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MASTER CONTRACT

Between the

Southington Board of Education

and the

Southington Education Association

Effective

AUGUST 1, 2024 THROUGH JULY 31, 2027

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ARTICLE 1

RECOGNITION

100 Recognition

The Southington Local School District, hereinafter "Board" or "District", hereby recognizes the Southington Education Association, Northeast Ohio Education Association, Ohio Education Association, and the National Education Association (NEOEA/OEA/NEA), hereafter the "Association" as the sole and exclusive bargaining representative, for the purposes of and as defined in Chapter 4117 Ohio Revised Code, for all professional, non-supervisory personnel (as certified by the State Employment Relations Board) both full and part-time. The Association recognizes that the Superintendent, Principals, and other Administrative personnel as defined in Chapter 4117 Ohio Revised Code are excluded from the bargaining unit. The Board recognizes that Association representation will include any newly created position unless employment into the position is governed by Section 3319.02 of the Ohio Revised Code.

101 Bargaining Unit

The bargaining unit shall contain all teachers (certificated employees) designated by state law.

Regularly employed, hourly paid in-school tutors are also included in the bargaining unit, with the express understanding that tutors are paid on an hourly basis as needed and not in accordance with the salary schedule included in this collective bargaining agreement.

102 Duration of Bargaining Recognition

The Association shall be recognized as the sole and exclusive bargaining agent for the bargaining unit, as defined herein, until such time when this status is changed under the provisions of ORC 4117.

103 Rights of the Parties

The duties and obligations of the parties to this contract shall be limited to those expressly set forth by law and/or the provisions of this contract. All bargaining unit employees, as defined herein, are entitled to all rights, advantages, and privileges of this contract unless otherwise specified.

ARTICLE 2

NEGOTIATIONS PROCEDURES

200 Negotiations Procedures

Upon written notice by either party at least ninety days prior to the expiration of this Agreement, negotiations of a successor agreement shall commence. The parties shall meet within ten (10) days of the date of such written notice.

201 Coverage

201.1 The Board and the Association recognize that the Board is the body legally responsible for the determination and the implementation of policies for the operation of the Southington Local Schools. The Board and the Association recognize that the Board must operate in accordance with the Revised Code and with the rules and regulations promulgated by the Department of Education and the State auditor. The parties recognize that: "A Board of Education is vested with the authority to negotiate and to enter into a collective bargaining agreement with its employees as long as such agreement does not come in conflict with or purport to abrogate the duties and responsibilities imposed upon the Board of Education by law; and in accordance with 4117 ORC."

201.2 The scope of negotiations shall be wages, hours, terms and other conditions of employment, the continuation, modification, or deletion of existing provisions and any other items mutually agreed upon.

202 Submission of Issues

The parties shall agree for the submission of proposals which shall be within fifteen (15) days of the first session, unless extended by mutual agreement. All proposals shall be reduced to written form.

No additional issues shall be submitted by either party following the second meeting, except by mutual consent of the parties. All issues shall be submitted in such form that they may be immediately initialed and agreed upon if acceptable.

203 Negotiating Teams

The Board and the Association each may have up to four representatives and two observers at each negotiating meeting. Each party is free to select its own representatives and observers provided that neither team shall have more than one representative who is not an employee of the School District.

Meetings

Negotiating meetings shall be in executive session unless otherwise agreed upon by both parties. Either party may be granted time for independent caucus at any time.
Meetings shall be at least two (2) hours in length but may be extended by mutual agreement of the parties.

204 Consultants

Each party may call upon competent consultants to make suggestions on matters under discussion.

205 Exchange of Information

The Superintendent shall furnish the Association and the Association shall furnish the Superintendent, each upon reasonable request, all available information that is regularly prepared and pertinent to the issues under negotiation. The Board and the Association will incur no expense or time in providing such information to the other party. While it is expected that the negotiating teams will keep their constituents informed of progress, every effort should be made to prevent the release of information from interfering with the negotiating process. No information will be released to the public about matters under negotiations without the approval of both parties prior to achieving agreement or severing negotiations.

206 Agreement

206.1 Tentative agreement on negotiation items shall be reduced to writing, and initialed by the representatives of each party, but such initialing shall not be construed as final agreement.

206.2 The contract reached through negotiations shall be reduced to writing and submitted to the certified personnel by the Association for approval. Upon approval by the bargaining unit represented by the Association, the contract shall be submitted to the Board for approval. If approved by both parties, the contract shall then be signed on behalf of the parties and shall be adopted in resolution form as the policy of the Board Agreement and Association Contract. The agreement will expire August 30, 2024.

207 Disagreement

If agreement is not reached after negotiations have taken place for sixty (60) calendar days (unless a later date is mutually agreed to), either party may request the appointment of a mediator from the staff of the Federal Mediation and Conciliation Service (FMCS). The Mediator shall meet with the representatives of the parties either jointly or separately, and shall take such steps as he/she deems appropriate to persuade the parties to resolve their differences and to effect a mutually acceptable agreement. The Mediator shall not have the authority to extend the time limits of any existing agreement or to bind the parties to any agreement.

Mediation as described in this article constitutes the parties' mutually agreed upon and exclusive dispute settlement procedure and shall operate in lieu of any and all of the dispute settlement procedures set forth in the ORC.

ARTICLE 3

GENERAL PROVISIONS

300 Maintenance of Standards

The Association and its members shall maintain all terms, conditions, and benefits of employment at not less than the level in effect as of the effective date of this Contract.

301 Contrary to Law

If any provision or application of this Agreement is determined by a Court of competent jurisdiction, by an act of the Federal or State Legislature, regulations or orders issued by Federal or State authorities, or by mutual agreement of the parties that provision shall be considered null and void to the extent specifically prohibited, but all other provisions herein shall continue in full force and effect. If a provision becomes unworkable due to its being contrary to law, such action shall be reason for a reopening of negotiations within ten (10) calendar days after receipt of a request by the Association or the Board on that provision to obtain a workable provision within the established legal structure.

302 Official File

The personnel file for each teacher shall be maintained by the Board. This shall be considered the official file.

303 Contents of Personnel Files

303.1 Such file shall contain the following:

1. Application
2. College Transcripts and Credentials
3. Certificates
4. Letters of Recommendation
5. Evaluations
6. Medical Information when necessary
7. Other relevant and pertinent information to include: letters of commendation/valor, reprimands and emergency phone numbers.

303.2 Any copy of items added to the personnel file shall be sent to the teacher. Such inclusions shall be dated and initialed by the Administrator placing said information in the file. Letters of reference and recommendations shall be retained in the personnel files. A bargaining unit member has a right to a copy of any new item in the file at no cost once a year.

303.3 No anonymous materials shall be placed in any bargaining unit member's file.

303.4 Whenever an item is to be placed in a bargaining unit member's file, he/she shall have the right to examine the item, and shall have the right to place a response or rebuttal to the item in the file.

It shall be the responsibility of the Administrator making an adverse inclusion to a teacher's personnel file to advise the affected teacher of appropriate corrective action to be taken.

The affected teacher shall have the right to reply by written statement to any adverse inclusion to the teacher's personnel file. This written statement shall be attached to the filed copy.

304 Access

304.1 A teacher has the right, upon demand, to review all items in his/her file except those items pertaining to conditions of initial employment and letters of reference and recommendation.

304.2 A representative of a certificated staff member shall be given access to the personnel file of said member, upon presentation of written authorization from the staff member, utilizing administrative form to be maintained by Superintendent, including the signature of said member of the staff.

304.3 Members of the Administration authorized to use the personnel files shall be limited to those Administrators who have responsibilities directly related to the member of the staff concerned.

305 Personnel Files

305.1 Personnel File Inspection and Rebuttal Material

All employees will be accorded the right to examine their personnel files and to make additions of pertinent rebuttal material in accordance with Section 1347, Revised Code. There shall be no more than one (1) official personnel file maintained for each employee and such file shall be maintained in the Personnel Office.

305.2 Restrictions

The right to review letters of recommendation is excluded from the above provision. No item from any anonymous source may be placed in the personnel file.

305.3 Expunging Material from File

A teacher shall be notified immediately, if possible, if any individual or group requests to review his/her personnel file. Notification shall be in writing and by e-mail and include the name and date of the person or group making the request. Except for evaluations, letters of recommendation, and information relevant to matters such as described in ORC 3319.16, materials will be expunged from the personnel file after a period of *five (5)* years.

305.4 Employee Knowledge of Items

Negative items may not be placed in an employee's personnel file unless the item has been made known to the employee, the employee has had an opportunity to read the item, and the employee has signed the item. The employee's signature shall indicate only that the employee has read the item and shall not indicate necessarily agreement with its contents.

306 Constitutional Rights

The Board of Education agrees that all members of the bargaining unit are entitled to constitutional rights of citizenship regardless of sex, race, color, creed, or place of origin.

307 Personal Life

The personal life of a teacher is not within the appropriate concern or attention of the Board of Education, except as it may directly prevent the teacher from properly performing his/her assigned functions during the work day. The Board of Education shall not adopt or enforce any policy which would invade the privacy and dignity of the teacher.

308 Faculty Council

308.1 The faculty council will consist of four (4) members of the Association, as designated by SEA President, and the Superintendent and appointed Administrators. This council will prepare a school year meeting schedule before September 10 of each school year.

Faculty council will meet once each month, with the meeting time mutually arranged to accommodate the teaching staff with a minimum of instructional disruption. Upon mutual agreement, the parties may adjust the meeting schedule. The Superintendent and SEA President will exchange agendas at least two (2) days prior to the meeting and distribute the agenda to the council members prior to the meeting.

The purpose of the faculty council will include, but not be limited to, matters relating to a bargaining unit member's teaching environment and a bargaining unit member's health and safety. It should provide a forum for the open exchange of ideas, suggestions, problems, or concerns from the certified staff or administration. Such discussion shall be conducted in the spirit of serving to prevent the escalation of problems to a level that causes either party to pursue more formal intervention measures.

Faculty council objectives will be to:

a. improve student instruction
b. increase job satisfaction and improve morale
c. increase decision-making roles of bargaining unit members in school operation, policies, and programs

The faculty council will inspect the building at the beginning of each school year and periodically throughout the school year to advise the Superintendent and make recommendations to the Superintendent concerning the maintenance condition of each building. The council will continue to make recommendations to the Superintendent

during the school year via faculty council meetings. To be included as a permanent agenda item - Facilities (utilities, safety, maintenance).

Within five (5) work days of each meeting, the committee shall file a report to the Superintendent and staff stating its findings and/or recommendations. Within ten (10) work days of each meeting, the Superintendent shall submit to SEA President a report to include any findings, results, or actions relevant to the council's discussions of the agenda items.

308.2 Teaching Environment

Professional staff members will work under safe and healthful conditions. Adequate facilities will be maintained for each professional staff member.

1. The Board will provide a continuous maintenance program in such areas as plumbing, lighting, floors, walls, stairways, windows, fountains, and other such areas.

2. A photoelectric copier, computer, printer and paper will be made available for the use of professional staff members in preparing instructional materials. No additional equipment need be purchased provided the existing equipment is maintained and is in operational order.

3. Upon request, available office machines and equipment may be used by professional staff members for preparation of instructional materials.

4. Each existing classroom will have sufficient technology, as agreed upon between staff and administration, bulletin board space, desks, chairs, filing cabinets and electrical outlets to complement the professional staff member's instruction.

5. Bulletin boards will be located in an easily accessible position.

6. Classroom interruptions by the public address system are to be permitted only in the case of an emergency or when no other reasonable alternative is possible.

7. The parties recognize that a teacher's primary responsibility is to teach. The school day shall be organized toward ensuring that the energies of the teacher are used primarily to this end. Reasonable effort will be made to contain and reduce non-instructional duties through the uses of all available school resources. Reasonable effort will be made to reduce undue paperwork and computer responsibilities.

308.3 Health and Safety

Members of the bargaining unit shall not be required or expected to work in facilities that are judged by an appropriate authority to be unsafe or unhealthy.

This provision shall include, but not necessarily be limited to the following conditions:

1. Defective utility service, including gas, phone, electric and water, that may cause a danger.

2. Structure deficiency that can be considered a hazard.

3. National emergency or local emergency that may threaten danger to the school building by bombing or other similar action.

4. Power failure that can render safety devices ineffective.

5. Hazardous chemicals or building materials that may cause bodily harm.

6. Buildings or individual rooms where the temperature adversely interferes with the learning environment. Room temperature should be maintained at a comfortable level.

7. Classrooms, workrooms, teachers' lunchroom, and restroom facilities should be cleaned and sanitized at least once a day.

309 Just Cause

No bargaining unit member shall be disciplined, reprimanded, reduced in rank or compensation, suspended, demoted, transferred, nonrenewed, and/or deprived of any professional advantage without just cause.

Deprivation of professional advantage may advance only to Board level grievance procedure.

310 Academic Freedom

310.1 Teachers, Administrators, and Boards of Education seek to educate young people in a democratic tradition, to foster a recognition of individual freedom and responsibility to society, and to instill appreciation of the value of individual personality.

310.2 It is recognized that these democratic values can best be transmitted in an atmosphere which is free from censorship and artificial restraints upon free inquiry and learning, and in which academic freedom for teachers and students is encouraged.

310.3 Freedom of individual conscience, association, and expression will be encouraged and a fairness in procedures will be observed both to safeguard the legitimate interest of the school and the community, and to exhibit by appropriate examples the basic objectives of a democratic society. Academic freedom requires that all sides of an issue be explored. Opinions should be stated as such in theory for what it is.

311 Non Discrimination

The Board shall administer its prerogatives without regard to age, race, national origin, disability, religion, gender, gender identity, gender expression, sexual orientation, marital status, veteran status, political affiliation, academic assignment or membership or non-membership in the Southington Education Association or other association.

