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CONTRACT

BETWEEN THE

NORTHEASTERN LOCAL SCHOOL DISTRICT BOARD OF EDUCATION

AND THE

NORTHEASTERN LOCAL EDUCATION ASSOCIATION

JULY 1, 2025-JUNE 30, 2028

TABLE OF CONTENTS

Article		Page
I	Recognition	2
II	Negotiations	2
III	Grievance Procedure	3
IV	Association Rights	6
V	Management Rights	8
VI	Working Conditions	8
VII	Employment Practices	15
VIII	Evaluation and Non-Renewal	21
IX	Discipline	27
X	Reduction in Force	28
XI	Leaves of Absence	30
XII	Compensation and Payroll Practices	36
XIII	Fringe Benefits	41
XIV	Duration/Terms of Agreement/Savings Clause	45
	Signature of the Parties	46
	Grievance Form A (Formal Grievance Presentation)	47
	Grievance Form B (Decision of Principal)	48
	Grievance Form C (Referral by Aggrieved to Superintendent)	49
	Grievance Form D (Decision by Superintendent)	50
	Grievance Form E (Referral by Aggrieved to Board of Education)	51
	Grievance Form F (Board Hearing)	52
	Grievance Form G (Association Response to Decision of Board Hearing)	53
	2025-2026 Salary Schedule	54
	2025-2026 Extra Duty Salary Schedule - Athletic	55
	2025-2026 Extra Duty Salary Schedule	56
	2026-2027 Salary Schedule	57
	2026-2027 Extra Duty Salary Schedule - Athletic	58
	2026-2027 Extra Duty Salary Schedule	59
	2027-2028 Salary Schedule	60
	2027-2028 Extra Duty Salary Schedule - Athletic	61
	2027-2028 Extra Duty Salary Schedule	62

ARTICLE ONE
RECOGNITION

1.01 RECOGNITION: The Northeastern Local Board of Education, hereinafter referred to as the "Board" recognizes the Northeastern Local Education Association, hereinafter referred to as the "Association" as the sole and exclusive bargaining representatives of all full and part-time certificated personnel employed by the Board under a regular teaching contract as classroom teachers, guidance counselors, librarians, speech and hearing therapists and nurses. Hereinafter, employee(s) in the defined unit will be referred to as bargaining unit member(s) or employee(s).

Recognition of the Association shall continue until such time as the Association is decertified under Ohio Revised Code Chapter 4117, or until such time as a challenging employee organization is successful in gaining-representative status through Ohio Revised Code Chapter 4117.

1.02 EXCLUSIONS FROM BARGAINING UNIT: The bargaining unit shall exclude substitute teachers, temporary employees, non-certificated personnel, administrators and any other personnel employed to perform managerial and/or supervising duties.

ARTICLE TWO
NEGOTIATIONS

2.01 SCOPE OF NEGOTIATIONS:

- **2.011** Wages;
- **2.012** Hours;
- **2.013** Terms and conditions of employment; and
- **2.014** The continuation, modification and/or deletion of an existing provision of the collective bargaining agreement.

2.02 SUBMISSION OF ISSUES: Notice of intent to open negotiations shall be submitted in writing by the Association President to the Superintendent before November 30 of any year. By December 15, unless the parties agree to a time change, the Parties will set a date for their initial meeting. Ten (10) days prior to the initial meeting, both parties shall exchange Initial Proposals. After the first meeting, no further items may be submitted without mutual consent of both parties.

2.03 NEGOTIATION TEAMS: The Board and the Association shall be represented at all meetings by a team of negotiators, not to exceed five (5) members each. Both the District and the Association are permitted to invite a representative of the OEA or the District's general counsel if necessary**.** All negotiations shall be conducted exclusively between said teams. No other spectators shall be permitted admittance except upon the approval of both teams.

2.04 NEGOTIATION MEETINGS: The negotiation team shall meet at such mutually agreed upon places and times for the purpose of affecting a free exchange of facts, opinions, proposals and counter-proposals in an effort to reach a mutual understanding and agreement. Upon request of either party, the negotiation meeting shall be recessed to permit the requesting party a reasonable period to caucus. The period of time shall be a maximum of thirty (30) minutes, unless agreed otherwise.

2.05 EXCHANGE OF INFORMATION: Upon reasonable request, both negotiating teams shall exchange all available information pertinent to the issues under negotiation.

2.06 CONSULTANTS: Professional and/or lay consultants may be used by either party to assist in obtaining information pertinent to the issues under consideration. The expenses shall be borne by the inviting group unless agreed otherwise.

2.07 PROGRESS REPORTS: Only with the prior approval of both parties may periodic progress reports be issued to the public.

2.08 AGREEMENT: When an agreement is reached on the issues being negotiated, the agreement shall be reduced to writing as agreed upon by the parties' chief spokespersons. Such agreement shall be submitted to the Association's Membership for ratification. The Association shall notify the chief spokesperson for the Board of the Association's action.

2.081 BOARD TO ACT UPON AGREEMENT AFTER ASSOCIATION VOTE: Upon ratification by the Association, the Board shall take action at the next Board meeting. If the agreement is adopted by the parties, it shall be signed by the respective representatives.

2.09 DISAGREEMENT:

2.091 MEDIATION: In the event an agreement is not reached within sixty (60) days of the initial bargaining session or upon declaration of either party, an impasse may be called unless an extension of the sixty (60) days is mutually agreeable. A joint written request shall be made to the Federal Mediation and Conciliation Service (FMCS) or a mutually agreed upon alternative mediation service to assist the parties in reaching an agreement. Mediation shall begin as soon as the mediator can be available to both parties. There shall be at least three (3) sessions with the mediator prior to the declaration of the right to strike by the Associations set forth in ORC 4117. Costs incurred by the mediator shall be shared equally by the Association and the Board.

ARTICLE THREE
GRIEVANCE PROCEDURE

3.01 INTRODUCTION: The Board, the administration and the Association have a mutual concern which recognizes that a well-conceived procedure for grievance adjudication which will resolve the dissatisfactions and redress the legitimate grievance of staff members is essential to the efficient and harmonious operation of the school district. The purpose of this procedure shall be to secure, at the lowest possible administrative level, prompt, impartial and equitable solutions to grievances that may from time to time arise. A numbering system will indicate the school year and chronological number of the grievance filed for that particular year.

3.02 DEFINITIONS:

3.021 GRIEVANCE: A "grievance" shall mean a complaint by a teacher(s) that there has been a violation or misapplication of one or more of the provisions of this contract.

3.022 AGGRIEVED PERSON OR GRIEVANT: An "aggrieved person" or "grievant" is the person(s) making the complaint.

3.023 PARTY IN INTEREST: A "party in interest" is the person(s) making the complaint and any person who might be required to take action or against whom action might be taken to resolve the complaint.

3.024 DAYS: The term "days" when used in this document shall mean school days when students are present, as defined by the District's adopted calendar unless otherwise indicated during summer, the term days in this document shall mean work days that the central office is open.

3.03 INITIATION AND PROCESSING: A grievance must be filed within thirty (30) days of the act or condition which caused the grievance or when the grievant should have known of the act or condition

3.04 GRIEVANCE LEVELS:

3.041 LEVEL ONE (INFORMAL—PRINCIPAL OR IMMEDIATE SUPERVISOR): A teacher with a grievance will first discuss it with his/her principal or immediate supervisor with the objective of resolving the matter informally. In this meeting the grievant may, at his/her discretion, be accompanied by a representative of the Association.

3.042 LEVEL TWO (FORMAL-PRINCIPAL): A teacher with an alleged grievance, which has not been resolved informally, shall first put the complaint in writing, present it to his/her principal within ten (10) days following the meeting at Level One, and then both shall discuss the complaint with the objective of resolving the matter. In this meeting the grievant may, at his/her discretion, be accompanied by a representative of the Association. This meeting must take place within ten (10) days of the receipt of the teacher's written complaint. Within ten (10) days after the meeting, the principal must respond in writing to the grievant and the Association representative, if the representative-participated in the Level Two meeting.

3.043 LEVEL THREE (FORMAL—SUPERINTENDENT): Within ten (10) days of receipt by the grievant of the decision rendered by the principal, such decision may be appealed by the Association to the Superintendent, at the request of the grievant. The appeal shall include:

3.0431 A copy of the decision.

3.0432 The grounds for appeal and:

3.0433 The names of all persons officially present at the hearing.

3.0434 Each person officially present at the hearing shall receive a copy of the appeal.

3.0435 The appeal shall be heard by the Superintendent within ten (10) days of its receipt by him/her at a time and place mutually agreed to by the grievant or grievants and the Superintendent or his designee. Two (2) days prior to the hearing, written notice of the time and place shall be given to the grievant, his/her representative if any, the Association, and any administrator who has previously been involved in the grievance.

3.0436 Within ten (10) days of hearing the appeal, the Superintendent shall communicate to the grievant and all other parties officially present at the hearing his/her written decision, including supporting reasons. A copy of the decision shall be sent to the Association.

3.044 LEVEL FOUR (FORMAL-BOARD): A grievance dispute which is not resolved at the level of the Superintendent under the grievance procedure set forth shall be placed upon the agenda of the next regular meeting of the Board if requested in writing by the Association within ten (10) days of the answer of the Superintendent. The aggrieved person shall have the right to be represented at the board meeting by the Association. The Board shall act upon the appeal within ten (10) days.

3.045 LEVEL FIVE (ARBITRATION):

3.0451 AUTHORITY FOR SUBMISSION TO ARBITRATION: A grievance dispute which is not resolved at the level of the Board under the grievance procedure set forth above may be submitted by the Association to an arbitrator for decision.

3.0452 TIMELINE FOR SUBMISSION: The Association may, within ten (10) days after the answer of the Board, notify the Superintendent of its intent to submit the grievance to arbitration by the American Arbitration Association. The Association President and the Superintendent shall select an arbitrator using the alternate strike method. A coin flip shall be used to determine which party will strike first. The party who prevails in the coin flip shall choose whether to strike first or defer.

3.0453 SELECTION OF ARBITRATOR: The arbitrator shall be selected as follows The Association shall, within ten (10) days after 3.0452, request the American Arbitration Association to submit a list of arbitrators according to the voluntary rules and regulations established by the American Arbitration Association.

3.0454 AUTHORITY OF ARBITRATOR: The arbitrator so selected shall confer with representatives of the Board and the Association and hold hearings promptly and shall issue his/her decision in keeping with the normal procedures of the American Arbitration Association. The arbitrator's decision shall be in writing and binding. The Board shall act upon the arbitrator's decision within fifteen (15) working days.

3.0455 COSTS: Cost incurred by the arbitrator shall be shared equally by the Association and the Board.

3.05 CONFIDENTIALITY: Both parties agree that the grievance procedure should be kept confidential at all levels of the grievance procedure. Any official public records requests relating to grievances will be honored in accordance with ORC 149.43.

3.06 NO REPRISALS: No reprisals of any kind shall be taken by either party or by any member of the Administration against any party in interest, any school representative, or any other participant in the grievance procedure by reason of such participation.

3.07 TIME LIMITS: In order that grievances may be processed as rapidly as possible, the number of days indicated at each level are maximum. Every effort shall be made to expedite the procedures; however, the time limits may be extended by mutual agreement of both parties.

3.08 FAILURE TO MEET TIME-LINES: Failure at any step of this procedure to communicate the decision in writing on a grievance within the specified time limits shall permit the grievant to proceed to the next step. Failure at any step of this procedure to appeal a grievance to the next step within the specified time limits shall be deemed to be acceptance of the decision rendered at that step unless stated otherwise by the grievant and/or the Association.

3.09 REPRESENTATION: The Association will process all grievances entered at Level Two or above at the request of the grievant. Nothing contained herein shall be construed as limiting the right of any teacher having a grievance to discuss the matter informally with any appropriate member of the Administration and having the grievance adjusted without intervention by the Association, provided the adjustment is not inconsistent with the terms of this Agreement or existing teacher personnel policies, and that the Association has been given the opportunity to be present, if necessary, at such adjustment beginning at Level Two. Any party in interest may be represented at all stages of the grievance procedure by a person of his/her own choosing.

3.10 ASSOCIATION CONSENT: No grievance may be submitted to arbitration without the consent of the Association.

3.11 SHARING OF INFORMATION: The Board and the Administration will cooperate with the Association in its investigation of any grievance, and will mutually furnish each other with such information as is relevant for the processing of any grievance.

3.12 PROCESSING OF GRIEVANCES: It will be the practice of all parties in interest to process grievances after the regular work day has ended or at other times which do not interfere with assigned duties. However, upon mutual agreement among the grievant, the Association, and the Board that proceedings should be held during regular working hours, the grievant and the appropriate Association representative will be released from assigned duties.

