rest with the administration in regard to the total program.

1. Teachers with a supervisory responsibility shall not have responsibility for more than 85 students in duty assignments.

2. All certified/licensed staff will receive, before the last student day of school, a print out of their teaching assignments and anticipated student loads for the next year. Common course and grade level student loads shall be available upon request.

The items B. C. and D below will be used as guidelines in the discussion between the teacher and the administration.

B. A student could count as one pupil unless the student is included as a special needs student or a student with a disability, in which case the student could count as two (2) students.

C. Subject to paragraph A of this article, a student with two (2) or more categorical classifications (as categorical classifications are defined by the Rules for the Education of Handicapped Children), excluding speech as a category, will count as two (2) students. The administration will work with the classroom teacher where a specific category is a concern. The final decision must rest with the administration in regard to the total program. The “multiple count” of paragraph C shall not require additional staff.

D. The determination of the size of regular classes with included students will take into consideration any extraordinary demands on physical space, teacher contact, and/or teacher supervision. The participation of a special education teacher and/or aide could change the teacher/pupil ratio of the regular classroom teacher.

E. The employer will not submit a waiver request to the State Department of Education or to any other agency with competent jurisdiction in order to exceed the maximum number of disabled students that are permitted in a classroom without first allowing the input of MLEA.

ARTICLE VI - SPECIAL SERVICES - OPERATIONAL PROCEDURES

A. In general, all issues that pertain to special education should be referenced to the following documents: Operating Standards for Ohio's Schools Serving Children With Disabilities and/or the Model Policies and Procedures for the Education of Children with Disabilities.

B. In addition to the compliance guides mentioned in (A.) above, the Director of Special Services, along with the building administrator(s), will serve as district leadership in the area of special services. Attention will be given to staff development and a focus will be given to space needs.

C. Intervention Assistance Teams (IATs) will be established in each building. IATs may be called upon to aid with the intervention needs of a child. The IEP team for each special education child will procure information for the inclusionary needs of children in each building.

D. All teachers will be given a list of students in their classrooms who have an IEP. This will be done by the end of the second week of school. As students with IEPs move or transfer into the district, teachers will be notified within five (5) school days.

E. When special needs students are assigned to regular education classrooms, the district will attempt to make the assignments equitable within each grade level or subject level.

F. Special education staff are encouraged to schedule meetings with the Director of Special Services and the building administrator(s) when necessary.

G. In all cases that involve special needs children, the final decision must rest with the terms set forth in the IEP.

H. Special education staff who are primarily responsible for the creation of IEPs shall be released two (2) days per year for the purpose of writing said IEP's. The district shall employ substitute teachers to ensure the workload of other bargaining unit staff is not increased on the days release time is provided.

ARTICLE VII - MINERVA PROFESSIONAL DEVELOPMENT COMMITTEE

A. There will be one (1) Local Professional Development Committee (LPDC) within the district.

B. The LPDC will consist of seven (7) members: four (4) bargaining unit members appointed by the Association President and three (3) administrators appointed by the Superintendent.

C. The length of the terms of the LPDC members shall be three (3) school years. The terms shall be staggered by providing shortened initial terms as follows:

MLEA position #1: three (3) years
MLEA position #2: three (3) years
MLEA position #3: two (2) years
MLEA position #4: one (1) year
Board position #1: three (3) years
Board position #2: two (2) years
Board position #3: one (1) year

D. A vacancy will be filled during the term of an LPDC member who vacates the position by the MLEA President and/or Superintendent, depending upon which committee member's position becomes vacant. The appointment shall be for the remainder of the existing term.

E. If necessary, the Superintendent will determine release time and/or compensation at the rate of .0008 times Step 0, B.A. of the teacher salary schedule to the LPDC members to handle their responsibilities. Training for members of the LPDC shall be provided by the Minerva Local Schools consistent with the goals of the District and any applicable laws or regulations.

F. By the end of his/her second year of certificate or license, an individual must submit an Individual Professional Development Plan (IPDP) to the LPDC. The LPDC will set forth the coursework which the bargaining unit member proposes to complete for purposes of renewing and/or upgrading his/her educator license. The format and content of the IPDP will be established by the LPDC. The plan may be amended once between the second and fourth year.

G. Five (5) LPDC members shall constitute a quorum, but the majority must be held by the bargaining unit members. Action of the LPDC committee may be taken by a majority vote.

H. IPDPs will be approved or disapproved by the LPDC. The IPDP will be returned to the submitter within thirty (30) calendar days. Rationale/ recommendations will be given if the plan is disapproved.

I. The Appeals Board shall consist of two (2) bargaining unit members, appointed by the MLEA President, and one (1) administrator appointed by the Superintendent. Appeals Board members shall be appointed on an as-needed basis only. The MLEA President and the Superintendent may appoint themselves to the Appeals Board on any given case. All appeals must be filed with the Appeals Board within ten (10) calendar days of the disapproval of any IPDP. The decision of the Appeals Board shall be final.

J. Procedures, timetables, and locations for meetings of the LPDC and the Appeals Board will be established by the Committee and Board, respectively. The Minerva Local Education Association president or representative will work with the administration, on a consulting basis, in establishing procedures and policies.

ARTICLE VIII – RESIDENT EDUCATOR PROGRAM

The district shall provide a Resident Educator Program pursuant to the requirements of the entry year standard (O.A.C. 3301-22-02 and 3301-24-04).

A. The Resident Educator Program will be aligned to the ODE Resident Educator Program by the Lead Mentor, MLEA President and/or designee and the Superintendent and/or Curriculum Director. The purpose of the committee will be to continually review and align the Resident Educator Program to the current ODE Guidelines.

B. All members of the Committee, Mentors and Resident Educator shall keep confidential all discussions, actions, materials and other information to the extent permitted by law.

C. Mentors shall communicate directly with the Resident Educator and shall not discuss/report the performance/progress of the Resident Educator to any administrator, assessor or other teacher.

D. No Mentor Teacher shall participate in any informal or formal evaluation of a Resident Educator, nor make, nor be requested or directed to make any recommendations regarding the continued employment of a Resident Educator.

E. The regular evaluation of the Mentor shall not be affected in any aspect by the Resident Educator Program or its demands.

F. As part of the program, the District will provide release time (as approved by the building administrator) for Mentors and Resident Educator, as well as compensation. Only Qualified Mentors as outlined by the Resident Educator Program shall be compensated.

G. Qualified Mentors shall be selected as outlined by the Resident Educator Program Guidelines. Qualified Mentors will be paired with Resident Educators based upon building location and/or building assignment. The final decision will be a collaborative effort between the Lead Mentor and building administrator. Teachers may decline acceptance of a mentorship position.

H. The definition of a Resident Educator is a member of the bargaining unit employed under a Resident Educator License.

I. Mentors/Facilitators and Resident Educators shall be compensated a stipend calculated by multiplying .0008 times the base salary times the number of hours of contact time based upon the chart below.

Resident Educator		Mentor
Year One	40 hours	40 hours
Year Two	20 hours	20-30 hours (depending on the # of RE)

This stipend will be payable upon completion of the following criteria: submitting a log to the Lead Mentor documenting a minimum of the number of hours spent for Year 1 and 2 mentoring activities. Activities may include time spent during the contractual day, as well as for time spent outside the contractual day. Activities could include: New Teacher Orientation Day, after school sessions relating to the Resident Educator Program, meetings with Mentor teachers, observations or post observation discussions.

J. Teachers interested in becoming a Qualified Mentor shall apply through an application found on the school website or through an email via the Lead Mentor.

K. If a Resident Educator is unable to complete the entry year program due to no fault of the mentor, the mentor shall be compensated for partial contact hours, as defined above, even if they are less than the required 40 hours in any of the four years of the Resident Educator Program or mentor is assigned.