312 No Reprisals

No reprisals shall be taken against a bargaining unit member by reason of their utilization of any procedure or activity provided for herein.

313 Discipline

The Administration recognizes and accepts its responsibility to give all reasonable support and assistance to teachers with respect to the maintenance of control and discipline in the classroom and other work related areas. While teachers are expected to control and discipline their own classrooms, (they will not be expected to handle discipline problems which have occurred in other classrooms or under the supervision of any other teacher, aide, administrator or substitute; nor will they be expected to monitor in-school suspension students). All discipline shall be in accordance with the laws of the State of Ohio.

Any teacher who has been verbally or physically threatened or assaulted by a student shall have the right to have said student removed from his/her class. If possible, we will reschedule the student into other classes or study hall if they are available.

Discipline Review Committee

A discipline review committee consisting of superintendent, principals, teachers, board members, and parents shall be formed to meet each semester. The purpose of the committee shall be to evaluate the effectiveness of current discipline policies.

ARTICLE 4

DUES PAYMENT

400 Dues Payment

400.1 In recognition of the Association's services to the bargaining unit, all members of the bargaining unit may be members of the Association, the exclusive representative of the unit. Bargaining unit members who join the Association may either pay directly to the Association or by dues deduction made pursuant to a properly executed Payroll Deduction Authorization form delivered to the School Board. Membership in the Association is not a condition of employment.

400.2 To be included in individual teachers' contracts executed after the effective date of this agreement:

This contract is entered into by you and the Board and is subject to the provisions of the Constitution and the Ohio Revised Code; applicable regulations of various State agencies, regulations and policies accepted by the School Board and, under its authority, administrative regulations and applicable provisions of the contract between the School Board and the Association.

"The Master Contract negotiated between the Association and the Board is herein incorporated by reference. Any argument or dispute will be settled by the provisions established in the Master Contract or by provisions provided by law."

401 Association Dues

The Board agrees to deduct Association dues from the wages of teachers upon presentation to the Board of a written authorization individually executed by the teachers desiring the deduction. There will not be a fee deducted from the bargaining unit member by the school district for union dues being taken out of payroll checks.

402 Indemnification

The SEA agrees to indemnify the Board for any and all damages and expenses incurred as a result of this Article and to assume all costs of, and responsibility for, defending this Article of the Contract.

ARTICLE 5

MANAGEMENT RIGHTS

500 Management Rights

Except as specifically limited by this contract, the Board, on its own behalf and on the behalf of the electors of the district, hereby retains and reserves unto itself, without limitation, all powers, rights, authority, duties and responsibilities conferred upon and vested in it by the laws and the Constitution of the State of Ohio, and/or the United States.

ARTICLE 6

GRIEVANCE PROCEDURE

600 Definition

A "grievance" is an alleged violation, misinterpretation or misapplication of a specific Article or Section of this Agreement, and/or administrative regulations, directives, or procedures. Any alleged violation misinterpretation or misapplication of administrative regulation, directive, or procedure shall be processed only through Step Three.

601 Purpose

It is the intent of the Board and the Association that grievances be resolved at the earliest possible stage of this grievance procedure. However, both parties recognize that the procedure must be available without any fear of discrimination because of its use.

602 General Provisions

602.1 Any grievance shall be initiated within twenty (20) days of the act or when the grievant knew or should have known of the act on which the grievance is based.

602.2 "Days" shall mean school days on the officially adopted school calendar, except that between the last day of any school year and the first day of the next succeeding school year "days" shall mean weekdays (excluding Saturdays, Sundays and holidays).

602.3 An "aggrieved party" is the bargaining unit member, or group of bargaining unit members who submit a grievance, or the Association. The Association shall have the right to file a grievance, if the subject matter involved concerns:

1. An alleged violation of the negotiated contract with respect to rights and privileges granted to the Association, its officers, or its representatives, as such;

2. An alleged violation of the negotiated contract with respect to a matter affecting two or more staff members of the bargaining unit. When judged feasible by the Association, the names of the grievants shall be listed on the grievance form.

602.4 "Representative" shall be either the Chairperson or designee of the Grievance Committee of the Association, and/or private counsel of the employee/employees.

602.5 Submission Requirements

1. When a written grievance is provided under the grievance procedure hereinafter, it shall be submitted in writing on a form herein attached, and shall identify the aggrieved party, time and place of the alleged violation, the identity of the person(s) responsible for causing such alleged grievance, a general statement of the grievance, and the specific redress sought by the aggrieved party.

2. A bargaining unit member or group of bargaining unit members may submit grievances which affect them personally. However, the Association shall have the right to initiate a grievance on behalf of any group of bargaining unit members. In the event of such "Class Action," the grievance shall be initiated at Level Three.

3. The aggrieved bargaining unit member(s) may at his/her/their own option be represented during the grievance procedure by the Association or any representative(s) as defined in paragraph 602.4 above.

4. In the event that an aggrieved bargaining unit member chooses to have a grievance processed without the participation of the Association, or the Association chooses not to process the grievance, the bargaining unit member shall be entitled to do so, but in that event the teacher shall be liable for any expenses incurred therein, including but not limited to a reasonable hourly charge for administrative time and attorneys. A written copy of the grievance will nonetheless be sent to the Association President when the written grievance is submitted and a written copy of the final settlement of the grievance, if any, will be sent to the Association President as soon as it is reached. If taken to arbitration, the bargaining unit member will reimburse the Board for all costs by payroll deduction.

5. The time limitations set forth hereinafter for the submission of a grievance at any step shall be considered as maximum unless extended by mutual agreement. Failure to submit a grievance within the time specified shall be considered as a waiver of that grievance.

   Failure of the Administration to comply with time limitations set forth hereinafter shall automatically advance the grievance to the next level.

6. The Association reserves the right to have a representative present at any and all grievance meetings to protect the contractual rights of the Association and/or its members.

603 Grievance Form Data

The grievance form shall contain the information in the Section above plus a place for the grievant's signature and the signature of the Administrator and Supervisor receiving the grievance. The disposition of a grievance shall be in writing and signed by the individual rendering the decision. A copy of the grievance form and a Disposition of Grievance form shall be placed in the appendix of this Agreement.

604 Grievance Step Procedure

604.1 Step One

When there is a grievance, the aggrieved party may attempt to resolve it informally with his/her Immediate Supervisor.

604.2 Step Two

If informal discussion does not resolve the problem to the satisfaction of the grievant, the grievant may file a formal, written grievance with the building principal. The building principal will take action on the written grievance within ten (10) days after receipt of the written grievance. Copies of his/her written decision will be sent to the grievant, the Grievance Chairperson, and the Superintendent.

604.3 Step Three

If the grievant is dissatisfied with the action of the building principal at Step Two, or if no action is taken within ten (10) days of the appeal, the grievant may refer the grievance in writing to the Superintendent. A copy of the appeal will be sent to the building principal.

The Superintendent or his/her designee shall meet with the grievant and representative(s) of the grievant within ten (10) days of the receipt of the referral.

A written disposition of the grievance, including the reason(s) for the decision, will be sent to the employee, representative(s), if any, and the building principal within ten (10) days after the meeting; provided, however, that the Superintendent or his/her designee shall not include in such written reasons any information which he/she and the employee deem to be confidential as to the employee, unless such employee provides the Superintendent or his/her designee with a written consent for releasing such information.

604.4 Step Four

If grievant is not satisfied with disposition of the grievance at Step Three, or if no decision is reached within ten (10) days, and the grievance involves an alleged violation, misapplication, or misinterpretation of a specific Article or Section of this Agreement, the grievance may be appealed to the Board of Education by filing written notice with Superintendent.

Within fifteen (15) days after receiving the appeal, or by mutual agreement of the parties, the Board will schedule a hearing of the appeal of the grievance. The grievant, his/her representative(s), building principal and Superintendent shall be present for the hearing.

The Board of Education will render its decision no later than ten (10) days following the hearing of the appeal. Copies of the Board's decision shall be sent by the Board Treasurer to the employee, his/her representative(s), the Grievance Chairperson, Superintendent, and the building principal.

605 Arbitration

605.1 Step Five

If no decision is rendered as set forth in Step Four, or if the grievance is not satisfactorily resolved under Step Four, the aggrieved party may, not later than twenty (20) days after receipt of the answer under Step Four, refer the grievance to arbitration by requesting that the American Arbitration Association propose the names of Arbitrators. A copy of such request shall be forwarded to the Superintendent, grievant, and to the Grievance Chairperson. Upon receipt of the names of the proposed Arbitrators, the designee of the Superintendent and a designee of the Association, or the grievant if the Association has not chosen to process the grievance, shall select an arbitrator from the names provided in accordance with voluntary rules of the American Arbitration Association.

605.2 The Arbitrator shall be empowered only to base his/her decision upon grievances as defined in Section 600 above, and shall have no power to add to, subtract from, or modify those documents referred to in Section 602.5 and 603, above by implication or otherwise.

605.3 The decision of the Arbitrator, if rendered within and in accordance with the above stated power, shall be binding on the Association, its members, the teacher(s) involved, and the Board.

605.4 Cost of Arbitration

Fees and expenses of the Arbitrator shall be shared equally by the Board and the Association; or if the Association has chosen not to process the grievance, the grievant shall be liable for all expenses incurred therein, including but not limited to a reasonable hourly charge for administrative time and attorney fees. All other expenses shall be borne by the party incurring them, and neither party shall be responsible for the expense of witnesses called by the other.

606 Rights of the Association

606.1 The Association shall have the right to attend all grievance related hearings or discussions at Step Two through Step Five.

606.2 The Association shall have the right to present its views at all such sessions.

606.3 The Grievance Chairperson shall receive copies of all correspondence, records, notices, opinions and discussions related to all grievances.

606.4 No reprisals of any kind shall be taken against any party or any member of the bargaining unit for having utilized his/her rights under this grievance procedure. Similarly, no member of the bargaining unit shall be subjected to any harassment or discipline on account of testimony offered during the course of any stage of the grievance procedure.

607 Confidentiality

Every effort shall be made by the parties to this Agreement to preserve the confidentiality of all records, documents, and information pertaining to alleged grievances.

INFORMAL GRIEVANCE NOTIFICATION

Dear _____:
(Administrator)

This letter is to notify you that I request a meeting for an informal alleged grievance discussion.

Sincerely,

_____ _____
Teacher Date

RESOLUTION:

_____ _____
Administration Grievant/Representative

ARTICLE 7

NO STRIKE

700 Throughout the period covered by this Agreement the Southington Education Association shall not strike beyond its authority to do so as provided in ORC 4117.

ARTICLE 8

ASSOCIATION RIGHTS

800 Exclusive Organizational Rights

800.1 Rights and privileges provided in this Section shall be exclusively granted to the Association as the sole and exclusive bargaining agent.

800.2 The Board of Education shall neither contribute to, nor encourage the creation or growth of any rival organization(s) which have had or may seek bargaining rights, by granting such organization(s) rights and/or privileges which have been negotiated by the Association.

801 Use of School Facilities

The Association and/or its representatives shall have the right to use the school buildings at all reasonable hours for meetings, provided arrangements are made with the building principal. When special custodial services are needed, the Board of Education may make a reasonable charge.

802 Use of School Equipment

The Association may use equipment located within the building for Association business provided that such use does not conflict with school business. All consumable materials used with the equipment shall be provided by the Association.

803 Bulletin Boards

All bulletin boards, faculty lounges, faculty lunch rooms, faculty work rooms, and school offices may be used by the Association.

804 Association Representatives Access to Teachers and/or Buildings

The Association shall have the right to have its agents and/or officers contact teachers during the regular school day.

804.1 Said contacts shall not normally interrupt instructional time of teachers.

804.2 Said officers or agents may make school visitations during the regular school day to confer with teachers or other employees during their free time by observing normal check-in procedures through the principal's office.

805 Use of Inter-School Mail System

The Association shall have the right to use the inter-school mail.

806 Use of Teacher's Mail Boxes

The Association shall have the right to place materials into individual teacher's mail boxes in school buildings.

807 Dues Deductions

807.1 Deduction of yearly Association dues and/or fees may be authorized for payroll deduction to the Treasurer of the school by the bargaining unit member for the following:

1. Local Association and its Affiliates.
2. Annuities
3. Credit Union
4. EPAC, according to ORC 3313.262

807.2 No later than October 15, annually, a list of the bargaining unit members requesting standard payroll deductions or continuous payroll deductions for membership in the Association shall be submitted to the Treasurer.

807.3 The President of the Association shall by August 25, annually, certify to the Treasurer of the Board of Education the amount of annual dues deduction for the ensuing school year.

807.4 Provided that the required information is available regarding yearly dues amounts, dues deductions shall be made in equal payments twice each month beginning in September through August. If the required information is not readily available to begin deduction sin September, then deductions shall be made in equal payments twice each month through August.

807.5 Dues deductions shall be made in equal payments beginning in November and ending in the last pay of July annually.

807.6 The Board agrees to honor continuous dues deduction authorizations executed in accord with this Article. Such authorization may be revoked in writing.

807.7 All monies from Association memberships shall be remitted to the Association's Treasurer in a timely manner.

808 Faculty Meetings

The Association may have time at the end of each faculty meeting for Association items.

809 Committee Representative

809.1 When changes in programs, curricula, subject areas, texts, schedules, or supplemental materials are considered, appropriate teachers, building representatives, and administrative personnel from the buildings or subject areas affected shall be included on committees to consider possible changes. Consideration shall be given when appointing members to the committee to persons who have volunteered.

809.2 In on-going committees, every attempt will be made to continue fifty percent (50%) of the membership on said committees in the following school year.

