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NEGOTIATED AGREEMENT

BETWEEN THE

JONATHAN ALDER BOARD OF EDUCATION

AND THE

JONATHAN ALDER EDUCATION ASSOCIATION

JULY 1, 2025 - JUNE 30, 2028

CERTIFICATE
(SECTION 5705.412, O.R.C.)

JAEA Contract and Teacher Salary Schedules FY26-F28

It is hereby certified that the JONATHAN ALDER LOCAL DIST. Board of Education has sufficient funds to meet the contract, obligation, payment or expenditure for the above, and has in effect for the remainder of the fiscal year and the succeeding fiscal year the authorization to levy taxes which, when combined with the estimated revenue from all other sources available to the district to maintain all personnel, programs, and services essential to the provision of an adequate educational program on all the days set forth in its adopted school calendars for the current fiscal year and for a number of days instruction was held or is scheduled for the current fiscal year, except that if the above expenditure is for a contract, this certification shall cover the term of the contract or the current fiscal year plus the two immediately succeeding fiscal years whichever period of years is greater.

Jonathan Alder Local School District

By _____
Treasurer

_____
Superintendent

_____
President

November 13, 2024

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Article I
Recognition Agreement

The Jonathan Alder Board of Education, hereinafter referred to as "the Board," hereby recognizes the Jonathan Alder Education Association, an affiliate of the Ohio Education Association/National Education Association, hereinafter referred to as "the Association," as the exclusive representative of the bargaining unit for the purposes of engaging in collective bargaining. The bargaining unit shall be comprised of full-time and part-time classroom teaching personnel and school counselors under regular contract. For the purposes of this Agreement, classroom teaching personnel shall have the same definition as appear in Ohio Revised Code 3319.09 (A), except for those classifications which are excluded from the bargaining unit as listed: the Superintendent, principals, assistant principals, all personnel serving under administrative contracts, school psychologists, social workers, clinical counselors, paraprofessionals, substitutes, and all non-certificated personnel. This recognition agreement shall remain in effect for the duration of the negotiated agreement.

Article II
Bargaining Procedures

A. Negotiations

1. Negotiable matters will be all matters with respect to wages, hours, terms and conditions of employment, and the continuation, modification, or deletion of an existing provision of this agreement.

2. Negotiating Team: Representatives from both parties shall comprise a joint committee for the purpose of negotiating as follows:

    a. No more than four (4) representatives or designees of the Board, the Superintendent or their designated representative

    b. No more than six (6) representatives named by the association, hereafter referred to as the "exclusive representative."

3. All negotiations shall be in executive session and exclusively between said representatives/designees.

4. In addition, each team shall be authorized to admit no more than two (2) observers at one time to such meetings.

5. Negotiating teams will mutually agree upon the negotiation method (Interest-Based, Traditional, or other procedure).

6. Upon the written request of the Association or the Board, the designated representatives shall call for an initial meeting of the Joint Negotiation Committee to take place no later than March 1st of the final year of the contract. The purpose of this initial meeting will be to exchange proposals and/or discuss agenda items. Thereafter, joint negotiation meetings shall be held at such times and places as are agreed to by the members of the negotiating teams.

7. The Board agrees to furnish the Exclusive Representative, upon prior written request, all routinely available public information concerning financial resources of the district and such other information that is specifically requested by the Exclusive Representative.

8. Up to two (2) consultants may be used by either party. The expenses of said consultants shall be borne by the party retaining them.

9. When a tentative agreement is reached, it will be reduced to writing by the teams and submitted to membership of the Exclusive Representatives and thereafter to the Board for action. If either the Board or the Association does not approve the tentatively approved items, the negotiations teams shall meet immediately to resume negotiations for five (5) additional days. If tentative agreement is not reached within these five (5) days, those items yet to be resolved shall be submitted to an impasse. During the period of negotiations, all applicable provisions of this negotiation procedure will be followed.

10. Items previously negotiated and approved by the Association and the Board and which are not contained on the negotiation agenda shall become a part of the successor negotiated contract and shall contain an effective date the same as that of any successor negotiated contract reached between the parties.

11. After the initial session, no item(s) shall be added to the agenda unless mutually agreed to by both teams.

12. The initial session and all future sessions shall not adjourn until a time, place, and date have been established for the next negotiation session.

13. Either team may call for a caucus during a negotiation session. A caucus shall be for a period of no more than thirty (30) minutes unless otherwise mutually agreed upon.

14. Inability to Reach Agreement

    a. If the parties are unable to agree on a successor agreement, either party may at any time thereafter request in writing the appointment of a mediator. The parties shall attempt for three (3) business days from the receipt of the written request to agree on a mediator. If they are unable to agree on a mediator within those three (3) days, the parties shall sign a joint request for a mediator through the Federal Mediation and Conciliation Service (FMCS).

    b. Mediation shall take place from the assignment of the mediator for a period of twenty-one (21) days or the expiration of the contract, whichever is less.

    c. In the event agreement is not reached by the expiration date of the Agreement, the Agreement will be extended pursuant to procedures adopted by the State Employment Relations Board (SERB). Whenever, in judgement of either party, it appears that no more progress can be accomplished by the expiration date of the Agreement or any mutually agreed to extensions, then

the Association may initiate the provisions of Ohio Revised Code 4117.14, which states in pertinent part, "public employees other than those listed in Division (D)(1) of this section have the right to strike under Chapter 4117.14 of the Revised Code provided that the employee organization representing the employee has given a ten (10) prior written notice of an intent to strike to the public employer and the Board.

d. This procedure of Article II, A.14 is the parties mutually agreed alternative dispute resolution procedure and supersedes the Dispute Resolution Procedures of the Ohio Revised Code.

B. Publication of Contract

1. At the conclusion of negotiations, the agreed upon items shall be incorporated into a publication entitled "Negotiated Agreement Between the Jonathan Alder Board of Education and the Jonathan Alder Education Association." After proofing, and with approval of the final draft of this publication, it shall be signed by both the President of the Board and the President of the Association.

2. The negotiated agreement shall be made available electronically.

3. Severability Clause

a. In the event there is a conflict between a provision of this Agreement and any state statute or state regulations, the Agreement shall prevail except as prohibited by Section 4117.10 (A), or other provision of Ohio Revised Code, or as otherwise provided by the parties in this Agreement.

b. If, during the term of this Agreement, there is a change in state or federal law, or regulation adopted by a state or federal agency pursuant thereto, or decision issued by a court of competent jurisdiction or the State Employment Relations Board (SERB), which could invalidate any provision of this Agreement, the parties shall meet to negotiate any necessary amendments to the Agreement relative to the affected provision within thirty (30) days by demand of either party, provided such amendment to the Agreement is mandated or implicit by the express terms of the statute, law, rule, regulation, court, or SERB decision. All other provisions of this Agreement which are not in such conflict shall continue in full force and effect.

Article III
Management Rights

A. The Board retains all rights to manage, direct, and control its business and to make any and all rules, regulations, and policies necessary to maintain the orderly and efficient operation of schools, except as limited by the specific written terms of the Collective Bargaining Agreement.

B. Specifically, the Administration and the Board retain the following management rights given them by the Ohio Revised Code, Ohio Administrative Code, and other relevant statutes:

1. Determine matters of inherent managerial policy which include, but are not limited to, areas of discretion or policy such as the functions and programs of the public employer, standards of services, its overall budget, utilization of technology, and organizational structure.

2. Direct, supervise, evaluate, or hire employees.

3. Maintain and improve the efficiency and effectiveness of governmental operations.

4. Determine the overall methods, process, means, or personnel by which governmental means are to be conducted.

5. Suspend, discipline, demote, or discharge pursuant to Ohio Revised Code, and the provisions of this agreement, or lay-off, transfer, assign, schedule, promote, or retain employees.

6. Determine the adequacy of the workforce.

7. Determine the overall mission of the employer as a unit of government.

8. Effectively manage the workforce.

9. Take action to carry out the mission of the public employer as a governmental unit.

10. The exercise of any of the foregoing management rights requires neither prior negotiations with, nor agreement with the Association. However, the parties may bargain over any management decision to propose a change that affects wages,

hours, or terms and conditions of employment.

11. The Board does not discriminate on the basis of race, color, national origin, sex (including sexual orientation or transgender identity), disability, age, religion, military status, ancestry, genetic information (collectively "Protective Classes"), or any other legally protected category, in its programs and/or activities, including employment opportunities in congruency with Board Policy 3122.

Article IV
Association Rights

A. Recognition shall entitle the Association to these rights:

1. Announcements at faculty meetings.

2. Use of public address systems for Association announcements according to school procedures.

3. To be placed on the agenda of regular Board of Education Meetings, providing notification has been transmitted to the Board as per established Board procedure. This request does not eliminate the right of the Association to address the Board at any other time. The Association President or designee shall be provided with an electronic copy of the Board agenda at least three (3) days prior to any scheduled Board meeting.

4. Use of a bulletin board for Association information in all buildings.

5. To use the inter-school mail system (including electronic mail) in the schools' offices and facilities to distribute Association materials.

6. To use facilities of any building for Association meetings, provided that no other school-related activities are scheduled for the area and time requested and to pay any cost normally associated with such use as per established Board policy.

7. To use Board-owned equipment, for example, audio-visual equipment, computers, etc., provided that the Association assumes full responsibility for any loss, theft, or willful destruction of equipment while in their possession.

8. To allow the Association President to visit schools other than their home building for the purpose of carrying out Association business in a manner as to not disrupt on-going education activities. The Association President must inform the office/building administrator that they are in the building.

9. A directory listing the names, addresses, and job assignments of all bargaining unit members and a copy of the master schedule for all bargaining unit members shall be made available to the Association President by September 1st.

10. When requested, to allow the Association President to be placed upon the agenda during the initial orientation for new bargaining unit members and on

opening day.

11. To have a list of newly employed bargaining unit members available to the Association President upon request. A list of retiring members shall be supplied to the Association President as soon as the Board is notified.

12. Public documents that are routinely available from the Board shall be made available to the Association President, at no cost, one (1) week after the receipt of a written request listing the specific materials sought.

13. The Association President shall be provided a copy of current Board Policies. Any change or addition to these policies shall be given to the Association President within one (1) week of any Board action.

14. An electronic copy of all current Board policies shall be made available to members of the bargaining unit.

15. The Board recognizes the rights of individuals, and the expression of individual conscience, association, and expression will be encouraged, and fairness of procedures will be observed.

16. No bargaining unit member shall be suspended or terminated without just cause.

B. Professional Development Planning Committee

1. The Professional Development Planning Commitee (PDPC) shall be comprised of five (5) bargaining unit members, as selected by the Association, and five (5) administrators.

2. The PDPC is tasked with creating, developing, and communicating the content and schedule for the district's professional development days, taking into consideration the needs and requirements of the State.

C. District Advisory Committee

1. The District Advisory Commitee (DAC) shall be comprised of the Superintendent, one (1) additional administrator, Association President or designee, and one (1) bargaining unit member representing each building in the district, as selected by the Association.

2. The DAC will solicit input, help solve problems, provide suggestions for future activities, and improve communication across the district.

3. Meetings will be held once every nine (9) weeks or as deemed necessary by the committee. The meetings will be co-chaired by the Superintendent and the Association President/Designee.

4. DAC representatives will be consulted and allowed input regarding calendar decisions. DAC representatives will bring calendar recommendations based on building consensus.

D. Local Professional Development Committee

1. The Local Professional Development Committee (LPDC) shall be comprised of five (5) bargaining unit members, with a minimum of one (1) representing each building in the district, and the Superintendent or designee.

2. LPDC shall review and approve bargaining unit members' Individual Professional Development Plans (IPDPs) in accordance with State guidelines. LPDC may award professional development credit toward license renewal (i.e. CEUs).

E. Insurance Committee

1. The Insurance Committee shall be comprised of the Superintendent, the Treasurer, one (1) member of the Board, the Association President or designee, five (5) bargaining unit members as selected by the Association, and two (2) classified staff members.

2. The Insurance Committee shall review the status of the district's medical, dental, vision, and life insurance plan(s). The committee may propose changes to the plan design, plan providers, and cost-sharing of the respective plans.

3. Meetings will be held on an annual basis or as deemed necessary by the committee.

4. Any recommendations of the committee would be subject to the ratification procedures of the Association.

F. Evaluation (OTES 2.0) Committee

1. The OTES 2.0 Committee shall be comprised of five (5) bargaining unit members, the Association President or designee, and three (3) administrators, including the Assistant Superintendent or designee.

2. The committee will be provided with the opportunity to provide input on the established evaluation procedure for professional teaching staff members. The Superintendent retains the final authority to amend or otherwise change the evaluation.

3. The Committee shall meet annually no later than September 15th to review and establish consistent guidelines for the upcoming evaluation year.

G. Supplemental and Stipend Review Committee

1. The Supplemental and Stipend Review Committee shall consist of the Superintendent or designee, Chief Financial Officer, and Association President or Designee. The Supplemental and Stipend Review Committee shall operate without conflict of interest. A committee member cannot hold a supplemental contract nor request a new supplemental contract during their time of service on the committee.

2. The Supplemental and Stipend Review Committee is responsible for evaluating proposals concerning the addition, deletion, or change in pay level for advisors/coaches of co-curricular or extracurricular activities and the addition, deletion, or change in pay level for annual stipends. Such proposals are to be submitted by any member of the bargaining unit or district administration using the electronic request form (Appendix J).

3. The committee shall meet bi-annually in May and November. Items for consideration in May must be submitted by April 15th and items for consideration in November must be submitted by October 15th. In special circumstances, it may be necessary for the committee to discuss a time-sensitive matter. This discussion can take place outside of the May and November timeframe as long as all parties agree on the urgency of the matter.