3.13 GROUP OR CLASS GRIEVANCE: If, in the judgment of the Association, a grievance affects a group or class of teachers, the Association may submit such grievance in writing as a class grievance. The Association will name the class or group of affected teachers on the written grievance form. Class grievances shall be submitted following the standard process. However, if a class grievance involves grievants in more than one (1) building, then the class grievance shall be filed with the Superintendent directly, and the processing of such grievance may commence at Level Three.

ARTICLE FOUR
ASSOCIATION RIGHTS

4.01 EXCLUSIVE RIGHTS: Rights and privileges shall be exclusively granted to the Association as the sole and exclusive bargaining agent.

4.02 USE OF SCHOOL BUILDINGS AND EQUIPMENT: The Board and the administration will cooperate with the recognized teacher association in the use of school buildings and equipment providing such use does not interfere with regular school activities and is in accordance with the provisions of the Board's policy on use of buildings and facilities for school-associated groups.

4.03 DISTRIBUTION OF MATERIALS: Materials to members from the Association may be distributed to the members in the following way: copies may be sent to the Central office, properly packaged for individual schools, and they may be sent out in the school mail for placement in the members' mailbox. Placing in the building is to be done by the Association's Building Representative.

4.04 ACCESS: The Association shall have the right to have its agents and officers contact teachers during the regular school day. Said contacts shall not interrupt instructional time of teachers.

4.05 PROVISION OF DOCUMENTS: The Board and Administration shall cooperate with the Association in providing documents, data and/or information which assists the Association in developing accurate, informed and informational materials for teachers or for the Association's use.

4.051 All releases of the above shall be done in accordance with state and federal law.

4.052 During the negotiations period, reasonable requests for information pertinent to the issues under negotiations shall be furnished at a charge of ten (10) cents per copy, other times according to Board policy.

4.06 ATTENDANCE AT PROFESSIONAL MEETINGS: The Board shall grant the President of the Association and/or his/her designees up to twenty (20) days, or the equivalent, of professional leave per school year to attend necessary professional meetings outside the school district. The standard procedures for professional leave will be used.

4.061 Additional leave may be granted to the above persons upon request and with the approval of the Superintendent, provided the Association shall reimburse the Board for the cost of substitute teachers necessitated by the granting of such additional professional leave.

4.062 All requests must be made sufficiently in advance of the leave in order that the respective building principals have at least twenty-four (24) hours' notice.

4.07 ASSOCIATION MEMBERSHIP: There shall be no reprisals taken by the Board or the administration against any teacher by reason of membership in the recognized teachers' association. Association membership shall run from September 1- August 31, annually. Membership shall be continuous in each subsequent membership year unless the member cancels their membership. Any individual who wishes to cancel their membership must notify the Association Treasurer who will in turn be responsible for notifying the District's Treasurer in writing of any remaining financial matters with respect to the individual's membership status.

4.08 COMMUNICATIONS: The Board and the Administration will cooperate with the Association in matters of communication utilizing the existing school channels so long as it does not disrupt the normal operation of the school system.

4.081 Liaison Committee: The following Liaison Committees shall be established for the purpose of resolving non-contractual issues between members of the bargaining unit and administration and to enhance communications.

4.0811 GBLC: As soon as possible in each school year, a Grade Band Liaison Committee (GBLC) shall be formed with the principal and three (3) bargaining unit members of the assigned grade bands selected by the Association.

4.0812 CLC: A Campus Liaison Committee shall be formed with one (1) building administrator from each GBLC and up to two (2) members from each GBLC to address any campus-wide issues that need to be addressed.

4.082 Ground rules, including meeting frequency and format (virtual or in person), will be jointly established by the Association President and Superintendent for the committees and relevant training will be provided as needed for members.

4.09 DUES:

4.091 PROFESSIONAL DUES: The Board agrees to payroll deduction for payment of membership dues in professional associations**.** Teacher authorization shall be required in writing. Deductions of the annual dues and assessments will be made in an amount determined by the Association and reported in writing to the District's Treasurer. Deductions shall begin with the second pay period in October and continue for twenty (20) pays. The Association's Treasurer shall provide instructions in writing to the District's Treasurer if there is to be any deviation from the deduction scheduled in this section.

The Treasurer to the Board and the Treasurer of the Association shall cooperate in setting up the proper bookkeeping arrangement by which the various organizations shall receive monies due them as quickly as possible. All monies deducted for such purposes shall be transferred to the Association not more than five (5) days following the collection via electronic transfer to an account designated by the Association.

In the event an employee severs employment or cancels their membership outside of the cancellation period defined in this Contract, the District Treasurer shall deduct all owed and remaining dues from the employee's next check immediately following such notification. The Association Treasurer shall inform the District's Treasurer, in writing, of the remaining dues amount owed. Should the employee's owed dues exceed the employee's final check, the District will not be liable for the remaining collection.

The Association shall indemnify the Board, its members and its administrative and supervisory employees, including the Board's Treasurer (all hereinafter referred to as "the indemnities"), and hold them harmless from any and all liability, damages and expenses as the result of any legal action or administrative claim brought against them as a result of the provision of this section.

4.10 RELEASE TIME FOR THE ASSOCIATION PRESIDENT The Association President will not be assigned to any non-teaching duties (i.e. lunch duty, recess duty, homeroom) during his or her tenure as president. This release time is provided to attend to both district and Association matters.

4.11 The Association will be provided with thirty (30) minutes to introduce the Contract to newly hired members of the bargaining unit during new staff orientation in August of each year.

4.12 CHAIN OF COMMAND At the beginning of each school year, the principal shall establish a chain of command for the building/campus in the event the principal is unavailable. Bargaining unit members included on the chain of command must consent to inclusion on the list. Staff will be notified of the chain of command once it has been finalized.

ARTICLE FIVE
MANAGEMENT RIGHTS

5.01 AUTHORITY: The Association recognizes that the Board has the responsibility and the authority to manage and direct on behalf of the public all the operations and activities of the school district to the full extent authorized by law.

5.02 LIMITATIONS: The exercise of these powers, rights, authority-, duties and responsibilities by the Board to manage and direct the operations of the district and the adoption of such rules, regulations and policies as it may deem necessary shall be limited only by the terms of this Agreement.

5.03 Non-Discrimination: The Board maintains Policy 3122, the terms of which address the subject of non-discrimination in employment.

ARTICLE SIX
WORKING CONDITIONS

6.00 FLEX TIME: Teachers may use flex time up to two (2) hours and as approved by their Principal. The use of flex time shall not be deducted from the employee's accumulated leave. In no case shall the use of flex time cause the district to incur any expense, including but not limited to, engaging in substitute pay or paying another staff member for class coverage.

6.01 PERSONNEL FILE

6.011 RIGHT TO REVIEW: The teacher shall have the right to review his or her personnel folder in the office of the Superintendent. Additionally, the teacher has the right to view all contents of the personnel file pertaining to all areas of his or her employment except that of recommendations leading to his or her initial employment. Arrangements for the review conference shall be made by the teacher with the Superintendent or his designee at a mutually agreed upon time. All information regarding a bargaining unit member shall be included in one centrally located personnel file. The current year's evaluation and related paperwork may remain in the file of the building administrator until May 1. The administrator may then retain a copy of the evaluation and related paperwork in his/her administrative files. New information shall be placed in said personnel file in a timely manner.

6.0111 COPY OF FILE MATERIAL: A teacher will be entitled to a copy of any material except that of recommendations leading to initial employment upon request.

6.012 PLACEMENT OF MATERIAL IN FILE: Information placed in the member's personnel file shall include the initials of the member and the administrator placing the material in the file, with the date of examination by the member and the date the material was placed in the file. Before anything is placed in a member's file, said member has the right to see and rebut in writing the addition.

6.013 RIGHT TO REBUTTAL: If the teacher finds materials in the personnel folder which he/she feels are detrimental, he or she may file an explanatory or a rebuttal memorandum which will be attached to the material in question.

6.014 REMOVAL OF INFORMATION: An employee may request the nullification of any written reprimand or warning contained in his or her personnel file after five (5) years. Such request shall be made to the Superintendent or designee in writing. Upon receipt of such request, the Superintendent or designee shall schedule a conference with the employee to review the matter. The employee may be accompanied at this meeting by a representative of the Union. If the Superintendent or designee agrees to the nullification, the Superintendent or designee shall prepare a memorandum of nullification and affix it to the reprimand or warning in the employee's personnel file. Nullified reprimand or warnings shall not be considered in the imposition of subsequent discipline or termination action taken against the employee.

6.015 NO ANONYMOUS LETTERS OR MATERIAL: Anonymous letters or material shall not be placed in a member's file, nor shall they be a matter of record.

6.016 TEACHER SIGNATURE OR INITIAL: Material to be placed in the personnel folder should be signed or initialed by the teacher. If the teacher refuses to sign or initial such material this shall be duly noted on said material and signed by a witness.

6.017 SCHOOL PERSONNEL ACCESS TO FILE: School personnel who shall have immediate access to a member's personnel file shall be limited to the Superintendent, assistant superintendents, other administrators, Board, treasurer, and payroll clerk, who are directly involved in either the supervision of the member(s), or an employment decision concerning the member.

6.018 PUBLIC ACCESS TO FILE: Individuals, other than those identified in the preceding paragraph, wishing to review personnel records shall:

6.0181 Request access to a specific file at least twenty-four (24) hours in advance. A copy of the request shall be emailed to the teacher as soon as possible.

6.0182 Review the records in the presence of the administrators designated to maintain such records.

6.0183 Make no alterations or additions to the record nor remove any materials there from.

6.0184 A log shall be maintained of who has viewed the files.

6.0185 Personnel records shall be available for public review except for matters which are exempted by law as set forth in O R.C. 149.43 (A)

6.01851 Confidential law enforcement investigatory records.

6.01852 Medical records.

6.01853 Trial preparation records.

6.01854 Any other records the release of which is prohibited by state or federal law.

6.019 LETTERS OF MERIT: The member may submit letters of merit which shall be placed in his/her personnel file.

6.020 RIGHT TO GRIEVE: Any materials entered into a member's file may be grieved as to the accuracy, relevance, timeliness, or completeness of such material. If it is found to lack in any of the aforementioned, it shall be removed from the member's file.

6.0201 REPRIMAND REMOVAL: Refer to 9.0161

6.02 PUBLIC COMPLAINT PROCEDURE:

6.021 FIRST LEVEL: If a parent or community member has a complaint about a professional staff member, the matter must be addressed, initially, with the concerned staff member. The parent/community member and staff member will discuss the complaint. If the parent/community member refuses to discuss the matter with the staff member, then the complaint will proceed to the second level. The parties will make every effort to provide a reasoned explanation, and take appropriate action to informally resolve the complaint within their authority and District administrative guidelines. The complaint should be presented to the certificated staff member in writing within two (2) work weeks from the date of the alleged infraction.

6.0211 This level does not apply if the matter involved suspected child abuse, substance abuse, or any other serious allegation which may require investigation or inquiry by school officials prior to approaching the professional staff member.

6.0212 As appropriate, the staff member shall report the matter and whatever action may have been taken to the building principal.

6.022 SECOND LEVEL: If the matter cannot be satisfactorily resolved at the First Level, it shall be discussed by the complainant with the staff member's supervisor and in compliance with provisions of a collective bargaining agreement, if applicable.

6.023 THIRD LEVEL: If a satisfactory solution is not achieved by discussion with the supervisor, a written request for a conference shall be submitted to the Superintendent. If the complaint involves multiple staff members, the Superintendent may elect to meet with everyone at once. This request should include:

6.0231 The specific nature of the complaint and a brief statement of the facts giving rise to it;

6.0232 The respect in which it is alleged that the complainant (or child of the complainant) has been affected adversely; and

6.0233 The proposed resolution with rationale.

Upon resolution of the matter, the Board shall be advised of the resolution when appropriate.

6.024 REPRESENTATION: In each of the steps mentioned above, a member may request to be accompanied by an Association Representative.

6.025 ANONYMOUS COMPLAINTS: Anonymous complaints against a certificated staff member will be presented to the staff member within forty-eight (48) hours. Anonymous complaints will be considered null and void if not substantiated upon internal investigation. If not substantiated, then the anonymous complaint will not be placed in the staff member's personnel file or result in disciplinary action.

6.03 TEACHER'S DAY:

6.031 TEACHER WORK DAY: The starting and dismissal times for students may vary from building to building provided, however, the length of the teachers' work day does not exceed seven and one-half (7 1/2) hours and the time for students is within the statutes set forth by the State of Ohio.

6.032 BUILDING MEETING SCHEDULE: Early in the school year the teachers and building administrators shall work together in establishing regularly scheduled days and times for building and/or center teachers' meetings, and teachers shall reserve these days and times. The building administrators reserve the right to call emergency meetings when conditions warrant.