809.3 Where appropriate, committees will have the following basic responsibilities:

1. Evaluate the status quo as it relates to the task of the committee.

2. Make specific recommendations regarding any proposed changes.

809.4 If the recommendations of the committees are approved or adopted, the committee(s) will be utilized to implement the recommendations.

809.5 The Association will forward to the Superintendent a list of faculty members wishing to serve on any of the abovementioned committees.

810 Board Documents and Records

810.1 The Association shall be provided, at no cost, with one (l) copy of all documents prepared by the Board of Education or received by the Board from State or Federal Agencies regarding finances, instructional programs, staffing, or otherwise may relate to benefits and conditions of employment of bargaining unit members, that are matters of public record when requested.

810.2 Such documents shall be provided to the Association immediately and without specific request on a timely and routine basis such as the Board agenda, Board minutes, and any materials publicly distributed.

810.3 The Association shall have an opportunity to make a presentation to the Board, when requested through the Superintendent.

811 Teacher Orientation Programs

The Association shall be on the program for any new teacher orientation arranged by the Board or the Administration. The Association will also have time scheduled during teacher orientation day each year.

812 Posting and Display of Organizational Materials, Emblems and Other Identification

The Association shall have the right to post, wear, or otherwise display emblems of an organizational nature in classrooms, workrooms, lounges, mailboxes, or anywhere frequented by bargaining unit members in school facilities.

813 Consulting Teacher (Entry-Year) Program

A full-time teacher, new to the district and/or the profession; or a teacher who is moving to a new certification area shall be defined as an Entry-Year Teacher and is eligible to participate in an Entry-Year Program.

1. Upon the identification of an eligible teacher for an Entry-Year Program, the administration will activate a review committee for the development and evaluation of the specific program required. Such a committee will be comprised of the following:

    a. SEA President or designee,
    b. Representative staff members from the department or area of specialization,
    c. Building principal,
    d. County office representative.

2. Coordinate the Entry-Year Program for the Southington Local School with the Trumbull County Consortium for the purpose of training mentors whenever applicable.

814 Non-Resident Student Attendance

Members of the bargaining unit represented by the Southington Education Association who are non-residents of the Southington Local School District shall be permitted to have their children attend school in the District tuition-free. This provision does not apply if the student has special needs which significantly increase the cost to the Board.

ARTICLE 9

LEAVES OF ABSENCE

900 General

Leaves of Absence shall be granted in accordance with the following provisions. If the provisions, hereinafter, provide a teacher with more than one (1) option as to which leave may be used, the teacher may apply for and be granted the leave which is most beneficial to his/her circumstances.

901 Unpaid Leave of Absence or Illness Disability

901.1 All employees shall be entitled to an unpaid leave of absence for one calendar year upon request. The Board shall grant the leave upon recommendation of the Superintendent.

Exception: The Board may terminate an unpaid leave of absence for any employee who accepts similar employment in any other school district during the time of the leave.

901.2 Any employee on unpaid leave of absence shall be permitted to participate in the group insurance programs by reimbursing the Board for premium cost.

901.3 The Board may require that the unpaid leave expire at the end of a school year or a semester, and may grant an extension of the original leave of up to one (1) additional school year.

901.4 All employees on unpaid leave of absence must submit to the Superintendent, in writing, their intentions regarding their return to work no later than one month prior to the date their leave expires or March 1, whichever occurs first. Failure to do so will result in the employee's forfeiture of the right to return to his/her position.

902 Sick Leave

902.1 Sick Leave shall accumulate on the basis of one and one-quarter (1-1/4) days for each month of service up to fifteen (15) days per year and shall be accumulated to a maximum of 324 days.

New teachers to the district may transfer accumulated sick leave or any portion thereof to the maximum allowed by the district.

Tutors shall be entitled to sick leave in accordance with provisions outlined in this Agreement if employed full time. Full time shall mean a person who works a minimum of five (5) periods per day. If employed less than full-time, tutors shall receive a pro-rata amount of sick leave commensurate with the time worked.

902.2 An employee shall be paid for acceptable reasons for absence to the extent of his/her accumulated leave. Acceptable reasons for leave with pay are personal illness, pregnancy, injury, exposure to contagious disease which could be communicated to others, and absence due to illness, injury, or death (in addition to that which is granted in Section 910), in the employee's immediate family. The "immediate family" shall be interpreted to mean father, mother, sister, brother, spouse, children, step-parent, step-child, immediate relative-in-law, grandparents, grandchildren, foster parents, foster children, or a person living in the same household and person for whom you have legal custody.

902.3 The Board will advance Sick Leave to new employees who have not yet earned sick leave, and returning employees who have exhausted all the leave they have earned. The amount of Sick Leave advanced shall be equal to, but shall not exceed in total, the amount the employee would earn during the school year in which it is granted.

902.4 Deduction for absence shall be on a per diem basis using the number of days or parts of days requested. The minimum deduction for sick leave shall be one-fourth (1/4) day, staff will be able to arrange for internal coverage for the one-fourth (1/4) day increments.

902.5 Each teacher who has at least 150 accrued and unused sick leave days shall be eligible to participate in the following sick leave buy-back plan:

At the teacher's option:

A. The teacher may elect to accumulate any unused sick leave accrued during the school year; or

B. The teacher may elect to "cash in" any unused sick leave accrued during the school year at the rate of one-fourth (1/4) of the accrued but unused days multiplied by the teacher's per diem rate for that school year. The maximum number of days which would be compensated in any year is 3 3/4 (1/4 * 15). Payment for these days shall be made by separate check at the last pay in June.

Election of this option shall eliminate any accrued but unused sick leave days for that school year.

C. Each teacher shall annually elect one of the options on a form to be provided by the Treasurer. Request forms shall be submitted the first week of May.

D. Any teacher who has accrued 324 days shall be entitled to accumulate additional days for the purpose of the bonus.

902.6 Teachers are encouraged to call off sick the day before their absence to help insure enough time for a substitute to be found and to communicate any long term (1 week or more) absence to the administration.

902.7 Attendance Incentive

Bargaining unit members with a hire date on or before October 1st of the current school year shall be entitled to a yearly attendance incentive payment each school year as follows:

Less than 1 sick day used - $800
1 sick day to 1.99 sick days used - $700
2 sick days to 2.99 sick days used - $600
3 sick days to 3.99 sick days used - $500
4 sick days used - $400

Payment of the yearly attendance incentive shall be made no later than September 30th.

903 Personal Leave

903.1 Paid Personal Leave to attend to business of a personal nature shall be granted to a maximum of four (4) days per year. These days shall not be accumulated from year to year. No personal leave days shall be deducted from sick leave.

Tutors shall be entitled to four (4) personal days per year if employed full-time. If employed less than full time, tutors shall receive a pro-rata amount of personal leave commensurate with the time worked. All personal days are on a per school year basis and unused personal days may be converted to sick days up to the maximum amount allowed in the agreement.

903.2 Notification of intent to take such leave should be made to the teacher's Principal as far in advance as possible, but not less than four (4) days. In an extreme emergency precluding advance notification, the teacher shall notify the building principal that the use of personal leave is necessary due to the emergency and submit the proper notification immediately upon return. The principal shall be responsible for substitute coverage.

903.3 No more than ten percent (10%) of all teachers shall be granted Personal Leave on any given working day.

903.4 Teachers granted Personal Leave shall be replaced by a Substitute according to the Board adopted policy governing employment practice - Substitutes.

903.5 Deduction for absence shall be on a per diem basis using the number of days or parts of days requested. The minimum deduction for personal leave shall be one-half (1/2) day.

903.6 Teachers who have unused personal leave days at the end of the school year shall have the option of the following:

1. All unused personal days to be credited to the member's sick leave.

2. Paid for all unused personal days at 75% of the teacher's current daily rate to be paid no later than September 30th.

904 Unpaid Professional Leave of Absence

904.1 Unpaid Professional Leave of Absence may be granted to five percent (5%) of the full-time, annually contracted staff for the purpose of study, but without pay, and for a period of time not to exceed two (2) years if an appropriate substitute can replace the professional leave applicant.

904.2 Bargaining unit members eligible for Unpaid Professional Leave of Absence shall be those who have been employed by the school system for three (3) consecutive years and hold a Continuing Contract, or who have been employed by the school system for five (5) consecutive years and hold a Bachelor's Degree.

904.3 The following additional provisions shall apply:

1. The Continuing Contract status of any such employee shall not be adversely affected by Unpaid Professional Leave of Absence.

2. The teacher has the right to return to the district for an assignment to a comparable teaching position (this does not include a supplemental position), if the request for such assignment is made on or before March 1st prior to the opening of school the following September.

3. A teacher on Unpaid Professional Leave of Absence must successfully complete a minimum of twelve (12) semester hours per semester of graduate study.

4. The teacher returning from Unpaid Professional Leave of Absence shall be placed on the Salary Schedule reflecting the earned credits and with no loss of current experience on salary schedule due to this leave.

905 Assault Leave

905.1 If, in the course of employment, a teacher is assaulted by a student or a person acting in the student's behalf, resulting in physical injury to the teacher which is severe enough to preclude the satisfactory performance of regular teaching duties, the teacher shall be granted Assault Leave for the period of incapacitation, except that the length of leave shall be limited to twelve (12) months duration. The twelve (12) month duration shall commence with the first day of Assault Leave. In case of injury or visible disfigurement which causes embarrassment to the teacher, Assault Leave shall be limited to twenty (20) paid working days maximum.

905.2 The teacher shall not qualify for Assault Leave except upon the submission of a report supporting the granting of Assault Leave. If medical attention is required, the employee shall furnish a certificate from the attending physician stating the nature of the disability and its expected duration.

905.3 Payment of Assault Leave shall be at the regular rate of pay (teacher's regular pay plus any extra-duty, supplemental, and/or supplementary pay) in effect for such employee at the time of assault, less any compensation which the employee is entitled under the Worker's Compensation Act of Ohio.

905.4 A teacher who has been physically assaulted in connection with the performance of the professional assignment of the Board shall notify his/her Building Principal. The teacher shall have the right to confer with a representative of the teacher's choice prior to the submission of any report. The teacher shall file a written report, and the report shall be signed by teacher or his/her representative.

905.5 The Principal or his/her designee shall attempt to obtain a list of witnesses to said assault. The Principal shall then attempt to obtain a written statement of the observations of each witness.

905.6 If Court action results, said teacher shall be granted leave of his/her professional duties with no loss of pay for the necessary time in Court.

905.7 A teacher temporarily disabled as a result of physical assault shall be returned to the same position as held at the time of incident, or shall be transferred to the first available teaching position carrying equivalent pay and equivalent professional duties for which the teacher is certified, if the teacher so desires.

906 Professional Growth Leave

A. The Superintendent may authorize absences of members of the certified staff for professional purposes, with full pay. Professional growth leave may be granted each teacher for the purpose of visiting other schools, or attending meetings or conferences of an educational nature.

B. The absence from school of a member of the certified staff who was officially authorized to attend a professional meeting in accordance with the provisions of this policy will be charged with professional leave in lieu of personal leave. Professional leave is not accruable or accumulative. It is only activated when and if the member of the certified staff is authorized to be absent for purposes of attending professional meetings.

C. The person attending a professional workshop shall present a written report to the Board of Education within ten (10) days of said workshop.

D. Professional workshop shall mean a meeting or conference that deals with an educational program and/or issues.

E. Where such leave is granted under the provisions of this Section, a substitute will be provided in accordance with Section 1404 (Substitute Teachers) of this agreement.

907 Jury Duty Leave

907.1 When a jury summons is received, the Superintendent of Schools shall be notified promptly.

907.2 An employee who is absent from duty for jury service or to serve as a witness under subpoena shall be granted leave without loss of pay or other leave for such service. An employee shall not be required to pay the board any fee, expense, or other compensation for service as a juror or witness.

908 Association Leave

908.1 Elected delegate(s) to the OEA Delegate Assemblies shall be granted leave to attend these Assemblies. The leave will not exceed a total of three (3) days for the delegate(s). Teacher(s) will submit anticipated absence requests to the Superintendent as soon as the delegate is selected.

908.2 Release time shall be granted to the following bargaining unit members for the processing of grievances at an arbitration proceeding in accordance with Article 6, Section 6.06 of this Contract:

1. President of the Association

2. Building Representative who has processed the grievance

3. a. Grievant (if individual)

   b. Grievance Chairperson (if Class Action)

4. All witnesses required by the Association for the time necessary to provide testimony at such arbitration.

Whenever possible, partial days of absence shall be used for all participants.

909 Sabbatical Leave

909.1 Teachers who have been employed in the Southington Local School District for at least five (5) consecutive years may apply for leave upon proper application, for not more than one (1) school year for the purpose of professional improvement in accordance with Ohio Revised Code Section 3319.13. The following provisions shall apply with regard to processing requests for Sabbatical Leave.

1. Not more than one (1) teacher may be on leave at any one time. Applications shall be processed in chronological order of submission. Seniority shall prevail in the event of ties.

2. The proposed program for Sabbatical Leave must be approved in advance. Applications, including an outline of the study program for professional improvement must be submitted by June 1 for consideration of leave for the following year or first semester and by January 1 for the second semester. A statement of achievement must be submitted at the conclusion of the leave.

3. Upon evidence that the professional growth plan has been complied with, the teacher shall receive partial compensation in accord with the following restrictions:

   a. The staff member must be willing to return to the employ of the district for at least one (1) year following the leave; and

b. Compensation shall be the difference between the teacher's salary as scheduled in the district during the year of leave and the amount paid to the substitute inclusive of benefits. Such compensation shall be paid on the 15th day of each month while the teacher is on Sabbatical Leave. Such pay shall not preclude acceptance of fellowships or other sources of supplemental income by the employee on Sabbatical Leave.

c. During the period of the approved leave, the employee will be eligible for Medical/Life Insurance benefits as provided in this Agreement to a full-time teacher. In the event that teacher fails to meet the conditions of the leave, said teacher shall fully reimburse the district for the cost of the insurance provided under this Article.

d. The Board shall agree to make all necessary contributions to the State Teachers Retirement System that are required to grant the teacher on Sabbatical Leave a complete year (one year) of service credit for the year in which the teacher was on leave.