Article V
Criminal Records Check

It is acknowledged by the Association that the board may employ individuals prior to receipt of a Criminal Records Investigation Report, as required by Ohio Revised Code. It is expressly agreed between the Board and the Association that the Board may discharge any employee who is employed prior to receipt of the Criminal Records check, if the subsequent Criminal Records check contains a report of any of the offenses outlined in Ohio Revised Code which prohibit, by law, the Board from employing the individual. If any discharge of a bargaining unit member must occur, the mandates of Ohio Revised Code 3319.16 (Termination Statute) shall not be required.

Article VI
Grievance Procedure

A. A grievance is defined as an alleged violation, misapplication, or misinterpretation of a specific provision of this Agreement. A grievant shall be defined as a bargaining unit member, group of bargaining unit members, or the Association. When such problems arise, an attempt will be made to settle them informally by the grievant involved and the immediate administrative supervisor. During the effort to settle such a problem at the informal level, the grievant involved shall advise the administrator of the section or sections of the Agreement which relate to the problem. No settled grievances shall be inconsistent with the provisions of this Agreement. A problem which cannot be resolved informally will be processed as a grievance.

B. Each grievance shall be processed in the following manner:

1. Step One

a. Within fifteen (15) days after the event giving rise to the grievance occurred, the grievant involved will provide a written copy of the grievance, using the form provided by the Board (see Appendix C). The grievance will be given to the Building Principal. Upon receipt, the principal will forward an electronic a copy of the grievance to the association president.

b. Within ten (10) days after the grievance is submitted, the Building Principal will discuss the grievance with the grievant in an attempt to resolve it.

c. Within five (5) days after this meeting, the Building Principal will state the disposition in writing and provide a copy to the grievant and/or association representative.

2. Step Two

a. If the grievant is not satisfied with the disposition of the grievance in Step One, or if no disposition has been made within the above timelines, the grievant and/or Association shall complete Grievance Report Form, Step Two, and submit the grievance to the Superintendent and/or his/her Association representative within five (5) days of receipt of the disposition.

b. Within ten (10) days after the Grievance Report Form, Step Two is submitted, the Superintendent will discuss the grievance with the grievant and

their association representative in an attempt to resolve it.

c. Within five (5) days of this meeting, the Superintendent shall indicate, in writing, the Step Two disposition of the grievance. The grievant, association representative, and the immediate supervisor shall be notified in writing of said disposition.

3. Step Three

a. No later than five (5) days from receipt of the disposition from Step Two, the grievant, if unsatisfied, must file a request with the Board of Education in writing.

b. The Board will review the grievance within ten (10) days of receipt of the written request, or at the next regularly scheduled Board meeting, upon mutual agreement of the parties. The grievant, immediate supervisor, superintendent, and association representative will be notified of the Board's response in writing.

4. Step Four

a. Only the Association may forward a grievance to arbitration. With the concurrence of the grievant, the Association may appeal a Step Three grievance disposition by submitting a Demand for Arbitration Form to the American Arbitration Association (AAA) within thirty-five (35) days after receipt of the Step Three disposition.

b. A copy of the said demand form will be sent to the Superintendent at the same time as the original is sent to AAA.

c. The arbitrator will be selected in keeping with AAA's voluntary Rules and Regulations, except that either party may request a second list of arbitrators.

d. Once the arbitrator has been selected, they shall proceed with the arbitration on the grievance in accordance with the current voluntary Labor Arbitration Rules of the American Arbitration Association.

e. The arbitrator shall hold the necessary hearing promptly and issue the award within such time as may be agreed upon. Written confirmation of the award shall be provided, with a copy sent to all parties present at the hearing. The award of the arbitrator shall be final and binding on the Board, the Association, and the grievant.

f. The arbitrator is specifically prohibited from making any decision which is inconsistent with the terms of this Agreement, which alters or amends this Agreement, or which is contrary to law.

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

5. The failure to initiate a written grievance within the timelines set forth shall constitute a waiver of the right to file a grievance. The failure of a grievant to appeal any decision to the next step within the timelines set forth for such appeal shall constitute a waiver of the right to further appeal, and a final disposition of the grievance shall be made based on the last decision given. Any of the timelines established in this grievance procedure may be waived by mutual written agreement of the parties.

6. All grievance hearings shall be held outside of the normal workday of the grievant(s) involved so the hearing does not interfere with their workday responsibilities. A representative of the Association shall have the right to be present and may, at the option of the grievant, represent the grievant at all steps of the grievance procedure. A grievant shall not be represented or accompanied by a representative other than those recognized by the Association, at any grievance hearing.

7. There shall be no reprisals taken against any bargaining unit member because of their participation in this grievance procedure. The grievance procedure shall be the sole avenue for remedy available for alleged reprisals based upon participation in the grievance procedure.

8. For the purposes of this procedure, a day shall be defined as a workday, expect that from the period extending from the last workday during a school year until the first workday during the next school year; a day shall be defined as a weekday excluding any Board-recognized holidays.

Article VII
Personnel Records

A. A bargaining unit member's personnel file may include the following:

1. Application for employment, including references
2. Copy of latest contract, properly signed
3. Copy of latest salary notice
4. Ohio Certificate/License
5. Completed evaluation(s)
6. Transcripts of college credits showing the official record of the degree granted, original, and certified copy
7. Record of military service

B. Privacy Protections

The official personnel record will be maintained in a file in the Central Office. The official file will comply with the applicable provisions of Ohio Revised Code 4111.08. Any documents shared and/or shown to anyone other than an employee specifically authorized to have access to an individual employee's Social Security Number (SSN) shall have such SSNs stricken from any and all documents shared with and/or shown to any and all individuals not so authorized as described above herein.

C. Employee Review of Employee's Personnel File

A bargaining unit member shall be entitled to review and/or copy any material in their personnel file. Any staff member who wishes to exercise this right must be accompanied by an administrator or their designee and may be accompanied by another individual of their choice.

D. Addition of Disciplinary Action/Derogatory Material in Personnel File

Prior to any disciplinary action or derogatory material being placed in a member's personnel file, it will be reviewed by the Superintendent or their designee. The bargaining unit member shall be notified no later than two (2) workdays of the placement of such material in the file.

Any such material(s) shall be signed and dated by the bargaining unit member, which shall only serve to acknowledge that they were notified as to the insertion of such material(s) into the file. Should the member disagree with said material, they shall have the right to attach comments which will be added to their personnel file.

E. Request for Expungement of Disciplinary Action/Derogatory Material from Personnel File

Disciplinary actions or materials derogatory in nature, placed in any personnel file, apart from evaluations, shall be reviewed for expungement upon the written request of the employee to the Superintendent no sooner than three (3) years from the date of the disciplinary action or derogatory material. The bargaining unit member requesting the removal will receive a response within thirty (30) days. Removal will be at the sole discretion of the Superintendent.

F. Notification of Public Record Request

The Superintendent or designee will attempt to notify a bargaining unit member prior to any public access to the bargaining unit members personnel file but shall comply with Ohio Revised Code 149.011 and shall not provide confidential information to non-authorized individuals as described in Section B above.

Article VIII
Working Conditions

A. Terms of Employment

1. Any bargaining unit member employed under a limited contract is deemed re-employed, unless the Board of Education gives such bargaining unit member written notice of its intention to non-renew him/her on or before June 1st of the year of expiration of the limited contract.

2. A bargaining unit member being considered for non-renewal of their contract shall be notified in writing by April 30th. A bargaining unit member re-employed is presumed to have accepted employment unless he/she gives the Board written notice of his/her intention to resign on or before July 10th.

3. Any bargaining unit member who has a contract for the ensuing school year is permitted to resign providing written notification of intention to do so is received by the Board on or before July 10th. After that date, a bargaining unit member may resign only with Board consent.

4. A written contract and salary notice will be issued to employed or re-employed bargaining unit members before July 1st. All regular teaching contracts will contain:

   a. Type of contract (limited, continuing, supplemental)

   b. School year contract covers

   c. Name

   d. Annual salary to be paid

   e. Years of experience in district and (salary) step placement

   f. Level of training

B. Sequence of Contracts

1. The Board, when issuing and continuing contracts, shall act in accordance with the following sequence (unless eligible for a continuing contract):

a. First contract	1 year contract
b. Second contract	1 year contract
c. Third contract	1 year contract
d. Fourth contract	3 year contract
e. Fifth contract	5 year contract

2. When considering bargaining unit members for their fifth and succeeding contracts, the Board may non-renew a bargaining unit member only for just cause.

3. A one (1) year probationary contract may be granted by the Board at any time at the end of a contract sequence provided written concerns along with detailed and specific written suggestions for improvement accompany the probationary contract.

4. A bargaining unit member that is approved for an unpaid leave of absence in the final year of their multi-year limited contract shall automatically be renewed for a one (1) year limited contract the year of return to the district.

C. Notice of Intent

The Notice of Intent Form (Appendix D – completed electronically) will be distributed to each bargaining unit member by March 15th and must be returned to the administration by April 1st. Completed Notice of Intent Forms will be shared with the Association President.

D. Continuing Contract Requests

1. The Board will abide by the statutory provisions regarding the issuance of continuing contracts.

2. To be considered for a continuing contract, employees must make a written request to the Superintendent by November 1st of the calendar year before the board will act on the request at its April board meeting. Bargaining unit members may request continuing contract consideration if they have met all qualifications (Appendix E) prior to the April board meeting. Obtaining a continuing contract will require a full evaluation cycle regardless of a member's current OTES evaluation cycle requirements.

3. Continuing contract will be granted to a bargaining unit member upon the year that the bargaining unit member meets the qualifications to apply for continuing contract, regardless of where they are in their limited contract. If a member is not issued a

continuing contract during the term of a limited contract, the member will continue the balance of the term of the existing limited contract. If a member is not issued a continuing contract during the term of a limited contract, the member may request and shall be given reasons why the continuing contract was not issued.

E. Part-time Bargaining Unit Member Employment Terms

1. Part-time staff will be contracted to work daily at prorated hours and/or periods depending on the assigned building.

2. Attendance and pay for job related activities outside of the contracted half day shall occur as follows:

a. As determined by the administration, any part-time employee required to attend a full day of district professional development shall be compensated at their per diem rate for time that extends beyond their contracted hours (not to exceed the 7.5-hour workday).

b. For parent-teacher conferences, part-time employees shall be expected to attend half the required days or times as full-time employees.

c. Meetings outside their contracted time will be at the current contracted meeting rate.

3. Part-time status shall be considered yearly by the administration. Employees shall be notified of the position status for the following year by April 30th.

F. Supplemental Contracts Terms

1. All supplemental contracts for extra duties will be made in accordance with the provisions of the Ohio Revised Code. Currently employed bargaining unit members shall have first consideration for vacancies. Such consideration shall not be construed to be a guarantee of the position(s). Thereafter applicable provisions of the Ohio Revised Code including but not necessarily limited to RC 3313.53 and RC 3319.303 shall govern the selection process for individuals outside of the bargaining unit.

2. Bargaining unit members who have supplemental contracts for fall or winter activities during a given school year must be notified by April 30th if such contract is to be non-renewed. Bargaining unit members who have supplemental contracts for spring activities or activities that end in the spring must be notified by May 31st if such contract is to be non-renewed.

3. The regular distribution of supplemental contracts shall be within seven (7) days of Board approval.

4. The Board will issue a supplemental contract to all bargaining unit members who have accepted responsibilities that call for additional compensation as per the Board adopted supplemental salary schedule. The supplemental contract will include:

    a. Name of bargaining unit member

    b. Length of contract (1 year)

    c. Title of position

    d. Amount of compensation

5. If a supplemental contract has been issued to a bargaining unit member, but the Board subsequently decides not to conduct the related student activity due to financial concerns or insufficient student interest, the Board shall have the right to declare the contract null and void.

6. Execution of Contract - All supplemental contracts of employment must be signed and returned to the office of the Treasurer within 21 days of the receipt of the draft contract or the bargaining unit member will be considered to have rejected the offer of employment, and the contract will be considered null and void.

G. Workday

1. Planning Time: Each bargaining unit member will be scheduled for a minimum of thirty (30) uninterrupted minutes of planning time during the workday. Planning time for each bargaining unit member will total a minimum of 200 minutes per five day work week.

2. Lunch Period: Each bargaining unit member shall be scheduled, in accordance with Ohio Revised Code 3319.072, an uninterrupted duty-free lunch period, which shall be a minimum of thirty (30) consecutive minutes within the 7.5-hour workday. Such periods shall not be scheduled to begin prior to 10:15 AM nor conclude after 1:30 PM.

3. Meeting Attendance: Bargaining unit members shall not be required to attend more than one meeting every two weeks during their uninterrupted plan time or be

compensated at the rate of class coverage.

4. Length of Workday: The length of the bargaining unit member day will not exceed 7.5 hours exclusive of meetings. However, 15 minutes per week may be added as necessary for such meetings. Principals may shorten one (1) teacher day by 15 minutes to combine that time with the required 15 minutes to total no more than 30 minutes additional time for professional growth. Such meetings shall not occur on more than two (2) occasions per month.

5. Meetings Outside Contractual Hours: If special education and/or districtwide contractually agreed upon committee meetings occur outside of the scheduled workday, bargaining unit members shall be compensated for additional time, in one-fourth (1/4) hour increments, at the rate of twenty-five dollars ($25) per hour. Each bargaining unit member must keep a time log/pay sheet that shows extra hours worked for special education meetings and/or districtwide contractually agreed upon committee meetings. Each time they stay long enough to qualify for extra pay, they should have the administrator who oversees the meeting initial the time sheet so there is no disagreement about the time spent.

I. Work Year

1. Contract Days: The length of the school year will be 184 contract days for returning bargaining unit members and 186 contract days for new bargaining unit members, with the two (2) additional days occurring at the beginning of their first year of employment in the district as part of New Employee Orientation.