6.033 NON-STUDENT CONTACT TIME: Every certificated employee working the normally scheduled seven and one-half (7-1/2) hour school day shall be entitled to at least ninety (90) minutes per day exclusive of travel time and change of class time or four hundred fifty (450) minutes per week at intermediate and high school and ninety-five (95) minutes per day exclusive of travel time and change of class time or four hundred and seventy five (475) minutes per week at elementary grades of non-student contact time for the purpose of receiving non-student contact time. Employees scheduled less than a full seven and one-half (71/2) hour day will receive a thirty (30) minute preparation period. Additional non-student contact time will be calculated on a pro-rated basis.

6.0331 DUTY-FREE LUNCH: At least a one-half (1/2) hour daily lunch time as provided by law. At such scheduled time he or she shall not be responsible for any duties relating to students.

6.0332 PREPARATION PERIOD: Teachers will be granted at least one (1) continuous preparation period per day. The goal will be to give all teachers as close to 45 minutes of plan time as possible, with a minimum of 40 minutes of plan per day for days that are considered a typical school day. This applies to fulltime bargaining unit members. Part-time bargaining unit members will receive a daily thirty (30) minute preparation period. Conferences with parents during preparation periods shall be scheduled only with approval of the teacher. Consideration will be given to teachers' prep time when scheduling meetings.

6.0333 ADDITIONAL TIME: Additional time is to be used at the employees' discretion for additional preparation, student intervention, or for parent conferences. Up to an average of 60 minutes per week of non-student contact time may be used by the administration for meetings under the guidelines of paragraph 6.042 of this Section.

6.034 MAXIMUM CLASSES AND PREPS, GRADES 6-12: There will be no more than six (6) classes or 330–minutes, whichever is greater, taught per day by a certificated staff member of grades 6-12. There will be no more than four (4) preps per grading period for a certificated staff member of grades 6-12 unless necessary for the effective operation of the master schedule.

6.035 NOTIFICATION OF CHANGE IN TEACHER DAY: Changes in the teacher day will be preceded by a forty-eight (48) hour notice.

6.036 DISTRIBUTION OF STUDENTS: Distribution of students at the beginning of each school year will be equitable among teachers with the same teaching assignment within the same building. The administration will distribute students equitably among teachers with the same teaching assignment within the same building throughout the school year as new students enroll. Numbers of students distributed in classes and input from teachers will be factors the administration will consider.

6.037 PART TIME TEACHERS: The term "part-time teacher'' for the purposes of this contract shall be defined as any teacher who works less than seven and one-half (71/2) hours per day.

6.04 CONTRACT YEAR: The school year shall be one hundred and eighty-four (184) days (one thousand three hundred eighty (1,380) hours).

6.041 USE OF ONE HUNDRED AND EIGHTY FOURTH (184TH) DAY: The one hundred and eighty fourth (184th) day is provided to be used cooperatively between building principals and teachers. Examples of some of the uses: work in the building before school starts in August; staff decided to have an in-service 4-6 p.m.; after school; work during a Saturday or holiday; and other uses. Time shall accumulate over the year to the equivalent of seven (7) hours or seven and one-half (7 1/2) hours with one (1) thirty (30) minute lunch period. The responsibility of the teacher is to notify the principal of time spent and the principal's responsibility is to document hours spent by each teacher.

6.0411 Teachers will not be required to report to work and will suffer no loss of pay when school is delayed or when school is dismissed early due to calamity.

6.0412 Teachers will not be required to report to work and will suffer no loss of pay for the first five (5) days when school is cancelled for reason of calamity, including hazardous weather conditions. Beginning on day six (6), all cancelled days will be made up per the school calendar, unless the requirement for make-up days is waived by the Board. Teachers will not be required to work or report to work and will suffer no loss in pay in the event of a level three snow emergency.

6.042 PARENT-TEACHER CONFERENCES: Four parent teacher conferences of 3.5 hours each will be scheduled per year. The first two will occur during the first semester, and the second two will occur during the third grading period. By September 15th, building administration will schedule the conferences in consultation with the GBLC members and the Athletic Director. Teachers may use unfilled conference times to engage in other school-related professional activities.

6.044 IN-SERVICE AND WORKDAYS: Up to two (2) days of each year may be designated for District-wide and/or building-level meetings. In addition, teachers will receive one (1) day at the beginning of each year that is designated as a teacher workday and used for uninterrupted work time. The last day of the year shall be designated as a teacher workday, up to sixty (60) minutes of which may be scheduled by the building administration for a meeting.

6.05 SCHOOL CALENDAR: Between September 1 and November 30 the Association President shall arrange a meeting with the Local Superintendent to communicate input from the Association regarding the next school year's calendar. The placement of comp days on the calendar shall be discussed.

6.06 TEACHERS' SUPPLIES: It shall be the responsibility of each principal to explain to his/her staff all the channels that exist in terms of school resources and teachers' supplies. This communication shall take place at the building meeting when budgetary concerns are discussed with the staff for the next school year. Staff members may express their budgetary concerns at staff meetings.

6.07 LESSON PLANS: Lesson plans shall meet the minimum requirements established by the State Department of Education and the Northeastern Local Lesson Plan Committee. The instructional staff shall prepare daily lesson plans which shall be made available upon request.

6.08 INFORMAL SUBSTITUTES: In all cases of employee absence of one-half (1/2) day or more, the Principal or his/her designee shall make an effort to secure a substitute.

6.081 REQUESTS MADE BY PRINCIPALS: Only when a qualified substitute is not available or an emergency arises during the school day, will other bargaining members be requested by the Principal or his/her designee to cover the classes of an absent teacher. Staff members certified to substitute may volunteer to be placed on a list by school. Each school year two lists will be created for each PreK-12 campus with grade bands of PreK-5 and 6-12. Principals will use the list as the first option when making requests for coverage. Teachers have the right to refuse without fear of reprisal. Prior to splitting students by grade level/department or specials area, teams shall be given the opportunity to propose a resolution developed by the team which will be considered by the Principal. If informal coverage cannot be obtained by principal request, the students will be equally distributed between the remaining teachers in the grade level/department or specials teachers within the same building.

6.082 COMPENSATION FOR COVERING FOR AN ABSENT TEACHER

6.0821 COMPENSATION FOR COVERING FOR AN ABSENT TEACHER'S CLASS: If no substitute is available for the entire day, any staff member covering duties or assignments for the absent teacher at the request of an administrator shall be compensated at the rate of twenty dollars ($20) per period for any planning time, discretionary time or lunchtime lost. School counselors who cover classes will be compensated at the rate of twenty dollars ($20) per period for the same amount of time.

6.0822 COMPENSATION FOR COVERING AN ABSENT TEACHER'S CLASSES: If no substitute is available for the entire day and the staff member(s) is asked by an administrator to cover for an absent teacher for the majority of the student day, such teacher(s) will be paid at the rate of twenty dollars ($20) per period. If more than one (1) teacher provides coverage, due to the distribution of students between the remaining teachers in the grade level/department or specials teachers, the pay will be divided between the teachers.

6.083 REIMBURSEMENT SCHEDULE: The building administrator will initial any such time as set forth in 6.0821 and 6.0822 above and will turn the time in to the Treasurer's office at the end of each semester.

6.09 SPECIAL TEACHERS: Substitute teachers shall be provided, if available from the approved sub list, for "special area" teachers who are absent. Teachers included in this category are: special education, art, music, band, physical education, foreign language, home economics, and industrial arts.

6.10 CLASS SIZE: The Board and the Association mutually recognize that class size is an essential component for maximizing learning. The Board will consider recommended class size numbers published by the Ohio Department of Education in the Ohio Administrative Code (3301.35.05). No class size will exceed the physical facilities necessary for adequate instruction or exceed the number of desks or workstations necessary for each student, as determined by the Administration.

6.101 IEP CONFERENCES AND INTERVENTION ASSISTANCE TEAM MEETINGS: The Board of Education understands that time is a very valuable commodity. As a result, all Special Education and IEP meetings that include teachers are to be scheduled as closely as possible to the regular school day. Bargaining unit members will be compensated at the tutor rate for any time spent participating in IEP meetings that occur outside of the regular school day. Meetings scheduled outside of the school day must be approved by Administration in advance. Bargaining unit members must submit a timesheet to receive payment.

6.11 LOCAL PROFESSIONAL DEVELOPMENT COMMITTEE

6.111 PURPOSE: A local professional development committee (LPDC) shall be established to oversee and review professional development plans for course work, continuing education units, and/or other equivalent activities. The LPDC shall review and be knowledgeable of the entry year program as established by the District and teachers in accordance with Ohio Revised Code and the Rules and Regulations as established by the Ohio Department of Education.

6.112 TEACHER/ADMINISTRATOR INDIVIDUAL PROFESSIONAL DEVELOPMENT PLAN: The LPDC shall be responsible for the design of the process for submitting an individual professional development plan for license renewal or upgrade. The plan shall be based on the needs of the educator, the students, the school, and the school district.

6.113 LPDC STRUCTURE: The LPDC shall be comprised of five (5) classroom teachers (one from each campus, if possible) selected by the Association and four (4) administrators of the district to be selected by the Board, upon the recommendation of the Superintendent. The chairperson and the vice-chairperson of the LPDC shall be a class room teacher. Teacher shall mean any employee covered in the recognition clause of the Agreement between the Parties.

6.114 LENGTH OF TERMS OF LPDC MEMBERS: Teacher members shall serve terms three (3) years on a staggered basis as determined by the Association. A teacher member may succeed himself/herself if so appointed in accordance with section 6.133 above. In the event a LPDC member transfers to a new building, the Association reserves the right to terminate and/or replace the LPDC member.

6.115 REEVALUATION OF STRUCTURE AND SELECTION PROCESS: The Association and the Board agree to reevaluate the structure of the LPDC, the selection of LPDC members, and terms of LPDC as needed. The Association President and the Superintendent will annually review the adequacy of the budget allocations of nine thousand ($9,000) dollars for the LPDC at the end of each school year.

6.116 LPDC OPERATING PROCEDURES: Members of the LPDC shall select the chairperson, vice-chairperson and secretary at the first meeting. Additionally, - LPDC members shall determine its operating procedures and meeting schedule by consensus. Meetings shall be held, when possible, to keep district costs at a minimum. Where consensus is not possible a vote of fifty-five (55) percent of the full membership of the LPDC shall be required for action.

6.117 APPEALS PROCESS: The LPDC will establish the procedures to achieve the following appeal process:

> **6.1171 RECONSIDERATION:** If an educator disagrees with an LPDC's decision, the educator should be given the opportunity to meet with the LPDC in person to discuss his/her IPDP and to discuss his/her case.

6.1172 THIRD PARTY REVIEW: If, after the reconsideration process has taken place, the LPDC and the educator are still unable to come to agreement, a third party should review the decision.

6.11721 REVIEW PANEL FORMATION. A review panel will be appointed to review the educator's IPDP. This panel will consist of certified or licensed members of the Association. One licensed educator selected by the LPDC; one licensed educator selected by the educator; and one licensed educator agreed upon by the above two (2).

6.11722 REVIEW PANEL FUNCTION The review panel shall review and be knowledgeable of the entry year program as established by the District and teachers in accordance with Ohio Revised Code and the Rules and Regulations as established by the Ohio Department of Education. These three (3) individuals then function as a panel to review the LPDC decision and either uphold or overturn it. The reconsideration shall be based on the needs of the educator, the students, the school and the school district.

6.11723 CONFIDENTIALITY: All members of the LPDC and the LPDC appeals committee shall keep confidential all discussion, actions, material and other information as related to the duties of the Committee.

6.12 PROGRESS BOOK: The Superintendent shall consult the Association President prior to any intended implementation of features of the Progress Book.

6.13 INCLUSION: An Inclusion student shall be defined as a student identified with a disability who, as part of the student's IEP, participates in regular education classes through the course of the school day. Each individual child's IEP team shall determine the educational goals and placement of the child. The composition of each IEP team shall be determined by the Administrative staff.

6.131 Any teacher with assigned responsibility for providing educational services to a child under an IEP will be given reasonable advance notice, if practical.

6.132 It is mutually recognized that regular classroom teachers are not normally expected to administer medication to students, perform invasive medical procedures, assist students in taking care of bodily needs, or physically lift students. However, regular classroom teachers who are assigned special need students may receive training for emergency procedures unique to individually assigned students to their classrooms, and will be required to provide such services in emergency situations. In all cases, a member who in good faith engages in such activities will be considered to be acting in accordance with Board policy with the full and complete material support of the Board.