909.2 Upon return from leave, the Board will make every effort to return the teacher to a comparable assignment to that held before going on a Sabbatical Leave. A returning teacher shall be entitled to advancement on the Salary Schedule for the period of leave the same as he/she would have received were he/she occupying his/her regular assignment.

909.3 No teacher shall be granted leave more often than every seven (7) years, and leave will not be granted more than once to the same teacher unless no qualifying teacher is awaiting a Sabbatical Leave.

910 Bereavement Leave

910.1 A bargaining unit member shall receive leave with pay for up to five (5) scheduled work days due to a death in the bargaining unit member's immediate family. Immediate family shall be interpreted to mean father, mother, sister, brother, spouse, children, step children, step-parent, immediate relative-in-law, grandparents, grandchildren, foster parents, and foster children or person living in the same household and person for whom you have legal custody. One (1) bereavement day may be used for relationships not mentioned above.

910.2 This leave shall be separate and apart from and shall not be counted as use of Sick leave.

911 Extended Family Illness

911.1 A Leave of Absence without pay up to one (1) year will be granted the teacher for the purpose of caring for a sick member of the teacher's immediate family. Immediate family shall be that defined in the Sick Leave provisions of this Contract. Additional leave may be granted at the discretion of the Board of Education.

912 Maternity/Adoption/Paternity Leave

912.1 Any teacher who is pregnant may elect to use accumulated Sick Leave in her period of disability and/or Maternity Leave without pay. Maternity or Adoption Leave shall be granted at the request of the teacher. The following conditions shall apply:

1. Requests for Maternity or Adoption Leave shall be filed with the Superintendent's office at least eight (8) weeks prior to the beginning of the requested leave.

2. Leave shall extend through remainder of the school contract year in which delivery occurs, or for a shorter period at the request of the teacher; and upon request of teacher, the leave may be extended for an additional school year upon approval by the Board of Education.

3. Requests for reinstatement shall be directed to the Superintendent's office not later than March 1 of the preceding school year. If the notification is not received by March 1, the teacher will be deemed to terminate her employment and waive any rights to reinstatement.

4. The Board will make every effort to return the teacher to a comparable assignment to that held before going on Maternity Leave. A returning teacher shall not be entitled to advancement on the Salary Schedule for the period of the leave, nor shall any Sick Leave accrue during that time.

912.2 Maternity Leave without pay shall be granted at the request of a teacher who has fathered or adopted a child in accordance with the provisions above.

913 Benefits While on Leave

No benefits that incur an expense to the Board of Education will be granted to a teacher while on a Leave of Absence without pay. Provided that the benefit carrier permits, teachers on approved Leave of Absence without pay may elect to continue in Board approved group benefit plans so long as the teacher makes immediate election to pay the cost thereof.

ARTICLE 10

SENIORITY

1000 Seniority Defined

Seniority shall mean the length of continuous employment in a bargaining unit position as follows:

a. Seniority shall begin to accrue from the first day worked in a bargaining unit position.

b. Seniority shall accrue for all time an employee is on active pay status or is receiving Worker's Compensation benefits, or is on layoff.

c. Time spent on inactive pay status (unpaid leave) shall not contribute to the accrual of seniority but shall not constitute a break in seniority.

d. Full-time employees shall accrue one (1) year of seniority for each year worked as determined by the minimal full-time standard as defined by his/her individual employment contract.

e. Part-time employees shall accrue seniority pro-rated against the minimal full-time standard as defined by his/her individual employment contract.

f. No employee shall accrue more than one (1) year of seniority in any work year.

1001 Seniority Tie Breakers

1001.1 A tie in seniority shall occur when two (2) or more employees have the same amount of seniority credit as determined by the seniority list.

1001.2 Ties in seniority shall be broken by the following method to determine the most senior employee:

1. The employee with the first day worked; then

2. The employee with the earliest date of employment (date of Board meeting at which teacher was hired); then

3. By lottery, with the most senior employee being the one whose name is drawn first, etc. This procedure shall be implemented in the presence of a designated Association representative.

1002 Loss of Seniority

Seniority shall be lost when an employee retires or resigns; is employed in a full-time non-bargaining unit position; is discharged for cause; or otherwise leaves the employment of the Board.

1003 Continuing Contract Status

For the purpose of staff reduction only, teachers with Continuing Contract status shall have seniority greater than Limited Contract teachers. Teachers with Continuing Contract shall have their seniority determined in accordance with the procedures stated in this Article.

1004 Posting of Seniority List

1004.1 Procedure

The seniority list shall be posted annually, by October 1 each work year. The Board shall prepare and post on the designated bulletin board in each building a seniority list indicating, by area of certification, license, or entry-level requirement, the first day worked, the date of employer resolution to hire, and the contract status (limited or continuing) of each employee. Said list shall be provided to the Association president on or before the date of posting.

The names of employees on the seniority list shall appear in seniority rank order within areas of certification, license or entry-level requirements, with the name of the most senior employee appearing at the top of the listing and the name of the least senior employee appearing at the bottom of the listing.

The names of employees who are certified, licensed, or otherwise minimally qualified in more than one (1) area shall be included on the listing for all areas of certification, license, or entry-level requirement.

The names of part-time employees shall appear on the seniority list but shall be listed separately from the names of full-time employees.

1004.2 Correction of Inaccuracies

Each employee shall have a period of thirty (30) days after posting of the seniority list in which to advise the Board or its agents in writing of any inaccuracies which affect his/her seniority. The Board or its agents shall investigate all reported inaccuracies in seniority and make such adjustments as may be in order, and shall post the updated list within ten (10) days after Board action. No protest shall be considered after thirty (30) days of the posting of the seniority list. The list shall be considered as final until the next posting.

ARTICLE 11

EMPLOYMENT PRACTICES/REDUCTION IN FORCE

1100 Individual Teaching Contracts

A contract or salary notice shall be issued to each member no later than June 30th of each work year for the following work year. The contract or salary notice shall contain at least the following information:

a. Names of the parties
b. Term of contract, type (Limited or Continuing); or annual salary
c. School year
d. Salary
e. Number of pay periods and date of first pay
f. The Statement: "The Master Contract negotiated between the Association and the Board is herein incorporated by reference. Any argument or dispute will be settled by the provisions established in the Master Contract or by provisions provided by law."
g. The teacher must notify the Superintendent and Building Principal in writing on or before September 15 of the school year in which he/she is eligible for a continuing contract.

Tutors are eligible for one year employment contracts only. They are not eligible for multiple-year contracts or continuing contracts. It is the intention of the parties that this procedure supersedes Ohio law with respect to any topic regarding teacher evaluation and duration of contract addressed in the Ohio Revised Code including, but not limited to, O.R.C. 3319.08, 3319.11 and 3319.111.

1101 Supplemental Contracts

1101.1 Staff members shall be awarded Supplemental Contracts for extra-duty assignments as provided for in Ohio Revised Code, and the contract(s) shall contain the following information:

a. Names of the parties
b. Term of contract; type of contract
c. School year/season
d. Specified assignment
e. Salary
f. Payment schedule

1101.2 No teacher shall be required to accept a Supplemental Contract as a condition of employment or re-employment.

1101.3 No teacher shall perform the duties normally associated with the Supplemental Contracts listed within this Master Contract without receiving the pay for such duties. No teacher shall have to fundraise for the cost of the supplemental as long as funds are available.

1102 Staff Reduction

Whenever it becomes necessary to reduce the number of bargaining unit members because of decreased enrollment of pupils, return to duty of regular teachers after leaves of absence or suspension of schools, or financial reasons, the Board may do so by the suspension of bargaining unit employees contract using the following procedures.

Section 1. Determination

a. If a reduction in force becomes necessary, seniority, as determined by the provisions of Article 10, and areas of certification shall be the exclusive criteria in determining suspension of contracts in all cases.

b. For the purposes of reduction in force, any and all certificated teachers who are certified in more than one area of certification shall be placed on each and every seniority list for which they have proper certification. The exclusive criteria for a reduction in force shall be seniority and certification. The President of the Association shall receive from the Board the documentation to justify the reduction in force.

c. Availability of Lists

At least fifteen (15) calendar days before the Board action to reduce the number of teachers, the President of the Association shall receive in writing a tentative list of positions in each teaching field affected by the reduction in teachers. The President of the Association will verify the original or revised list prepared by the Superintendent. In addition, as of October 1st of each school year, the Seniority Lists for all teachers as defined in Article 10, Section 1004.1 shall be available for review by the Association.

d. Staff Input

Prior to the Board action on reduction in force, the SEA shall be given the opportunity to address the Board in an open meeting for the purpose of presenting both orally and in writing its views on the proposed reduction in force.

e. Notification of Teachers

Any teacher whose contract is to be suspended as the result of a reduction in teachers shall be notified in writing of his/her intended suspension at least fifteen (15) calendar days prior to the date of the intended suspension.

f. Dispute Procedure

If a dispute occurs with regard to the justification for the reduction in force, the matter shall be submitted to expedited arbitration in accordance with the procedures established by the American Arbitration Association.

Section 2. Suspension of Contract/Reduction in Force

a. Teachers holding Limited Contracts shall be reduced in accordance with their seniority and area of certification.

b. Continuing teacher contracts shall be suspended only after all Limited Contract teachers in the area of certification; the least senior teacher in the teaching field will be reduced first.

c. Teachers holding Continuing Contracts shall be placed in a teaching assignment outside their teaching fields for which they have certification and greater seniority. Limited Contract teachers who are certificated in more than one (1) teaching field will be placed in a teaching assignment outside their teaching field for which they have certification and greater seniority.

Section 3. Recall

a. Teachers whose continuing contracts or limited contracts are suspended shall immediately be placed upon a RIF list. Teachers on the recall list shall be offered re-employment to positions for which they are certified in the order of seniority at the time their contract was suspended. A teacher who is recalled after having their contract suspended pursuant to the RIF procedure, shall have seniority restored for the period during which they are on the recall list. No new teachers shall be employed by the Board while there are teachers on the recall list who are certified for any opening of a teaching position.

b. Notice of recall shall be given by telephone, and registered mail to the last telephone number or last address given by the teacher to the Board. It shall be the responsibility of the teacher to keep the Board advised in writing of a telephone number and mailing address at which he/she can be reached.

c. Teachers notified on or before April 30 that their limited contracts are being suspended or that their continuing contracts are being suspended for the next school year, shall be offered re-employment based upon seniority should openings occur for which they have the necessary certification during the period that they are on the recall list. Limited contract teachers placed on the recall list and not recalled shall remain on the recall list for 48 months beginning September 1, or any additional fraction of a month thereof up to and including the first day of the fifth school year following notification of RIF. Teachers who are offered but who decline re-employment for such an opening need not be offered re-employment again in openings which may occur after the teacher's declination of re-employment. Teachers not offered re-employment during the period for which they remain on the recall list as defined in this Section must make application for employment in accordance with established procedures if they desire to be considered for employment any time after which their name is removed from the recall list. Such teacher shall be hired as a new employee due to a break in continuous service and shall be granted seniority as a new employee. The rights herein granted to a teacher with a suspended limited contract shall be forfeited by the teacher should he/she:

1. Waive his/her recall rights in writing;

2. Resign;

3. Fail to accept recall as provided for herein; or

4. Fail to report to work in a position that he/she has accepted within five (5) school days after receipt of the notice of recall, unless such recalled teacher is prohibited from doing so because of physical illness or injuries.

Section 4. Merger, Consolidation or Assignment

The Southington Education Association and the Southington Board of Education agree if a merger, consolidation, or assignment occurs between Southington Local Schools and any other district, current certificated bargaining unit members will not be non-renewed, discharged, riffed, and/or terminated without just cause, because of such a merger, consolidation, assignment or combining of schools.

Section 5. Involuntary Transfers Resulting From Staff Reductions

Any teacher forced to move from building to building or from one teaching field to another as a result of the application of these procedures, may request, in writing, reassignment to the previous building or teaching field if a vacancy is known for the following school year. The request shall be filed with the Superintendent on or before June 15.

Section 6. Contract Pre-eminence

The foregoing Sections relative to Staff Reduction expressly supersede any and all provisions of the Ohio Revised Code related to this process including, but not limited to, O.R.C. 3319.17 and 3319.18, to the extent permitted by the statute, and constitute a waiver of any and all statutory/regulatory rights or procedures not embodied herein, again to the extent permitted by the statute.

ARTICLE 12

EVALUATION

Evaluations shall be conducted in accordance with eTPES/OTES/OSCES guidelines as well as ORC. The Administration and SEA representatives will meet annually, prior to the school year, to discuss any modifications to the process if any. No evaluations are to be done by anyone who is not in the building on a daily/regular basis.

ARTICLE 13

VACANCY, TRANSFER, PROMOTION, AND ASSIGNMENT

1300 Vacancy

A. A vacancy is defined as any open position (administrative, instructional, and/or supplemental) which may be filled by a certificated staff member of the bargaining unit. No vacancy shall be permanently filled by a person outside the professional staff when application to fill the vacant position from within the existing bargaining unit is made.

A. No later than May 1, the Superintendent, or his designee, shall post on all staff bulletin boards, a list of known or anticipated vacancies for the next school year.
B. The provisions in Article 13 apply to tutors as well.

1301 Transfer

A transfer shall be defined as any inter-building or intra-building change which results in re-assignment or modification of a teacher's presently assigned duties.