2. Events Outside of School Day/Year: During the contracted school year, bargaining unit members shall be required to attend up to a maximum of three (3) activities beyond the school day. The required activities will be determined at the start of the school year for each building and added to the building calendar.

3. Calendar Requirements: A list of parent-teacher conferences, open houses, and curriculum nights will be provided by June 30th with an understanding that changes may be needed at a later date.

4. Professional Development Days: The day before the first student day of school will be designated as Professional Development Day for purposes of communicating safety and student needs. The Election Day held in November shall be designated as a Professional Development Day for the district. The

remaining dates for Professional Development shall be determined and communicated by June 30th.

5. Designated Work Time: Bargaining unit members shall have five (5) hours of classroom preparation time during the first two contracted teacher workdays prior to the start of the school year. A half day will be designated on two of the scheduled district professional development days for the purpose of bargaining unit members' work/records time.

6. Records Day: One (1) 7.5 hour designated Records Day will be determined by District Advisory Committee (DAC) at the time of calendar creation.

7. Full Time Intervention Specialists Release Time: Full-time Intervention Specialists who have primary responsibility for preparing, writing, and implementing IEPs, alternate assessments, and other mandated documentation shall be granted release time for two (2) workdays to be taken in no less than one- half (0.5) day increments without students within the contract year for IEP Preparation, alternate assessments, and/or other mandated documentation and other work related to their teaching assignment. The workdays may be used at any time during the contract year. The actual date(s) shall be mutually agreed upon by the intervention specialist and the building principal.

8. Part-Time Intervention Specialist Release Time: Part-time Intervention Specialists shall be granted one workday to be taken in no less than one- half (0.5) day increments without students within the contract year for IEP Preparation, alternate assessments, and/or other mandated documentation and other work related to their teaching assignment. The workday may be used at any time during the contract year. The actual date(s) shall be mutually agreed upon by the intervention specialist and the building principal.

9. RESA Release Time: Resident educators in their submission year of the Resident Educator Program (RESA) shall be eligible for one (1) day of professional release time for the purpose of performing their summative assessment work required as a part of the RESA program. The facilitator and/or coordinator, in collaboration with Resident Educators, will determine a date and location for professional release time.

10. Communication of Safety Information and Student Needs:

a. The district will communicate safety protocols and procedures no later than the first student day of each school year.

b. By the first student day of each school year, every best attempt to notify bargaining unit members of all existing student plans (i.e. Safety, 504s, IEPs, Health, EL identified, and lists of identified gifted and accelerated students) shall be made.

c. Every best attempt will be made to communicate student plans in a timely manner upon the enrollment of new students, identification for new services, and/or change in student's schedule.

J. Work Facilities

1. The building administrator will establish rules and regulations regarding the use of the public address system.

2. The building administrator will establish regulations for approved furnishings in each building, including a secure setting for placement of personal items.

3. Equipment in need of repair or replacement will be submitted to the building administrator and/or ticket support system.

K. Class Size

1. The Board of Education recognizes that class size is an important aspect of an effective educational program and is directly related to the amount of bargaining unit member work. It also recognizes that establishing and maintaining a satisfactory class size will help students achieve academically and will aid in the recruitment and retention of qualified staff.

   a. At the elementary level, the regular class will not exceed 25:1 for kindergarten through Second Grade and 28:1 for grades three (3) - six (6).

   b. Grades seven (7) through twelve (12), except for music, art, and physical education, will be structured so that no teacher will have more than 168 students per day.

   c. Choir and band programs at Canaan Middle School may have a higher student-teacher class size than appear in sub-section A herein.

2. The instructional load for teachers in secondary schools will meet standards as outlined by the State as it relates to the teacher load concerning teaching periods and number of students assigned.

3. In special subject areas such as laboratory science, vocational shops, and language laboratory courses, every attempt will be made to limit the number of students to available stations.

4. Classes for students enrolled in special education will be limited in number to those allowed under the Ohio Operating Standards for the Education of Students with Disabilities State Department of Education standards.

5. When class size exceeds the limits indicated in items a-e, the administrators shall act to remedy the situation, with input from the impacted bargaining unit members, using one of the following options:

    a. Combined grade level classes.

    b. Employment of licensed teacher aides to assist with instruction and responsibilities at the discretion of the classroom teachers(s). Aides may be employed only for a maximum of two (2) extra students per grade level in grades 2-6 and for a maximum of four (4) extra students per grade level in grades K-1.

    c. Employment of additional part-time or full-time teachers.

    d. Provision of other resources.

    e. Other measures as approved by the Board.

6. If a teacher leaves the employment of the district during the school year, a replacement teacher should be obtained unless class sizes have declined, or other circumstances warrant the assignment of students to other teachers.

7. The Building Principal may solicit student transfer to balance class and/or section sizes between buildings, classes, and sections.

8. If the financial situation or space limitations require the district to deviate from the language, the Association and District Administration shall convene to establish a mutual resolution.

9. It is mutually recognized that the differentiation required for students with plans (Safety, 504s, IEPs, Health, EL, identified gifted and/or accelerated) can have an impact on the appropriate class size and workload of bargaining unit members. A good-faith effort will be made by the building administration to adjust class size where appropriate, taking into account the number of student needs, the nature of those needs and the extent of support and assistance being provided by other staff.

B. Class Coverage

1. Principals will make all efforts to secure a substitute when a bargaining unit member is absent. When a qualified substitute is not available, or an emergency need arises during the school day, bargaining unit members may be requested to cover classes. The principal shall request bargaining unit members to cover classes on an equitable basis using the following process:

   a. Available building substitute(s)

   b. Co-teacher (when applicable and unless additional support is requested)

   c. Volunteer non-student period of bargaining unit member(s)

   d. Involuntary non-student period of bargaining unit member(s)

   e. Absorption of students across one or more bargaining unit members

   f. A bargaining unit member can only be taken from regular duties for the purpose of all day substituting at the exhaustion of steps 1-4

2. A bargaining unit member may refuse a class coverage assignment if they can demonstrate to the principal that they have educationally related matters that require their attention.

3. Such coverage shall be compensated at $25 per class period up to the current daily substitute rate for any coverage provided for other bargaining unit members as listed above. Forms shall be submitted electronically to the appropriate administrator within thirty (30) days.

C. All Day Absorption Rates

1. For Grades K-4, in lieu of the period coverage rate, members will receive the following according to number of students absorbed:

   a. 1-8 Students = ⅓ District Daily Sub Rate

   b. 9-16 Students = ⅔ District Daily Sub Rate

   c. 17-Above = Full District Daily Sub Rate

2. For Grades 5-12: use period coverage rate for each class period students were absorbed to a maximum of the current daily sub rate.

D. Nursing/Custodial Care of Students

1. Other than in emergency situations, a bargaining unit member shall not regularly be expected to perform nursing/custodial care services for any students. Examples of such services include but are not limited to; the use of feeding tubes, dispensation of enemas and suppositories, medications and/or any other nursing services that should be performed by licensed medical providers.

2. All bargaining unit members working with students that have specified medical needs will be provided with the opportunity for training to handle the needs of these students during in-service or outside training provided by the Board. Bargaining unit members required to attend such training outside of the regular school day shall be compensated at the current meeting rate.

D. Certified Evaluations

1. Formal observation of a bargaining unit member will not take place during the first or last five (5) days of the school year when students are in attendance and will not take place the day before or after Thanksgiving, Winter, or Spring breaks, unless such formal observation is agreed to between the bargaining unit member and the building administrator.

2. Summative ratings will take classroom composition into account.

E. Building Reorganization

The Administration has the right to reorganize staffing within a building. During a building reorganization the Administration will consider the desires of the staff member in the reorganization and previous reorganizations that have affected that collective bargaining

member. After the building reorganization is complete, the resulting vacancies will be posted in accordance with the vacancy policy.

F. Vacancy/Transfer Policy

1. Vacancies

a. A position within the bargaining unit is considered a vacancy if it has been newly created or when an existing employee dies, resigns, retires, is terminated, transferred, and/or promoted or if an employee's disability leave extends beyond its designated limitations.

b. As the first step in filling a vacancy, the administration has the right to reorganize staffing within a building as outlined in Section E above.

c. Notification of vacancies shall be forwarded electronically within five (5) working days using the district-provided email address of all bargaining unit members. Notification of a vacancy shall include the position available, effective starting date, qualifications, and requirements of the job and any additional information related to the posting.

d. When a vacancy occurs, administrators shall not recommend permanently filling such vacancies until five (5) calendar days after the vacant position is announced as set forth in Section 1 a-c above.

2. Voluntary Transfers will be considered at the request of the bargaining unit member after completing the internal application process. Bargaining unit members possessing certification/licensure for vacant positions and who desire a transfer to the vacant position must apply within the (5) calendar days. Transfers will be granted only when the transfer does not cause disruption to student learning and well-being.

a. First consideration for transfer will be given by seniority.

b. When a bargaining unit member's transfer request for another bargaining unit position is denied, they shall be granted a meeting with the hiring administrator upon request; the member shall be given reasons as to why the transfer was not approved. Reasons will not be used to the detriment of the bargaining unit member in their current position.

c. Final decisions on transfers shall be within the sole discretion of the Board/designee. Nothing in this Agreement shall be interpreted to require the Board to fill any vacancy.

3. Involuntary Transfers

a. If a vacancy remains open after the completion of the processes described in Sections 1 and 2, the Superintendent has the right to assign, reassign, or involuntarily transfer personnel for the betterment of the district. Prior to a change in assignment or transfer, an administrator will hold a meeting with the affected bargaining unit member during which, the administrator will share the qualitative or quantitative rationale for the transfer or reassignment. Rationale will not be used to the detriment of the bargaining unit member.

b. The affected bargaining unit member will be permitted to submit a requisition, within the building budget and to the extent that funds are available, for materials which are necessary to implement the instructional process of the new teaching assignment. Such requests will be given high priority.

c. After the bargaining unit member and Association President have been notified of the involuntary transfer, the Board shall post all positions available as required in Section 1 above.

G. Reduction in Force

If the Board determines it is necessary to reduce the number of bargaining unit positions, it will use the procedures under Ohio Revised Code 3319.17. "Comparable evaluations" for purposes of this section means "Accomplished" and "Skilled" pursuant to the most recent final summative evaluation rating.

H. Innovative Teaching/Learning Environments

The Board supports and encourages innovative teaching/learning environments, such as but not limited to virtual, synchronous or asynchronous settings, flexible and/or reduced contract time, job share or other arrangements as agreed upon by the building administration, district administration, the individual teacher(s) and the Association.

I. Subcontracting

The Board shall not layoff bargaining unit members and then subcontract their work.

J. Consolidation

If the Board becomes involved in discussions with other boards of education or outside agencies regarding consolidation, the Board shall include the Association as part of these discussions.

K. Drug-Free Workplace

1. No employee shall unlawfully manufacture, distribute, dispense, possess or use any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcohol or any other controlled substance as defined in Federal and State law, in the workplace.

    a. For the purpose of this Section, medication or prescription drugs are drugs an individual is taking under the direction of a licensed physician to address a specific physical, emotional, or a mental condition where such medication or prescription drugs are taken in the quantity or frequency as prescribed.

    b. "Workplace" is the site for the performance of any work done in connection with the school district. The workplace includes any school building, school property, school-owned vehicles or school approved vehicle used to transport students to and from school activities (at other sites off school property) or any school- sponsored or school-related activity, event or function, such as a field trip or athletic event in which students are under the jurisdiction of the school authorities.

2. As a condition of employment, each employee shall notify his supervisor, in writing, of his conviction of any criminal drug statute for a violation occurring in the workplace as defined above not later than five (5) days after such conviction.

3. Drug or alcohol testing may be required for any individual employee where there exists reasonable suspicion to believe that illegal drug use or alcohol use is impeding the employee's ability to perform job functions. Such tests shall be directed by the Superintendent.

    a. An employee may be required to undergo such testing immediately when the Superintendent determines that there is objective indications of behavior, demeanor, speech, appearance, breath or job performance

and probable and just cause that the employee has been impaired by drugs or alcohol while in the scope of their employment. The Superintendent will inform the employee before any such tests are performed that they may request that Union Representation Association President, OEA Labor Relations Consultant, or similar) be in attendance.

b. Any test shall be conducted at the Board's expense. Employees who dispute the test results are permitted to have a second analysis conducted of the same sample at their own expense. The employee shall be entitled to receive a copy of the test results.

c. Any employee who tests positive for drugs or alcohol shall be given the opportunity to challenge or explain the results.

d. Employees who violate this policy shall be subject to disciplinary proceedings in accordance with prescribed school district administrative regulations, local, state and federal laws and/or the negotiated agreement, up to and including termination.

e. Any employee in violation of this policy may be required to participate in a drug abuse assistance program approved by the Board.

f. As used in this policy, drug and alcohol tests include blood, urine, breath, or other chemical tests performed by physicians and professional testing laboratories. The results of any such test will remain confidential, to the extent allowed by law, except for its use in official safety or accident investigations, criminal prosecution of the employee, or any action related to the removal or discipline of the employee.

4. Employees will be provided the opportunity to participate in a drug-free awareness program to inform them of requirements, services, and penalties.

5. Legally prescribed drugs and over-the-counter drugs may be taken in the workplace provided that they are taken as prescribed and the employee can perform the essential job function as set forth in their job description.

L. Smoke-Free Workplace

1. The Board of Education and Association recognizes that the use of tobacco presents a health hazard which can have serious consequences both for the user and the non-user and is, therefore, of concern to the Board.

2. For purposes of this section, "use of tobacco" shall mean all uses of tobacco including a cigar, pipe, cigarette, snuff, or any other matter of substance that contains tobacco.

3. E-cigarettes, vaping, juuling, or the use of other similar devices that are used to inhale or ingest foreign substances will be treated as a violation of the drug-free and smoke-free work environment.