L. At any time, either the Mentor or the Resident Educator may exercise the option to have a new Mentor assigned. The Mentor and the Resident Educator must operate in a trusting and comfortable relationship; therefore, no specifics shall be given as to the exercise of the option and no prejudice or evaluation is to be given such change.

M. Any teacher's activities as a Mentor Teacher shall not be a part of that teacher's evaluation.

N. When a Resident Educator completes step 0, and is offered and signs a contract for the next year, he/she shall be paid a one-time lump sum amount of $1,000

by the first pay day after the start of the next school year. This excludes Article XXVII – Tutor Compensation and Benefits.

When a Resident Educator completes Step 1, and is offered and signs a contract for the next year, he/she shall be paid a one-time lump sum amount of $1,000 by the first pay day after the start of the next school year. This excludes Article XXVII – Tutor Compensation and Benefits.

ARTICLE IX - PERSONNEL FILE

A. Teachers shall have the right, upon request, to review the contents of his personnel file in the presence of the Superintendent or his designee and to receive a copy of any documents contained therein. A teacher shall be entitled to have a representative of the Association accompany him/her during such review. At least once every two (2) years a teacher will have the right to indicate those documents and/or other materials in his/her file which he/she believes to be obsolete or otherwise inappropriate for retention. Said documents will be reviewed by the Superintendent and if he/she agrees, they will be labeled as obsolete or no longer relevant. The employee may appeal the Superintendent's decision solely through the MLEA. The Board can reverse the Superintendent's decision by a vote of four (4) of its members to reverse that decision.

B. No material derogatory to a teacher's conduct, service, character or personality will be placed in his/her personnel file unless the teacher has had an opportunity to review the material. The teacher will acknowledge that he/she has had the opportunity to review such material by affixing his/her signature to the copy to be filed, with the express understanding that such signature in no way indicates agreement with the contents thereof. The teacher will also have the right to submit a written response to such material and his/her response will be reviewed by the Superintendent of Schools and attached to the file copy.

C. Although the Board agrees to protect the confidentiality of personal references, academic credentials and other similar documents, it will not establish separate "confidential" files. Nothing in Article VII shall deny a teacher any of the rights under Chapter 1347 of the Ohio Revised Code.

D. An administrator or supervisor having any parent, student or community person complaining, discussing, or talking about an employee of the Minerva Local School District shall direct those comments to the staff member if in the administrator's discretion it is appropriate. If the staff member and the administrator agree that a meeting with the individual(s) is appropriate, a meeting between the two parties will be scheduled.

ARTICLE X - VACANCIES AND TRANSFERS

A. All new positions and vacancies in certified/licensed staff positions which occur during the school year will be posted in each school building in an area which is accessible to the teaching staff. Such posting shall take place for a minimum of five (5) school days except during the first two (2) weeks of school and in the week prior to the first teacher day of the school year when such posting shall be for only two (2) working days.

B. During the summer months when school is not in session, any teacher who wants a transfer will have a letter, updated annually, on file with the Superintendent and the teacher will be considered if a vacancy occurs.

C. All changes in teaching assignment from the previous year should be discussed with the teacher first before any action is taken. Reasons for reassignment shall be shared and discussed with the teacher with the final decision being made by the Superintendent. Teachers must be notified by personal contact, phone, or certified mail by August 15. Reassignments after August 15th may occur if a resignation or opening occurs.

D. Any teacher not selected for a vacancy for which he/she applied shall be granted a substantive reason in writing why he/she was not selected, if so requested by the teacher.

ARTICLE XI - REDUCTION IN FORCE

When, for any of the following reasons that apply to any city, exempted village, local, or joint vocational school district or any educational service center, the board decides that it will be necessary to reduce the number of teachers it employs, it may make a reasonable reduction:

(1) In the case of any district or service center, return to duty of regular teachers after leaves of absence including suspension of schools, territorial changes affecting the district or center, or financial reasons;

(2) In the case of any city, exempted village, local, or joint vocational school district, decreased enrollment of pupils in the district;

(3) In the case of any governing board of a service center providing any particular service directly to pupils pursuant to one or more interdistrict contracts requiring such service, reduction in the total number of pupils the governing board is required to provide with the service under all interdistrict contracts as a result of the termination or nonrenewal of one or more of these interdistrict contracts;

(4) In the case of any governing board providing any particular service that it does not provide directly to pupils pursuant to one or more interdistrict contracts requiring such service, reduction in the total level of the service the governing board is required to provide under all interdistrict contracts as a result of the termination or nonrenewal of one or more of these interdistrict contracts.

In making any such reduction, any city, exempted village, local, or joint vocational school board shall proceed to suspend contracts in accordance with the recommendation of the superintendent of schools who shall, within each teaching field affected, give preference to teachers on continuing contracts. The board shall not give preference to any teacher based on seniority, except when making a decision between teachers who have comparable evaluations. (Skilled and Accomplished Evaluations shall be considered comparable evaluations.)

On a case-by-case basis, in lieu of suspending a contract in whole, a board may suspend a contract in part, so that an individual is required to work a percentage of the time the employee otherwise is required to work under the contract and receives a commensurate percentage of the full compensation the employee otherwise would receive under the contract.

The teachers whose continuing contracts are suspended by any board pursuant to this section shall have the right of restoration to continuing service status by that board if and when teaching positions become vacant or are created for which any of such teachers are or become qualified. No teacher whose continuing contract has been suspended pursuant to this section shall lose that right of restoration to continuing service status by reason of having declined recall to a position that is less than full-time or, if the teacher was not employed full-time just prior to suspension of the teacher's continuing contract, to a position requiring a lesser percentage of full-time employment than the position the teacher last held while employed in the district or service center. Seniority shall not be the basis for rehiring a teacher, except when making a decision between teachers who have comparable evaluations.

Teachers being recalled shall be notified by certified mail and shall have ten (10) days from the date of receipt to respond affirmatively. It shall be the teacher's responsibility to make appropriate arrangements for forwarding or receipt of mail if he/she will be away from his/her address for more than five (5) days.

If the teacher fails to respond in the affirmative, he/she shall be removed from the recall list and the Board shall have no further obligation to him/her.

Teacher(s) who have had their contracts suspended due to this procedure shall have the responsibility of providing the board with a current, permanent address.

The recall list for limited contract teachers shall be maintained for three (3) years from the date the employee became unemployed.

ARTICLE XII - LEAVES

A. Sick Leave

1. Days of absence authorized under this provision shall be deducted from the sick leave accumulation. Sick leave is granted at the rate of one and one-fourth (1-1/4) days for each calendar month to a total of fifteen (15) days per year for teachers whose contract is for the school term or approximately a nine (9) month period.

   Actual days of accrual are as follows:

9 month contract	15 days
9 1/2 month contract	16 days
10 month contract	16 1/2 days
10 1/2 month contract	17 days

   Accumulation of unused sick leave shall be three hundred and forty(340) days for the length of the negotiated agreement.

2. A new employee will be granted an advancement to a maximum of five (5) days sick leave as prescribed by law. If the employee should resign, be placed on leave of absence, or become deceased before this advancement of sick leave has been earned back, such unearned sick leave days shall be deducted from adjusted final pay or claim shall be made against the employee or their estate.

3. Previously accumulated sick leave of a teacher who has been separated from another Ohio public agency as provided in ORC, Section 3319.141 shall be accepted at full value provided none of such accumulated sick leave has been converted to pay upon retirement as provided by Section 124.39 of the ORC.