1302 Posting of Vacancy

1302.1 Upon occurrence of a job vacancy, a notice of such position along with its requirements will be posted in each building. During vacation periods, such notice shall be accomplished by insertion in the pay envelopes.

The notice shall clearly set forth the following:

1. Description of job
2. Qualifications for job
3. Job duties
4. Salary (hourly, per diem, etc.)
5. Application procedures.

1302.2 In order to provide teachers with an opportunity to apply for full-time vacancies to be filled the following school year, members of the existing certificated staff shall have ten (10) working days from the date of notice to apply for vacancies occurring during the regular school year and three (3) weeks to apply for vacancies occurring in the summer unless circumstances existing at the time of the occurrence of the vacancy makes it essential to fill the vacancy prior to the lapse of the time specified herein.

1303 Voluntary Transfer

1303.1 Teachers who desire a transfer and principals who request that a teacher be transferred shall file a written request with the Superintendent or his designee no later than May 15.

1303.2 Teachers requesting a change of assignment, within their present building, shall consult with the building Principal no later than May 1.

1303.3 Members of the bargaining unit who desire to transfer into a vacancy shall make a written application to the Superintendent. Such an application will include the vacancy or vacancies to which the individual desires to be assigned and the school or schools to which he/she desires to be transferred, in order of preference. For each timely filed application, the applicants shall be granted an interview. Bargaining unit members shall be selected to fill the vacancy before the district employs a non-bargaining unit member. No teacher shall be able to transfer more than two times in a three school year period unless approved by the Superintendent. No teacher will be transferred or reassigned arbitrarily, capriciously, or without rational basis in fact.

1304 Involuntary Transfer

1304.1 When a reduction in the number of teachers in a school is necessary, or when the involuntary transfers between schools are necessary, or when involuntary transfers related to grade level assignments and/or subject assignments within a building are necessary, all volunteers shall be first considered for transfer consistent with their areas of certification.

1304.2 Thereafter, involuntary transfers will be made on the same basis of certification in the area and the lowest number of years of service in the school system, those lowest in service being transferred first. All such transfers shall be consistent with the areas of certification of the affected teacher.

1304.3 Subject to the approval of the Superintendent, the bargaining unit member being transferred may be granted one (1) workday off to affect such transfer if such transfer is after the beginning of the school year and to a different building and/or classroom.

1304.4 A list of open positions in the district will be made available to all teachers being involuntarily transferred or reassigned. Such teachers may request the positions, in order of preference, to which they desire to be transferred.

1304.5 No teacher will be transferred or reassigned arbitrarily, capriciously, or without rational basis in fact.

1304.6 A teacher being transferred or reassigned will be placed only in an equivalent position involving no reduction in rank, total compensation and no impairment of tenure.

1305 Promotion

1305.1 Every effort will be made to promote current members of the bargaining unit to supervisory and/or administrative positions for which they are certificated.

1305.2 Teachers regularly employed as part-time teachers shall be offered the opportunity to fill full-time vacancies (or vacancies offering work which provides greater time than their existing positions) whenever possible.

1306 Assignment

1306.1 All members of the bargaining unit shall be afforded the opportunity to consult with the Superintendent with regard to assignment preference for the forthcoming school year.

1306.2 All teachers shall be given written notice of their tentative instructional assignment for the forthcoming school year not later than the preceding 30th day of June. No change in such assignments (building/subject/grade) shall be made unless necessary and until the teacher involved is consulted and given the reason(s) in writing for such change. If after July 10th the change in such assignment is necessary and is established without the consent of the teacher, that teacher shall have the right to resign the contract of employment without punitive action being taken by the Board.

1306.3 The authority to assign and transfer employees shall be vested solely with the Superintendent.

ARTICLE 14

CALENDAR/SCHOOL YEAR SCHOOL DAY AND WORKING CONDITIONS

1400 School Year

1400.1 The school calendar shall be adopted annually by the Board of Education, and shall designate:

1. Work days with students.
2. Work days without students.

1400.2 Calendar

The Superintendent, prior to final recommendations for adoption of the school calendar, agrees to discuss the calendar with a committee of no more than four members of the SEA, including the President. Such discussions and consideration of SEA advice shall be submitted to the Board prior to ratification of the calendar.

The Board shall have the final authority to adopt the calendar for the ensuing school year. The school calendar may be subject to revision as needed as determined by the Board. All calamity days shall be made up in accordance with state law.

1400.3 The school calendar shall not include more than the following:

1. Actual days in session: one hundred eighty (180) days [includes two (2) days or four (4) half days for Parent-Teacher Conferences];

2. Opening staff meetings: one (1) day;

3. Teacher meeting days: two (2) days

4. Administration will be required annually to work with the SEA Officers on building access Monday through Friday, excluding holidays. Calamity days are off limits unless special accommodations are made through the Superintendent's office.

5. Teachers shall have ten (10) consecutive minutes each day for instructional duties at the beginning of each day, starting the 2003-2004 school year.

6. Teachers shall have a minimum of three (3) working days to complete grades after the close of the first three grading periods.

7. A one-hour early release day shall be granted in the fourth period for the purpose of entering grades.

1400.4 For the purposes agreed upon in this Master Contract, the per diem rate shall be determined by dividing the bargaining unit member's salary on the Indexed Salary Schedule by one hundred eighty-three (183).

1401 School Day

1401.1 Teachers who do not have post-school duties shall not remain more than five (5) minutes after the student instructional day. Pre and/or post-school duties shall be assigned on a rotating basis.

1. The length of a work day shall not exceed seven hours ten minutes (7:10).

2. The work day shall include pre-school and/or post-school duties.

3. The work day shall also include a thirty (30) minute, duty-free, uninterrupted lunch period.

4. The workday will include active supervision of students between class changes when bargaining unit members are not actively supervising students in their room. Bargaining Unit Members are aware of their responsibility to supervise students when in the hallway.

5. Tutors shall not have their hours arbitrarily or capriciously reduced.

1401.2 It is agreed that a bargaining unit member's teaching schedule and salary schedule anticipates that teachers will attend faculty meetings before or after the instructional day.

1. Bargaining unit members shall be given at least five (5) days notice of faculty meetings planned in advance.

2. No bargaining unit member shall be required to attend more than nine (9) faculty meetings per year. The meetings will not exceed 30 minutes in length. There will be no repercussions for non-attendance.

1401.3 Teachers are required to attend one open house not to exceed sixty (60) minutes in length, unless absence is approved by the Superintendent. Open house shall be scheduled in the official school calendar. On the day open house is scheduled, the length of the work day shall not exceed seven hours ten minutes (7:10).

1401.4 Teacher workday stays the same, but students will start 10 minutes later. Teachers get 20 minutes in morning uninterrupted with administration having the right to call a meeting once a week, as needed.

1401.5 One no-school day for students every 9 weeks. Half of the day will be used for grades and the administration has the right to schedule professional development or schedule meetings the other half of the day, as needed.

1402 Class Size

1402.1 The determination of class size by the Board should be consistent with a review of changes in teaching concepts, population shifts, financial resources, pupil needs, and other such relevant factors. The Board of Education and the teaching staff recognize smaller class sizes increase student learning.

1402.2 A. The Board of Education indicates its commitment to provide such staffing as is appropriate to the methods of instruction, modes of learning, available facilities and finances, and consistent with the factors set forth in the above paragraph. The Board will strive to maintain class size as follows:

K-5 . . . . . 25 students 6-12 . . . . . 28 students

B. Administration shall not arbitrarily adjust classes without a meeting with the content area teacher as well as SEA representation where all parties must be in mutual agreement.

1403 Teacher Materials and Supplies/(Aides)

1403.1 Annually, prior to the appropriation of funds for instructional materials, each Building Principal shall have an opportunity to request funds for classroom materials:

1. Request input, information, and requests from the building staff as to the expenditure of such funds; all staff members shall have an opportunity to request funds for classroom materials.

2. Administration reserves the right to make final decisions regarding requested materials.

1404 Substitute Teachers

1404.1 The Board of Education shall provide a substitute teacher for the classes of a teacher out of school for a whole school day when a substitute is available.

1404.2 Any bargaining unit member losing their scheduled planning period due to coverage of another teacher shall be compensated at a rate of twenty-seven dollars and fifty cents ($27.50) per period missed.

1405 Extended Service

Any member of the bargaining unit working beyond normally scheduled school year shall be paid at his/her regular per diem rate for each day of extended service. The per diem rate shall be determined by dividing the teacher's salary on the Salary Schedule by one hundred eighty-three (183).

1406 Preparation Time

Each teacher shall have at least one (1) preparation period per day. Time of lesser duration before or after normal student day shall not be considered in computing total preparation

time. Elementary classroom teachers will have their preparation time during the period when Specialists are responsible for the classes. Preparation period shall be at least forty (40) consecutive minutes in length; a minimum of two hundred (200) minutes per week for each teacher. Exceptions to daily planning time may occur during days when special events are planned.

1407 Supplemental Duties

1407.1 All duties which involve members of the bargaining unit who receive "extra-duty" pay, whether it is seasonal, per diem, or hourly shall be listed in the Appendix of this Contract and the rates shall be negotiated by the Board of Education and the Association.

1407.2 The Association and the Board of Education encourage teachers to attend, participate and serve as Coaches and Advisors. However, the acceptance or rejection of extra-curricular duties shall not be a consideration in the assignment, reassignment, transfer, evaluation, promotion, hiring, or retention of teaching personnel.

1407.3 Job descriptions shall be developed for supplemental duty positions. Said job descriptions shall set forth fully and explicitly the duties to be performed.

1407.4 In the event that existing positions are altered, the changes in compensation shall be commensurate with the changes in duties. If a new position is created, the Superintendent will forward to the President of the Association a job description and the proposed compensation. Should the Superintendent and the Association be unable to agree on the amount of proposed compensation, the matter shall be considered at Level Five of the Grievance Procedure. These procedures shall be expedited by all parties and the activity may be commenced, and the outcome of any arbitration award will be made effective as of the first day of the activity.

ARTICLE 15

INSURANCE

1500 General

Effective January 1, 2023, the medical/hospitalization insurance provided by the Board to employees, as made available through the Trumbull County Schools Employees Insurance Consortium (hereinafter "Consortium), will be the following two (2) coverage options, each offered on four (4) tier rates:

A. The first option shall be a physician/hospital PPO plan with prescription drug coverage as described in the document denoted as Anthem Blue Access PPO.

B. The second option is a qualified HDHP also described as Anthem Blue Access PPO HSA.

Any insurance holidays the board receives from the Trumbull County Health Care Consortium, bargaining unit members will receive a holiday from their premiums during that time.

1501 Major Medical and Hospitalization/Surgical Insurance

1501.1 Bargaining unit members hired on or before July 1, 2008 who select the PPO plan shall pay five percent (5%) of the monthly premium cost by payroll deduction.

Beginning June 1, 2025, for bargaining unit members hired on or before 07/01/2008, the Board shall pay 93.5% of the premium cost and the employee shall pay 6.5% of the premium cost.

Beginning June 1, 2026, for bargaining unit members hired on or before 07/01/2008, the Board shall pay 92% of the premium cost and the employee shall pay 8% of the premium cost.

Bargaining unit members hired on or before July 1, 2008 who select the HDHP plan (HSA) shall not pay any percent (0%) of the monthly premium cost.

1501.2 Bargaining unit members hired after July 1, 2008 who select the PPO plan shall pay ten percent (10%) of the monthly premium coast by payroll deduction.

Beginning June 1, 2025, bargaining unit members hired after 07/01/2008, the Board shall pay 88.5% of the premium cost and the employee shall pay 11.5% of the premium cost.

Beginning June 1, 2026, bargaining unit members hired after 07/01/2008, the Board shall pay 87% of the premium cost and the employee shall pay 13% of the premium cost.

Bargaining unit members hired on or before July 1, 2008 who select the HDHP plan (HSA) shall not pay any percent (0%) of the monthly premium cost.

1501.3 Tutors are eligible for single insurance fringe benefits specified in this agreement if employed full time. If employed less than full time, tutors shall receive a pro-rata amount of single insurance fringe benefits commensurate with the time worked.

A. Included in the health insurance benefit set forth herein to eligible bargaining unit members is an Internal Revenue Service Section 125 Plan which will include an employee funded flexible spending account up to the maximum allowed annually by the IRS. This FSA will allow eligible bargaining unit members to use pre-tax dollars to pay non-reimbursed medical, dental and/or prescription drug bills as well as to pay child or elder dependent care expenses as allowed under Section 125 of the Internal Revenue Act of 1978. All administrative costs of the Section 125 Plan shall be paid by the Board. Election for this plan can be made only once per year in accord with the schedule in the Treasurer's office.

B. Prescription drug coverage is included with each plan and may not be chosen separately, nor may the plan coverage be chosen without the accompanying drug coverage specified by the plan.

C. Spousal coverage under either plan (PPO or HSA) will be provided only upon proof that the spouse does not have other insurance coverage available to him/her through the spouse's employer which cost the spouse less than $250.00 per month for single coverage. If such coverage is available, the eligible bargaining unit member's spouse must enroll in at least single coverage from his/her employer for the bargaining unit employee to be eligible for coverage from the Board. Falsification of spousal coverage information shall be grounds for discipline, including discharge.

D. Eligible bargaining unit members who have a spouse who is both employed and eligible for coverage with another Consortium member district (or with Southington) shall either each obtain a single coverage policy from the employer of the employee with the earliest birth date in the year employed (i.e., the birthday rule). Neither spouse is eligible to participate in the "opt-out" provision listed below if both are covered by insurance through the Consortium.