4. In order to protect students and staff from an environment noxious to them, and because the Board cannot, even by indirection, condone the use of tobacco, the Board prohibits the use of tobacco by all employees in school buildings, on school grounds, on school buses, or within any indoor facility owned, leased, or contracted for and utilized for the provision of routine or regular kindergarten, elementary, or secondary educational or library services to children.

Article IX
Leaves

A. Sick Leave Accrual

1. Each full-time employee of the Board will be entitled to fifteen (15) days sick leave with pay for each year under contract and shall accrue sick leave at the rate of one and one- quarter (1.25) days for each month of service.

2. Each part-time employee of the Board will be entitled to seven and one-half (7.5) days sick leave with pay for each year under contract and shall accrue sick leave at the rate of 0.625 days per month.

3. Any bargaining unit member contracted to work more than 0.5 of a workday but less than a full workday will receive prorated sick leave based on their part-time work percentage as seen in the Sick Leave Accrual Chart (Appendix F).

4. Unused sick leave shall accumulate to a cap of 280 days.

B. Sick Leave Use

1. Upon request, in their first year of employment, a new, full-time bargaining unit member shall be credited with up to five (5) days of sick leave. The days so advanced shall be included and are not in addition to the 15 days earned annually as set forth in subsection A.

2. Upon request, in their first year of employment, a new part-time employee shall be credited with up to two and one half (2.5) days of sick leave. The days so advanced shall be included and not in addition to the 7.5 days earned annually as set forth in subsection A.

3. Bargaining unit members may use sick leave for absence due to illness, injury, pregnancy, exposure to contagious diseases, illness or death in the bargaining unit members' immediate family, or for any other emergency which warrants sick leave privileges as determined by the Superintendent. A bargaining unit member's immediate family shall include parents, in-laws, grandparents, grandchildren, sisters, brothers, children, stepchildren, spouse, uncles, aunts, others who are the legal responsibility of the employee, and any relative/companion who is a permanent resident in the employee's home.

4. Bargaining unit members are encouraged to schedule appointments (doctor, dental, etc.) at times outside of the school day unless such appointments cannot be scheduled at another time. Principals should be given 48 hours, or as much prior notice as possible when appointments must be scheduled within the school day.

5. If a bargaining unit member is on sick leave on a day in which schools are closed due to calamity, then that day shall not be charged against the bargaining unit member's accumulated but unused sick leave.

6. Full-time bargaining unit members who arrive late to work or leave early from work due to an appointment that couldn't be scheduled outside the school day, or with the approval of the building principal shall observe the following guidelines as to time charged:

    a. Missing less than 30 minutes of the workday = no charge

    b. Missing 30 minutes, but not more than 2 hours = 1/4 day charged

    c. Missing more than 2 hours, but not more than 3 1/2 hours = 1/2 day charged

    d. Missing 3 1/2 hours – 5 1/2 hours = 3/4 day charged

    e. Missing more than 5 1/2 hours = full day

7. Part-time bargaining unit members who arrive late to work or leave early from work due to an appointment that couldn't be scheduled outside the school day, or with the approval of the building principal, shall observe the following guidelines as to time charged:

    a. Missing less than 30 minutes of the workday = no charge

    b. Missing 30 minutes, but not more than 2 hours = 1/4 day charged

    c. Missing more than 2 hours, but not more than 3 1/2 hours = 1/2 day charged

8. Bargaining unit members who adopt a pre-school child shall be granted up to six (6) weeks paid leave chargeable to the bargaining unit member's accumulated but unused sick leave.

9. Bargaining unit members who adopt a school age child shall be granted one (1) week paid leave chargeable to the bargaining unit member's accumulated but unused sick leave, and shall be granted up to five (5) additional weeks paid leave chargeable to the bargaining unit members accumulated but unused sick leave providing that the bargaining unit member provides the Superintendent with written notification from the adoption agency that such leave is required in the best interest of the child.

10. Should a bargaining unit member exhaust sick leave during the year, upon written request of the employee, the Board may advance up to ten (10) days of sick leave to the bargaining unit member. An advance will be considered only after the individual has used all of their accumulated sick leave days, has applied for a sick leave bank loan and has applied for and is not eligible for disability leave through

the Ohio State Teacher Retirement System.

11. Bargaining unit members who are absent four (4) or more consecutive days or who falls below three (3) days of sick leave accumulation may be required to present a doctor's statement attesting to the validity of the use of sick leave.

12. Bargaining unit members eligible to receive disability retirement shall be limited to using 184 days of leave in any school year. If the bargaining unit member uses 184 days, all other sick leave shall be eliminated, if a bargaining unit member's application is contested, then they are entitled to whatever sick leave has accrued.

C. Sick Leave Bank (SLB)

1. Provisions of Eligibility

a. All bargaining unit members shall be eligible to be members of the SLB.

b. After the start of each school year, each bargaining unit member who is not a member of the SLB will receive an intent form from the Treasurer's Office for the purpose of enrolling in the SLB. Initial Membership will consist of one (1) day sick leave, to be designated by the bargaining unit member, to the SLB, on such Form between September 1st and September 15th.

c. New members may join by September 15th of each year. Membership shall be continuous unless canceled, in writing, to the Treasurer's Office during the period of September 1st through September 15th.

d. If thirty (30) participants are not enrolled by the initial enrollment deadline of September 15th, the bank will not be established for that school year.

e. The SLB will begin with one (1) day from each contributing bargaining unit member. When the fund is depleted below 50 days, each member will be assessed for an additional one half of a day. The SLB Board shall be responsible for notifying members of each assessment period.

2. Operational Procedures

a. Use will be limited to participating bargaining unit members only in cases of the bargaining unit member's own catastrophic illness or injury or the bargaining unit member's spouse, parents, or dependent child's personal serious or catastrophic illness or injury, as determined by the SLB Board. Normal pregnancy is not considered a serious or catastrophic illness or

injury.

b. Applications for days from the Sick Leave Bank must be made on the Employee Application for Sick Leave Bank (Appendix A). A Physician's Statement (Appendix B) is required with each application.

   i. The SLB Board may request additional information if necessary to carry out its responsibility.

   ii. Failure to provide such information in a timely manner will be considered a withdrawal of the application by the member.

c. Applications will be considered only after the individual has used all of their accumulated sick leave days and has applied for and is not eligible for disability leave under the State Teacher Retirement System.

3. Sick Leave Bank Board

The Sick Leave Bank is to be regulated by a Board consisting of the Association President, Vice President, and two (2) administrators to be selected by the Superintendent. A physician may be asked to volunteer as a member of the Board.

4. SLB Withdrawal Procedures

   a. The maximum number of days that a member may withdraw is ten percent (10%) of the total days in the bank.

   b. SLB may not be used as a means of increasing retirement compensation or severance.

5. Policy Procedures

   a. In consideration of the benefits of participating in the SLB, each applicant for membership in the Bank and for benefits from the Bank shall, as a condition to such application, agree in writing as follows:

   "I specifically acknowledge and agree that the granting of days from the SLB shall be at the sole discretion of the SLB Board. All decisions of the SLB Board will be final and binding and not subject to grievance. I further agree to abide by such decision and to indemnify and hold

harmless the Jonathan Alder School District, the Jonathan Alder Education Association, the SLB Board, and all of their agents for any loss they may sustain as a result of any claim or legal proceedings I may bring against any of them with respect to a decision made by any of them concerning this application."

b. Application for the SLB days must be made to the Association President and the Superintendent.

c. The SLB Board shall render a decision within ten (10) days of receipt of a request.

d. Unused requested days shall be returned to the SLB.

e. Requests for additional days shall require a new application.

f. When a member donates days to the Bank, they agree to the above-stated rules for administration of the Bank and agree to abide by the stated rules.

g. All decisions of the SLB Board shall be final and binding and are not subject to the grievance/arbitration provisions of this Agreement, and all requests shall be approved on a case-by-case basis.

D. Direct Donation of Sick Leave

1. A voluntary donation of up to 5 days can be made directly from other bargaining unit members to a specific bargaining unit member experiencing a catastrophic or life-threatening event.

2. Requests for donations to cover a catastrophic event or life-threatening event will be sent electronically by the Association President to all bargaining unit members (regardless of their current SLB status) at the request of the member in need.

3. Volunteers will notify the Association President of their donation by completion of an electronic form that accompanies the request. The Association President will notify the Treasurer's Office who will make the necessary sick day transfer. Bargaining Unit Members will be notified by the Association President that the days have been subtracted from their accumulated sick leave, but it will be the member's responsibility for verifying the correct number of days were deducted.

4. The total donated days cannot exceed the number of days remaining in the staff school year. If the catastrophic or life-threatening event continues into the following school year, an additional request for direct donation days can be made.

5. Any days that remain unused by the member will be added to the Sick Leave Bank.

E. Childcare Leave

The board shall grant a leave of absence for childcare without pay under the following circumstances:

1. An employee may request a leave of absence without pay for the purpose of childcare of their own children or children they have legal custody of. The written request must be submitted to the Superintendent at least 30 days prior to the start of the requested leave of absence (except in emergency situations as determined by a physician). The request shall state the anticipated length of absence.

2. The duration of a childcare leave of absence will be no longer than one (1) school year or the balance thereof, or April 1st of one (1) year through the first semester of the following year. Such leave may be renewed by the Board upon request of the bargaining unit member for additional time.

3. The member shall notify the Superintendent of intent to return from leave no later than April 1st. Failure to notify the Superintendent will be the equivalent of a resignation.

4. Upon returning to the employment of the Board, the member may return to the same position held at the time the leave commenced, if available. Otherwise, they will return to an equivalent position within their field of certification/licensure.

5. The right to return from leave other than the beginning of the school year shall be dependent upon an available opening.

6. Members may use up to eight (8) consecutive calendar weeks of accrued sick leave as paid childcare leave with or without cesarean delivery. Childcare leave begins the day the baby is born. (Family Medical Leave Act would begin the first day the employee is off work to prepare for the baby's birth and would require a doctor's excuse to be considered paid sick leave). Childcare leave requested for time beyond eight (8) consecutive calendar weeks is unpaid. Paid childcare leave may be extended by a written statement from the doctor certifying some complication.

7. The request for leave must be submitted in writing to the building principal as far in advance as possible, allowing the school district time to fill the position in the bargaining unit member's absence. The request for leave may be amended due to complications or unforeseen circumstances before an employment contract is offered to another individual.

8. Bargaining unit members shall have the right to continue to participate in all benefit programs at the employee's expense during the leave period subject to approval of the carrier(s) involved.

9. No bargaining unit member on childcare leave will advance on the salary schedule unless they have worked 120 days in that school year.

F. Family Medical Leave Act of 1993

1. Employees may request up to 12 weeks of leave of absence under the Family Medical Leave Act of 1993 (FMLA). Such leave shall not limit or lessen the leave provisions of this agreement. To the extent that provisions of the FMLA are covered by paid leave provisions of this agreement, the 12 weeks of leave and full benefit coverage to which an employee is entitled under the FMLA shall run concurrently with existing paid leave benefits. Total paid and unpaid leave under this provision shall not exceed 12 weeks in a 12-month period.

2. Eligibility for and the use of family medical leave under the act shall be governed by the terms of the act, with the employee and Board retaining all options available to each under the act. Any dispute over whether the act has been violated shall be resolved under the enforcement procedures provided by the FMLA and shall not be subject to a grievance or otherwise reviewable under Article VI of this agreement.

G. Personal Leave

1. Each full-time bargaining unit member is granted three (3) days of personal leave at the start of each school year.

2. Each part-time bargaining unit member is granted one and a half (1.5) days of personal leave at the start of each school year.

3. The standard procedures for use of personal leave are as follows:

    a. Personal leave may be taken by a bargaining unit member without clarifying to the administration the reason behind the request. The request for such leave will be filed with the Building Principal at least 48 hours prior to the taking of any personal leave.

b. The district will list the balance of personal leave days on each pay stub.

c. If a bargaining unit member has a day of personal leave scheduled on a day schools are closed unexpectedly, then that member shall have that personal leave day recredited.

d. If a bargaining unit member has a day of personal leave scheduled on a day schools are operating on two-hour delay or a early dismissal, then that member shall have the appropriate percentage of their day recredited.

e. If a member is on an approved non-paid leave day on a day in which there is a schools closure, then the member shall not be paid for that day. If the member works more than the allocated number of calamity days, the member will be compensated for the day for which they were docked. To be paid in these situations, it is the responsibility of the member to submit a principal approved pay request.

f. A bargaining unit member may request to roll-over personal leave to a maximum balance of 5 personal days. The Treasurer's office will provide means for written requests by May 1st and requests shall be returned to the Treasurer's office by the last teacher workday of the school year.

g.. A written request to use five (5) consecutive days of personal leave must be made 30 days in advance to your direct supervisor.

4. Restrictions on Personal Leave Use: One day of personal leave may be used: subject solely to (c) below. Two days of personal leave shall not be available:

   a. The first and last ten (10) student days of the school year;

   b. The days of teacher in-service, including early release days, unless deemed appropriate by the building principal; and

   c. When no more than ten percent (10%) of the classroom teachers assigned to a building, (always rounded up to the nearest whole number) shall be permitted to take personal leave at the same time unless special permission is sought from and granted by the Superintendent. Personal leave will be recognized on a first come- first served basis.

5. Personal leave will be granted, despite the restrictions in Article IX, Section G,4, in the following situations

a. Graduation (your own or member of immediate family)

b. Weddings (your own or member of immediate family)

c. Any personal recognition of own or immediate family

d. Religious holidays

e. Legal business that cannot be scheduled outside the school day

f. Mandated university registration or exams

g. Performance or school activity of a child at their school and taking child to college if it couldn't be scheduled on another date not to exceed one (1) day

h. Any other situation the building principal deems appropriate.