4. Standard reasons acceptable for sick leave are:
   a. Personal illness (to include emergency dental and medical appointments)
   b. Injury
   c. Absence due to illness, injury, or death in the employee's immediate family
   d. Exposure to contagious disease which could be communicated to others
   e. Pregnancy (refer to section B-1).

5. a. For purposes of absence due to illness, injury or death in the employee's immediate family, immediate family shall be defined to include bona fide members of the employee's household and/or spouse, parent, child, brother, sister, mother or father-in-law, step

children, step parents, foster children, and foster parents and grandparents and grandchildren shall also be considered immediate family for this purpose.

b. Death of a relative not included in the above may be considered by the Superintendent and leave chargeable to sick leave will be authorized if the situation appears to warrant such leave.

6. Family Leave Provisions -- Reference ARTICLE XII, F.

B. Maternity/Paternity

1. Any staff member may use sick leave or advancements thereof for absence due to or contributed to by pregnancy, miscarriage, abortion, childbirth, and recovery therefrom (hereinafter collectively referred to as pregnancy). This sick leave may be used prior to the birth of a child and for up to six (6) weeks following the actual birth of the child or by doctor's release, whichever is longer. Additional sick leave must be for the reasons listed in 3319.141 ORC. Assuming no further sick leave is needed, an employee may apply for up to six (6) workweeks of Family Medical Leave not to exceed a combination of 12 weeks (Reference: FMLA language), an unpaid maternity leave of absence may be requested. Maternity leave may be used in lieu of sick leave when any staff member has exhausted sick leave, or when the staff member has determined that a transfer from sick leave is necessary. A staff member who is pregnant or adopting a child less than one (1) year of age may request and shall be entitled to a leave of absence without pay for maternity or child care reasons to begin any time during pregnancy, or in the case of adoption the receipt of custody, or up to one (1) year for child care after the child is born or adopted. Such leave shall be for the remainder of the current semester or for the remainder of the school year and two (2) additional semesters.

2. Application for Leave - Application for maternity leave shall be filed on the Leave of Absence Form and shall contain a statement on the expected date of birth, or in the case of adoption, the date of obtaining custody, the date on which the leave of absence is to commence and the term of the leave. In the case of miscarriage or abortion, the professional staff member shall be entitled to reinstatement at the beginning of the next school year. Requests for reinstatement must be made in writing to the Superintendent by May 1 of the preceding year.

3. Rights While on Leave - Any staff member on maternity leave or child care leave shall be entitled to request and receive the right to continue to be covered by insurance and hospitalization, surgical benefits and major medical providing the insurance company or hospital service association

involved permits such continuance of coverage of the person on leave of absence and the staff member pays to the Treasurer of the Board in advance each month the full amount of the monthly group plan premium of such coverages. Any overpayment of premium shall be refunded to the staff member upon termination of leave.

4. Reinstatement Rights - The staff member shall be entitled to reinstatement at the expiration of the leave to the same building and general level training assignment held immediately prior to the leave unless shifts in pupil enrollment dictates or the job is combined or eliminated. Child Care Leave - child care leave provisions of Maternity Leave apply to either of the adopting or natural parents (father and/or mother).

5. Family Leave Provisions -- Reference ARTICLE XI, F.

C. Personal Leave

1. Three (3) days of non-cumulative unrestricted (except for the requirements below) Personal Leave per year will be available to each individual limited only as follows:

   a. No more than ten percent (10%) of the staff can be out of a given building on Personal Leave on the same day.

   b. The Superintendent must be given as much advance notice as possible prior to a Personal Leave day being taken. However, a minimum of two work days is required except in emergency situations.

   c. A Personal Leave day may not be used for aiding or participation in strike activity, or engaging in gainful employment.

   d. Personal Leave shall not be granted during parent-teacher conference days, inservice days, during the first or last week of the school year, or one work day before or one work day after a school holiday. Only one (1) day may be taken during the months of April and May combined.

2. The two day notice may be waived by the Superintendent in cases of emergency.

   If circumstances make the advance requests impossible, the individual shall notify the Superintendent of the reasons for Leave under this policy as soon as is practicable, and approval by the Superintendent or the Superintendent's designee will, when appropriate, be granted in fact.

3. The Superintendent may extend the provisions of Personal Leave.

4. Falsification of leave forms/reasons may be grounds for discipline, including termination.

D. Professional Leave

Professional leave each year shall be available to all members of the bargaining unit with full pay. Such leave may be used for visitations, conventions, and/or professional growth. Application must be made according to the School Board 3243.

E. Assault Leave

If any member of the bargaining unit is physically assaulted while performing in the confines of their employment, assignment or duties, the Board shall grant paid leave of absence for a period of up to five (5) days. Any leave thereafter must be designated by the employee's physician. The leave shall be granted with full pay and benefits accruing and usable and shall not be charged to sick leave or any other leave. The employee is encouraged to file charges.

F. Family Medical Leave

Family Medical Leave shall be administered in accordance with federal law. For more information contact the Minerva Local Schools Treasurer's Office at 330-868-4942 or go online to the Department of Labor at:

https://www.dol.gov/agencies/whd/fmla

G. The employee may appeal the denial of a leave to a committee consisting of the Superintendent, building principal or supervisor, employee and his/her representative. The appeal must be made by the employee within (5) working days of the denial. The committee will meet within five (5) working days of the appeal. The Superintendent will make the final decision by the end of the fifth day.

ARTICLE XIII - EVALUATION

In accordance with Ohio Revised Code Section 3319.111, revised 3319.112, and guidelines established by the Ohio Department of Education, a standards-based teacher evaluation policy must be adopted by the Board and thereafter included in the Contract. Any evaluation policy must have Association input.

In order to facilitate the adoption of Board policy as required by law, an Evaluation Review Committee (ERC) will be formed (three appointed by the Association President and three appointed by the Superintendent) to provide additional stakeholder input and the required "consultation" with teachers toward the development of that Board policy. The composition of and scheduled meeting times for the ERC will be determined through mutual agreement by the Superintendent and Association President.

Each teacher, within 20 days of the start of the school year, shall be notified of how to access the evaluation policy and procedures or any updates from the previous years as deemed necessary by the ERC. Evaluators must be credentialed and employed by the district or ESC as an administrator or function as an administrator to the district on a weekly basis.

ARTICLE XIV - TEACHER CONTRACTS

A. Teacher contracts will be acted upon by the Board for currently employed teachers, no later than the last day of school or June 1 (whichever comes first) as per Ohio Revised Code, 3319.11, and teachers shall only be released for just cause. The just cause provision and the provisions outlined in H. B. 153 do not apply to the first and second and third year of employment under a teaching contract (i.e. tutor contracts and experience do not apply to the just cause provision) in the Minerva Local School District.

B. Contracts issued to teachers will contain the following information:

1. Type of contract (Limited or Continuing). After the first year on a continuing contract, employees get only a salary notice. Limited contracts will specify the year(s) in effect.

2. Annual compensation to be paid for the first year of the contract including the bi-weekly salary and number of pay periods.

3. Basis for determining compensation for the first year of the contract (i.e., B.A. Degree, Year(s) of Experience).

4. Signature of the employee, Board President, Treasurer and the dates of signing.

C. Limited one-year contracts will ordinarily be issued to teachers new to the Minerva Local School System. No more than three (3) consecutive one-year

contracts shall be offered to a teacher in the system unless the teacher is employed: as a replacement for a teacher on disability, board approved leave of absence or specially funded limited project (such as DPPF, Title I, Title IV C etc.). Teachers (excepting those mentioned previously) having held three (3) consecutive renewed contracts may be issued no less than a three-year contract. Upon the expiration of the three-year contract, teachers may be issued no less than a five-year contract.

D. Tenure Eligibility

If a teacher wishes to be considered eligible for continuing contract status, he/she must do the following:

1. Notification to the Superintendent in writing of eligibility or anticipated eligibility by April 1 of the year prior to the year for consideration.