E. Eligible bargaining unit members who chose to forego their right to coverage shall receive an "opt-out" benefit in the amount of twelve (12%) percent of the annual premium costs of the HDHP (HSA) plan for which they were eligible semiannually, or monthly if annuitized in each year the coverage is declined. Bargaining unit members who forego their right to coverage but are receiving health insurance coverage from the Trumbull County Schools Insurance Consortium as part of family coverage are not eligible for the "opt-out".

F. An eligible bargaining unit member who has declined the available coverages under this contract and experiences a qualifying event (e.g. divorce, birth of a child, etc.) shall thereafter have the right to select and receive coverage from among the two (2) options and in accord with the requirements of the insurer. Any "opt-out" payments shall be reduced proportionately to the time that coverage is thereafter extended; and if an overpayment has occurred, the bargaining unit member shall remit such overpayment to the Treasurer within thirty (30) days of extension of coverage to him/her.

G. If the Consortium adopts health risk assessment programs as provided by and recommended by the insurance carrier, each bargaining unit member and their dependents must participate by completing assessment questionnaires and/or participate in routine testing. Although bargaining unit members would be encouraged, based upon their assessment/testing results to participate in health improvement programs and/or disease management programs as part of this health coverage package, they would not be required to do so.

H. A four (4) tier premium rating structure shall be in effect as follows: single employee coverage, employee and spouse, employee and child(ren), and family coverage. All employees will be required to provide (spouse and child) eligibility documentation as required by the Trumbull County Schools Insurance Consortium

1502 Dental Insurance

The Board will provide single/family dental insurance for each employee electing such coverage. The premium cost of such coverage under a plan selected by the Board will be paid by the Board for all employees.

1503 Life Insurance

The Board will provide group term life for each employee in the amount of Fifty Thousand Dollars ($50,000). The premium cost will be paid by the Board.

1504 Vision

The Board will provide single/family vision insurance for each employee electing such coverage. The premium cost of such coverage under a plan selected by the Board will be paid by the Board for all employees.

This coverage will include:

- an annual examination
- annual lenses
- frames every 12 (twelve) months.

Co-pays and allowances will be based on what is offered through the ANTHEM PPO plan Provided through the Trumbull County Insurance Consortium.

1506 Insurance Description Booklets

The Board shall provide to each employee one (1) copy of the insurance description booklet(s) as they are made available to the Board by the insurance company(s). When coverage is changed to another company in the middle of the contract, a new booklet will be provided to each member within a reasonable amount of time.

1507 Level of Coverage and Services

1507.1 During the life of this agreement, if the plans currently in force are modified due to the Board's selection of a different insurance carrier, the levels of coverage and services provided shall not be less than those in effect at the initiation of this

agreement. Level of coverage is in accordance with the Trumbull County Insurance Consortium Plan and Board Policy 7.10.

1507.2 The President of the Association shall be provided with a copy of each of the insurance contracts affecting bargaining unit members between the Board and any insurance provider by September 1, 2002. Any time that one of these insurance contracts affecting bargaining unit members is renewed or changed, the Association President will receive a copy of that contract within 30 days of the Board's acceptance of the contract.

1507.3 Pursuant to COBRA guidelines, any bargaining unit member on an approved unpaid leave or on the recall list due to a reduction in force may keep any or all of the group insurance benefits provided bargaining unit members in effect by submitting payment for those applicable premiums to the Treasurer of the Board by the first of the month that the benefits are wanted. The amount of the payment shall be no more than the premium paid by the Board for the same benefit coverage.

ARTICLE 16

PAY PRACTICES

1600 Salary Placement and Adjustment

1600.1 Teachers shall be properly placed on the Salary Schedule (including longevity increments) according to years of credit as defined by Section 3317.13 of the Ohio Revised Code, which provides in part as follows:

1. All years of teaching service in the school district regardless of training level, each year consisting of at least one hundred twenty (120) days under a teacher's contract;

2. All years of teaching service, up to five (5) years in a chartered, non-public school located in Ohio as a teacher or another public school, regardless of training level, with each year consisting of at least one hundred twenty (120) days under a teacher's contract;

3. All years of active military service in the Armed Forces of the United States, to a maximum of five (5) years.

The hourly rate for tutors shall be as follows:

2024-2025 School Year	$23.30
2025-2026 School Year	$23.88
2026-2027 School Year	$24.48

1600.2 Each certified employee must apply for reclassification, and must have on file with the Superintendent an official transcript reflecting additional training, on or before September 20 of the year in which reclassification credit on the Salary Schedule is sought. Where for reasons beyond control of the employee, the official transcript is

not available, supporting verification from the university granting additional training must be on file on or before September 20. However, no credit will be given on the Salary Schedule until the official transcript is on file which, in any event, must be no later than February 15. Thereafter, credit shall be given where possible to reflect training secured prior to the start of the school year.

1600.3 Tuition Reimbursement

A. A bargaining unit member who enrolls in a course for college credit shall receive tuition reimbursement from the Board upon successful completion of such work. The Board will pay up to $200.00 per quarter hour and $300.00 per semester hour with a maximum of $5,000.00 per year for all staff. The bargaining unit member must obtain the approval of the Southington L.P.D.C. for the course(s) taken if the course is outside of the teacher's current area(s) of certification.

In the event that the number of teachers who have applied and have successfully completed their course(s) and the amount of money due and owing exceeds the maximum of the $5,000.00 allocated for all staff per year, then the Treasurer shall compute a pro-rata distribution after all teacher's hours from the prior twelve (12) months have been verified. An Association representative appointed by the SEA President shall review the distribution prior to any remuneration being made.

In the event that teachers applying for the tuition reimbursement do not exceed the maximum of the $5000 then remaining funds will be carried over for a period of no more than two (2) years. Any carry over will be used to cover any potential shortfalls during those two (2) years by teachers requesting tuition reimbursement.

All tuition reimbursement for course work taken between July 1 and June 30 shall be paid to the employee on or before October 1. All transcripts and proof of payment (receipt or cancelled check) must be submitted by August 15.

1601 Pay Dates

1601.1 All certificated employees shall be paid twice a month on the 10th and 25th of each month in twenty-four (24) equal payments.

For the 2024-2025 contract year, there will be twenty-five (25) equal payments beginning on August 30, 2024 and concluding on August 25, 2025

For the 2025-2026 contract year, there will be twenty-four (24) equal payments beginning on September 10, 2025 and concluding on August 25, 2026

For the 2026-2027 contract year, there will be twenty-four (24) equal payments beginning on September 10, 2026 and concluding on August 25, 2027.

1601.2 If it becomes necessary during the term of this contract, the union agrees to meet with the Treasurer to adjust dates as necessary depending upon school calendar adoptions by the Board. If payday falls on a legal holiday or on a day when school is not in session, paychecks will be distributed one day prior to the scheduled payday. However, if a scheduled payday falls within one (1) day of the last school

day prior to the Christmas or Spring break, that paycheck shall be distributed on the last school day prior to the break.

1601.3 Direct Deposit

Mandatory Direct Deposit of the employee's pay check will be made available to the bank of the employee's choice.

1602 Severance Pay

1602.1 Upon retirement, as hereinafter defined, following ten (10) years of service in district or upon separation of service with the Board as a direct result of a reduction in force, following ten (10) years of service in the district, a teacher shall be entitled to be paid a sum equal to one-fourth (1/4) of his/her total accumulated and unused Sick Leave days at the time of his/her retirement. Such payment shall be based upon the employee's per diem rate of pay at the time of retirement as defined in Article 14, Section 14.01 D, exclusive of supplemental pay.

1602.2 "Retirement" shall be defined to mean eligibility for and application to the State Teachers Retirement System (STRS) for retirement benefits.

1602.3 Severance pay benefits for a member of the bargaining unit eligible for benefits under this Section who dies while on active service or on an approved Leave of Absence, shall be paid to the member's Life Insurance beneficiary.

1602.4 The retiring employee shall receive his/her severance pay and retirement bonus (if eligible) in two (2) separate, equal payments. The first payment shall be made on or before August 15th following retirement. The second payment shall be made on or before August 15th of the following year.

1602.5 No STRS deductions shall be withheld from the Severance Pay; and the acceptance of Severance Pay shall eliminate all Sick Leave credit accrued by the individual up to that time, and such credit may not be transferred to any other institution.

1603 Mileage Reimbursement

Mileage reimbursement will be paid to staff members to transport students, for approved Board of Education business including approved attendance at professional meetings, and for travel required to purchase necessary classroom supplies not available from regular Board supply sources. Such reimbursement will be at the current IRS reimbursement mileage rate.

1604 Spot Substitution

When a regular teacher is requested to teach or supervise a classroom (including study hall) during his/her preparation time, the teacher will be paid at the rate of twenty-seven dollars and fifty cents ($27.50) per class period. Spot substitutions for less than a class period will be pro-rated to the nearest one-tenth (1/10) hour.

1605 STRS Pick-Up (Salary Reduction Method)

The State Teachers Retirement System pick-up method will continue to be used for the term of this contract for each employee's contribution.

1606 Tax Sheltered Accounts

The employer will appoint a joint committee to explore adopting a 403 (b) and or a 457 (b) accounts for members of the bargaining unit for severance purposes.

1607 Spirit Wear Allowance

Teachers are encouraged to display pride in the Southington Local School District and are encouraged to wear spirit attire whenever appropriate. With that in mind, teachers shall receive a spirit wear allowance in the amount of $150 each September for the purchase of Southington Local Schools spirit wear. Said allowance is not deemed to be wages and shall be paid through accounts payable. No proof of purchase is required.

ARTICLE 17

SALARY SCHEDULES

1700 Indexed Salary Schedule

The Board will pay bargaining unit employees in accordance with their training and teaching experience at rates specified in the current indexed salary schedule with the following base salary for BA step 0 as follows:

2024-2025 School Year	$36,716
2025-2026 School Year	$37,634
2026-2027 School Year	$38,575

SOUTHINGTON LOCAL SCHOOL DISTRICT
TEACHER'S SALARY SCHEDULE
2024-2025

Step	BA		BA+15		MA		MA+15		MA+30	
0	36,716	1.000	38,552	1.0500	40,828	1.1120	42,664	1.1620	44,720	1.2180
	200.63		210.67		223.10		233.14		244.37	
1	38,552	1.0500	40,388	1.1000	42,884	1.1680	44,720	1.2180	46,776	1.2740
	210.67		220.70		234.34		244.37		255.61	
2	40,388	1.1000	42,223	1.1500	44,940	1.2240	46,776	1.2740	48,832	1.3300
	220.70		230.73		245.57		255.61		266.84	
3	42,223	1.1500	44,059	1.2000	46,996	1.2800	48,832	1.3300	50,888	1.3860
	230.73		240.76		256.81		266.84		278.08	
4	44,059	1.2000	45,895	1.2500	49,053	1.3360	50,888	1.3860	52,944	1.4420
	240.76		250.79		268.05		278.08		289.31	
*5	45,895	1.2500	47,731	1.3000	51,109	1.3920	52,944	1.4420	55,001	1.4980
	250.79		260.83		279.28		289.31		300.55	
6	47,731	1.3000	49,567	1.3500	53,165	1.4480	55,001	1.4980	57,057	1.5540
	260.83		270.86		290.52		300.55		311.79	
7	49,567	1.3500	51,402	1.4000	55,221	1.5040	57,057	1.5540	59,113	1.6100
	270.86		280.89		301.75		311.79		323.02	
8	51,402	1.4000	53,238	1.4500	57,277	1.5600	59,113	1.6100	61,169	1.6660
	280.89		290.92		312.99		323.02		334.26	
9	53,238	1.4500	55,074	1.5000	59,333	1.6160	61,169	1.6660	63,225	1.7220
	290.92		300.95		324.22		334.26		345.49	
10	55,074	1.5000	56,910	1.5500	61,389	1.6720	63,225	1.7220	65,281	1.7780
	300.95		310.98		335.46		345.49		356.73	
11	56,910	1.5500	58,746	1.6000	63,445	1.7280	65,281	1.7780	67,337	1.8340
	310.98		321.02		346.69		356.73		367.96	
12	58,746	1.6000	60,581	1.6500	65,740	1.7905	67,576	1.8405	69,632	1.8965
	321.02		331.04		359.23		369.27		380.50	
13	60,581	1.6500	62,417	1.7000	68,035	1.8530	69,871	1.9030	71,927	1.9590
	331.04		341.08		371.78		381.81		393.04	
14	62,417	1.7000	64,253	1.7500	70,329	1.9155	72,165	1.9655	74,221	2.0215
	341.08		351.11		384.31		394.34		405.58	
17	64,253	1.7500	66,089	1.8000	72,624	1.9780	74,460	2.0280	76,516	2.0840
	351.11		361.14		396.85		406.89		418.12	
20	66,089	1.8000	67,925	1.8500	73,909	2.0130	75,562	2.0580	77,618	2.1140
	361.14		371.17		403.87		412.91		424.14	
25	67,925	1.8500	69,760	1.9000	75,194	2.0480	76,663	2.0880	78,719	2.1440
	371.17		381.20		410.90		418.92		430.16	
27	69,760	1.9000	71,596	1.9500	76,479	2.0830	77,764	2.1180	79,821	2.1740
	381.20		391.23		417.92		424.94		436.18	
29	71,596	1.9500	73,432	2.0000	77,764	2.1180	78,866	2.1480	80,922	2.2040
	391.23		401.27		424.94		430.96		442.20	
31	73,432	2.0000	75,268	2.0500	79,050	2.1530	79,967	2.1780	82,024	2.2340
	401.27		411.30		431.97		436.98		448.22	