H. Association Leave

1. No more than one (1) day of Association leave per delegate to the Representative Assembly with pay per school year shall be granted to the Association. Such leave shall be granted upon written request from the Association President to the Superintendent, no less than five (5) calendar days in advance of the date(s) of the requested leave.

2. No more than one (1) day of Association leave per delegate to the Representative Assembly with pay per school year shall be granted to the Association. Such leave shall be granted upon written request from the Association President to the Superintendent, no less than five (5) calendar days in advance of the date(s) of the requested leave.

3. Association leave may be granted in one-half or full-day increments.

4. The Association will reimburse the Board for the cost of any substitute that is necessarily incurred as a result of leaves being granted under this section.

I. Release Time for Association President

The Board will permit the Association President or their designee, to work with their building administration to determine an agreed upon time for daily release not to exceed the length of one planning period. The Association President may use plan, lunch, and association time interchangeably. As needed, the Association President and their building administrator will evaluate student impact at the semester and make changes to the release schedule as

necessary. The release time shall not negatively impact course availability and/or class size.

J. Attendance in Court

1. A bargaining unit member who is summoned for jury duty during normal teaching hours or who is subpoenaed to appear in court will be granted a leave of absence from normal teaching duties to permit compliance, provided the bargaining unit member meets the following:

    a. Notifies the Superintendent within two (2) workdays after receipt of the jury summons or subpoena.

    b. Submits a signed statement to the Treasurer which includes the following:

        i. The date and time in attendance at the proceedings

        ii. The actual amount of compensation which was received because of appearance or, if no compensation was received, a statement to that effect.

2. The amount of any witness fee or other compensation, except that which is paid specifically for expenses incurred by reason of the subpoena or summons, must be remitted by the bargaining unit member to the Office of the Treasurer before the end of the pay period in which the absence occurred.

3. The Board agrees to reimburse any bargaining unit member for necessary and actual round-trip mileage from the bargaining unit member's home to the location of the hearing (at the IRS rate in effect at the beginning of the fiscal year as documented on a form provided by the Board) as well as any necessary and actual parking fees incurred by the bargaining unit member (and documented by receipt) in which the member is summoned in a professional capacity.

K. Assault Leave

1. In case of an assault on a bargaining unit member arising out of and in the course of the member's employment, including co-curricular activities, which results in the member's being unable to perform teaching duties, the Board will grant, without charge to sick leave, up to ten (10) days of absence. Additional days may be granted by the Superintendent based on the circumstances surrounding the assault leave. The Board may require an examination and certificate from a licensed physician or clinical psychologist chosen and paid by the Board

indicating that the member is disabled from performance of teaching duties and the nature and duration of such disability. The member shall be encouraged to apply for disability retirement if the situation warrants.

2. Further, the Board agrees to reimburse bargaining unit members for any loss of personal effects suffered as a result of assaults covered by this article and not covered by any other insurance.

L. Military Leave of Absence

Any bargaining unit member whose teaching service in Jonathan Alder Schools has been interrupted by being called up by the Armed Forces shall be re-employed and given credit on the salary schedule for up to five (5) years of service.

M. Unpaid Leave of Absence

1. A leave of absence is defined as a period of extended absence from duty by bargaining unit member of the Board of Education for which a written request was submitted and approval given by the local Superintendent and the Board.

2. The Board shall grant a leave of absence for a period of not more than one (1) year, for further education, illness, or disability. A second year may be granted for further education and shall be granted if illness or other disability is the reason. The Board may grant leave of absence of no more than two (2) years for other purposes.

3. Upon return to service at the expiration of the leave of absence, the member shall resume the contract status and will return to a similar position as held at the time the leave commenced, if available, otherwise to an equivalent position within the member's field of certification/licensure.

4. No leave of absence shall be granted for employment in another business or occupation. For purposes of seniority and salary placement, said member of the instructional staff will be counted as having been on leave.

5. Members must notify the Superintendent, in writing, no later than April 1 of their return to duty. Failure to notify by April 1 shall signify that the employee is not returning. The duration of a leave of absence will be the school year or balance thereof.

6. Unpaid leave of absence during the school year may be considered for extenuating circumstances and shall be submitted to the Superintendent for board approval no later than thirty (30) days prior to the requested leave. Should the bargaining unit member be unable to submit this request prior to thirty (30) days, the Superintendent may consider emergency situations.

Article X
Salary and Employee Benefits

A. Salary Increases

1. Base Salary Increases:

    a. The base salary for the entire 2025-2026 school year will increase four percent (4%) and be $46,896. See Appendix G for the complete Salary Schedule and Index.

    b. The base salary for the entire 2026-2027 school year will increase three percent (3%) and be $48,303. See Appendix H for the complete Salary Schedule and Index.

    c. The base salary for the entire 2027-2028 school year will increase three percent (3%) and be $49,752. See Appendix I for the complete Salary Schedule and Index.

2. Step/Experience Salary Increases: In each year of the contract, bargaining unit members shall advance one natural step (to the extent eligible).

    a. Members with experience beyond step twenty (20) will receive a $200 longevity incentive for steps 21 and beyond, except for the years they reach steps 25 and 30 where they will receive a step increase according to the salary schedule.

    b. Longevity incentive payment will occur no later than the second regular pay of June in each year of the contract.

    c. Bargaining unit members employed half-time or more shall be granted a year of experience credit for advancement on the salary schedule, provided they work at least 120 days during the school year.

    d. Bargaining unit members employed less than half-time shall be granted a half year of experience credit for advancement on the salary schedule, provided they work at least 120 days during the school year.

3. New Hire Credit for Experience: Bargaining Unit Members new to the district may receive credit for years of experience to a maximum of fifteen (15) years; bargaining unit members in "hard to find" areas may receive credit for years of experience to a maximum of twenty (20) years.

4. Continuing Education Salary Increases: Teachers who have earned an increase in salary due to continuing education shall move to the appropriate column.

a. Beginning 2025-2026, the current MA+30 column index will increase from 3% to 5% compared to the MA+15 column.

b. Beginning 2027-2028, a column will be added to the salary schedule for MA+45 with a 5% increase in the index for that column compared to the MA+30 column.

c. Designations of Bachelors+30 credit hours, Masters+15 credit hours, Masters+30 credit hours, and Masters+45 credit hours (available beginning 2027-2028 contract year) indicate the required number of hours that are earned after/in addition to the designated degree.

d. To receive credit toward advancement on the salary schedule, college courses taken and credits received in the bargaining unit member's area of licensure or for adding areas of certification/licensure or for upgrading areas of certification/licensure will only be approved when issued by accredited institutions.

e. Courses must be in semester hours.

f. To receive an increment for training beyond the bachelor's degree, a bargaining unit member must submit a copy of their academic record to show successful completion of coursework. Transfer to a new salary column will be made at the beginning of each new contract year if the record is submitted by September 1st; or at the first pay period of the second semester if the record is submitted on or before January 5th.

g. Bargaining Unit Members placed on the school district's salary schedule according to college preparation and years of experience which they have on file in the Superintendent's office prior to the beginning of each school year.

B. Payroll Practices

1. Pay Periods

Pay for bargaining unit members shall be in twenty-four (24) equal, bi-monthly installments which shall be the fifteenth (15th) and last day of each month.

2. Payroll Procedures

a. Each member of the bargaining unit shall be compensated through the electronic transfer of funds (i.e. "direct deposit") to a bank of their choice.

b. Deductions for any authorized deductions (other than payroll deductions for professional association and political contributions) will be calculated and deducted in equal amounts.

c. During the school term, salary increments shall be electronically transferred no later than 10:00 AM on the appropriate dates applicable each month.

d. Each electronic pay stub will include these deductions required by law and member authorized voluntary deductions.

e. When a pay date falls on a holiday, salary increments shall be deposited the day preceding the holiday providing school is in session. When a pay date falls during the week school is not in session, appropriate increments shall be electronically transferred into individual's accounts no later than Wednesday preceding the pay date.

f. Supplemental positions will be paid on December 15th or March 31st or June 15th as part of the regular pay for bargaining unit members. Supplemental contract holders who are not part of the bargaining unit will also receive payments on those dates. Mutually agreed upon year-long supplementals will be paid in equal installments across the three aforementioned dates.

3. Membership Dues Deduction

a. Membership dues of the Association and its District, State, and National affiliates shall be deducted in equal installments beginning with the first paycheck in October of each school year on the basis of the deduction authorizations supplied by the Association to the Treasurer.

i. Authorizations may be withdrawn during a period of fifteen (15) days each year ending September 15th provided that notification of withdrawal is submitted to the Treasurer during such 15-day period.

ii. Deduction authorization and/or information regarding the amount of deduction for each Association member will be supplied to the Treasurer by October 1st.

b. The enrollment period for such a deduction shall be from September 1st to September 30th each year.

c. Authorization shall be on a continuing basis from year to year unless a request for withdrawal is submitted in writing to the Treasurer with a copy to the Association.

d. If a member's employment ends or if they assume unpaid status with the Board before all deductions have been made, the unpaid balance shall be deducted from their final paycheck prior to assumption of unpaid status.

e. Following the completion of each deduction, the Treasurer shall remit the amount which was deducted to the Treasurer of the Association by check, payable to "Jonathan Alder Local Education Association." Each such check shall be accompanied by a list of bargaining unit members from whose pay deductions were made, and the amount deducted from the pay of each such member.

4. Annuity Deductions

a. Monthly annuity deductions in accordance with the Internal Revenue Code (IRC) shall be made for all those bargaining unit members presently enrolled, and new companies shall be added if seven (7) or more bargaining unit members wish to enroll. The maximum number of annuity companies for which deductions are allowed shall be ten (10).

b. Each member of the unit shall have the responsibility to determine that their payroll deductions for tax sheltered annuities do not exceed the maximum amount provided in IRC and regulations applicable to that section and shall not seek any payroll deductions more than that amount. Each member of the unit shall, upon the request of the Treasurer, provide to the Board or obtain for the Board, any information which the Board may request to permit it to independently determine the qualified nature of the selected program and the applicable limitations on the amount of deferral. In the event the Treasurer and/or Board are assessed for any taxes, charges, penalties, or interest because of deductions by a member which exceed the IRC maximum limit, those amounts shall be reimbursed by the member to the Treasurer of the Board.

5. Political Action Committee

The Treasurer of the district shall take such deductions from bargaining unit member's regular earnings as may be authorized by the bargaining unit member and shall transmit them to the OEA Fund for Children and Public Education (OEA Fund) in accordance with guidelines developed cooperatively by the Association and the Treasurer.

C. Specialized Training Offered at Board Expense

All bargaining unit members with students with specialized needs and/or accommodations in their class(es) shall be trained at board expense to better serve the needs of those students during in-service or at an outside training session. Bargaining unit members required to attend such training outside the regular school day or year shall be compensated at a rate of $25 per hour.

D. Meeting, Conference, and Tuition Reimbursement

1. The Board agrees to the following amounts annually for the duration of the contract:

   a. $50,000 for college courses

   b. $20,000 for workshops, seminars, etc.

2. Reimbursement for all workshops, seminars, etc. shall be on a first-come, first-served basis, subject to approval of the Superintendent. All requests approved by the Superintendent will be reimbursed by the second pay in July. All requests shall be submitted no later than June 30th.

3. Annual reimbursement for college courses completed between June 1st and May 31st shall be paid as follows:

   a. The appropriated funds will be granted to bargaining unit members for college courses that are in the bargaining unit member's area of certification/licensure, for adding areas of certification/licensure, or for upgrading areas of certification/licensure, upon prior approval of the Superintendent, not to exceed $500 per credit hour.

   b. Individual reimbursement for college courses shall be calculated annually on the following basis:

   Total dollars in the tuition reimbursement fund divided by the total dollar amount of tuition reimbursement requests for all members, equaling a percentage (which is then applied to the total value of the reimbursement requests made by a bargaining unit member).

   For example, if a member's reimbursement requests total $10,000 for the year and the reimbursement percentage for that year is 57%, that member can expect a reimbursement of $5,700.

4. Repayment of Tuition Reimbursement Funds

   a. Beginning with reimbursement submitted after July 1, 2016, should a bargaining unit member leave the district voluntarily within one (1) year of receiving tuition reimbursement funds, the bargaining unit member shall re-pay the full amount of the tuition reimbursement received.

   b. Should a bargaining unit member leave the district voluntarily within two (2) school years of receiving tuition reimbursement funds, the bargaining unit member shall repay fifty percent (50%) of the amount of the tuition reimbursement received.

   c. If the bargaining unit member remains employed with the district for two (2) school years or more after receiving tuition reimbursement funds, no repayment will be required.

   d. Repayments may be deducted from the bargaining unit member's outstanding compensation, in addition to other collection methods available to the Board.

   e. Repayments to the district will be rolled into the tuition reimbursement fund for the following school year.

5. Documentation of the approval and expenditure spreadsheet shall be shared with the Association President.

E. Tuition/Non-Resident Students

1. Bargaining unit members' children shall be entitled to attend the Jonathan Alder Local Schools, tuition-free, as long as their parent is employed by said school district. The bargaining unit member will have the right to choose which building their child will attend, provided it does not exceed class size limitations.

2. In preschool:

    a. Children of employees who live in the district must attend their building of residence unless there are empty spots at the other building.

    b. Children of employees who live outside the district cannot bump or be considered ahead of students who live in the school district. When considering students, the district will comply with all Head Start program requirements.

F. Hard to Fill Bargaining Unit Positions

Paying for coursework for bargaining unit members in "hard to find" areas is now allowed by federal programs. As a result, it is the intent of Jonathan Alder Local Schools to fund "scholarships" for bargaining unit members in these areas. This helps ensure that we have members that are properly certificated or licensed in all classes that the district offers for our students. It also helps members on temporary licenses or members who have minors in their educational experience, acquire needed licensure without undue financial hardship on them or their families. As a result, the following will be used as guidelines for scholarships being offered to bargaining unit members:

1. The district administration must approach a member about getting licensed in a particular area of need for the district. (The member maintains the right to reject the proposal without reprisal.)