2. Confirm eligibility with the Superintendent (i. e. appropriate certification/ licensure and experience) prior to the first day of school. Eligibility for continuing contract status is based on two factors: the grade or "quality" of teaching license held by the teacher and the length of teaching service within the district. The licensure requirement is met if the teacher (a) holds a professional, permanent, or life certificate (under prior law) or (b) holds a professional educator license (under current law) plus either of the following: (1) if a master's degree was held at the time of initially receiving a certificate or license, six (6) semester hours of graduate coursework in the area of licensure or in an area related to the teaching field since the initial issuance of the certificate or license; or (2) if no masters degree was held at the time of initially receiving a certificate or license, thirty (30) semester hours of coursework in the area of license or an area related to the teaching field since the initial issuance of the certificate or license. The service requirements for continuing contract status requires the teacher to have taught within the district for at least three (3) of the last five (5) years.

   Teachers initially licensed after January 1, 2011 must have held an educator's license for at least seven (7) years before being eligible for a continuing contract.

   This requirement is modified, however, for those teachers who, prior to their employment within the district, had attained continuing contract status in some other district. For these teachers, continuing contract eligibility begins after only two (2) years of service within the district, and may begin at some sooner date, if the Superintendent of Schools so recommends.

   Nothing in this section shall conflict with ORC 3319.08.

3. Participate in the formal evaluation process (i. e. 330 cycle).

Upon the employee's compliance with the above mentioned guidelines the employee will be eligible for consideration under provisions of ORC 3319.11.

ARTICLE XV - INSURANCES

In order to be eligible for insurance, an employee must be contracted for at least 30 hours per week. However, any employee who was enrolled in the insurance programs on June 30, 2003 will continue to be covered.

Employees may not be paid cash in lieu of insurance benefits.

Coverage Overview: See Plan Booklet for COG adopted coverage information

Medical

A. The board will pay 83% for 2024-2026 school years. The Board will pay 82% of the premium for full-time employees for the years 2026-2027.

B. Stark County Schools Council of Governments

The Board of Education may fully meet its obligations to provide health care benefits and services under this collective bargaining agreement by participating in the health benefits program of the Stark County Schools Council (COG). The Board shall provide health, dental, vision and life insurance through the COG. The coverage shall be the standardized COG specifications

C. Preferred Provider - Doctors/Hospitals

1. The parties agree that one or more Preferred Provider Organization (PPO) programs for hospital and physicians' services shall be provided through the Stark County Council of Governments (COG) Health Insurance Program. Anyone, as of August 1, 2009, who has the traditional Mutual Health Program instead of the PPO, may continue such participation.

2. The selection of the PPO(s), the types of benefits/programs, or any changes therein, shall be mutually determined by the representative of the COG and the Stark County OEA office representative.

D. Preferred Provider - Prescription Drugs

The Board shall provide, through the Stark County Council of Governments, a preferred provider drug program that, if the employee chooses to utilize, will include the following:

1. The program will be available to employees and their dependents who have "primary" coverage under the District's insurance.

2. The employee will pay the 20% co-payment to the provider and the remaining 80% will be direct billed to the insurance company. If the yearly maximum has been reached, provisions will be made to refund the employee's 20% co-payment.

3. The deductible will be waived.

4. The list of covered expenses shall be agreed upon by the COG and the Stark County OEA office representative.

5. Mail order prescription: Mail order must be used for maintenance drugs in order for the insurance provisions to apply.

6. Generic: Generic drugs must be substituted where applicable in order for the insurance provisions to apply.

Life Insurance

The Board shall provide term life and accidental death and dismemberment coverage in the amount of $50,000 for each teacher.

Bargaining unit members may purchase additional term life insurance at the group rate, in $5,000 increments, up to a maximum of $50,000 coverage in addition to Board paid coverage. Modifications to this provision may be necessary to comply with requirements of the insurance carrier. The value of the life insurance reduces by 50% at age 65. The specific terms of the policy are contained in the life insurance contract.

Dental Insurance

The Board will pay 83% of the premium for full-time employees for the years 2024-2026.The Board will pay 82% of the premium for full-time employees for the years 2026-2027.

Vision Insurance

The Board will pay 83% of the premium for full-time employees for the years 2024-2026.The Board will pay 82% of the premium for full-time employees for the years 2026-2027.

Section 125-Tax Shelter

Tax sheltering of the individual's contribution for health costs, unreimbursed medical expenses and dependent coverage will be provided, under Internal Revenue Code(IRC) Section 125.

All COG employees must offer the IRC Section 125 Tax Shelter provided through the COG. The IRC Section 125 Tax Shelter allows for health insurance premiums to be deducted on a pre-tax basis. IRC Section 125 also governs Flexible Spending Accounts (FSAs). All COG employers must offer a Health Care FSA and a Dependent Care FSA which will low pre-tax payroll deductions for certain medical and dependent care expenses. There is no separate administrative fee for these services.There is no separate administrative fee for these services.

Premium Holidays

If the employer receives a premium holiday(s), the employees shall not be required to pay their portion of the premium(s) for the holiday month(s).

Spousal Coverage

Any new Participants to the COG, after June 30, 2015, with working spouses who have the ability to be covered under an insurance plan through his/her place of employment, will be required to take his/her plan as their primary plan.

This provision does not apply to a participant who had insurance with one COG employer prior to June 30, 2015, and moved thereafter to another COG employer. If the spouse is required to pay forty (40%) percent or more of the premium with his/her employer, the requirements of this section shall not apply.

ARTICLE XVI - PAYMENT PROCEDURE, DEDUCTIONS

A. Training Level Placement

Full time certified/licensed staff members will be placed at their appropriate training level at the beginning of the school year or at the second semester according to the following guidelines:

1. Beginning of the school year: evidence of hours, verification letter from

university or degree earned is on file at the Superintendent's Office by September 15.

2. Second semester: personal letter on file with the Superintendent's Office by September 15 indicating the possibility of semester adjustment.

   Adjustment will occur once a staff member provides evidence of hours or degree earned.

B. Retirement Deductions

The Board shall have the deductions for STRS made in equal amounts over a twelve (12) month period.

C. Annuities

An employee wanting to take out an annuity must submit an application to the Treasurer's Office by the 15th of the month and the deduction will begin the first day of the following month.

D. City Income Tax

Any member of the bargaining unit shall have resident Minerva City Income Tax withheld from his/her pay.

E. Credit Union

1. The Board, through the Treasurer, shall provide deductions for credit union. Such deductions shall be from the first two (2) pays of each month and shall continue from year to year at the discretion of the employee.

2. Such deductions shall be forwarded to the credit union on the payroll payment date as per item one (1) of this section.

3. An employee may enroll, change his/her monthly deduction, or terminate membership at any time to become effective within the following month.

F. The Treasurer of the Minerva Board shall deduct Association and affiliate dues from all persons who consent to such deductions in the manner described below. These deductions shall be an exclusive right conferred upon the Association as the recognized representative of the certified/licensed personnel as defined in recognition contained herein.

1. The deduction shall be made equally from each bi-monthly paycheck commencing in November of each year and continuing to the end of each individual's contracts.

2. These deductions shall continue from year to year automatically. The Association shall forward to the Treasurer and to the employee by October 15 of each year the amount to be deducted for the year.

3. The Treasurer shall give to the Association Treasurer within ten (10) calendar days the total amount to be deducted along with a complete description by name and the amount deducted.