SOUTHINGTON LOCAL SCHOOL DISTRICT
TEACHER'S SALARY SCHEDULE
2025-2026

Step	BA		BA+15		MA		MA+15		MA+30	
0	37,634	1.000	39,516	1.0500	41,849	1.1120	43,731	1.1620	45,838	1.2180
	205.65		215.93		228.68		238.97		250.48	
1	39,516	1.0500	41,397	1.1000	43,957	1.1680	45,838	1.2180	47,946	1.2740
	215.93		226.21		240.20		250.48		262.00	
2	41,397	1.1000	43,279	1.1500	46,064	1.2240	47,946	1.2740	50,053	1.3300
	226.21		236.50		251.72		262.00		273.51	
3	43,279	1.1500	45,161	1.2000	48,172	1.2800	50,053	1.3300	52,161	1.3860
	236.50		246.78		263.23		273.51		285.03	
4	45,161	1.2000	47,043	1.2500	50,279	1.3360	52,161	1.3860	54,268	1.4420
	246.78		257.07		274.75		285.03		296.55	
*5	47,043	1.2500	48,924	1.3000	52,387	1.3920	54,268	1.4420	56,376	1.4980
	257.07		267.34		286.27		296.55		308.07	
6	48,924	1.3000	50,806	1.3500	54,494	1.4480	56,376	1.4980	58,483	1.5540
	267.34		277.63		297.78		308.07		319.58	
7	50,806	1.3500	52,688	1.4000	56,602	1.5040	58,483	1.5540	60,591	1.6100
	277.63		287.91		309.30		319.58		331.10	
8	52,688	1.4000	54,569	1.4500	58,709	1.5600	60,591	1.6100	62,698	1.6660
	287.91		298.19		320.81		331.10		342.61	
9	54,569	1.4500	56,451	1.5000	60,817	1.6160	62,698	1.6660	64,806	1.7220
	298.19		308.48		332.33		342.61		354.13	
10	56,451	1.5000	58,333	1.5500	62,924	1.6720	64,806	1.7220	66,913	1.7780
	308.48		318.76		343.85		354.13		365.64	
11	58,333	1.5500	60,214	1.6000	65,032	1.7280	66,913	1.7780	69,021	1.8340
	318.76		329.04		355.37		365.64		377.16	
12	60,214	1.6000	62,096	1.6500	67,384	1.7905	69,265	1.8405	71,373	1.8965
	329.04		339.32		368.22		378.50		390.02	
13	62,096	1.6500	63,978	1.7000	69,736	1.8530	71,618	1.9030	73,725	1.9590
	339.32		349.61		381.07		391.36		402.87	
14	63,978	1.7000	65,860	1.7500	72,088	1.9155	73,970	1.9655	76,077	2.0215
	349.61		359.89		393.92		404.21		415.72	
17	65,860	1.7500	67,741	1.8000	74,440	1.9780	76,322	2.0280	78,429	2.0840
	359.89		370.17		406.78		417.06		428.57	
20	67,741	1.8000	69,623	1.8500	75,757	2.0130	77,451	2.0580	79,558	2.1140
	370.17		380.45		413.97		423.23		434.74	
25	69,623	1.8500	71,505	1.9000	77,074	2.0480	78,580	2.0880	80,687	2.1440
	380.45		390.74		421.17		429.40		440.91	
27	71,505	1.9000	73,386	1.9500	78,392	2.0830	79,709	2.1180	81,816	2.1740
	390.74		401.02		428.37		435.57		447.08	
29	73,386	1.9500	75,268	2.0000	79,709	2.1180	80,838	2.1480	82,945	2.2040
	401.02		411.30		435.57		441.74		453.25	
31	75,268	2.0000	77,150	2.0500	81,026	2.1530	81,967	2.1780	84,074	2.2340
	411.30		421.58		442.77		447.91		459.42	

SOUTHINGTON LOCAL SCHOOL DISTRICT
TEACHER'S SALARY SCHEDULE
2026-2027

Step	BA		BA+15		MA		MA+15		MA+30	
0	38,575	1.000	40,504	1.0500	42,895	1.1120	44,824	1.1620	46,984	1.2180
	210.79		221.33		234.40		244.94		256.74	
1	40,504	1.0500	42,433	1.1000	45,056	1.1680	46,984	1.2180	49,145	1.2740
	221.33		231.87		246.21		256.74		268.55	
2	42,433	1.1000	44,361	1.1500	47,216	1.2240	49,145	1.2740	51,305	1.3300
	231.87		242.41		258.01		268.55		280.36	
3	44,361	1.1500	46,290	1.2000	49,376	1.2800	51,305	1.3300	53,465	1.3860
	242.41		252.95		269.81		280.36		292.16	
4	46,290	1.2000	48,219	1.2500	51,536	1.3360	53,465	1.3860	55,625	1.4420
	252.95		263.49		281.62		292.16		303.96	
*5	48,219	1.2500	50,148	1.3000	53,696	1.3920	55,625	1.4420	57,785	1.4980
	263.49		274.03		293.42		303.96		315.77	
6	50,148	1.3000	52,076	1.3500	55,857	1.4480	57,785	1.4980	59,946	1.5540
	274.03		284.57		305.23		315.77		327.57	
7	52,076	1.3500	54,005	1.4000	58,017	1.5040	59,946	1.5540	62,106	1.6100
	284.57		295.11		317.03		327.57		339.38	
8	54,005	1.4000	55,934	1.4500	60,177	1.5600	62,106	1.6100	64,266	1.6660
	295.11		305.65		328.84		339.38		351.18	
9	55,934	1.4500	57,863	1.5000	62,337	1.6160	64,266	1.6660	66,426	1.7220
	305.65		316.19		340.64		351.18		362.98	
10	57,863	1.5000	59,791	1.5500	64,497	1.6720	66,426	1.7220	68,586	1.7780
	316.19		326.73		352.44		362.98		374.79	
11	59,791	1.5500	61,720	1.6000	66,658	1.7280	68,586	1.7780	70,747	1.8340
	326.73		337.27		364.25		374.79		386.60	
12	61,720	1.6000	63,649	1.6500	69,069	1.7905	70,997	1.8405	73,157	1.8965
	337.27		347.81		377.43		387.96		399.77	
13	63,649	1.6500	65,578	1.7000	71,479	1.8530	73,408	1.9030	75,568	1.9590
	347.81		358.35		390.60		401.14		412.94	
14	65,578	1.7000	67,506	1.7500	73,890	1.9155	75,819	1.9655	77,979	2.0215
	358.35		368.89		403.77		414.31		426.11	
17	67,506	1.7500	69,435	1.8000	76,301	1.9780	78,230	2.0280	80,390	2.0840
	368.89		379.43		416.95		427.49		439.29	
20	69,435	1.8000	71,364	1.8500	77,651	2.0130	79,387	2.0580	81,548	2.1140
	379.43		389.97		424.32		433.81		445.62	
25	71,364	1.8500	73,293	1.9000	79,002	2.0480	80,545	2.0880	82,705	2.1440
	389.97		400.51		431.70		440.14		451.94	
27	73,293	1.9000	75,221	1.9500	80,352	2.0830	81,702	2.1180	83,862	2.1740
	400.51		411.04		439.08		446.46		458.26	
29	75,221	1.9500	77,150	2.0000	81,702	2.1180	82,859	2.1480	85,019	2.2040
	411.04		421.58		446.46		452.78		464.58	
31	77,150	2.0000	79,079	2.0500	83,052	2.1530	84,016	2.1780	86,177	2.2340
	421.58		432.13		453.84		459.10		470.91	

1701 Supplemental Salary Schedule

Effective August 1, 2024 and continuing through July 31, 2027 the Board will pay bargaining unit employees who perform supplemental duties listed on, but not limited to, the current supplemental salary schedule with rates to be determined as follows:

Supplemental Salary Placement

All supplemental contracts must be placed on the negotiated salary schedule. Should the Board create a new duty assignment for which a supplemental contract is required, the parties will meet to negotiate an appropriate pay differential for the supplemental contract. Absent agreement, the supplemental contract will not be added.

Southington Local Schools
Supplemental Schedule - Contract Year 2024-2025
Base Amount $ 36,716

Supplemental Position	*Step 1 0-4 Years*	*Step 2 5-8 Years*	*Step 3 9+ Years*
Athletic Director	*20%*	*21.5%*	*23%*
Asst. Athletic Director	*11%*	*12%*	*13%*
Head Fooball	*18%*	*19%*	*21%*
Asst. Football	*9%*	*10%*	*11%*
Head Volleyball	*13%*	*14%*	*15%*
Asst. Volleyball	*8%*	*9%*	*10%*
Head Boy's Basketball	*18%*	*19%*	*21%*
Asst. Boy's Basketball	*9%*	*10%*	*11%*
Head Girl's Basketball	*18%*	*19%*	*21%*
Asst. Girl's Basketball	*9%*	*10%*	*11%*
Head Baseball	*9%*	*11%*	*12%*
Asst. Baseball	*6%*	*7%*	*8%*
Head Softball	*9%*	*11%*	*12%*
Asst. Sofball	*6%*	*7%*	*8%*
Golf	*7%*	*8%*	*9%*
Boy's Elementary Basketball	*4%*	*5%*	*6%*
Girl's Elementary Basketball	*4%*	*5%*	*6%*
Head Cheerleading	*10%*	*12%*	*14%*
Asst. Cheerleading	*4%*	*5%*	*6%*
Marching Band / Music Director	*9%*	*10%*	*11%*
Flagline	*4%*	*5.5%*	*7%*
Class Advisor, Senior	*6%*	*7%*	*8%*
Class Advisor, Junior	*6%*	*7%*	*8%*
Class Advisor, Sophomore	*2.5%*	*3%*	*3.5%*
Class Advisor, Freshman	*2.5%*	*3%*	*3.5%*
Conditioning	*2%*	*3%*	*4%*
Elementary Program (Music)	*1%*	*2%*	*3%*
Drama	*2%*	*3%*	*4%*
Boy's Track	*7%*	*8.5%*	*10%*
Girl's Track	*7%*	*8.5%*	*10%*
Asst. Track	*5%*	*6%*	*7%*
Cross Country	*6%*	*7%*	*8%*
Asst. Cross Country	*5%*	*6%*	*7%*
Majorette Advisor	*4%*	*5.5%*	*7%*
Elementary Yearbook	*2%*	*3%*	*4%*
LPDC	*2%*	*2%*	*2%*
SLO	*1%*	*1%*	*1%*
Beta Club Advisor	*8%*	*8%*	*8%*
Prep Bowl	*4%*	*4%*	*4%*
National Honor Society	*3%*	*3%*	*3%*
Yearbook	*10%*	*11%*	*12%*
Wrestling	*5%*	*6%*	*7%*
Mentoring Coordinator	*1%*	*1%*	*1%*
Bowling	*7%*	*7%*	*7%*
Chess Club	*2%*	*2%*	*2%*
Destination Imagination	*2%*	*2%*	*2%*
English Festival	*2%*	*2%*	*2%*
Jr. High Class Trip Advisor	*2%*	*2%*	*2%*
Camp Fitch Advisor	*1%*	*1%*	*1%*

Southington Local Schools
Supplemental Schedule - Contract Year 2025-2026
Base Amount $ 37,634

Supplemental Position	Step 1 0-4 Years	Step 2 5-8 Years	Step 3 9+ Years
Athletic Director	20%	21.5%	23%
Asst. Athletic Director	11%	12%	13%
Head Fooball	18%	19%	21%
Asst. Football	9%	10%	11%
Head Volleyball	13%	14%	15%
Asst. Volleyball	8%	9%	10%
Head Boy's Basketball	18%	19%	21%
Asst. Boy's Basketball	9%	10%	11%
Head Girl's Basketball	18%	19%	21%
Asst. Girl's Basketball	9%	10%	11%
Head Baseball	9%	11%	12%
Asst. Baseball	6%	7%	8%
Head Softball	9%	11%	12%
Asst. Sofball	6%	7%	8%
Golf	7%	8%	9%
Boy's Elementary Basketball	4%	5%	6%
Girl's Elementary Basketball	4%	5%	6%
Head Cheerleading	10%	12%	14%
Asst. Cheerleading	4%	5%	6%
Marching Band / Music Director	9%	10%	11%
Flagline	4%	5.5%	7%
Class Advisor, Senior	6%	7%	8%
Class Advisor, Junior	6%	7%	8%
Class Advisor, Sophomore	2.5%	3%	3.5%
Class Advisor, Freshman	2.5%	3%	3.5%
Conditioning	2%	3%	4%
Elementary Program (Music)	1%	2%	3%
Drama	2%	3%	4%
Boy's Track	7%	8.5%	10%
Girl's Track	7%	8.5%	10%
Asst. Track	5%	6%	7%
Cross Country	6%	7%	8%
Asst. Cross Country	5%	6%	7%
Majorette Advisor	4%	5.5%	7%
Elementary Yearbook	2%	3%	4%
LPDC	2%	2%	2%
SLO	1%	1%	1%
Beta Club Advisor	8%	8%	8%
Prep Bowl	4%	4%	4%
National Honor Society	3%	3%	3%
Yearbook	10%	11%	12%
Wrestling	5%	6%	7%
Mentoring Coordinator	1%	1%	1%
Bowling	7%	7%	7%
Chess Club	2%	2%	2%
Destination Imagination	2%	2%	2%
English Festival	2%	2%	2%
Jr. High Class Trip Advisor	2%	2%	2%
Camp Fitch Advisor	1%	1%	1%

Southington Local Schools
Supplemental Schedule - Contract Year 2026-2027
Base Amount $ 38,575