ARTICLE SEVEN
EMPLOYMENT PRACTICES

7.01 VACANCIES: A vacancy is a new position or an open position which occurs within the bargaining unit.

7.011 CONTENT OF POSTING NOTICE: Notice of all new positions or vacancies, including supplemental, will be posted in each building during the school year as soon as the position becomes officially open. The postings will include:

7.0111 Position available;

7.0112 Requirements for the position;

7.0113 Deadline for application;

7.0114 Effective starting date; and,

7.0115 Date of posting.

7.012 POSTING PERIOD Posting shall be for five (5) working days internally from the date of posting. An external posting of five (5) working days will follow the internal posting.

7.013 POSTING DURING SCHOOL RECESS: Except as noted below, written notice of any employment opening and/or vacancy that occurs during a school recess will be; posted in the central office; enclosed with any employee paycheck that occurs during the recess, for any employee that so requests (if paycheck is mailed during the posting timeline). Efforts will be made to post openings/vacancies on the district web page and/or mass e-mailings.

7.014 POSTING DURING JUNE, JULY AND AUGUST: During the months of June, July and August, the following procedure shall be followed:

7.0141 At any time employees may request in writing consideration for openings or positions for which they are certified or expect to be certificated for the following year.

7.0142 When an opening occurs the Superintendent shall attempt to notify those who have requested notification of such opening.

7.0143 Those notified have three (3) days from posting to declare interest in the open position.

7.015 INTERNAL APPLICANTS: A teacher desiring to apply for a vacancy shall apply for a vacant position, in writing once it is internally posted. Bargaining unit members applying for a vacancy will be guaranteed an interview for the position. Vacant positions will be awarded to a qualified bargaining unit member who applies for the vacancy and who meets qualifications as specified on the job posting, as determined by the Superintendent. In the case of equally qualified candidates, district seniority will be the determining factor. If no qualified bargaining unit member applies, the vacancy may be posted externally.

7.016 SENIORITY DEFINED: Seniority is defined as continuous years of service within the district. Approved leaves of absences or suspensions of contracts shall not be considered as interrupting continuous service, but seniority cannot be accrued while on such leave.

7.017 CRITERIA FOR DETERMINING QUALIFICATIONS: The following criteria shall be used in determining the qualifications of a present staff member:

7.0171 Certification;

7.0172 Years of service in the sought-after position/area;

7.0173 Academic preparation including college course work;

7.0174 Evaluations within the last three (3) years;

7.0175 Interview by administrator(s); and,

7.0176 Awards/recognition for excellence in teaching

7.018 REASONS FOR REJECTION: Upon request, any staff member who has been rejected for a position shall be entitled to a conference with representation to receive reasons as to why they were not chosen for the position.

7.019 SENIORITY LIST: Upon request from the Association President, the administration shall issue a seniority list to the President on January 15 of each contract year. All members of the bargaining unit will be placed on a seniority list for each teaching field for which they are properly licensed. The information provided shall include the name, home address, phone numbers, the year and date of hire, seniority date, work site, grade level and/or assignment, and all licensure areas including endorsements and College Credit Plus certification of each member of the bargaining unit and type of contract (continuing or limited). Each member of the bargaining unit is responsible for providing the Treasurer with a copy of all valid licenses, including endorsements and College Credit Plus certification by no later than January 1 of each contract year for inclusion in the seniority list. If copies are not provided by the bargaining unit members to the Treasurer by January 1 of the contract year, then any license, endorsement and/or College Credit Plus certification will not be included in the information provided on the seniority list and the content of the seniority list will not be subject to grievance by the Association or by any member of the bargaining unit. If information is inaccurate, the staff member may request a meeting with administration to resolve the differences and may be accompanied by association representation. The Seniority List as of January 15 shall be final for that contract year.

7.02 HARD TO FILL POSITIONS The following procedures will be utilized to incentivize internal candidates to fill "hard to fill" positions.

7.021 The administration will have a discussion with the union when a position has been deemed to be hard to fill. In the event there is an opening for a hard to fill position, the position shall be posted consistent with Article 7.01. The posting shall specify that it is for a hard to fill position.

7.022 If an otherwise qualified internal candidate applies for the open position and is selected for the same but does not have the required licensure, they are eligible to be reimbursed for the full cost of tuition necessary to enable them to become fully certified in that area. Any reimbursement awarded for hard to fill positions will not count against the tuition reimbursement fund established under Article 13.11. The individual must be able to obtain a supplemental license to fill the position pending completion of the certification process. As a condition of this additional benefit, the employee agrees to fill that position for at least three (3) years and remain employed at Northeastern. Employees must remain eligible for a supplemental or regular license in this field.

7.023 In addition, administration in their sole discretion may allow additional internal candidates to obtain certification in a hard to fill position under the same terms. They may be assigned to fill a position that becomes open in the hard-to-find field. They will be expected to fill that vacancy if it becomes available before the district needs to post the position. Any candidate selected to receive tuition reimbursement under this program shall be guaranteed reimbursement for tuition regardless of whether they ultimately fill a position provided they have complied with all necessary requirements for the applicable courses.

7.024 Administration reserves the right to fill a vacancy at any time with an external candidate after the internal posting period has been completed consistent with Article 7.01.

7.025 If an individual who participates in this program elects to leave the hard to fill position or leaves employment at Northeastern within three (3) years after participating in this program, such as by seeking an internal transfer, resigning or they are terminated for cause, the employee will pay back a percentage of the tuition in one-third (1/3) increments as follows. If the employee leaves the position or District during the first year after participation begins, the employee will reimburse the Board for one hundred percent (100%) of the cost of tuition paid under this program. If the employee leaves the position or District during the second year after participation begins, they will pay the Board two-thirds (2/3) of the cost of tuition. If the employee leaves the position or District before the conclusion of the third year after participation begins, they will pay the Board one-third (1/3) of the cost of tuition. The timeline for reimbursement shall begin on the date that the Employee starts employment in the position or begins coursework for licensure, whichever comes first. If an employee requests an internal transfer, he/she will reimburse the district in equal installments over twelve (12) months. If the employee resigns or is terminated, tuition owed may be taken from the employee's last paycheck. Any remaining tuition owed will be paid by the employee within thirty (30) days.

7.026 As with our regular tuition reimbursement, the employee must show completion of the course with a passing grade and shall submit a bill to receive reimbursement. Reimbursement for completed courses will occur after completion of each semester.

7.027 In addition, Northeastern will provide a stipend of two percent (2%) of the individual's current rate each year while the individual remains in that position. If the employee requests to move to another position at Northeastern, then they will no longer be eligible for the two percent (2%) stipend.

7.028 If the Board is unable to fill a position by July 10 each year, then the Administration will notify the Association about which positions cannot be filled. The parties will then meet to discuss the available options to fill the positions, including but not limited to via Involuntary Transfer under Article 7.03. After meeting with the Association, the District may contract with an outside provider to obtain someone on a year-to-year basis as long as the position continues to be posted with the intent to fill it before the start of the next school year.

7.03 HARD TO FILL POSITIONS-EXTERNAL: The following procedures will be utilized to incentivize external candidates to apply for and accept "hard to fill" positions with the Board. The District may, at the Board's discretion, credit up to five extra years of service credit to incentivize external candidates to accept open positions. The maximum service credit awarded under this provision shall be fifteen (15) years. The employee will remain on a salary freeze until their salary catches up with their placement on the salary schedule.

7.04 TEACHER ASSIGNMENTS

7.041 NEWLY-EMPLOYED PERSONNEL: The Superintendent shall assign all newly-employed personnel to their specific positions; which positions shall be within the subject area/grade level for which the employee is qualified. The teachers shall be given notification of his or her assignment and building as soon as possible.

7.042 PRESENTLY-EMPLOYED PERSONNEL: All teachers not newly employed in the district shall be given notice of their classes, subject, or grade levels and room assignments for the forthcoming year not later than June 1, except as provided for as in Section 7.03, Involuntary Transfers. Efforts should be made to avoid changes in room, grade level and/or subject assignments. When changes must be made, the bargaining unit member is to be involved in discussion leading to the decision to make such change. Proper assistance in making changes is to be provided by the administration.

7.0421 NOTIFICATION OF ASSIGNMENT CHANGES: Building principals will report yearly in September each incidence of a teacher who has made a room, grade level and/or majority change of teaching assignment. This information shall be collected and available to both administration and the association. This data will be used for future negotiations.

7.043 ASSIGNMENT CHANGES AFTER JUNE 1: In the event that changes in assignments are proposed after June 1, the teachers involved shall be notified immediately of this occurrence in writing and it shall be their responsibility to notify the Association. Upon written request, within ten (10) days, of a teacher or teachers, the changes shall be reviewed promptly by the Superintendent or his representative, with the teacher or teachers affected, who may have the option to have a representative of the Association present. Should a disagreement arise as to the desirability of, or the need for such changes, the disagreement shall be subject to the grievance procedure.

7.044 PAYMENT FOR MOVE: In the event a bargaining unit member is subjected to a change in room assignment for the next school year, said unit member shall be entitled to one hundred fifty ($150.00) dollars to be paid at the next appropriate pay. This provision shall not apply to the opening of new facilities or to any staff assignments associated with the new facilities.

7.045 RELEASE TIME FOR MOVE: Bargaining unit members moved during the school year shall be given two (2) release days to prepare for the move.

7.046 TEACHERS ASSIGNED TO MORE THAN ONE BUILDING: Schedules shall be arranged so that teachers assigned to more than one building shall not be required to engage in unreasonable amounts of travel. Adequate time shall be provided in the schedule for travel between buildings.

7.047 REIMBURSEMENT FOR USE OF PERSONAL VEHICLE: Teachers who use their personal automobile for travel as assigned in the schedule shall be reimbursed at the then current mileage rate established by the IRS, excluding travel to their first location from home and travel from their last daily-assigned location to home.

7.05 INVOLUNTARY TRANSFERS:

7.051 INVOLUNTARY TRANSFER DEFINED: An involuntary transfer involves a staff member being moved to a different school within the school district at the request of the administration.

7.052 ORDER OF INVOLUNTARY TRANSFER: Any proposed involuntary transfer shall be preceded by a review and polling of all qualified staff members to determine if said transfer can be accomplished by mutual agreement. Following the review, if involuntary transfers are needed, said transfers shall be determined by a review of certification and least seniority.

7.053 PREFERENCE FOR SUBSEQUENT VACANCIES: Bargaining unit members who have been involuntarily transferred shall be given preferential consideration when additional positions for which they are qualified come available within the two (2) year period following the effective date of the transfer.

7.054 NOTIFICATION OF INVOLUNTARY TRANSFER: The administration shall give the affected teacher as much notification as possible prior to the transfer. Bargaining unit members transferred during the school year shall be given two (2) release days to prepare for the move.

7.055 PAYMENT FOR MOVE: In the event a bargaining unit member is subjected to an involuntary transfer for the next school year (physically moving to a different room or building), said unit member shall be entitled to a grant of one hundred fifty ($150.00) dollars to be paid at the next

appropriate pay. This provision shall not be applied to the opening of new facilities or to any staff assignments associated with the new facilities.

7.06 INDIVIDUAL AND SUPPLEMENTAL CONTRACTS: The Board shall provide each teacher a written base contract, and where applicable, a supplemental contract. Such contracts shall be in accordance with the Ohio Revised Code and the contracted agreement, and shall include the following items:

7.061 Name and address;

7.062 Type of contract.;

7.063 Length of contract;

7.064 Salary schedule class and step and/or hourly rate;

7.065 Annual salary;

7.066 Number of pay periods per year;

7.067 Employee hereby agrees to fulfill the assigned duties in Northeastern Local Schools;

7.068 Employee further agrees to abide by and maintain the rules and regulations adopted by the Board; and,

7.069 Employees agree to work the number of school days as provided in the contracted agreement.

7.07 HIRING OF RETIRED TEACHERS: Any bargaining unit member who retires under STRS and subsequently is reemployed in the district may be hired at a rate of pay different from his or her years of service as specified in the salary index contained in this Agreement. Any teacher employed under this article shall receive a one (1) year employment contract that automatically expires at the end of the contract term. Rehired retirees are not entitled to notice of nonrenewal, are not subject to evaluation under Section 8.01, are exempt from all limited contract provisions in Section 8.03, and do not accrue seniority. Rehired retirees are also not eligible to receive a continuing contract under 8.04 of the Agreement. Prior to returning to employment after the expiration of any one (1) year contract, the District shall first post the position consistent with Section 7.01. Retired retirees will be placed at the appropriate salary schedule placement on the salary schedule as determined by the administration at a minimum of Step 3 on the salary schedule with appropriate credit for educational placement. This provision and such salary and individual contract with a member expressly supersedes RC Section 3317.13 and all other applicable laws. While employed by the district subsequent to retirement, such member who is interested in obtaining health care benefits may enroll and participate in such health care benefits offered by the District pursuant to the terms of this Contract. Such retired member is not eligible to receive a severance payment upon leaving employment with the district. This provision of the agreement and such salary and contract will not be grievable under the grievance procedures of this agreement nor through any claim or action filed before the State Employee Relations Board (SERB) or any other court of law.