G. The preceding deductions shall be provided by the Board at no cost to members of the bargaining unit.

H. All employees shall have direct deposit of payroll with pay stubs delivered via email.

ARTICLE XVII - SEVERANCE PAY

A. An employee of the Minerva Local Schools at the time of retirement from active service defined as being eligible for service retirement and the filing of an application for retirement that has been approved by the Ohio State Teacher's Retirement System, may make written application to be calculated as follows:

Payment for unused sick leave shall be determined by multiplying the daily rate (to include lump sum payments) shown on the employee's final contract/salary notice times twenty-five percent (25%) of unused but accrued sick leave. (Refer to Article XII. A (1) for accrued sick leave.)

B. Payment shall be made only once within seventy-five (75) days after the official retirement date as set by the Ohio State Teacher's Retirement System to any such employee and shall eliminate all sick leave credit accrued by that employee at that time.

C. Daily rate (to include daily teaching rate plus any and all supplemental salary rates paid on a daily basis) shall be shown on each certificated/licensed contract and/or salary notice. (reference Article XVIII, F)

ARTICLE XVIII - COMPENSATION

A. 2024-2025 3% on the base
2025-2026 3% on the base
2026-2027 3% on the base

The base salary, inclusive of lump sum payments defined in paragraph G, will at least be at least $37,983 for the 2024-2025 school year; at least $39,122 for the 2025-2026, at least $40,296 for the 2026-2027 school year. Base salary used to determine hourly compensation rates for service beyond the contracted school day and to determine supplemental salary scales will include any lump sum payments detailed in paragraph G.

The salary schedule will be a 27 step index.

When the Board exercises its discretion to place a teacher at a step between the minimum and maximum allowed by the provisions of this contract and O.R.C. 3317.13, the Superintendent will notify the Association prior to the position being offered to the applicant.

Salaries will be paid in 24 bi-monthly payments per year, paid on the 5th and 20th of each month. If the pay date falls on a Saturday, Sunday or holiday it will be paid the first business date prior to the 5th or 20th.

B. 1. Certified/licensed personnel will be paid at their per diem hourly rate for employment beyond the contractual school day when required by administration.

2. Certified/licensed personnel will be paid at the hourly rate of .0008 times the base salary for employment beyond the contractual school day when the teacher applies for and receives a position that is approved by the board (example: summer school).

C. If any teacher is asked and accepts to chair a county organized function where Minerva Schools is the host district, it will be understood that the teacher shall be compensated at an hourly rate of .0008 times the base salary.

D. 1. Any teacher assigned to a county committee meeting for the time spent beyond the school day shall be compensated at an hourly rate of .0008 times the base salary.

2. Any teacher assigned to and attending a district-sponsored inservice that is held after the regular school day or regular school year shall be compensated at an hourly rate of .0008 times the base salary. This shall be for time scheduled beyond the 185 day contractual obligation.

E. STRS Pick-Up with Partial Reduction

The Board herewith agrees with the Association to pick-up (assume and pay) contribution to the State Teacher's Retirement System (STRS) on behalf of the individual in the bargaining unit on the following terms and conditions:

1. The amount to be picked-up and paid on behalf of each employee shall be equal to the employee's required contribution to the STRS. The Board shall be fully responsible for three and one-quarter percent (3.25%) of this picked-up amount. Required contributions in excess of 3.25% shall be the responsibility of the employee, whose annual salary shall be reduced accordingly (for purposes of state and federal taxes only).

2. The 3.25% pick-up without reduction became effective August 28, 1992.

3. The Board shall pay both the member and employer STRS contributions the 3.25% amount picked up without reduction.

4. Pick-ups shall apply uniformly to all individuals in the bargaining unit, unless otherwise provided in this Agreement.

5. Pick-ups shall apply to all compensation including supplemental earnings and lump sum payments.

6. Payments for sick leave, personal leave, other paid leaves, severance pay, unemployment compensation, and workers compensation shall be based upon the employee's daily rate of pay prior to reduction.

7. Each unit member will be responsible for compliance with Internal Revenue Service laws and regulations, including any salary exclusion allowance with other tax deferred compensation plans.

8. If the foregoing "pick-up" provisions are nullified by subsequent Internal Revenue Service rulings, Ohio Attorney General opinions, or other governing regulations, the Board and the Association will be held harmless, and this article of this Agreement shall be deemed null and void.

9. For Federal and State tax purposes, the W-2 form shall show the total amount of compensation reduced by the total employee share of retirement contributions. For STRS purposes, the total amount of compensation shall not be reduced.

F. It is understood that all dollar amounts will be rounded to the nearest $1.00.

G. A lump sum of $400 will be applied to the 27 step index (which will also be applied to extended contracts) to be paid on each of the following dates:

1. The Wednesday prior to Thanksgiving recess.
2. The first Friday in March.
3. The last day of school.

ARTICLE XIX - EARLY RETIREMENT/RETIREMENT INCENTIVE

A. An early retirement/retirement incentive plan will be implemented for members of STRS with in the Minerva Local School District with the following conditions:

1. Participation is open to all eligible STRS members.

2. An STRS member is eligible when vested by STRS and eligible to retire with actuarially reduced retirement benefit or the first year eligible for full retirement benefit. Retirement in any year after the first time eligible year for full retirement benefit will not be eligible to receive the incentive.

3. The amount of the early retirement incentive will be $10,000.

B. Employees wishing to participate in this plan must indicate their desire by submitting a letter to the Office of the Treasurer by June 1 in the year of the retirement. Failure to meet this deadline shall make the employee ineligible to participate in the plan for that year.

ARTICLE XX - SUPPLEMENTAL SALARY SCALE

(Index times B.A. Base Salary plus lump sums)

A. Coaching and related assignments to be approved by the athletic director through the building principal.

B. Others to be approved by building principals.

C. Duties and assignments are the responsibility of the Head Coach and the approval of the administration and are under authority of Board Policy.

D. The number following the title is the number of positions authorized by the Board. The number of positions in any activity is a prerogative of the Board

E. Any changes or additions in compensation relative to the supplemental salary schedule must be negotiated by the Board and Association as outlined in ORC 4117.

To be paid in one lump sum upon completion of assignment.

POSITION	YEARS OF EXPERIENCE		
	0	3	5
Head Football (1)	.190	.215	.240
Asst. Coach (9)	.125	.139	.153
Head Boys Basketball (1)	.190	.215	.240
Asst. Coach (5)	.125	.139	.153
Head Girls Basketball (1)	.190	.215	.240
Asst. Coach (4)	.125	.139	.153
Head Boys Wrestling (1)	.190	.215	.240
Asst. Coach (4)	.125	.139	.153
Head Girls Wrestling (1)	.190	.215	.240
Asst. Coach (2)	.125	.139	.153
Head Volleyball (1)	.125	.139	.153
Asst. Coach (4)	.078	.093	.108
Head Cross Country (1)	.125	.139	.153
Asst. Coach (3)	.078	.093	.108
Head Boys Golf (1)	.125	.139	.153
Asst. Coach (1)	.078	.093	.108
Head Girls Golf (1)	.125	.139	.153
Asst. Coach (1)	.078	.093	.108
Head Boys Soccer (1)	.125	.139	.153
Asst. Coach (1)	.078	.093	.108

Head Girls Soccer (1)	.125	.139	.153
Asst. Coach (1)	.078	.093	.108
Head Boys Bowling (1)	.125	.139	.153
Head Girls Bowling (1)	.125	.139	.153
Head Boys Track (1)	.125	.139	.153
Asst. Coach (2)	.078	.093	.108
Head Girls Track (1)	.125	.139	.153
Asst. Coach (2)	.078	.093	.108
Head Baseball (1)	.125	.139	.153
Asst. Coach (2)	.078	.093	.108
Head Softball (1)	.125	.139	.153
Asst. Coach (2)	.078	.093	.108
Head Cheerleading (1)	.125	.139	.153
Asst. Coach (3)	.085	.100	.115
Strength & Conditioning Coordinator	.085 (x 4 seasons)		
Play Director Fall	.05	.06	.07
Spring Musical Director	.05	.06	.07
Spring Musical Director Assistant(1)	.03	.04	.05
Majorette/Flag Corps Director	.040	.050	.060
District Science Fair	.015	.017	.019
SADD	.02	.025	.03