Supplemental Position	Step 1 0-4 Years	Step 2 5-8 Years	Step 3 9+ Years
Athletic Director	20%	21.5%	23%
Asst. Athletic Director	11%	12%	13%
Head Fooball	18%	19%	21%
Asst. Football	9%	10%	11%
Head Volleyball	13%	14%	15%
Asst. Volleyball	8%	9%	10%
Head Boy's Basketball	18%	19%	21%
Asst. Boy's Basketball	9%	10%	11%
Head Girl's Basketball	18%	19%	21%
Asst. Girl's Basketball	9%	10%	11%
Head Baseball	9%	11%	12%
Asst. Baseball	6%	7%	8%
Head Softball	9%	11%	12%
Asst. Sofball	6%	7%	8%
Golf	7%	8%	9%
Boy's Elementary Basketball	4%	5%	6%
Girl's Elementary Basketball	4%	5%	6%
Head Cheerleading	10%	12%	14%
Asst. Cheerleading	4%	5%	6%
Marching Band / Music Director	9%	10%	11%
Flagline	4%	5.5%	7%
Class Advisor, Senior	6%	7%	8%
Class Advisor, Junior	6%	7%	8%
Class Advisor, Sophomore	2.5%	3%	3.5%
Class Advisor, Freshman	2.5%	3%	3.5%
Conditioning	2%	3%	4%
Elementary Program (Music)	1%	2%	3%
Drama	2%	3%	4%
Boy's Track	7%	8.5%	10%
Girl's Track	7%	8.5%	10%
Asst. Track	5%	6%	7%
Cross Country	6%	7%	8%
Asst. Cross Country	5%	6%	7%
Majorette Advisor	4%	5.5%	7%
Elementary Yearbook	2%	3%	4%
LPDC	2%	2%	2%
SLO	1%	1%	1%
Beta Club Advisor	8%	8%	8%
Prep Bowl	4%	4%	4%
National Honor Society	3%	3%	3%
Yearbook	10%	11%	12%
Wrestling	5%	6%	7%
Mentoring Coordinator	1%	1%	1%
Bowling	7%	7%	7%
Chess Club	2%	2%	2%
Destination Imagination	2%	2%	2%
English Festival	2%	2%	2%
Jr. High Class Trip Advisor	2%	2%	2%
Camp Fitch Advisor	1%	1%	1%

1702 Leave Request Form

The Leave Request Form, included in this Article, shall be the only form necessary for a bargaining unit employee who requests any leave agreed upon by the parties to this contract.

SOUTHINGTON LOCAL SCHOOL DISTRICT
CERTIFIED LEAVE REQUEST FORM

Employee _____ Job Assignment _____

Date(s) of leave requested: _____

Type of leave requested: Personal_____ Sick_____ Bereavement_____

**_____

Date _____ Employee's Signature _____

Supervisor's Signature _____

Substitute required: _____ Yes
_____ No

_____ Approved
_____ Disapproved

Date _____ Superintendent's Signature _____

For personal leave, "personal business" is the only explanation required. **For bereavement leave, please state relationship of deceased to employee.

Three days of advance written notification on this form shall be given by the employee unless the reason is of an emergency nature.

*

*

*

Misstatements on the Leave Request Form is grounds for disciplinary action.

White: Employee Pink: Admin. Office Blue: Supervisor Yellow: Treasurer

Revised 8/2016

ARTICLE 18
EFFECTS, DISTRIBUTION

1800 Effects, Distribution

1800.1 Effect

This contract constitutes the entire contract between the parties and it supersedes and prevails over all laws, rules, policies, and regulations except as specifically set forth in ORC 4117.10 (A), all prior and contemporaneous understandings (written or oral) not specifically incorporated herein. No change in a term of this contract shall be made during the life of this contract except by mutual agreement.

1800.2 Severability

If any provision of this contract or any application of this contract to any employee or group of employees shall be found to be contrary to law, then such provision or application shall not be deemed valid and subsisting except to the extent permitted by law, but all other provisions or applications shall continue in full force and effect.

1800.3 Distribution

Within thirty (30) days after this contract is signed, seventy-five (75) copies of this contract shall be reproduced, with the costs to be shared equally by the parties. The Board shall distribute copies to the Board members and school administrators, and the Association shall distribute one (1) copy to each teacher. Additional copies may be ordered at the expense of the party requesting the same.

1800.4 Equal Opportunity

The Board recognizes the civil rights of all members of the bargaining unit and agrees that it will not discriminate against any of the members of this bargaining unit in any manner prohibited by state and/or federal law.

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

1800.5 Duration

This contract shall be effective at 12:01 a.m. on August 1, 2024 and shall remain in full force and effect through midnight, July 31, 2027

SOUTHINGTON
BOARD OF EDUCATION

Terry Kelly 5-14-24
Board President Date

Ron Nero 5-14-24
Chief Spokesperson Date

SOUTHINGTON
EDUCATION ASSOCIATION

Heather D Harnett
SEA President Date

5-14-24
Chief Spokesperson Date

Renee Karr

Tracy Hee

Jennifer L. Senkevitz

SOUTHINGTON LOCAL SCHOOL DISTRICT
TRUMBULL COUNTY

Contract with Southington Teachers Association (SEA)
August 1, 2024 – July 31, 2027

The undersigned, Treasurer of the Board of Education of the Southington Local School District, Southington, Ohio certifies that the money required to meet the obligations of the Board during the fiscal years 2024-2025, 2025-2026 and 2026-2027 regarding the aforementioned qualifying contract have been lawfully appropriated by the Board for such purposes and are in the treasury or in the process of collection to the credit of an appropriate fund, free from any previous encumbrances.

The undersigned, Treasurer and President of the Board of Education of the Southington Local, Southington, Ohio and the Superintendent of Schools of the Southington Local School District, Southington, Ohio hereby certify that the District has in effect for the term of the contract the authorization to levy taxes including the renewal or replacement of existing levies which, when combined with estimated revenue from all other sources available to the district at the time of certification, are sufficient to provide the operating revenues necessary to enable the district to operate and maintain all personnel and programs for an adequate educational program on all days set forth in its adopted school calendar for the current fiscal year (July 1 to June 30).

This Certificate is given in compliance with Sections 5705.41, 5705.412 and 5705.44 of the Revised Code.

Dated: 5-10-2024

Treasurer, Board of Education
Southington Local School District,
Southington, Ohio

Superintendent of Schools
Southington Local School District,
Southington, Ohio

President, Board of Education
Southington Local School District,
Southington, Ohio

CERTIFIED GRIEVANCE FORM

STEP 2

Grieved Party _____ Date of Submission _____
Job Classification _____ Representative _____
(if requested)

Date(s) of alleged violation _____
Date of Informal Meeting with Supervisor or Principal.

I. State concisely the specific section and term(s) of the negotiated agreement you feel has been violated or misapplied or the administrative decision that is considered inequitable: _____

_____

II. State in detail the incident(s) you feel constitute your grievance and the relationship to the agreement provisions cited in "I":

_____
_____
_____

III. What specific action do you feel should be taken to correct the violation?

_____
_____
_____

Signature of Grievant _____

Date of receipt by Supervisor or Principal _____
(Must be within ten days of alleged violation)

Decision by Superintendent

Date of hearing _____

Decision _____

_____
_____

SOUTHINGTON LOCAL SCHOOLS Signature _____

Date Rendered _____

CERTIFIED GRIEVANCE FORM

STEP 3

Grieved Party _____ Date of Submission _____
Job Classification _____ Representative _____
(if requested)

Date(s) of alleged violation _____
Date of Informal Meeting with Supervisor or Principal.

I. State concisely the specific section and term(s) of the negotiated agreement you feel has been violated or misapplied or the administrative decision that is considered inequitable: _____

_____

II. State in detail the incident(s) you feel constitute your grievance and the relationship to the agreement provisions cited in "I": _____

_____

_____

_____

III. What specific action do you feel should be taken to correct the violation?

_____

_____

_____

Signature of Grievant _____

Date of receipt by Supervisor or Principal _____
(Must be within ten (10) days of alleged violation)

Decision by Superintendent

Date of hearing _____

Decision _____

_____

_____

SOUTHINGTON LOCAL SCHOOLS Signature _____

Date Rendered _____

CERTIFIED GRIEVANCE FORM

STEP 4

Grieved Party _____ Date of Submission _____
Job Classification _____ Representative _____
(if requested)

Date(s) of alleged violation _____
Date of Informal Meeting with Supervisor or Principal, and Superintendent.

I. State concisely the specific section and term(s) of the negotiated agreement you feel has been violated or misapplied or the administrative decision that is considered inequitable: _____

_____

II. State in detail the incident(s) you feel constitute your grievance and the relationship to the agreement provisions cited in "I": _____

_____

_____

_____

III. What specific action do you feel should be taken to correct the violation?

_____

_____

_____

Signature of Grievant _____

Date of receipt by Supervisor or Principal _____
(Must be within ten (10) days of alleged violation)

Decision by Supervisor or Principal

Date of hearing _____

Decision _____

_____

_____

SOUTHINGTON LOCAL SCHOOLS Signature

_____

Date Rendered

_____

2024-2025 CONTRACT YEAR

Pay	Pay Period	Pay Date
1	8/4/24 – 8/17/24	August 30, 2024
2	8/18/24 – 8/31/24	September 13, 2024
3	9/1/24 – 9/15/24	September 25, 2024
4	9/16/24 – 9/30/24	October 10, 2024
5	10/1/24 – 10/15/24	October 25, 2024
6	10/16/24 – 10/31/24	November 10, 2024
7	11/1/24 – 11/15/24	November 25, 2024
8	11/16/24 – 11/30/24	December 10, 2024
9	12/1/24 – 12/15/24	December 25, 2024
10	12/16/24 – 12/31/24	January 10, 2025
11	1/1/25 – 1/15/25	January 25, 2025
12	1/16/25 – 1/31/25	February 10, 2025
13	2/1/25 – 2/15/25	February 25, 2025
14	2/16/25 – 2/28/25	March 10, 2025
15	3/1/25 – 3/15/25	March 25, 2025
16	3/16/25 – 3/31/25	April 10, 2025
17	4/1/25 – 4/15/25	April 25, 2025
18	4/16/25 – 4/30/25	May 10, 2025
19	5/1/25 – 5/15/25	May 25, 2025
20	5/16/25 – 5/31/25	June 10, 2025
21	6/1/25 – 6/15/25	June 25, 2025
22	6/16/25 – 6/30/25	July 10, 2025
23	7/1/25 – 7/15/25	July 25, 2025
24	7/16/25 – 7/31/25	August 10, 2025
25	8/1/25 – 8/15/25	August 25, 2025

**** - If a pay date falls on either a Saturday or Sunday, the actual pay date will be on the Friday before. If a pay date falls on a holiday, the pay date will be on the day before the holiday.**

2025-2026 CONTRACT YEAR

Pay	Pay Period	Pay Date
1	8/16/25 – 8/31/25	September 10, 2025
2	9/1/25 – 9/15/25	September 25, 2025
3	9/16/25 – 9/30/25	October 10, 2025
4	10/1/25 – 10/15/25	October 25, 2025
5	10/16/25 – 10/31/25	November 10, 2025
6	11/1/25 – 11/15/25	November 25, 2025
7	11/16/25 – 11/30/25	December 10, 2025
8	12/1/25 – 12/15/25	December 25, 2025
9	12/16/25 – 12/31/25	January 10, 2026
10	1/1/26 – 1/15/26	January 25, 2026
11	1/16/26 – 1/31/26	February 10, 2026
12	2/1/26 – 2/15/26	February 25, 2026
13	2/16/26 – 2/28/26	March 10, 2026
14	3/1/26 – 3/15/26	March 25, 2026
15	3/16/26 – 3/31/26	April 10, 2026
16	4/1/26 – 4/15/26	April 25, 2026
17	4/16/26 – 4/30/26	May 10, 2026
18	5/1/26 – 5/15/26	May 25, 2026
19	5/16/26 – 5/31/26	June 10, 2026
20	6/1/26 – 6/15/26	June 25, 2026
21	6/16/26 – 6/30/26	July 10, 2026
22	7/1/26 – 7/15/26	July 25, 2026
23	7/16/26 – 7/31/26	August 10, 2026
24	8/1/26 – 8/15/26	August 25, 2026

**** - If a pay date falls on either a Saturday or Sunday, the actual pay date will be on the Friday before. If a pay date falls on a holiday, the pay date will be on the day before the holiday.**

2026-2027 CONTRACT YEAR

Pay	Pay Period	Pay Date
1	8/16/26 – 8/31/26	September 10, 2026
2	9/1/26 – 9/15/26	September 25, 2026
3	9/16/26 – 9/30/26	October 10, 2026
4	10/1/26 – 10/15/26	October 25, 2026
5	10/16/26 – 10/31/26	November 10, 2026
6	11/1/26 – 11/15/26	November 25, 2026
7	11/16/26 – 11/30/26	December 10, 2026
8	12/1/26 – 12/15/26	December 25, 2026
9	12/16/26 – 12/31/26	January 10, 2027
10	1/1/27 – 1/15/27	January 25, 2027
11	1/16/27 – 1/31/27	February 10, 2027
12	2/1/27 – 2/15/27	February 25, 2027
13	2/16/27 – 2/28/27	March 10, 2027
14	3/1/27 – 3/15/27	March 25, 2027
15	3/16/27 – 3/31/27	April 10, 2027
16	4/1/27 – 4/15/27	April 25, 2027
17	4/16/27 – 4/30/27	May 10, 2027
18	5/1/27 – 5/15/27	May 25, 2027
19	5/16/27 – 5/31/27	June 10, 2027
20	6/1/27 – 6/15/27	June 25, 2027
21	6/16/27 – 6/30/27	July 10, 2027
22	7/1/27 – 7/15/27	July 25, 2027
23	7/16/27 – 7/31/27	August 10, 2027
24	8/1/27 – 8/15/27	August 25, 2027

**** - If a pay date falls on either a Saturday or Sunday, the actual pay date will be on the Friday before. If a pay date falls on a holiday, the pay date will be on the day before the holiday.**