Positions that are paid with grant money or Title funds, or ones that are short-term may be paid at such rates as: substitute pay, tutor rate, or beginning teacher rate.

7.08 CONTINUOUS IMPROVEMENT PLAN: All issues pertaining to Continuous Improvement Plans (CIP) shall be in accordance with this contract. All matters pertaining to wages, hours, or terms and other conditions of employment are subject to collective bargaining as stated in ORC 4117.08.

ARTICLE EIGHT
EVALUATION AND NON-RENEWAL

8.01 TEACHER EVALUATION: The Board and Association agree that the District shall utilize the Ohio Teacher Evaluation System (OTES) as contained in ORC 3319.111, and 3319.112 for the evaluation of all teachers in the bargaining unit. All teachers in the bargaining unit are to be evaluated at least once per year, except as noted below in 8.011 exceptions. All evaluations must be completed by May 1 of each year and the teacher shall meet with his/her credentialed evaluator to receive a written report of the results of the evaluation by May 10 of each year. A single performance rubric will be used for the entirety of the evaluation. The credentialed evaluator will consider evidence gathered during the observation and walkthrough processes to support placement within the rubric. This will be available to the teacher throughout the process. The Association and the Board agree to establish a Joint Evaluation Committee (JEC) for the sole purposes of recommending policies and procedures applicable to the negotiated language for teacher, librarian, nurse, and school counselor evaluation as contained in this Contract. The JEC will be comprised of 4-7 Association members and an equal number of Administrators as assigned by the Superintendent. The JEC may establish HQSD sub-committees (P-6, 7-12) to assist with the JEC's work relative to the identification of HQSD to be recommended to the Superintendent.

8.011 EXCEPTIONS:

8.0111 Those teachers who receive a rating of "Accomplished" on their most recent final evaluation shall be evaluated once every three (3) school years so long as the teacher submits a self-directed professional growth plan to the evaluator that focuses on the specific areas identified in the observations and evaluation and the evaluator determines that the teacher is making growth/progress on that plan.

8.0112 Those teachers who receive a rating of "Skilled" on their most recent final evaluation shall be evaluated once every two (2) school years so long as the teacher and evaluator jointly develop a professional growth plan for the teacher that focuses on specific areas identified in the observations and evaluation and the evaluator determines that the teacher is making growth/progress on that plan.

8.0113 In any year in which a teacher who has not been formally evaluated as a result of the application of the provisions in sections 8.0111 and 8.0112 above, the teacher will still be observed by a credentialed evaluator at least once during the school year and at least one (1) conference shall be held between the credentialed evaluator and the teacher to discuss the observation and growth/progress on the teacher's professional growth plan.

8.0114 Teachers new to the District will start the full OTES cycle regardless of previous OTES summative ratings received in a prior district.

8.0115 Those teachers who tender notice of retirement and for whom the Board formally acts to accept the same prior to December 1 of the school year in which the teacher intends to retire, the administration may choose not to evaluate said teachers under terms and conditions as stated in this Article.

8.012 OBSERVATION PROCEDURES:

8.0121 Any formal observations performed as part of a teacher evaluation shall be preceded by a pre-observation conference between the evaluator and teacher to discuss content and expectations for the day of the observation. This conference shall occur no earlier than two (2) days nor more than four (4) work days prior to the formal observation and will be at a mutually agreeable time. The purpose of the pre-conference is to discuss

the expectations of the observation cycle, to review the lesson that will be observed, and to collect any pre-conference artifacts/data prior to the observation.

8.0122 The first formal observation will be completed between October 1 and January 15. Observations may take place prior to October 1 if mutually agreed upon by the teacher and credentialed evaluator. The second and any subsequent formal observations will be completed between January 16 and May 1. There will be a minimum of four (4) weeks between the first and second formal observations and two (2) weeks between the second and third formal observations, if applicable. The timelines in this section shall be waived for those teachers who are on Board-approved extended leave of absence of 20 or more consecutive days.

8.0123 No more than two (2) formal observations shall be included as part of an evaluation cycle unless one of the following occurs:

8.0124 The teacher in question requests a third (3) observation. In such cases the teacher must request the third (3) observation within one (1) business day of the post-conference of the second observation.

8.0125 The teacher in question is in the final year of a limited contract. In this circumstance, the Board may include a third (3) formal observation.

8.0126 Following the performance of a formal observation, a post observation shall occur between the teacher and the evaluator to discuss what was observed, areas of strength and/or possible improvement. This conference shall occur no later than five (5) work days following the formal observation.

8.0127 The teacher may provide evidence to the credentialed evaluator, including but not limited to student information affecting educational progress, student interest or learning style surveys, newsletters, classroom rules, lesson plans, portfolios, summative assessments, and student work samples. All evidence must be supplied by January 15 for the first observation cycle and by May 1 by the second observation cycle.

8.0128 Administrators will attempt to observe courses other than CCP courses when possible.

8.013 WALKTHROUGH PROCEDURES

8.0131 An informal walkthrough is a proper evaluative tool that may be conducted without prior notification to the teacher and included in the full evaluation cycle. An informal walkthrough shall last no longer than fifteen (15) minutes in duration. A minimum of one (1) but, no more than two (2) informal walkthroughs shall be included as a part of a full evaluation cycle and will be documented in the OTES 2.0 software

8.014 FINAL HOLISTIC RATINGS

8.0141 Each completed evaluation shall result in the assignment of one of the following evaluation ratings to each teacher; Accomplished, Skilled, Developing or Ineffective. Ratings will be assigned and be based upon evidence gathered during the evaluation cycle, assessed in a holistic manner, that is aligned to the Ohio Professional Educator Standards

8.0142 Teachers receiving a rating of Accomplished will independently develop a professional growth plan which shall be aligned to any existing school district or building improvement plan and shall focus on the most recent evaluation and observations.

8.0143 Teachers receiving a final rating of Skilled shall jointly develop a professional growth plan with the teacher's credentialed evaluator, which shall be aligned to any existing school district or building improvement plan and shall focus on the most recent evaluation and observations.

8.0144 Teachers receiving a rating of Developing will collaboratively develop a professional growth plan with the teacher's credentialed evaluator that is guided by the teacher's assigned credentialed evaluator. The PGP shall be aligned to any existing school district or building improvement plan and shall focus on the most recent evaluation and observations.

8.0145 Teachers receiving a rating of Ineffective in one or more domains, or a final holistic rating of Ineffective will be placed on a professional improvement plan ("PIP") developed by the teacher's credentialed evaluator. The purpose of the PIP is to provide additional coaching and support to the teacher to improve in the area/s identified as Ineffective. The PIP shall be aligned to any existing school district or building improvement plan and shall focus on the most recent evaluation and observations. The PIP will consist of up to five (5) measurable areas of improvement. Each PIP will include three elements:

A. Identify the areas in which improvement is needed. (Maximum of three areas)
B. Outline strategies or actions for improvement.
C. Describe areas that administrators will assist with to support the improvement process.

8.0146 PGPs and PIPs based on final evaluations shall be developed by September 30. Administrators may place teachers on PIPs not tied to their evaluation during the school year. The District will use a modified version of the PIP OTES model form.

8.0147 With the teacher's consent, the Association shall be notified when any teacher is placed on a PIP. The evaluator may assign a mentor teacher to work with the teacher who is placed on a PIP. Mentor teachers will be selected from a list of individuals who are willing to serve as mentors, and shall be compensated at the first year RESA Mentor rate.

8.015 HIGH-QUALITY STUDENT DATA:

8.0151 Each evaluation shall contain two (2) measures of high quality student data (HQSD).

8.0152 HQSD may be used as evidence consistent with the state approved framework.

8.016 CREDENTIALED EVALUATOR:

8.0161 For the purposes of OTES, each teacher subject to evaluation will be evaluated by a credentialed evaluator who meets the eligibility requirements of ORC Section 3319.111(D), who holds a credential established by the Ohio Department of Education for teacher evaluation, who has completed state-sponsored OTES training, and who is not an NELEA bargaining unit member.

8.0162 Once credentialed evaluators are assigned, a teacher may make a request in writing to the Superintendent to consider assigning an alternate evaluator. Decisions of the Superintendent are not subject to the grievance process.

8.017 PROCEDURAL DEFECT:

8.0171 Both parties are to adhere to the timelines established in the Article for the teacher evaluation process. Should the Board fail to adhere to the timeline, the evaluation will be considered null and void, unless mutually agreed upon by both parties. Should a bargaining unit member fail to adhere to the timelines, disciplinary action may result.

8.018 TIME LIMITS:

8.0181 All timelines referenced in the evaluation procedure may be modified by mutual agreement of the parties.

8.02 GUIDANCE COUNSELOR EVALUATION: Guidance Counselors shall be evaluated in accordance with the Ohio School Counselor Evaluation System, including the standards-based state framework that requires school counselors to demonstrate their ability to produce positive student outcomes using metrics as identified in the standards, including those from the school or school district's report card.

8.021 EVALUATION PROCESS AND RATING: All school counselors shall be evaluated annually be a building administrator, except as otherwise appropriate for high-performing school counselors, as defined by the Ohio Department of Education on the Evaluation Rubric. School counselors shall receive a rating on each evaluation as follows: Accomplished, Skilled, Developing, or Ineffective. Each evaluation shall consist of two (2) cycles of formal observations of at least thirty (30) minutes each and periodic walkthroughs (if applicable) by cycle will run from January 16 May 1. Formal observations will be preceded by a conference between the evaluator and the counselor in order for the counselor to explain plans and objectives for the work to be observed. The pre-conference will be scheduled no earlier than two (2) days and no more than four (4) days prior to the formal observation. If a scheduled formal observation does not occur due to the counselor missing work on the scheduled day of the formal observation, it will be immediately reassigned by the administration. Formal observations will be followed by a post-conference between the evaluator and the guidance counselor. During this post-conference, a working draft of the rubric will be shared with the counselor and areas of strength and/or possible improvement will be discussed. The counselor may also provide appropriate evidence to the credentialed evaluator at the post-conference, which may consist of student surveys, lesson plans, student metrics, records of collaboration and contact notes. This post-conference will occur within three (3) work days of the formal observation. All school counselors who are evaluated shall be provided with a written report of the results of the evaluation. Evaluations will be completed by May 1st and each school counselor will be provided a written report of the results of his/her evaluation by May 10th.

8.022 EFFECT OF RATINGS:

8.0221 School counselors receiving a final summative rating of "Accomplished" will develop a professional growth plan.

8.0222 School counselors receiving a final summative rating of "Skilled" will develop a professional growth plan collaboratively with their evaluator.

8.0223 School counselors receiving a final summative rating of "Developing" will develop a professional growth plan collaboratively with their evaluator and a building administrator must approve the plan.

8.0224 EFFECT OF INEFFECTIVE RATING: School counselors receiving a rating of Ineffective in one or more domains or a final holistic rating of Ineffective will be placed on a Professional Improvement Plan. The purpose of a PIP is to provide additional coaching and support to the counselor to improve in the areas identified as Ineffective. The evaluating administrator will develop the improvement plan. The improvement plan will be developed and given to the counselor no later than September 30 of the following year. The PIP will consist of up to five (5) measurable areas of improvement.

The District will use the PIP OSCES model form. Each PIP will include three elements:

A. Identify the areas in which improvement is needed. (Maximum of three areas)
B. Outline strategies or actions for improvement.
C. Describe the areas that administrators will assist with to support the improvement process.

With the counselor's consent, the Association shall be notified when any counselor is placed on a PIP.

8.03 NON-RENEWAL OF LIMITED TEACHERS' CONTRACTS:

8.031 LIMITED CONTRACT TEACHERS WITH FOUR (4) OR LESS YEARS OF SERVICE: Newly hired limited contract teachers shall be placed on a one-year contract. Upon satisfactory completion of the contract, the employee shall be issued a one-year limited contract and if renewed, issued another one (1) year limited contract. If the third one-year contract is renewed, the teacher shall be placed on one (1) additional one-year limited contract. At the conclusion of the fourth year, subsequent contract renewal shall be for a three-year period. (Contractual sequence: one year, one year, one year, one year, three years).

8.0311 RIGHTS OF LIMITED TEACHERS WITH FOUR (4) YEARS OR LESS: The Association and Board expressly agree that a limited contract teacher with four (4) or less years' experience in the District may be non-renewed for any reason during the first four (4) years of employment. Further, the Board's determination not to renew the limited contract of a teacher with four (4) years or less experience is made at the Board's sole discretion and is not subject to the Grievance Procedure contained in the Agreement. Finally, any teacher who is non-renewed under this Section will not have the right to appeal the Board's determination to the Court of Common Pleas, or any other Court of competent jurisdiction.