Lead Mentor	.04	.05	.06
Outdoor Education Counselor (8)	.008		
Marching Band Percussion Instructor	.040	.050	.060
Graduation Coordinator (1)	.023	.028	.033
Prom Coordinator (1)	.039	.047	.055
Fall Homecoming Coordinator (1)	.012	.014	.016
Fall Senior Night Coordinator (1)	.008	.010	.012
Top Ten Percent Coordinator (1)	.023	.028	.033
International Circle (1)	.015	.017	.019
Overnight Supervision	$125 per night	$375 per Trip maximum	

**If you are already receiving a stipend for this overnight activity, this stipend will not apply.*

F. 1. <u>To be paid throughout the contract year and will be considered for purposes of calculating the severance daily rate.</u>

Crescent Advisor (1)	.086	.103	.120
Department Heads English Foreign Language Math Science Social Studies Special Education Non-Core	.04	.05	.06
National Honor Society	.04	.05	.06
MHS Student Council Advisor (2)	.03	.04	.05
MMS Student Council Advisor	.02	.03	.04
College Credit Plus (CCP) Per Course Per Semester	.015	.020	.025

***Department heads also on DLT/ BLT will only receive this stipend.*

Building Leadership Team (BLT) MES (5)			.04
Building Leadership Team (BLT) MMS (5)			.04
Academic Challenge Coach (2)	.03	.04	.05
Community Resource Coordinator	.110	.124	.138

2. <u>To be paid throughout the contract year, but will not be considered for purposes of calculating the severance daily rate.</u>

Ticket Manager (1)	.080	.096	.112
Bookkeeper (1)	.025	.030	.035
Equipment Manager (1)	.046	.055	.064
Field Maintenance Supervisor (1)	.056	.067	.078

G. <u>Extension of teaching duties (non-supplemental)</u>

Marching Band Director (215 days including summer program)	.024	.028	.032
Asst. Band Director (205 days including summer program)	.015	.017	.019
Symphonic Band Director (205 days including summer program)	.024	.028	.032
Supervisor of Instrumental Music	.034	.044	.054
Vocal Music Director (H.S. & Jr. High)	.129	.147	.165
Supervisor of Performing Arts	.034	.044	.054
Speech/Debate Coach	.076	.087	.098

H. Years in Minerva experiences

Group I:

Football
Boys Basketball
Girls Basketball
Boys Wrestling
Girls Wrestling

Group II:

Volleyball
Baseball
Boys Track
Girls Track
Golf
Cross Country
Cheerleading
Softball
Bowling
Soccer

1. Experience for placement on supplemental salary scale will be calculated as follows:

a. Head coach to head coach:

1.	within same group...	one year experience one year credit
2.	group 1 to group 2...	one year experience one year credit
3.	group 2 to group I...	two years experience one year credit

b. Head coach to assistant coach:

1.	one year experience...	one year credit

c. Assistant coach to head coach:

1.	within same group...	two years experience one year credit
2.	group 1 to group 2...	two years experience one year credit
3.	group 2 to group I...	three years experience one year credit

d. Assistant coach to assistant coach:

1.	within same group...	one year experience

		one year credit
2.	group 1 to group 2...	one year experience
		one year credit
3.	group 2 to group 1...	two years experience
		one year credit

2. Outside coaching experience will be recognized to a maximum of five (5) years credit (top supplemental pay) for the purposes of calculating supplemental pay as applied to Part I above.

3. Coaching in multiple sports, credit will be calculated based upon the sport that will benefit the employee the most.

4. Cheerleader coaches are to be considered assistants in determining years of experience on the supplemental salary scale.

5. Furthermore, the Board shall have the unilateral power to adjust any and all salaries upward in order to comply with Title VII, IX, and the equal pay act.

6. The Board has the exclusive right to create any new or additional supplemental position. The salary for the particular created position shall be agreed upon by both the Board and the Association.

I. Any member of the bargaining unit receiving the stipend for either special education or speech and hearing shall continue to receive the same stipend as long as he/she remains in the employment of the Board of Education as a special education teacher or speech and hearing therapist. Any new employees placed after July 1, 1981 into these positions shall not be entitled to the stipend.

J. <u>E-Learning</u>

Teachers who agree to teach Digital/On-Line courses that are in addition to regular full-time teaching assignments shall be compensated as follows (percentages are computed on the beginning bachelor's base pay):

Per course per semester base pay	1.50%
Per enrolled student per semester *	0.15%

*in addition to the base

The teacher shall be compensated at the end of each semester. Student enrollment will be determined by averaging the number of students enrolled at the end of the first and second grading periods of each semester.

K. Credit Flex Program

Teachers facilitating a Credit Flex Plan will be paid at the hourly rate of .0008 times the base salary for any and all work that occurs outside the workday required to create and complete the plan. All credit flex time must be pre-approved by an administrator.

ARTICLE XXI - MILEAGE

All members of the bargaining unit who travel as a condition of employment or travel on or for official school business shall be reimbursed at the current Internal Revenue Service rate.

ARTICLE XXII - TUITION FREE EDUCATION FOR CHILDREN OF NON-DISTRICT STAFF

Children of full-time certified/license staff may attend Minerva Local Schools tuition free with the following conditions:

A. Admission shall only be at the beginning of a school year.

B. Assignment does not necessitate the employment of additional staff at the elementary or secondary level at the time of initial enrollment in the district.

C. Enrollment will continue as long as the parent remains a full-time employee of the Minerva Local School District and the student(s) exhibit appropriate behavior.

D. Elementary school placement is strictly at the discretion of the administration.

E. The Board shall not assume any transportation responsibilities not afforded district residents.

F. Students will be accepted by using the earliest date of application. Forms are available at the Superintendent's Office, and the deadline for application is August 1. If employment occurs after August 1, consideration will be given based upon the above criteria.

ARTICLE XXIII - DISCIPLINE

The success of the discipline policy depends upon the cooperation and communication between the administrators and staff. Discipline procedures as outlined in student handbooks are adopted by the Board of Education and serve as district policy until altered by the Board of Education. To assist the Board and administration in addressing these policies, a six member committee for each level will be convened at least once a semester for grades K - 5, 6 - 8, and 9 -12 to review and discuss discipline related issues. The elementary will have a building level meeting the first semester and a district level meeting the second semester. Each of the three committees will consist of no more than three representatives from the Board and/or administration and three teachers. The chairperson of this committee will be a building principal or his assigned representative. The teachers or administrators have the right to request a meeting at any time during the year. Recommendations for Board consideration will be made at any time, but no later than May 1st.

ARTICLE XXIV - DRUG FREE WORKPLACE

A. The Board may suspend with pay, pending the outcome of any investigation and/or trial, an employee accused of a drug-related offense.

B. The conviction, guilty, or no contest plea of an employee for unlawfully manufacturing, distributing and/or dispensing any controlled substance as defined in federal and state law while engaged in work or in the workplace shall be sufficient grounds for termination of employment.

C. The conviction, guilty or no contest plea of an employee for the possession and/or use of any controlled substance as defined in federal and state law while engaged in work or in the workplace shall be sufficient grounds for termination of employment. At the discretion of the Board and as a condition of continued employment, an employee may be required to complete a treatment/rehabilitation program.