2. The member must present a complete list of the coursework required to acquire the license to their building principal for approval.

3. The district will offer two (2) scholarship options to members in this area:

    a. The district will pay all tuition needed for acquiring needed licensure; however, those hours will not count toward advanced pay levels for the teacher that accepts the scholarship. Hours completed must count toward licensure; or,

    b. The district will pay 2/3 and the member will pay 1/3 of the cost of the hours needed to be taken. These hours would count toward advancing on the district pay schedule as they do for members in the already established college tuition reimbursement program. Hours completed must count toward licensure.

4. In return for being granted a scholarship by the district, the teacher agrees to work for the district for two (2) years after receiving the licensure; otherwise, the funds expended by the district must be reimbursed to the district by the member. In return, the district will continue to employ said member for two (2) years unless there is

evidence of poor performance.

5. The district will follow all state guidelines and timelines relative to the deadline for completion of both the coursework and the state's licensing exam.

G. Transportation Mile Rate

All members of the bargaining unit who must use private transportation to perform their assigned duties will be reimbursed at the effective IRS mileage rate.

H. STRS Pick-Up (Utilizing the Salary Reduction Method)

The Board of Education of the School District herewith agrees with the Association to pick-up, using the salary reduction method, contributions to the State Teachers Retirement System (STRS) paid upon behalf of the employees in the bargaining unit under the following terms and conditions:

1. The amount to be "picked-up" on behalf of each employee shall be the percentage rate mandated by STRS of the employee's gross annual compensation. The employee's annual compensation shall be reduced by an amount equal to the amount "picked-up" by the Board for the purpose of State and Federal tax only.

2. The pick-up percentage shall apply uniformly to all members of the bargaining unit as a condition of employment.

3. The pick-up shall become effective January 1, 1985 and shall apply to all compensation including supplemental earnings thereafter.

4. The parties agree that should the rules and regulations of the IRS or retirement system change, making this procedure unworkable, the parties agree to return, without penalty, to the former method of employee/employer contributions.

5. Payment for sick leave, personal leave, severance supplementals, including unemployment and Worker's Compensation shall be based on the employee's daily gross pay prior to reduction as basis (e.g. gross pay divided by the number of days in an employee's contract).

I. Severance Pay

All certificated/licensed employees in the district will be eligible for severance pay at the time of their separation from service with the district in accordance with the following:

1. To be eligible for severance pay, a certificated/licensed employee must indicate in writing that their reason for termination of employment is retirement from school service. The effective date of retirement must be in accordance with the requirements of STRS.

2. Severance pay will be based on the number of accrued unused sick leave days the employee has at the date of termination. The employee will be paid one fourth (¼) of the value of their unused sick leave days to the maximum of seventy (70) days. In addition, severance pay is only available with the following restrictions:

    a. In order for an employee to receive severance pay, they must work in the district for ten (10) years.

    b. All fractional days will be rounded to the nearest whole day.

3. Severance pay will be based on the employee's salary at the time of separation with the salary calculated on a daily rate in relation to the number of workdays in the employee contract year. Severance pay shall be based on the employee's salary for regular duties and shall not include compensation earned for supplemental duties.

4. Payment for sick leave on that basis shall be considered to have eliminated all sick leave credit accrued by the employee at that time. Such payments shall be made only once to any employee.

5. Payments for severance pay shall be made no later than sixty (60) days after the effective date of retirement with STRS or no later than sixty (60) days after the effective date of resignation, if eligible under the provisions of subsection I, 1 above.

J. Insurance Benefits

1. The parties agree that health insurance shall be provided to bargaining unit members and their families as listed in the HSA policy.

2. Board Contributions: For full-time bargaining unit members, the Board shall pay eighty percent (80%) and the employee shall pay twenty percent (20%) of the monthly premium policy cost. For part-time bargaining unit members, the Board shall pay fifty percent (50%) and the bargaining unit member shall pay fifty percent (50%) of the monthly premium policy cost.

3. Bargaining unit members must make insurance elections (whether to add or drop) during the open enrollment period of the month of November with the exception of a qualifying life event. This enrollment date may be extended based on insurance rate negotiations, but any extension will be communicated to the staff via e-mail.

    a. A qualifying life event includes such events as birth, adoption, child fostering, dependent child ineligibility, death, marriage, divorce, and employment separation.

    b. A single coverage member that has a qualifying child-related event may only add the child to their plan at the time of the event; a non-

qualifying spouse must wait until Open Enrollment.

4. Prorated Contributions: Any bargaining unit member who begins to take school health insurance mid-year or who discontinues coverage before the end of the year will have the board's contribution to the employee's health savings account prorated based on the number of months they are enrolled in the program. The employee will be asked to sign an acknowledgement of the prorated contribution.

5. Health Savings Accounts: The Board shall contribute to each enrolled employee's health savings account (HSA) and amount and frequency determined by the Insurance Committee depending on their plan election (i.e. family or single plan). Members are responsible for establishing and managing their own HSA.

6. At the commencement of each plan year, the Board will deposit the amounts agreed upon by the committee:

a. It is intended that the deposited HSA contribution(s) offset deductible and out-of-pocket responsibilities.

b. The out-of-pocket maximum monetary amount for services provided will be limited and listed in the certificate of coverage effective January 1st of each year. The employee shall be responsible for paying any additional amounts for services not covered by the plans.

c. Where spouses are both employed by the district, they shall be entitled to a single-family plan.

7. The parties agree that the pharmacy management program shall be provided to participating bargaining unit members and their families as listed in the policy's certificate of coverage. Participants-shall be subject to pharmacy deductibles as determined by the Insurance Committee.

K. District Retire/Rehire Policy

1. The following definitions/provisions shall apply to any retiree/rehiree:

a. Definition of Retiree – A retiree is an individual who has attained service retirement status with a State Retirement System (SERS or STRS) and is otherwise qualified by certification and background for work in public schools in Ohio and who is retired from service from any school district.

b. Where a vacancy exists, the Board may elect to fill the position with a retiree. For an opening to be filled with a retiree, a recommendation for approval is necessary by the building principal and Superintendent, and formal approval by the Board of Education.

c. Contracts for bargaining unit members who retire and are subsequently rehired by the Board of Education will be on one (1) year limited contracts (if employed after the start of the school year, contracts will be for the remainder of the school year).

d. Any such contract will automatically expire at the end of the stated term without any other action by the Board of Education or employee. Notice of non-renewal or Board action is not required.

e. Continuation of the employment of a retiree shall be at the discretion of the Board and upon the recommendation of the Superintendent. A rehired retiree is not eligible for a continuing contract regardless of the years of employment with the Board.

f. The parties expressly waive all rights and agree that to the extent of the provisions of this article conflict with or contradict a collective bargaining agreement and/or state law, specifically including, but not necessarily limited to Ohio Revised Code Sections 3317.33, 3317.14, 3319.07, 3319.08, 3319.081, 3319.082, 3319.083, 3319.09, 3319.11, 3319.111, 3319.15, 3319.16, 3319.17, the terms of this policy shall prevail and will be applied to retired members re-employed by the Board.

2. Retirement followed by re-employment with the Jonathan Alder Board of Education assumes that both the Board and the bargaining unit member will benefit. The Board gains by keeping experienced members and through savings realized by reduced salaries and/or benefits. The bargaining unit member gains through the receipt of both salary and retirement benefits.

3. Bargaining unit members of the Jonathan Alder Schools who intend to retire and request consideration for being rehired must submit a written request to their building principal by November 1st.

a. Requests for reemployment must be recommended by the building principal and be approved by both the Superintendent and the Board.

b. A response to the employee's request to be re-hired will be made by April 1st.

4. Hiring retired members is provisional and renewable annually.

a. Either party (employee or employer) may terminate the arrangement at the end of the contract period.

b. Only the employer may offer to extend further employment opportunities on a year-to-year basis.

c. Every rehired retiree will be evaluated during each contract term.

i. A re-employment determination will be for each and every subsequent year.

ii. Such decisions will be made at the April Board meeting.

5. A retired district employee may request to be rehired after their retirement by submitting a formal written request/application to their immediate supervisor. Once the application has been received, approval is required by the employee's direct supervisor, the Superintendent, and the Board of Education. All three (3) of these parties must approve the request before an employee is re-hired by the school district.

6. A retiree shall be paid in accordance with the negotiated/board-adopted salary.

a. A retiree that elects insurance with premiums paid as otherwise afforded by the Collective Bargaining Agreement will be placed on Step 0 of the salary schedule.

b. A retiree employed by the Board will be placed on Step 5 of the salary schedule if the retiree declines insurance benefits.

c. Bargaining unit members will advance one (1) step on the salary schedule each year of continued retire/rehire employment by the district.

7. Retirees employed by the Board will not be eligible for sabbatical leave, but are eligible for professional meeting reimbursement, in-service, family, and medical leave. In no event shall such leave extend beyond the retiree's employment contract term.

8. A retiree shall begin employment with five (5) sick days that are part of the 15 days accumulated by employees each year. Sick days are not carried over from year to year or contract to contract. Sick leave may be used as per the benefits provided to other employees in his/her job classification. However, the retiree is not entitled to collect severance benefits at the end of their employment.

9. Seniority will not be a benefit accumulated by a retiree. Upon employment, the retiree will be credited with zero (0) years of seniority and shall not thereafter accumulate seniority for any purpose under this agreement. There also is no seniority involved in situations involving openings, transfers due to enrollment changes, and there is no right

to recall in the event of a reduction in force (RIF). If such an action becomes necessary, reduction in force procedures shall apply to retire/rehires prior to any other bargaining unit member.

10. A retiree is eligible for a supplemental contract at the discretion of the Superintendent and School Board.

11. Retired-rehires are eligible to belong to the local bargaining unit.

12. The provisions of this policy supersede and prevail over any inconsistent terms that may appear in any negotiated agreement or in any part of the Ohio Revised Code.

a. Ohio Revised Code Sections 3307.353 and 3309.345 require Boards of Education seeking to rehire a retiree to the same position for the first time to notify the public 60 days prior to the re-employment and to hold a public meeting on the issue between 15 and 30 days of the reemployment beginning. The Board of Education may renew limited contracts for rehired retired employees from year to year without notice and hearing once the Board has certified it complied initially upon reemployment.

b. To meet this requirement, Jonathan Alder former bargaining unit members being considered for rehire will be rehired based on the following guidelines:

i. All former bargaining unit members being considered for reemployment for the first time will be included as an agenda item on the January Board agenda. This will serve as public notification of all those being considered for re-employment as a retiree. At that time, the time, date, and location of the February and March meetings will be announced.

Ii. The February and March School Board meetings will serve as opportunities for the public to address concerns about reemploying any individuals being considered for reemployment.

Iii. Retirees will be rehired by the Board of Education at the April School Board meeting if recommended by the Superintendent and approved by the Board of Education.

c. In accordance with ORC, if an employee has been retired from the district for at least one school year, the stipulations in items i-iii above do not apply.

d. In accordance with ORC, if urgent reasons to fill a position in an expedited manner occur, the Board shall give a 30 day notice to rehire a retired employee.

L. Supplemental Contracts

1 . The determination of whether to fill a supplemental position is subject to the sole discretion of the Board.

2. Supplemental pay shall increase yearly, at the same rate as the base salary pay increase. The supplemental salary schedules are found in Appendix M.

3. Credit for Head Coaching Experience: In considering years of experience for the placement of individuals on the Supplemental Compensation schedule as a Head Coach, the following rules shall apply:

a. For grades nine (9) through twelve (12), two (2) years of service as an assistant coach will be considered the equivalent of one (1) year as a Head Coach on the Supplemental Compensation Schedule.

b. For grades less than 9th grade, three (3) years of service as an assistant coach will be considered the equivalent of one (1) year as a Head Coach on the Supplemental Compensation Schedule.

c. No years of experience accrue to those working in capacity as a volunteer.

4. A list of supplemental salary categories can be found in Appendix J.

5. Supplemental salary schedules can be found in Appendix K.

M. Stipend Payments

1. All stipend payments shall increase yearly at the same rate as the base salary pay increase.

2. Current negotiated contract amounts are included in the chart below:

Stipend Name	2025-2026	2026-2027	2027-2028
Special Education Technology Support	$1,248	$1,285	$1,324
Resident Educator Mentor	$780	$803	$828

N. Additional Academic Services

Activity	Amount
Extended Days	Daily Rate
Translation Services	$25/hour
Kindergarten Screening	$25/hour
ACT Test Prep (3 sessions, up to 2.5 hours each)	$25/hour
New District Employee Mentoring (up to 30 hours)	$25/hour
Extended School Year	$35/hour
Home Instruction Tutor	$35/hour
High School Summer School (up to 48 hours)	$35/hour

Article XI
Academic Distress

Ohio Revised Code 3302.10 will have no effect on any provision of this contract unless the district would meet requirements of state law for the Superintendent of Public Instruction to establish an Academic Distress Commision for the district. Should the district enter academic distress, the intent of the parties is to emerge from said distress with this Agreement intact.

Article XII
Duration

This agreement is effective upon ratification by the Association and adoption by the Board, and parties specifically agree that the terms and conditions of this Negotiated Agreement shall be in effect from July 1, 2025 at 12:00 AM through June 30, 2028 at 11:59 PM.

In witness whereof the parties have caused this Agreement to be executed on the day and year first mentioned above.

For the Board of Education:

Erica Detweiler

Bruce D. Stookey

For the Association

Nicole Lorenz

Tammy Tasa

For the Administration:

Carla Quick

Becky Krall

Application for Sick Leave Bank

Date:	Name:	Building:

Home Address	Phone Number:

Number of Sick Days Used This School Year	Number of Sick Days Used for Current Illness	Estimated Number of Additional Days Needed

Employee's Reason for Request (Please be specific)

Name of Attending Physician

Address of Attending Physician	Phone number of Attending Physician

Please complete this form and submit it to the Superintendent and Association President.