8.0312 PROCEDURAL RIGHTS: Any teacher with four (4) or less years of teaching experience in the district will be granted the same due process rights for timelines for observations and evaluation as outlined in 8.0121. A procedural error will apply only to the current limited contract. Procedural errors may be subject to the grievance procedure and the Court of Common Pleas.

8.032 LIMITED CONTRACT NON-RENEWAL AFTER FOUR (4) YEAR PROBATIONARY PERIOD: Limited contract teachers who have met the four (4) year probationary period shall be non-renewed for only good and just cause. All principles of due process shall be afforded the bargaining unit member who is non-renewed under this provision. All limited contract teachers who have met the four-year probationary period shall receive, starting with the fifth year, three (3) year limited contracts.

8.0321 NON-RENEWAL OF TEACHER WITH MORE THAN FOUR (4) YEARS OF EXPERIENCE: The non-renewal of a teacher with more than four (4) years' experience in

the District, upon the expiration of the limited contract after the one in effect on September 1, 1998, will be subject to either the grievance and arbitration provisions of the Agreement, or an appeal filed in Clark County Court of Common Pleas, but not both.

8.04 QUALIFYING FOR CONTINUING CONTRACTS UNDER LIMITED CONTRACT: The attainment of a continuing contract is a privilege within the teaching profession to which one should aspire. Any bargaining unit member who is serving a multi-year limited contract and qualifies for a continuing contract **, according to the minimum requirements established by state law for a continuing contract (3319.08, 3319.11),** may be recommended for continuing contract status upon written request to the Superintendent . Such written request must be submitted to the Superintendent by September 30 of the contract year in which the bargaining unit member who is serving under a multi-year limited contract would like the Superintendent to consider continuing contract status. Any bargaining unit member submitting a written and timely request will be placed on a full evaluation cycle for that contract year. If it is the intent of the Superintendent to not recommend continuing contract status, the Superintendent will notify the teacher of his/her decision, and the teacher may withdraw the request. The refusal of the Superintendent to recommend a continuing contract while an employee is serving under a multi-year limited contract is not grievable.

8.05 CONTINUING CONTRACT EXCLUSION: No provision of this section shall be applicable to any teacher who has a continuing contract. Any action taken by the Board against any continuing contract shall be in accordance with O.R.C. 3319.16 and 3319.161. Any bargaining unit member who possesses a continuing contract on December 1, 1994 shall not have his/her contract terminated other than the reasons set forth in Ohio Revised Code 3319.16 on December 1, 1994.

8.06 LIBRARIAN AND NURSE EVALUATIONS: This section applies only to librarians and nurses who are not evaluated under the Ohio Teacher Evaluation System or Ohio School Counselor Evaluation System. Librarians and nurses shall be evaluated in accordance with the Board-adopted Evaluation Rubric (Rubric)s that are developed in consultation with a sub-committee of the JEC.

8.061 EVALUATION PROCESS AND RATING All librarians/nurses shall be evaluated annually by a building administrator, except for high-performing librarians/nurses. Librarians/nurses shall receive a final evaluation rating on each evaluation as follows: Accomplished, Skilled, Developing, or Ineffective.

Librarian/nurses who receive a rating of "Accomplished" on their most recent evaluation shall be evaluated once every three (3) school years, as long as the librarian/nurse submits a self-directed professional growth plan to the evaluator that focuses on the specific areas identified in the evaluation, and the evaluator determines that the librarian/nurse is making adequate growth/progress on that plan.

Librarians/nurses who receive a rating of "Skilled" on their most recent evaluation shall be evaluated once every two (2) school years, as long as the librarian/nurse and evaluator jointly develop a professional growth plan for the librarian/nurse that focuses on specific areas identified in the evaluation and the evaluator determines that the librarian/nurse is making adequate growth/progress on that plan.

Librarians/nurses with a rating of "Developing" will develop a Professional Growth Plan that is guided by the assigned credentialed evaluator.

Librarians/nurses who receive a rating of ineffective in one or more domains or a final holistic rating of "Ineffective" will be placed on a professional improvement plan at the start of the next school year. The purpose of a PIP is to provide additional coaching and support to the librarian/nurse to improve in the area/s identified as ineffective. The plan will be developed by the evaluator in consultation with the librarian/nurse. A librarian/nurse may be placed on a performance

improvement plan at any time by the evaluator during the school year for a documented deficiency. With the librarian/nurse's consent, the Association shall be notified when any librarian/nurse is placed on a PIP.

Evaluators will gather evidence throughout the school year. This evidence will include data from at least one observation and may also include artifacts and data as appropriate to the position. The evaluator and librarian/nurse will meet no later than September 30th to jointly review the growth goals and/or the improvement plan and discuss evidence that will be considered in the evaluation. Evaluations will be completed by May 1st and each librarian will be provided a written report of the results of his/her evaluation by May 10th.

ARTICLE NINE
DISCIPLINE

9.01 PROGRESSIVE REPRIMAND PROCEDURE: It shall be the goal of the administration to issue reprimands only as a last resort. If, however, a reprimand is necessary, the basic concepts of just cause, privacy, and due process shall be maintained at each level of any reprimand. Reprimands must be handled in a professional manner.

9.011 DUE PROCESS AND JUST CAUSE: Reprimands shall be progressive in nature when appropriate. If a staff member is charged with a violation which would be initiated at a higher level, due process and just cause shall be afforded the staff member. Only violations deemed of a serious nature by the Superintendent or Assistant Superintendent shall be initiated at a higher level.

9.012 SUSPENSION ONLY BY SUPERINTENDENT: The Superintendent has the right to suspend a staff member's contract for no more than five (5) working days. In the event of a suspension, the staff member shall have the right to appeal through the grievance procedure. Paid and unpaid suspensions will not interrupt the continuous service of the employee.

9.013 UNPAID SUSPENSION: Only the Board has the right to suspend a staff member's contract without pay for more than five (5) days. In the event of a suspension, the staff member shall have the right to appeal through the grievance procedure. If the Board rejects the suspension, back pay will be made.

9.0131 PROGRESSIVE STEPS OF REPRIMAND: Progressive Steps of Reprimand:

9.01311 Verbal reprimand with Association representative present**;**

9.01312 Written;

9.01313 Suspension with pay;

9.01314 Suspension without pay; and,

9.01315 Termination.

9.014 WRITTEN REPRIMAND: Reprimands at steps 9.0132 through 9.0135 shall be in writing and submitted to the staff member.

9.015 REPRESENTATION: Any certificated staff member shall have the right to representation at any level.

9.016 REMOVAL OF REPRIMANDS FROM FILE: An employee may request the nullification of any written reprimand or warning contained in his or her personnel file after five (5) years. Such request shall be made to the Superintendent or designee in writing. Upon receipt of such request, the Superintendent or designee shall schedule a conference with the employee to review the matter. The employee may be accompanied at this meeting by a representative of the Union. If the Superintendent or designee agrees to the nullification, the Superintendent or designee shall prepare a memorandum of nullification and affix it to the reprimand or warning in the employee's personnel file. Nullified reprimand or warnings shall not be considered in the imposition of subsequent discipline or termination action taken against the employee.

9.0161 REPRIMAND REMOVAL: Nothing in this article shall prevent an employee from challenging a written letter of reprimand on a timely basis, consistent with this agreement.

9.017 REPRIMAND STATUS: While reprimands may be a part of the evaluation process, classroom instruction shall be the main focus of evaluation.

9.018 CONTRACT STATUS OF TENURED TEACHERS: The contract status of tenured teachers shall be addressed under O.R.C. 3319.16, 3319.161 and other applicable 0. R.C. only.

ARTICLE 10
REDUCTION IN FORCE

10.01 REASON FOR REDUCTION IN FORCE: When it would become necessary for the Board to make a reasonable reduction of instructional staff by suspending teachers' contracts, the following shall be applied.

10.02 ATTRITION: Reductions shall be made through attrition, including retirements, resignations, and release of retire/rehire teachers prior to initiating a reduction in force, unless the Superintendent in his sole discretion, determines that any vacancy needs to be filled.

10.03 ORDER OF CONTRACT SUSPENSION: Reductions shall be made by suspending contracts based upon the Superintendent's recommendation. Those contracts to be suspended will be chosen as follows:

10.031 Any reduction will first be made by reducing limited contract teachers before continuing contract teachers, regardless of evaluation rating or seniority.

10.032 Reduction will then be made by teaching field, using comparable evaluations, instead of seniority, as a basis for reduction, as follows:

a. Ineffective - Category #1 (first to be reduced)
b. Developing - Category #2 (second to be reduced)
c. Skilled- Category #3 (third to be reduced)
d. Accomplished - Category #4 (last to be reduced)

10.033 SENIORITY LIST BY TEACHING FIELD: Upon request from the Association President, the administration shall issue a seniority list to the President on January 15 of each contract year. All members of the bargaining unit will be placed on a seniority list for each teaching field for which they are properly licensed. The information provided shall include the name, home address, phone numbers, the year and date of hire, seniority date, work site, grade level and/or assignment, and all licensure areas including endorsements and College Credit Plus certification of each member of the bargaining unit and type of contract (continuing or limited). Each member of the bargaining unit is responsible for providing the Treasurer with a copy of all valid licenses, including

endorsements and College Credit Plus certification by no later than January 1 of each contract year for inclusion in the seniority list. If copies are not provided by the bargaining unit members to the Treasurer by January 1 of the contract year, then any license, endorsement and/or College Credit Plus certification will not be included in the information provided on the seniority list and the content of the seniority list will not be subject to grievance by the Association or by any member of the bargaining unit. If information is inaccurate, the staff member may request a meeting with administration to resolve the differences and may be accompanied by association representation. The Seniority List as of January 15 shall be final for that contract year.

10.04 SENIORITY DEFINED: Seniority is defined as continuous years of service within the district. Approved leaves of absences or suspensions of contracts shall not be considered as interrupting continuous service.

10.041 TIME ON LEAVE: Board approved leaves of absence will not interrupt continuous service but seniority cannot be accrued while on such leave.

10.042 TIE IN SENIORITY: If two (2) or more teachers have spent the same length of continuous service, seniority will be determined by:

10.0421 The date of the board meeting at which the teacher was hired, and then by;

10.0422 The date the teacher signed his/her initial employment contract in the district, and then by;

10.0423 Any remaining ties will be broken by lot.

10.05 DISPLACEMENT RIGHTS: A teacher whose contract is to be suspended, and who has an additional license / certificate / endorsement / College Credit Plus certification in another teaching field may elect to displace a teacher with a comparable evaluation rating who has less seniority in that teaching field in accordance with Article 10.03 above.

10.06 RECALL RIGHTS: The names of teachers whose contracts are suspended in a reduction in force will be placed on a recall list for up to twenty-four (24) months from the date of the reduction. Teachers on the recall list will have the following rights:

10.061 NO NEW HIRES: No new teachers will be employed by the Board while there are teachers on the recall list who are certificated for the vacancy.

10.062 ORDER OF RECALL: Teachers on the recall list will be recalled in reverse order of layoff, with continuing contract teachers having preference over limited contract teachers, regardless of evaluation rating.

10.0621 Teachers in each teaching field will be recalled based upon comparable evaluation rating as follows:

a. Accomplished (first to be recalled)
b. Skilled (second to be recalled)
c. Developing (third to be recalled)
d. Ineffective (last to be recalled)

10.0622 In the event that two teachers in an affected teaching field have the same comparable evaluation rating, seniority will be utilized for recall.

10.063 NOTIFICATION OF RECALL: If a vacancy occurs, the Board will send a certified announcement to the last known address of all teachers on the recall list who are qualified according to these provisions. It is the teacher's responsibility to keep the Board informed of his/her current address. All teachers are required to respond in writing to the district office within five (5) working days, upon receipt. The vacant position will be awarded in accordance with 10.062 above. Any teacher who fails to respond within five (5) working days upon receipt, or who declines to accept the position, will forfeit all recall rights.

10.064 RIGHTS UPON RETURN FROM REDUCTION IN FORCE: A teacher on the recall list will, upon acceptance of the notification to resume active employment status, return to active employment status with the same seniority, accumulation of sick leave, and salary schedule placement as he/she enjoyed at the time of layoff.

ARTICLE ELEVEN
LEAVES OF ABSENCE

11.01 SICK LEAVE:

11.011 ACCUMULATION (SICK LEAVE): The maximum number of sick days' accumulation for the life of this contract shall be 280 days.

11.012 USE OF SICK LEAVE: Such accumulated sick leave may be used for exposure to contagious disease, complications due to pregnancy, funeral, illness or injury of the employee or member of the immediate family (children, stepchildren, grandchildren, father, mother, step-parent, sister, brother, husband, wife, parent-in-law, brother and sister-in-law, daughter and son-in-law, grandparents of either spouse or any relative living in the household) without limitation, provided documentation for reasonable cause is submitted as required by state statute. When using sick leave, a specific person as set forth in this section must be provided in the kiosk system at the time the entry is made.