ARTICLE XXV - CLASSROOM COVERAGE COMPENSATION

The following compensation will be provided for classroom coverage needs:

A. A rate of $20 per coverage period will be paid to staff who are asked and agree to cover a fellow teacher's class during their own personal planning period. This rate would also be applied to a staff member who is asked and agrees to provide proficiency intervention during their personal planning period.

B. When tutors, Title I staff, inclusion teachers and/or counselors are asked to cover a fellow teacher's class for an entire day, a maximum rate of $60 will be

paid to these staff members. This rate of $60 will be in addition to their daily or hourly rates. Additionally, when a tutor, Title I staff, and/or counselors are asked to cover a fellow teacher's class for a half day, a rate of $30 will be paid to staff members. This rate of $30 will be in addition to their daily or hourly rates.

C. Coverage is optional but encouraged when the need is present.

ARTICLE XXVI - CONSOLIDATION LANGUAGE

The parties to this contract agree that the effects of any consolidation, merger, transfer, or creation of the new district involving all or part of the current Minerva Local School District shall be a mandatory subject of bargaining between the Association and the Board or its successor.

ARTICLE XXVII - TUTOR COMPENSATION AND BENEFITS

The Board of Education elects to augment the educational program of educationally disadvantaged students by providing tutoring services on a small/or individual basis. These positions are established to assist students with academic program enhancement or remediation. All tutors are employed on an as-needed basis with no expectations for continued employment due to instability of funding and fluctuating student numbers. The compensation, benefits, and employment status of tutors shall be as set forth in this Article. Tutors shall have no compensation, benefits, or employment rights which are not set forth in this Article XV.

A. All tutors shall be compensated at a rate of:

2024-2025 - $26.98 per hour
2025-2026 - $27.79 per hour
2026-2027 - $28.62 per hour

B. For the 2024-27 school years tutors will be compensated using the following formula: Number of Days 185 x 7 hours per day x $26.98 for 2024-25 and $27.79 for 2025-26 and $28.62 for 2026-27 = $34,939.10 for 2024-25 and $35,988.05 for 2025-2026 and $37,062.90 for 2026-27 amount to be paid in 24 bi-monthly payments per year, paid on the 5th and 20th of each month. If the pay date falls on a Saturday, Sunday, or a holiday, it will be paid the first business day prior to the 5th or 20th.

C. The 24 pay cycle for tutors will begin on the first pay date in September.

D. The 185 days include 177 student days, 8 work days (convocation, beginning of year inservice day, 2 waiver days and end of year work day, 2 Parent Teacher conference equivalent days to be scheduled by building, and 1 day for the equivalent of the requirement to attend scheduled monthly building staff meetings.

E. For 2024-27 tutors will be required to work a 7 hour work day. If tutors are requested or required to work beyond the 7 hour work day they will be compensated at the negotiated hourly rate of $26.98 for 2024-25 and $27.79 for 2025-2026 and $28.62 for 2026-27 that will be submitted on time sheet.

F. As current language provides tutors will continue to NOT be eligible for the three lump sum payments that are provided in the teacher compensation of Article XVIII B. (pg 30).

B. Full time tutors shall be provided the same fringe benefit package as teachers. Part time tutors will be subject to Article XV.

C. Sick Leave

Days of absence of personal and family illness shall be deducted from accumulated sick leave. Sick leave shall be accumulated at the rate of 1-1/4 days per month (prorated).

Accumulation of sick leave shall be the same as the certified/licensed staff. Severance pay will comply with guidelines set forth in ORC 124.39B.

D. The following Articles of this Agreement shall apply to tutors:

Article I - Recognition
Article II - Grievance (as modified by G)
Article III - Exclusive Association Rights
Article IX - Personnel File
Article XII - Leaves:
- A. Sick Leave (as modified by C)
- C. Personal Leave
- D. Professional Leave
- E. Assault Leave (as modified by J)

Article XX - Supplemental Salary Schedule
Article XXI - Mileage
Article XXIV - Drug-Free Workplace
Article XXV – Classroom Coverage Compensation
Article XXVIII - Professional Development Program (Tuition Reimbursement)
Article XXIX - Effects of Contract

F. Tutors shall not become eligible for continuing contract status, and tutor service shall not count toward continuing contract eligibility as a teacher.

G. Grievances filed by or on behalf of tutors may not proceed to the arbitration level. Grievances will conclude with Level III - 3.

H. Tutors will be evaluated at the Board's discretion. Tutors shall not be subject to the evaluation requirements of the Ohio Revised Code relating to teachers (House Bill 330) or to the evaluation requirements of this Agreement.

I. If a tutor is subsequently hired to fill a non-tutoring bargaining unit position, the individual will be given credit on the teacher's salary schedule for any years of tutoring experience of at least one thousand (1,000) hours in any school year.

J. Assault Leave: Shall be granted for a period of up to 5 days. Any leave thereafter shall be designated by the employee's physician.

ARTICLE XXVIII - PROFESSIONAL DEVELOPMENT PROGRAM (TUITION REIMBURSEMENT)

The Board of Education, through the Treasurer's Office, shall appropriate a fund of $25,000 for each year of the contract for teachers who have earned college credit, subject to the following conditions:

A. The college accredited course must be approved by the Local Professional Development Committee (LPDC) as part of the teacher's submitted Individual Professional Development Plan (IPDP).

B. The teacher shall submit written proof in the form of an official transcript from the college or university. The teacher must complete the course with at least a (B) grade, or a "pass" if on a pass/fail basis. Evidence of successful completion must be submitted at the conclusion of the term in which the course was taken.

C. Employees will be paid within sixty (60) days after submission of transcripts, receipts, and IPDP verification for the coursework taken in a contractual year.

D. In order to receive this reimbursement, the employee must submit all transcripts, receipts, and IPDP verification to the Superintendent's Office within sixty (60) days of completing the coursework.

E. The rate of reimbursement will be a maximum of up to $1000 per year, per individual for the length of the negotiated agreement.

Under no circumstances shall an applicant be reimbursed more than the actual tuition bill.

F. Should this fund not be exhausted in any contractual year, all unused dollars in the fund will roll over into the next contractual year's fund for use during that year.

ARTICLE XXIX - EFFECTS OF CONTRACT

A. This agreement shall become effective upon ratification by both parties and remain in effect until June 30, 2027.

B. Negotiations shall be initiated as per the Procedure section of the Recognition and Negotiations Procedure contained herein.

C. Both parties agree to comply with the provisions of the contract and the Board shall give it the full force of Board policy.

D. This agreement shall be the base from which future negotiations shall proceed.

E. If any provision of this Agreement, or any application of the provisions of this contract conflicts with any federal or state law, now or hereafter enacted or issued, such provision or application shall be inoperative, but the remaining provisions of the Agreement shall continue in full force and effect.

ARTICLE XXX - RE-OPENER CLAUSE

When any article of our present contract presents a concern, upon mutual agreement between the Board and the Association, negotiations will be opened to resolve the concern.

ARTICLE XXXI

This agreement shall become effective July 1, 2024 through June 30, 2027.

The master contract has been explained to and ratified by the Board and the Association who have authorized their representatives to sign below.