Physician's Statement to Accompany Sick Leave Bank Request

Employee Name	**Physician Name**
Please explain why the employee is unable to perform teaching duties and requires extended sick leave. Please be specific with the diagnosis and description of complications.	
How long has the patient been under your care? Your answer can be provided in days, weeks, months, and/or years.	
What is your best estimate for the number of days needed for optimal recovery?	
Physician's Signature & Statement	**Employee Signature & Statement**
I confirm that the information contained on this form is accurate to my best ability.	*I give permission for my physician to release the above-requested medical information. I understand this information will only be used to determine whether I will qualify to withdraw sick days from the sick leave bank.*

Once this form has been completed and signed by all parties, please submit this, along with your Application to the Sick Leave Bank, electronically to both the Superintendent and Association President.

Grievance Form: Step One (Initial Filing)

If a situation cannot be resolved through informal discussions, this form shall be filed with the Building Principal within 15 workdays of the event giving rise to the grievance. The Building Principal shall provide an electronic copy of the grievance form to the Association President.

TO BE COMPLETED BY GRIEVANT:

❑ Association Grievance	❑ Individual Grievance
Name of Grievant:	**Date Filed:**
Primary Building	**Assignment:**
Date of Cause of Grievance:	
State grievance stipulating article and section of the Agreement, which was allegedly misinterpreted, misapplied, or violated.	
Suggested Remedy:	

Timeline for Next Steps

Timeframe	Action Required
Within 10 days of the grievance submission:	The Building Principal will discuss the grievance with the grievant in an attempt to resolve it.
Within 5 days of meeting:	The Building Principal will state the disposition in writing and provide a copy to the grievant and Association President.

Grievance Form: Step One (Principal's Disposition)

Following the initial formal meeting with the grievant, this form shall be given to the grievant within five workdays of the meeting. A copy must be sent electronically to the Association President.

TO BE COMPLETED BY THE BUILDING PRINCIPAL:

Name of Building Principal	**Date grievance was submitted**
Disposition of Grievance	
Rationale for Disposition	
Signature of Building Principal	
Date of Discussion:	**Date Disposition was Provided:**

Grievance Form: Step Two (Notice of Unsatisfactory Resolution)

If the grievant is not satisfied with the disposition of the grievance provided in Step One or if a disposition is not provided within the provided timelines, this form, along with any documentation from the previous step, shall be given to the Superintendent. An electronic copy of this form shall be provided by the Superintendent to the Association President. This form must be filed with the Superintendent **within five days** of either receiving the disposition or the Building Principal's deadline for providing a disposition has passed.

TO BE COMPLETED BY GRIEVANT:

I am not satisfied with the disposition of the grievance at Step One. I wish to advance the grievance to Step Two.

Signature of Grievant: _____

Date Filed: _____

Date of Disposition: _____

Timeline for Next Steps

Timeframe	Action Required
Within 10 days of receipt of Step Two grievance form submission:	The Superintendent will discuss the grievance with the grievant and their Association Representative.
Within 5 days of the meeting with the Superintendent:	The Superintendent shall indicate, in writing, the Step Two disposition.

Grievance Form: Step Two (Superintendent's Disposition)

Following the meeting with the grievant and their Association Representative, this form shall be given to the grievant within five workdays of the meeting. A copy must be sent electronically to the Association President and the Building Principal.

Disposition of Grievance at Step Two	
Rationale for Disposition	
Date of Discussion	**Date Disposition was Provided**

Signature of Superintendent: _____

Grievance Form: Step Three (2nd Notice of Unsatisfactory Resolution)

If the grievant is not satisfied with the disposition of the grievance provided in Step Two or if a disposition is not provided within the provided timelines, this form, along with any documentation from the previous steps, shall be given to the Board of Education. The District Treasurer and Association President must receive an electronic copy of this form. This form must be filed with the Board of Education **within five days** of either receiving the disposition or the Superintendent's deadline for providing a disposition has passed.

TO BE COMPLETED BY GRIEVANT:

I am not satisfied with the disposition of the grievance at Step Two. I wish to advance the grievance to Step Three.

Signature of Grievant: _____

Date Filed: _____

Date of Disposition: _____

Timeline for Next Steps

Timeframe	Action Required
Within 10 days of receipt of Step Two grievance form submission:	The Board of Education will review the grievance. If mutually agreed upon, this may occur at the next regularly scheduled board meeting.
Within 5 days of the Board reviewing the grievance:	The District Treasurer shall provide, pursuant to the Board of Education, the Step Three disposition.

Grievance Form: Step Three (Board of Education's Disposition)

Following the Board of Education's review of the grievance, this form shall be given to the grievant within five workdays of the review. A copy must be sent electronically to the Association President, Superintendent, and Building Principal.

Date of Board Review:	**Board Members Present for Review:**
Disposition of the Grievance at Step Three by Board of Education:	
Rationale for Disposition:	
Signature of District Treasurer	**Date of Disposition:**

Grievance Form: Step Four (3rd Notice of Unsatisfactory Disposition)

If the grievant is not satisfied with the disposition of the grievance provided in Step Three or if a disposition is not provided within the provided timelines, the Association forward the grievance to arbitration. This form, along with any documentation from the previous steps, will be sent to the Superintendent within five days of receiving the Step Three Disposition.

TO BE COMPLETED BY THE GRIEVANT:

I am not satisfied with the disposition of the grievance at Step Three. I request a hearing before an arbitrator. I understand the decision of the arbitrator is not binding, and the expenses of the arbitrator will be shared equally by the Association and the Board of Education.

Signature of Grievant: _____

The Association concurs with the submission of this grievance to arbitration.

Signature of Association President: _____

Date Filed: _____

Sample of Electronic Notice of Intent Form

The intent form shall be received and submitted electronically each year. The form will be sent to the district-owned email account of all bargaining unit members. A sample of the intent form is as follows:



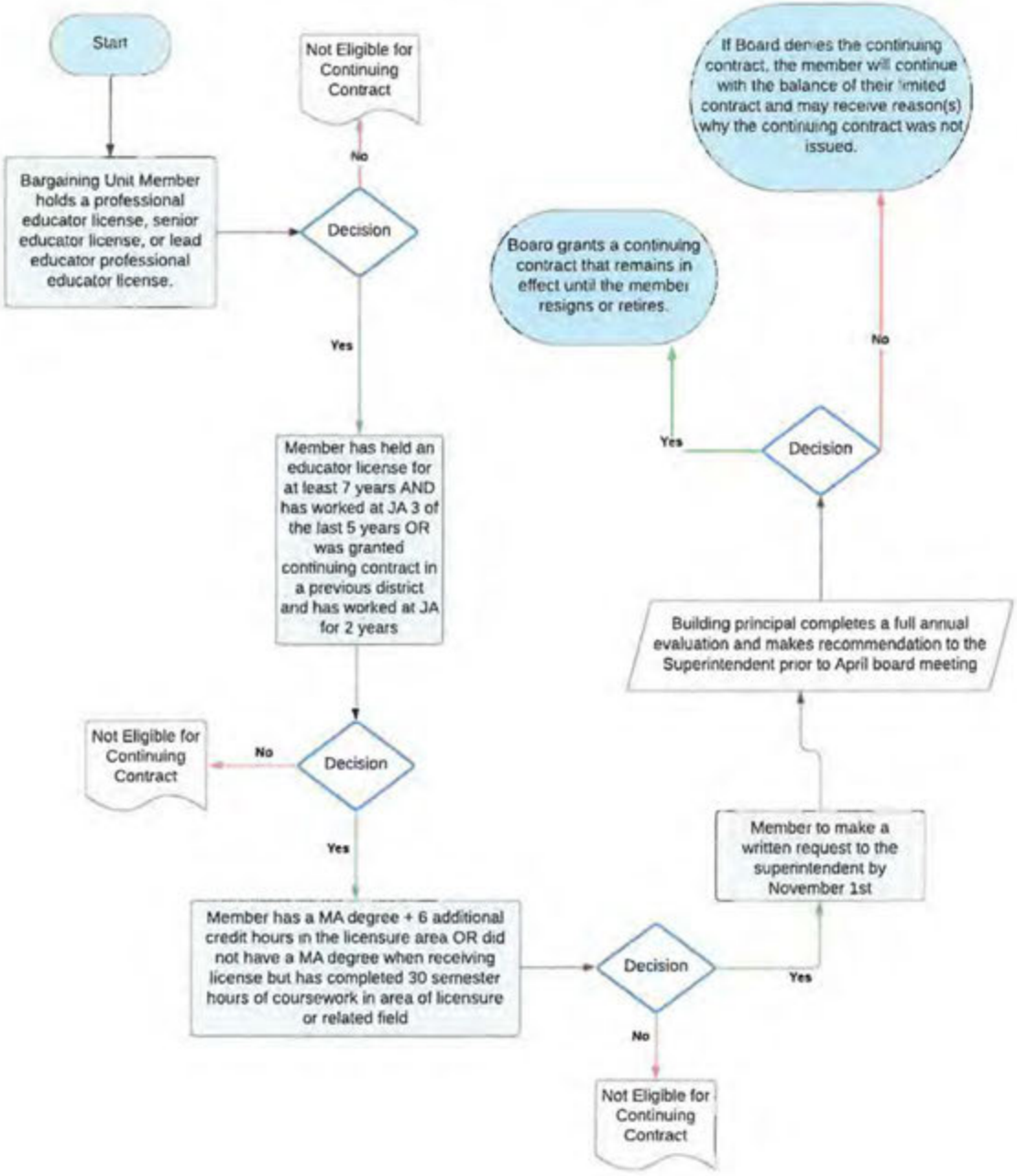
The intent form will include the following required questions:

1. My intentions for employment with the Jonathan Alder Local School District are:
    a. I would like to continue my employment with JALSD and retain the same or nearly the same position as I hold now.
    b. I would like to continue my employment with JALSD, however if an opening is available, I would prefer to discuss a change.
    c. I expect to retire.
    d. I expect to be employed elsewhere.
    e. I plan to ask for a leave of absence.
    f. Other (fill in blank)
2. I am interested in working with or continuing to work with athletic activities. (yes/no)
3. I am interested in working with or continuing to work with extracurricular activities. (yes/no)
4. I am interested in being a resident educator mentor. (yes/no)
5. I am already trained to be a resident educator mentor. (yes/no)
6. Comments

Additional questions may be included based on your response to questions 2-5 above.

APPENDIX E

Determining Eligibility for Continuing Contract



APPENDIX F

Sick Leave Accrual Rates

Contracted Hours/Week	% FT	Sick Days/Year
37.5	100%	15
33.75	90%	13.5
30	80%	12
26.25	70%	10.5
22.5	60%	9
18.75	50%	7.5

2025-2026 Standard Salary Schedule and Salary Index

Negotiated Base Salary (BA, Step 0)	Negotiated Percent Increase
$46,896	**4.0%**

Salary Schedule

STEP	BA	BA+30	MA	MA+15	MA+30
0	$46,896	$48,678	$51,351	$53,696	$56,381
1	$48,678	$50,695	$53,607	$56,092	$58,897
2	$50,460	$52,711	$55,848	$58,479	$61,403
3	$52,242	$54,728	$58,104	$60,871	$63,915
4	$54,024	$56,744	$60,355	$63,267	$66,431
5	$55,806	$58,761	$62,606	$65,654	$68,937
6	$57,588	$60,777	$64,862	$68,046	$71,448
7	$59,370	$62,794	$67,103	$70,442	$73,965
8	$61,152	$64,810	$69,359	$72,834	$76,476
9	$62,934	$66,827	$71,610	$75,221	$78,982
10	$64,716	$68,843	$73,861	$77,613	$81,494
11	$66,499	$70,855	$76,112	$80,051	$84,054
12	$68,234	$72,890	$78,316	$82,443	$86,565
13	$70,063	$74,902	$80,567	$84,840	$89,082
14	$71,892	$76,919	$82,865	$87,227	$91,588
15	$73,721	$78,935	$85,163	$89,614	$94,094
20	$75,596	$80,952	$87,461	$92,001	$96,601
25	$77,472	$82,968	$89,759	$94,388	$99,107
30	$80,572	$86,289	$93,351	$98,163	$103,071

Salary Index

STEP	BA	BA+30	MA	MA+15	MA+30
0	1.0000	1.0380	1.0950	1.1450	1.2023
1	1.0380	1.0810	1.1431	1.1961	1.2559
2	1.0760	1.1240	1.1909	1.2470	1.3094
3	1.1140	1.1670	1.2390	1.2980	1.3629
4	1.1520	1.2100	1.2870	1.3491	1.4166
5	1.1900	1.2530	1.3350	1.4000	1.4700
6	1.2280	1.2960	1.3831	1.4510	1.5236
7	1.2660	1.3390	1.4309	1.5021	1.5772
8	1.3040	1.3820	1.4790	1.5531	1.6308
9	1.3420	1.4250	1.5270	1.6040	1.6842
10	1.3800	1.4680	1.5750	1.6550	1.7378
11	1.4180	1.5109	1.6230	1.7070	1.7924
12	1.4550	1.5543	1.6700	1.7580	1.8459
13	1.4940	1.5972	1.7180	1.8091	1.8996
14	1.5330	1.6402	1.7670	1.8600	1.9530
15	1.5720	1.6832	1.8160	1.9109	2.0064
20	1.6120	1.7262	1.8650	1.9618	2.0599
25	1.6520	1.7692	1.9140	2.0127	2.1133
30	1.7181	1.8400	1.9906	2.0932	2.1979