A bargaining unit member using sick leave for three (3) consecutive days for personal illness, or illness or injury of an immediate family member will be required to furnish a statement of physician's visit or official documentation of the employee's positive test result for a contagious disease as documentation for said absence. If a bargaining unit member provides documentation of a positive test result and is absent for more than six (6) days, the unit member will provide a physician's statement upon request of the Superintendent.

When the Superintendent/designee determines that potential misuse or abuse of sick leave may exist, the Superintendent/designee will arrange a meeting with the bargaining unit member and a representative of the Association in order to discuss the potential misuse or abuse of sick leave and to provide the bargaining unit member with an opportunity to explain the suspected misuse or abuse. As an outcome of the meeting, the Superintendent may decide that discipline, denial of sick leave and/or documentation of any/all future absences for sick leave, or any combination thereof, may be warranted.

11.013 BEREAVEMENT LEAVE: Each employee may have up to three (3) days per contract year of his/her sick leave to attend the funeral of a close friend or acquaintance. Said leave shall be approved by the Superintendent on an individual needs basis.

11.014 MAINTAINING MAXIMUM ACCUMULATION: When an employee earns the maximum accumulated sick leave days and earns leave at one and one fourth (1-1/4) days per month up to fifteen (15) more and the employee does not use more than is earned per month, the district's record keeping system will show no less than the maximum accumulation possible.

Examples for illustration only:

11.0141 An employee has earned the maximum two hundred eighty (280) days and is ill two (2) days in September, the maximum will not drop below two hundred and eighty (280) due to the employee earning one and one-fourth (1-1/4) days in July and August.

11.0142 If an employee has earned the maximum two hundred and ninety-five (295) days and is ill twenty-five (25) days during the school year, the maximum will drop to two hundred and seventy (270) days.

11.015 SICK LEAVE ADVANCE All full-time employees may be advanced up to five (5) days of sick leave which are not yet earned. Time shall remain in the current year to earn the sick leave days advanced. Employees will be required to reimburse the district for any days advanced, that not enough days were worked to earn back the advanced days, when an employee's service to the district is terminated by the employee or by the district and prior to any severance payments being made or final check released.

11.016 MINIMUM USE OF SICK LEAVE: Sick leave will be deducted in multiples of one-half (1/2) day.

11.017 TRANSFER OF SICK LEAVE UPON EMPLOYMENT: Any member having an accumulated sick leave balance through employment with a public agency in the state of Ohio that was accumulated within ten (10) years prior to the date of employment with the District is eligible to transfer the balance of such accumulated sick leave up to a maximum of 280 days to the member's credit in the District pursuant to the provisions of O.R.C. 3319.141.

11.018 Sick Leave will not be deducted from an employee's accumulated sick leave balance if the corresponding day was cancelled due to weather conditions or other public calamity on calamity day one (1) or two (2) of the school year. Sick Leave will be deducted from the employee's accumulated Sick Leave balance proportional to the expected hours of work, if the corresponding school day was cancelled due to weather conditions or other public calamity for calamity days three (3) through five (5) of the school year. Sick Leave will not be deducted from an employee's accumulated Sick Leave balance if the corresponding day was cancelled due to weather conditions or other public calamity on calamity days beyond day five (5) or for a Level 3 Emergency.

11.02 PERSONAL LEAVE:

11.021 ACCUMULATION (PERSONAL LEAVE): Three (3) days of personal leave per year shall be available to each member upon approval of the Building Principal, at least twenty-four (24) hours in advance, except in an emergency.

11.022 ABUSE OF PERSONAL LEAVE: Abuse of the following provisions may constitute grounds for disciplinary action (Article VII, Section 7.07), and could include dismissal.

11.023 UNRESTRICTED USE: The use shall be unrestricted except for the following:

11.0231 Personal leave shall not be used for gainful employment.

11.0232 Personal leave shall not be used for lengthening vacations (unless extreme emergency conditions exist, such as travel conditions).

11.0233 If more than two (2) teachers in any individual school with a Principal request the same day for Personal Leave, the Principal's decision will be based upon the reasonable management of schools (more than two (2) may be granted).

11.0234 It is important that the staff be present on in-service and teacher work days. A minimal number of personal days may be used on these days.

11.0235 Personal leave shall not be used on the day before or after a scheduled non-work day for teaching staff (including breaks, holidays, etc.) without prior Superintendent approval.

11.024 PERSONAL LEAVE NOT DEDUCTED FROM SICK LEAVE: Personal leave days shall not be deducted from sick leave accumulation and no salary deduction shall be made.

11.025 Personal Leave will not be deducted from an employee's accumulated Personal Leave balance if the corresponding day was cancelled due to weather conditions or other public calamity on calamity day one (1) or two (2) of the school year. Personal Leave will be deducted from the employee's accumulated Personal Leave balance proportional to the expected hours of work, if the corresponding school day was cancelled due to weather conditions or other public calamity for calamity days three (3) through five (5) of the school year. Personal Leave will not be deducted from an employee's accumulated Personal Leave balance if the corresponding day was cancelled due to weather conditions or other public calamity on calamity days beyond day five (5) or for a Level 3 Emergency.

11.03 ASSAULT LEAVE: Notwithstanding the provision of Section 3319.141 of the Ohio Revised Code, the Board will grant assault leave to covered employees absent due to physical or mental disability resulting from physical assault under the following conditions:

11.031 LENGTH OF PAID LEAVE: Any certificated teacher who must be absent from his or her duties due to physical or mental disability resulting from a physical assault by a student or the parent or legal guardian of a student of this system, while teaching or in school-related activities, on or off school premises before, during or after school hours, will be paid his or her full scheduled compensation for a maximum period of thirty (30) days.

11.032 DISABILITY RETIREMENT: If permanently disabled, the teacher must apply for disability retirement, and no assault leave shall be granted after such retirement has been approved. The period of such absence, as defined in this provision, shall be termed "assault leave."

11.033 STATEMENT OF ASSAULT: Before assault leave can be approved, the teacher shall furnish to the Superintendent a written, signed statement describing the circumstances and events surrounding the physical assault and the cause thereof, including the location and time of the assault, name and address of victims and witnesses, if known. If medical attention is required or sought, the teacher shall also furnish to the Superintendent a statement of the nature of the disability and its duration which has been signed by a physician licensed in the State of Ohio.

11.034 FALSIFICATION: Falsification of either the written, signed statement of the events or circumstances surrounding the physical assault or the physician's statement shall be grounds for suspension or termination of employment under 3319.16 O. R.C.

11.035 ASSAULT LEAVE NOT CHARGED TO SICK LEAVE: Assault leave, which is approved by the Superintendent, shall not be charged against sick leave earned or earnable by the teacher or leave granted under regulations adopted by the Board, pursuant to 3319.08 O.R.C., or any other leave to which the teacher is entitled.

11.04 ADOPTIVE. PARENT, CHILD CARE, MATERNITY/PATERNITY LEAVE OF ABSENCE: The Board shall grant a staff member who has at least thirty (30) accumulated Sick Leave days an adoptive, parent, child care and/or maternity/paternity leave of absence, with pay, utilizing sick leave, for thirty (30) working days upon proper certification.

11.041 EXTENDED LEAVE: An employee may request an extended leave of absence without pay for the purpose of adoption, parent, child care and/or maternity/paternity in addition to that provided in Section 11.04 herein. Such request must be submitted to the Superintendent at least thirty (30) days prior to the start of the requested leave of absence except in emergency situations. The request shall state the length of absence desired by the employee.

11.042 DURATION OF LEAVE: The duration of the leave of absence shall be no longer than one (1) year but may be renewed by the Board upon request of the teacher.

11.043 NOTIFICATION OF RETURN: The teacher shall notify the Superintendent of intent to return from leave not later than April 1, if the intent is to return at the beginning of the new school year. If the Superintendent is not notified, the Board may assume the teacher will not return.

11.044 EARLY RETURN FROM LEAVE: At the discretion of the Board and upon the recommendation of the Superintendent, an adoptive, parent, child care leave requested and granted may be curtailed or terminated prior to the expiration of the full term for which the Board granted the leave in case of interrupted pregnancy or death or recovery of the child, or other circumstances eliminating the necessity for such leave. Such action shall be taken only after a doctor certifies that the employee is in good health and able to resume his or her full duties. A return to some form of part-time or limited service shall be permitted by mutual agreement.

11.045 CONTINUING CONTRACT STATUS/ANNUAL SALARY INCREMENT: The continuing contract status of any such employee shall not be adversely affected by adoptive/parent/child care leave, but the normal annual salary increment shall not be granted unless one hundred and twenty (120) days of the contract have been fulfilled.

11.046 CONTINUATION OF BENEFITS: Such staff member may continue participation in group benefit plans, with the exception of term life insurance, at his or her expense. Appropriate arrangements shall be made with the treasurer to continue in such plans prior to the beginning of such leave.

11.047 REINSTATEMENT RIGHTS: Teachers taking leave pursuant to this section (11.04 through 11.046) who return from such leave within the same student academic year in which leave is taken will be reinstated to the original position. Teachers taking leave pursuant to this section (11.04 through 11.046) who return from such leave outside of the student academic year in which leave is taken will be reinstated to a similar or same position within his/her certification area.

11.05 MILITARY LEAVE: Any regular member who may be conscripted into the defense forces of the United States for service or training shall be granted a military leave. Such members shall be reinstated into the school system with annual increments of up to five years' credit towards the salary schedule, upon written request supported by competent proof that they are fully qualified to perform the duties of the position. The application for reinstatement shall be made within a reasonable time.

11.06 PROFESSIONAL STUDY LEAVE: A leave of absence without pay or benefits for professional or educational purposes may be granted by the Board upon receipt of a written request. The request shall contain the inclusive dates for a leave period and a plan for the professional or educational program.

11.061 RESTRICTIONS: The Board may not grant such a leave unless there is available a satisfactory substitute; nor grant such leaves to more than five (5) percent of the professional staff

at any one time; nor grant a leave longer than one (1) school year; nor grant a leave to any teacher more often than once for each five (5) years of service; *nor* grant a leave a second time to the same individual when other members of the staff have filed a request for such a leave.

11.062 NOTIFICATION OF RETURN FROM LEAVE: The employee shall notify the Superintendent in writing by April 1 prior to returning to the school district.

11.063 EVIDENCE OF PROFESSIONAL STUDY LEAVE: Upon returning, the employee shall give evidence in writing that the plan submitted at the time of the request was followed.

11.07 JURY DUTY AND COURT SERVICES:

11.071 JURY DUTY: When a member is called for jury service, he/she shall give his/her immediate supervisor notice and the Board will reimburse the teacher his/her regular pay. The teacher shall retain the stipend received for serving on jury duty to cover the expenses for transportation, meals, and room. The employee shall provide proof of having served.

11.072 SUBPOENA AS WITNESS: When a teacher under contract is subpoenaed to serve as a witness in a court action in a proceeding directly related to his/her job, he/she shall be given a leave of absence with pay for the actual time required for such court appearance. The teacher shall retain any stipend received for court service to cover for the expenses for transportation, meals, and room. The employee shall provide proof of receiving the subpoena and proof of having served. It is the responsibility of the teacher to collect for his/her court services.

11.073 COURT DUTY ARISING FROM EMPLOYMENT: When a teacher is involved in a court action arising from his/her employment, except on court action adverse to the District, he/she shall be given a leave of absence with pay for the time required. (This section, however, shall in no way prevent the Board from its right to suspend or terminate a teacher's contract without pay.)

11.08 FAMILY AND MEDICAL LEAVE ACT: Teachers who qualify shall be entitled to a leave of absence under the Family and 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 leave provisions of this Agreement, the twelve (12) weeks of leave and benefit coverage to which a teacher is entitled under the FMLA shall run consecutively with existing leave benefits.

11.09 SICK LEAVE BANK:

11.091 PURPOSE: The purpose of the Sick Leave Bank, hereinafter referred to as the 'SLB' is to provide paid days for serious personal illness or family illness to contributors to the SLB who have exhausted their accumulated sick days and who are experiencing prolonged personal or family illness. Withdrawals will be limited to participating employees for use only in cases of illness, when an employee or an immediate family member is subject to an official quarantine or isolation order issued by a federal, state, or local agency because of exposure to a communicable disease, or injury or non-elective surgery occurring under unusual, severe or emergency conditions as determined by the SLB Committee.

11.0911 ENROLLMENT PERIOD: Members may enroll in the SLB, during the enrollment period, which shall be during the month of September of each school year.