BOARD PRESIDENT

ASSOCIATION PRESIDENT

BOARD NEGOTIATOR

ASSOCIATION NEGOTIATOR

This agreement was ratified by the Association by secret ballot vote on 5/10/23

Association Secretary

This agreement was adopted by the Board at a regular meeting on 5/15/2023

Board Treasurer

MINERVA LOCAL SCHOOL DISTRICT
SALARY SCHEDULE
2024-2025
BASE $36,783

TEACHER SALARY SCALE EFFECTIVE JULY 1, 2024 - JUNE 30, 2025

YEARS/ STEPS	BA/BS		150		MA	
0	1.000	$36,783	1.040	$38,254	1.100	$40,461
1	1.058	$38,916	1.098	$40,388	1.164	$42,815
2	1.116	$41,050	1.156	$42,521	1.228	$45,170
3	1.174	$43,183	1.214	$44,655	1.292	$47,524
4	1.232	$45,317	1.272	$46,788	1.356	$49,878
5	1.290	$47,450	1.330	$48,921	1.420	$52,232
6	1.348	$49,583	1.388	$51,055	1.484	$54,586
7	1.406	$51,717	1.446	$53,188	1.548	$56,940
8	1.464	$53,850	1.504	$55,322	1.612	$59,294
9	1.522	$55,984	1.562	$57,455	1.676	$61,648
10	1.580	$58,117	1.620	$59,588	1.740	$64,002
11	1.638	$60,251	1.678	$61,722	1.804	$66,357
12	1.696	$62,384	1.736	$63,855	1.868	$68,711
13	1.754	$64,517	1.794	$65,989	1.932	$71,065
*14	1.763	$64,848	1.807	$66,467	2.000	$73,566
15	1.772	$65,179	1.815	$66,761	2.023	$74,412
16	1.790	$65,842	1.836	$67,534	2.046	$75,258
17	1.808	$66,504	1.857	$68,306	2.069	$76,104
18	1.826	$67,166	1.878	$69,078	2.092	$76,950
19	1.844	$67,828	1.899	$69,851	2.115	$77,796
20	1.862	$68,490	1.920	$70,623	2.138	$78,642
21	1.880	$69,152	1.941	$71,396	2.161	$79,488
22	1.898	$69,814	1.962	$72,168	2.184	$80,334
23	1.916	$70,476	1.983	$72,941	2.207	$81,180
24	1.934	$71,138	2.004	$73,713	2.230	$82,026
25	1.952	$71,800	2.025	$74,486	2.253	$82,872
26	1.970	$72,463	2.046	$75,258	2.276	$83,718
30	1.988	$73,125	2.067	$76,030	2.299	$84,564

* Maximum placement for new teacher.

When the Board exercises its discretion to place a teacher at a step between the minimum and the maximum allowed by the provisions of this contract and O.R.C. 3317.13, the Superintendent will notify the Association prior to the position being offered to the applicant.

H. A lump sum of $400 will be applied to the 27 step index three times a year bringing the base salary to $ 37,983

MINERVA LOCAL SCHOOL DISTRICT
SALARY SCHEDULE
2025-2026
BASE $37,922

TEACHER SALARY SCALE EFFECTIVE JULY 1, 2025 - JUNE 30, 2026

YEARS/ STEPS	BA/BS		150		MA	
0	1.000	$37,922	1.040	$39,439	1.100	$41,715
1	1.058	$40,122	1.098	$41,639	1.164	$44,142
2	1.116	$42,321	1.156	$43,838	1.228	$46,569
3	1.174	$44,521	1.214	$46,038	1.292	$48,996
4	1.232	$46,721	1.272	$48,237	1.356	$51,423
5	1.290	$48,920	1.330	$50,437	1.420	$53,850
6	1.348	$51,120	1.388	$52,636	1.484	$56,277
7	1.406	$53,319	1.446	$54,836	1.548	$58,704
8	1.464	$55,519	1.504	$57,035	1.612	$61,131
9	1.522	$57,718	1.562	$59,235	1.676	$63,558
10	1.580	$59,918	1.620	$61,434	1.740	$65,985
11	1.638	$62,117	1.678	$63,634	1.804	$68,412
12	1.696	$64,317	1.736	$65,833	1.868	$70,839
13	1.754	$66,516	1.794	$68,033	1.932	$73,266
*14	1.763	$66,857	1.807	$68,526	2.000	$75,845
15	1.772	$67,199	1.815	$68,829	2.023	$76,717
16	1.790	$67,881	1.836	$69,626	2.046	$77,589
17	1.808	$68,564	1.857	$70,422	2.069	$78,462
18	1.826	$69,246	1.878	$71,218	2.092	$79,334
19	1.844	$69,929	1.899	$72,015	2.115	$80,206
20	1.862	$70,612	1.920	$72,811	2.138	$81,078
21	1.880	$71,294	1.941	$73,608	2.161	$81,951
22	1.898	$71,977	1.962	$74,404	2.184	$82,823
23	1.916	$72,659	1.983	$75,200	2.207	$83,695
24	1.934	$73,342	2.004	$75,997	2.230	$84,567
25	1.952	$74,025	2.025	$76,793	2.253	$85,439
26	1.970	$74,707	2.046	$77,589	2.276	$86,312
30	1.988	$75,390	2.067	$78,386	2.299	$87,184

* Maximum placement for new teacher.

When the Board exercises its discretion to place a teacher at a step between the minimum and the maximum allowed by the provisions of this contract and O.R.C. 3317.13, the Superintendent will notify the Association prior to the position being offered to the applicant.

H. A lump sum of $400 will be applied to the 27 step index three times a year bringing the base salary to $ 39,122

MINERVA LOCAL SCHOOL DISTRICT
SALARY SCHEDULE
2026-2027
BASE $39,096

TEACHER SALARY SCALE EFFECTIVE JULY 1, 2026 - JUNE 30, 2027

YEARS/ STEPS	BA/BS		150		MA	
0	1.000	$39,096	1.040	$40,660	1.100	$43,006
1	1.058	$41,364	1.098	$42,928	1.164	$45,508
2	1.116	$43,631	1.156	$45,195	1.228	$48,010
3	1.174	$45,899	1.214	$47,463	1.292	$50,512
4	1.232	$48,166	1.272	$49,730	1.356	$53,014
5	1.290	$50,434	1.330	$51,998	1.420	$55,517
6	1.348	$52,702	1.388	$54,265	1.484	$58,019
7	1.406	$54,969	1.446	$56,533	1.548	$60,521
8	1.464	$57,237	1.504	$58,801	1.612	$63,023
9	1.522	$59,504	1.562	$61,068	1.676	$65,525
10	1.580	$61,772	1.620	$63,336	1.740	$68,027
11	1.638	$64,040	1.678	$65,603	1.804	$70,529
12	1.696	$66,307	1.736	$67,871	1.868	$73,032
13	1.754	$68,575	1.794	$70,139	1.932	$75,534
*14	1.763	$68,927	1.807	$70,647	2.000	$78,192
15	1.772	$69,278	1.815	$70,960	2.023	$79,092
16	1.790	$69,982	1.836	$71,781	2.046	$79,991
17	1.808	$70,686	1.857	$72,602	2.069	$80,890
18	1.826	$71,390	1.878	$73,423	2.092	$81,789
19	1.844	$72,093	1.899	$74,244	2.115	$82,688
20	1.862	$72,797	1.920	$75,065	2.138	$83,588
21	1.880	$73,501	1.941	$75,886	2.161	$84,487
22	1.898	$74,205	1.962	$76,707	2.184	$85,386
23	1.916	$74,908	1.983	$77,528	2.207	$86,285
24	1.934	$75,612	2.004	$78,349	2.230	$87,184
25	1.952	$76,316	2.025	$79,170	2.253	$88,084
26	1.970	$77,019	2.046	$79,991	2.276	$88,983
30	1.988	$77,723	2.067	$80,812	2.299	$89,882

* Maximum placement for new teacher.

When the Board exercises its discretion to place a teacher at a step between the minimum and the maximum allowed by the provisions of this contract and O.R.C. 3317.13, the Superintendent will notify the Association prior to the position being offered to the applicant.

H. A lump sum of $400 will be applied to the 27 step index three times a year bringing the base salary to $ 40,296