2026-2027 Standard Salary Schedule and Salary Index

Negotiated Base Salary (BA, Step 0)	Negotiated Percent Increase
$48,303	**3.0%**

Salary Schedule

STEP	BA	BA+30	MA	MA+15	MA+30
0	$48,303	$50,139	$52,892	$55,307	$58,072
1	$50,139	$52,216	$55,215	$57,775	$60,664
2	$51,974	$54,293	$57,524	$60,234	$63,246
3	$53,810	$56,370	$59,847	$62,697	$65,832
4	$55,645	$58,447	$62,166	$65,166	$68,424
5	$57,481	$60,524	$64,485	$67,624	$71,005
6	$59,316	$62,601	$66,808	$70,088	$73,592
7	$61,152	$64,678	$69,117	$72,556	$76,184
8	$62,987	$66,755	$71,440	$75,019	$78,770
9	$64,823	$68,832	$73,759	$77,478	$81,352
10	$66,658	$70,909	$76,077	$79,941	$83,939
11	$68,494	$72,981	$78,396	$82,453	$86,576
12	$70,281	$75,077	$80,666	$84,917	$89,163
13	$72,165	$77,150	$82,985	$87,385	$91,754
14	$74,048	$79,227	$85,351	$89,844	$94,336
15	$75,932	$81,304	$87,718	$92,302	$96,917
20	$77,864	$83,381	$90,085	$94,761	$99,499
25	$79,797	$85,458	$92,452	$97,219	$102,080
30	$82,989	$88,878	$96,152	$101,108	$106,163

Salary Index

STEP	BA	BA+30	MA	MA+15	MA+30
0	1.0000	1.0380	1.0950	1.1450	1.2023
1	1.0380	1.0810	1.1431	1.1961	1.2559
2	1.0760	1.1240	1.1909	1.2470	1.3094
3	1.1140	1.1670	1.2390	1.2980	1.3629
4	1.1520	1.2100	1.2870	1.3491	1.4166
5	1.1900	1.2530	1.3350	1.4000	1.4700
6	1.2280	1.2960	1.3831	1.4510	1.5236
7	1.2660	1.3390	1.4309	1.5021	1.5772
8	1.3040	1.3820	1.4790	1.5531	1.6308
9	1.3420	1.4250	1.5270	1.6040	1.6842
10	1.3800	1.4680	1.5750	1.6550	1.7378
11	1.4180	1.5109	1.6230	1.7070	1.7924
12	1.4550	1.5543	1.6700	1.7580	1.8459
13	1.4940	1.5972	1.7180	1.8091	1.8996
14	1.5330	1.6402	1.7670	1.8600	1.9530
15	1.5720	1.6832	1.8160	1.9109	2.0064
20	1.6120	1.7262	1.8650	1.9618	2.0599
25	1.6520	1.7692	1.9140	2.0127	2.1133
30	1.7181	1.8400	1.9906	2.0932	2.1979

2027-2028 Standard Salary Schedule and Salary Index

Negotiated Base Salary (BA, Step 0)	Negotiated Percent Increase
$49,752	3.0%

Salary Schedule

STEP	BA	BA+30	MA	MA+15	MA+30	MA+45
0	$49,752	$51,643	$54,478	$56,966	$59,814	$62,805
1	$51,643	$53,782	$56,872	$59,508	$62,484	$65,608
2	$53,533	$55,921	$59,250	$62,041	$65,143	$68,400
3	$55,424	$58,061	$61,643	$64,578	$67,807	$71,197
4	$57,314	$60,200	$64,031	$67,120	$70,476	$74,000
5	$59,205	$62,339	$66,419	$69,653	$73,135	$76,792
6	$61,095	$64,479	$68,812	$72,190	$75,800	$79,590
7	$62,986	$66,618	$71,190	$74,732	$78,469	$82,393
8	$64,877	$68,757	$73,583	$77,270	$81,133	$85,190
9	$66,767	$70,897	$75,971	$79,802	$83,792	$87,982
10	$68,658	$73,036	$78,359	$82,340	$86,457	$90,779
11	$70,548	$75,170	$80,747	$84,927	$89,173	$93,632
12	$72,389	$77,330	$83,086	$87,464	$91,837	$96,429
13	$74,329	$79,464	$85,474	$90,006	$94,507	$99,232
14	$76,270	$81,603	$87,912	$92,539	$97,166	$102,024
15	$78,210	$83,743	$90,350	$95,071	$99,825	$104,816
20	$80,200	$85,882	$92,787	$97,603	$102,484	$107,608
25	$82,190	$88,021	$95,225	$100,136	$105,143	$110,400
30	$85,479	$91,544	$99,036	$104,141	$109,348	$114,815

Salary Index

STEP	BA	BA+30	MA	MA+15	MA+30	MA+45
0	1.0000	1.0380	1.0950	1.1450	1.2023	1.2624
1	1.0380	1.0810	1.1431	1.1961	1.2559	1.3187
2	1.0760	1.1240	1.1909	1.2470	1.3094	1.3748
3	1.1140	1.1670	1.2390	1.2980	1.3629	1.4310
4	1.1520	1.2100	1.2870	1.3491	1.4166	1.4874
5	1.1900	1.2530	1.3350	1.4000	1.4700	1.5435
6	1.2280	1.2960	1.3831	1.4510	1.5236	1.5997
7	1.2660	1.3390	1.4309	1.5021	1.5772	1.6561
8	1.3040	1.3820	1.4790	1.5531	1.6308	1.7123
9	1.3420	1.4250	1.5270	1.6040	1.6842	1.7684
10	1.3800	1.4680	1.5750	1.6550	1.7378	1.8246
11	1.4180	1.5109	1.6230	1.7070	1.7924	1.8820
12	1.4550	1.5543	1.6700	1.7580	1.8459	1.9382
13	1.4940	1.5972	1.7180	1.8091	1.8996	1.9945
14	1.5330	1.6402	1.7670	1.8600	1.9530	2.0507
15	1.5720	1.6832	1.8160	1.9109	2.0064	2.1068
20	1.6120	1.7262	1.8650	1.9618	2.0599	2.1629
25	1.6520	1.7692	1.9140	2.0127	2.1133	2.2190
30	1.7181	1.8400	1.9906	2.0932	2.1979	2.3078

Academic/Co-Curricular Supplemental Salary Categories

Level A	
Head High School Marching Band Director	
Level C	
High School Concert Band Director	JH/MS Concert Band Director
Level D	
High School Choral Director	Assistant High School Marching Band Director (2 positions)
Digital Content Specialist-Graduation	
Level E	
Yearbook Advisor	National Board Certification
Level F	
High School Credit Recovery	
Level G	
Newspaper Advisor	Auxiliary High School Marching Band Director
High School Pep Band Director	High School Advisory Coordinator
Junior High Advisory Coordinator	Canaan Advisory Coordinator
High School Art Career Advisor	High School Assistant Choral Director
8th Grade Washington D.C. Trip Coordinator	
Level H	
High School Math Club Advisor	High School Science Club Advisor
High School Spanish Club Advisor	High School French Club Advisor
7th Grade Power of the Pen Advisor	8th Grade Power of the Pen Advisor
High School Art Show	6th Grade Camp Director
Elementary Music Program Director (2 positions)	Elementary Art Show (2 positions)
Level I	
8th Grade County Math Contest Advisor	8th Grade County Spelling Contest Advisor
7th Grade County Math Contest Advisor	7th Grade County Spelling Contest Advisor
6th Grade County Math Contest Advisor	6th Grade County Spelling Contest Advisor
5th Grade County Math Contest Advisor	5th Grade County Spelling Contest Advisor
4th Grade Geography Bee Advisor (2 positions)	High School CNC Router Club

Athletic Supplemental Salary Categories

Level A	
Head High School Football	Head Varsity Girls Basketball
Head Varsity Boys Basketball	
Level B	
Head High School Boys Wrestling	Head High School Girls Wrestling
Head High School Volleyball	Assistant High School Football (4)
Head Varsity Boys Soccer	Head Varsity Girls Soccer
Head Varsity Baseball	Head Varsity Softball
Junior Varsity Boys Basketball	Junior Varsity Girls Basketball
Varsity Assistant Boys Basketball Coach	Varsity Assistant Girls Basketball Coach
Head High School Boys and Girls Track	
Level C	
Head High School Cross Country	Head High School Lacrosse
Head High School Boys Golf	Head High School Girls Golf
Head High School Boys Tennis	Head High School Girls Tennis
Head High School Boys Bowling	Head High School Girls Bowling
Head High School Swimming	Assistant High School Boys Wrestling
Junior Varsity Boys Soccer	Junior Varsity Girls Soccer
Junior Varsity Baseball	Junior Varsity Softball
Freshmen Boys Basketball	Freshmen Girls Basketball
Junior Varsity Volleyball	Varsity Assistant Volleyball Coach
Varsity Assistant Boys Soccer Coach	Varsity Assistant Girls Soccer Coach
Varsity Assistant Baseball Coach	Varsity Assistant Softball Coach
Head Indoor Boys and Girls Track Coach	
Level D	
Head High School Fall Cheer	Head High School Winter Cheer
Head High School Comp Cheer	Assistant Track (4 positions)
Assistant High School Boys Golf Coach	Assistant High School Girls Golf Coach
Freshmen Football Coach	Freshmen Volleyball Coach
Freshmen Wrestling Coach	Freshmen Baseball Coach
Head Junior High Boys Wrestling Coach	Head Junior High Girls Wrestling Coach
Junior High Track Coach	8th Grade Football Coach
8th Grade Volleyball Coach	8th Grade Boys Basketball Coach
8th Grade Girls Basketball Coach	8th Grade Assistant Football Coach
7th Grade Football Coach	7th Grade Assistant Football Coach
7th Grade Volleyball Coach	7th Grade Boys Basketball Coach
7th Grade Girls Basketball Coach	Junior High Cross Country Coach
Digital Content Specialist-Fall Stadium Events	
Level E	

Assistant High School Cross Country Coach	Junior High Fall Cheer Coach
Junior High Winter Cheer Coach	Junior High Competition Cheer Coach
Assistant Junior High Wrestling Coach	Assistant Junior High Track Coach (2 positions)
Level F	
Fall Athletic Events Manager	Winter Athletic Events Manager
Spring Athletic Events Manager	
Level G	
High School Assistant Boys Tennis Coach	High School Assistant Girls Tennis Coach
High School Assistant Fall Cheer Coach	High School Assistant Winter Cheer Coach
High School Assistant Lacrosse Coach	Varsity Assistant Volleyball Coach
Junior High Fall Cheer Assistant Coach	Junior High Winter Cheer Assistant Coach

Extracurricular Supplemental Salary Categories

LEVEL B	
HS Musical Director	
LEVEL E	
Resident Educator Facilitator	Musical Tech Director
LEVEL F	
HS Student Council Advisor	Senior Class Advisor (2 positions)
LEVEL G	
Quick Recall Advisor	National Honor Society Advisor
HS LEO Club Advisor	Junior Class Advisor (2 positions)
Assistant HS Musical Director	CBC Quiz Bowl Advisor
LEVEL H	
HS Drama Club Advisor	Junior High Student Council Advisor
Elementary Student Council Advisor (2 positions)	Canaan MS Student Council Advisor
LEVEL I	
Quick Recall Match Administrator/Reader	Junior High Drama Club Advisor
CBC Quiz Bowl Assistant/Reader	Elementary Play Director
Canaan MS Drama Club Advisor	Art Club Advisor
10th Grade Class Advisor	9th Grade Class Advisor

Supplemental Contract Salary Schedules

2025-2026 Salary Schedule (4% Increase)									
Step	**Level A**	**Level B**	**Level C**	**Level D**	**Level E**	**Level F**	**Level G**	**Level H**	**Level I**
0	$7,396	$3,967	$3,435	$3,171	$2,644	$2,047	$1,191	$529	$314
1	$7,530	$4,198	$3,571	$3,236	$2,709	$2,115	$1,257	$555	$337
2	$7,666	$4,628	$3,701	$3,305	$2,775	$2,181	$1,323	$580	$358
3	$7,928	$5,151	$3,832	$3,369	$2,843	$2,246	$1,388	$604	$376
4	$8,192	$5,818	$3,967	$3,435	$2,907	$2,380	$1,453	$635	$399
5	$8,457	$6,078	$4,100	$3,638	$3,039	$2,416	$1,586	$664	$418

2026-2027 Salary Schedule (3% Increase)									
Step	**Level A**	**Level B**	**Level C**	**Level D**	**Level E**	**Level F**	**Level G**	**Level H**	**Level I**
0	$7,618	$4,086	$3,538	$3,266	$2,723	$2,108	$1,227	$545	$324
1	$7,755	$4,324	$3,679	$3,334	$2,790	$2,179	$1,295	$572	$347
2	$7,896	$4,767	$3,812	$3,404	$2,858	$2,246	$1,363	$598	$368
3	$8,166	$5,306	$3,947	$3,470	$2,929	$2,314	$1,430	$622	$388
4	$8,438	$5,992	$4,086	$3,538	$2,994	$2,451	$1,496	$655	$411
5	$8,711	$6,260	$4,223	$3,747	$3,130	$2,488	$1,634	$683	$431

2027-2028 Salary Schedule (3% Increase)									
Step	**Level A**	**Level B**	**Level C**	**Level D**	**Level E**	**Level F**	**Level G**	**Level H**	**Level I**
0	$7,847	$4,208	$3,644	$3,364	$2,805	$2,171	$1,263	$562	$333
1	$7,988	$4,454	$3,789	$3,434	$2,874	$2,244	$1,334	$589	$357
2	$8,133	$4,910	$3,927	$3,506	$2,944	$2,314	$1,403	$616	$380
3	$8,411	$5,465	$4,066	$3,574	$3,017	$2,383	$1,473	$641	$399
4	$8,691	$6,172	$4,208	$3,644	$3,084	$2,524	$1,541	$674	$424
5	$8,972	$6,448	$4,349	$3,859	$3,224	$2,563	$1,683	$704	$444