11.09111 DAYS ALLOWED TO DONATE: Upon enrollment, a member shall contribute two (2) of his/her accumulated sick days to the Bank. Days contributed to the SLB are non-returnable.

11.09112 CONTINUOUS MEMBERSHIP IN SLB: Enrollment in the SLB shall be continuous from year to year until a member withdraws. Withdrawals are accepted only during an enrollment period and only upon written notice by the member to the SLBC of his/her intent to withdraw.

11.092 SLB COMMITTEE: The SLBC shall be composed as follows

11.0921 A member of the Association's Executive Committee to serve as a chair person.

11.0922 Three (3) members appointed by the Association President.

11.093 SLBC RESPONSIBILITIES: The SLBC shall review and approve or deny by a majority vote all applications to the SLB. The chairperson shall vote only in the case of a tie vote. The SLBC shall also determine the necessity for additional contributions to the SLB and shall notify SLB members of the need for said contributions.

11.0931 REPORTING INFORMATION: The SLBC shall be responsible for reporting data concerning the SLB to the Board Treasurer.

11.0932 FINALITY OF SLBC: Decisions of the SLBC are final and are not grievable.

11.094 ANNUAL REVIEW OF SLBC: The SLBC shall review the operation of the SLB annually, and shall make recommendations, if necessary, for modifications of the plan to the negotiating teams of the Association and the Board. Such changes shall be voted upon by the Executive Committee of the Association.

11.095 GENERAL PROCEDURES

11.0951 Application for withdrawal from the SLB will be accepted only from those individuals who have contributed to the Bank.

11.0952 Withdrawals will be limited to use for serious personal illness and serious illness in the immediate family. A doctor's statement is required with the application in order for the request to be considered.

11.0953 An application will be considered only after a member has used all of his/her accumulated sick days and available sick day advances.

11.0954 Days withdrawn from the SLB will be paid at one hundred (100) percent of the member's daily rate of pay.

11.0955 Once qualified to receive a withdrawal from the SLB, the maximum number of days a member may receive from the SLB shall not exceed thirty (30) days per year. Withdrawals from the SLB shall commence on the sixth consecutive day of absence for which a member has no accumulated sick days, and shall be renewed, upon request from the member and approval of the SBC, each ten (10) day payroll period.

11.0956 Withdrawal from the SLB will be made only for absences under a member's normal teaching contract. Withdrawals will not be made for absences in programs such as summer school, extended services, or any other part-time or second position held by full-time contracted member.

11.0957 Days may not be received from the SLB for absences due to childbirth (natural or Cesarean section).

11.0958 Days may not be received from the SLB for absences due to disabilities which qualify the member for Workers Compensation personal benefits or disability retirement.

11.0959 Whenever the total number of available days in the SLB falls below fifteen (15) days, the SBC may require the SLB enrollees to donate up to one (1) additional day of their accumulated sick days to the SLB.

11.09591 Contributions to the SLB shall not count against a member's record of perfect attendance.

11.09592 Members withdrawing days from the bank will be required to return days to the bank. Each time the withdrawing member's sick leave balance reaches ten (10) days, the member will be required to return two (2) days to the bank until the days are repaid.

11.09593 Members who have withdrawn days from the bank and leave Northeastern, will only be able to transfer his/her sick leave balance to the new school of employment less the days owed to the SLB.

11.09594 Members who have withdrawn from the bank will receive severance pay on the balance of sick leave days less the days owed to the SLB.

11.096 POLICIES OF SICK LEAVE BANK: The Association shall provide the Treasurer with a copy of the policies of the Association's sick leave bank.

11.097 NUMBER OF DAYS TO BE DONATED TO BANK: No bargaining unit member will be permitted to donate a sick leave day to the sick leave bank which is in excess of the maximum allowable accumulated sick leave days.

11.098 TRANSFER OF DAYS: The Association shall give the Board Treasurer notice of the number of days to be transferred from the donor to the affected employee.

11.10 UNPAID LEAVE:

11.101 Members will not accrue sick leave when on Unpaid leave.

ARTICLE TWELVE
COMPENSATION AND PAYROLL PRACTICES

12.01 SALARY SCHEDULE

FINANCIAL: Salary Schedules are at the end of the contract.

Effective for the 2025-2026 school year, the base salary shall be increased by 3.0%
Effective for the 2026-2027 school year, the base salary shall be increased by 3.0%
Effective for the 2027-2028 school year, the base salary shall be increased by 3.0%

Additionally, all experience and longevity steps will be awarded for the 2025-2026 school year, 2026-2027 and 2027-2028 school year.

12.011 DIRECT PAYROLL DEPOSIT: All employees will be required to participate in direct payroll deposit.

12.02 SALARY SCHEDULE INFORMATION

12.021 TRAINING CLASSIFICATIONS:

TRAINING CLASSIFICATIONS		CONTRACT CLASS
CLASS I	Bachelor's Degree	BS
CLASS II	Bachelor's Degree Plus 10 Semester Hours of Graduate Credit Taken towards and eligible for a Master's Degree awarded by an accredited degree institution	BS + 10
CLASS III	150 Semester Hours with a Bachelor's Degree or Bachelor's Degree Plus 20 Semester Hours of Graduate Credit Taken towards and eligible for a Master's Degree awarded by an accredited degree institution.	BS +20
CLASS IV	Master's Degree	MA
CLASS V	Master's Degree Plus 15 Semester Hours of Graduate Credit Taken from an accredited degree institution	MA + 15
CLASS VI	Master's Degree plus 25 Semester Hours of Graduate Credit Taken from an accredited degree institution	MA +25

12.03 EXTRA CURRICULAR ACTIVITIES (PAID):

12.031 ADDITION OF EXTRA-CURRICULAR ACTIVITY: Upon recommendation of an acceptable sponsor and approval of the building principal and Superintendent, the Superintendent shall recommend to the Board that an additional extra-curricular activity is added. A District Supplemental Committee will be convened to study the topic of supplemental contracts. Initially the Committee will meet by August 25, 2025. Moving forward the Committee will convene by December in the last year of the Agreement. The Committee will be composed of at least one (1) building administrator per campus, the athletic directors, and at least two (2) teachers per campus selected by the Association. The Committee will present recommendations for changes for review by the bargaining teams.

12.032 WRITTEN SUPPLEMENTAL LIMITED CONTRACT: Except for administrative discretionary funds, all members assigned additional responsibilities and/or granted additional compensation for such responsibilities shall be given a written supplemental limited contract that is in addition to their regular contract.

12.0321 MID-TERM CONTRACT CHANGES: In the event a season or activity is cancelled through unforeseen circumstances or an employee is no longer able to complete a season/activity, the supplemental contract salary will be paid to the employee in ten percent (10%) increments based on work completed in the season/activity as determined by the principal. The principal will consider preseason/off-season work activities when applicable in making the determination.

If an employee is no longer able to complete a season/activity for whatever reason and the Board elects to fill the position for the remainder of the season/activity, the individual hired as a replacement will receive the remaining percentage of the supplemental contract salary.

12.033 OFFERING OF SUPPLEMENTAL CONTRACTS: Nothing herein contained shall be construed to prohibit the Board from offering a supplemental contract to any member, such additional time to be paid at the rate as established by this agreement, provided that no member shall be required to accept a supplemental contract. Nor shall anything herein contained be construed to prohibit the addition or deletion of supplemental contract categories to the schedule. Salary for such positions shall be a matter for bargaining.

12.034 BARGAINING UNIT PREFERENCE (SUPPLEMENTAL CONTRACTS): Supplemental positions shall be offered to members of the bargaining unit prior to any notice of openings made outside the unit. A member of the bargaining unit, who is qualified as determined by the Superintendent, applying for a vacant supplemental position shall be awarded the position in lieu of an individual not a member of the bargaining unit.

12.035 SUPPLEMENTAL SALARY CALCULATION: The salary for supplemental positions listed on the schedule shall be determined by multiplying the percent times the Bachelor's Degree, Step 0.

12.036 EXTRA-CURRICULAR/ATHLETIC POSITIONS: The Extra Curricular/Athletic position compensation is paid solely for time out side of the school day. While "school time" might be used for a portion of the activity (depending on the position), substantial and appropriate time outside of the school day is a requirement.

12.037 EXTRA-CURRICULAR/ATHLETIC EXPERIENCE RAISES: Extracurricular experience raises are intended to encourage and reward coaches/advisors for remaining in their current coaching/advising positions. Experience is counted specifically for that position/level sport. Changing coaching/advising positions, even if in the same sport/activity, or between girls and boys sports/activities, returns the coach/advisor to the no experience level. Experience credits are transferable to another building for the same position/level/sport. The years do not have to be consecutive.

12.0371 Both experience credits are calculated on the extra-curricular base salary only.

12.0372 The first experience raise shall be granted after the completion of three (3) years in one coaching/advising position. The raise shall be an increase of ten percent (10%) of the current extracurricular base salary for that position.

12.0373 The second raise shall be under the same conditions as the first raise, after the completion of the fifth year of service. The raise shall be a second ten percent (10%) of the current extracurricular base salary for that position.

12.0374 It is the responsibility of each individual coach/advisor to notify the Treasurer's office when he/she is eligible for either of the experience raises.

12.038 EXTRA DUTY SALARY SCHEDULE, ATHLETIC: These amounts shall be adjusted to reflect the increases reflected on the base increases of the negotiations of the teacher salary schedule effective as of July I of the given contractual year.

12.04 LENGTH OF SPORT SEASON: The length of each sport season is as determined by the Board according to the Ohio High School Athletic Association and uniform school policy.

12.05 EXTRA DUTY SALARY SCHEDULE: (Follows at the end of the contract)

12.051 RESIDENT EDUCATOR PROGRAM New teachers will participate in the two (2) year Resident Educator Program in accordance with state law.

12.0511 One (1) Mentor to One (1) Mentee Resident Educator - Year One (1)
The Mentor shall be compensated at $750.00.

12.05111 The Mentor shall be given release time, at his/her determination, up to a maximum of six (6) half days per year when the program coordinator determines that release time is needed. Half days may be combined to a full day for training as necessary.

12.0512 Mentors with two (2) Year One (1) Mentees - Year One (1) Ideally, each Mentor shall not have more than one (1) Mentee; however, when this is not possible, a Mentor may take a second Mentee but can never have more than two (2) Mentees.

12.05121 The Mentor who has two (2) Mentees shall be compensated at the rate of $1,000.00 per year to be paid in one (1) installment upon completion of the Mentor's responsibilities as approved by the program coordinator. The payment shall be made through payroll.

12.05122 The Mentor shall be given release time, at the program coordinator's determination, up to a maximum of six (6) half days per school year. Half days may be combined to a full day for training as necessary.

12.0513 Mentors with Year Two (2) Mentees will be compensated at a rate of $1,500.00 for a cohort of Resident Educators.

12.0514 Resident Educators who do not successfully complete Year 2 will be assigned to a mentor if required by the State Board of Education.

12.0615 In order to receive compensation, the Mentor and Facilitator must meet the following criteria:

- **a.** Possess a 5-year professional license or a two-year provisional license that has been renewed two or more times;
- **b.** Five years of teaching experience within the District is preferred;
- **c.** Demonstrate classroom experiences within the last five years;
- **d.** Successfully complete state and local training requirements and meet qualifications; and
- **e.** Mentors will be assigned to the same building whenever possible within the District as their mentee(s).

12.06 PAYROLL PRACTICES

12.061 JANUARY PAYROLL: The January payroll checks shall not be dated for December of the previous year.

12.062 PAY DATES: A calendar with pay days identified shall be distributed to employees in the district.

12.063 PAY CHECK DISTRIBUTION ON HOLIDAYS: When schools are closed for one (1) day scheduled holiday and Thanksgiving which falls on a pay day, checks shall be distributed the day before the holiday.

12.064 TWENTY-SIX (26) PAY PERIODS: The contract year shall be divided into twenty-six (26) equal pay periods.

12.065 FCPE: Upon request by the bargaining unit member, the board shall deduct the amount so designated by the employee for FCPE.

12.07 HOME TUTOR PAY: The hourly rate to be paid to home tutors shall be no less than the amount determined by the following formula: Hourly rate = District base salary X .0007

12.08 ATTENDANCE INCENTIVE: Full-time teachers employed an entire quarter (grading period) and have perfect attendance during the quarter shall receive the following attendance incentive:

One Quarter	Two Quarters	Three Quarters	Four Quarters
$175	$200	$200	$400

If fifty percent or more of the NELEA bargaining unit staff attain perfect attendance for all four quarters, those individuals who have received the attendance incentive for all four quarters will receive an additional two-hundred-fifty dollars ($250). The first period begins with the teacher workdays in August and ends at the end of the first grading period. Quarters two (2), three (3) will follow the grading periods and Quarter four will end after the final teacher workday at the end of the year. Part-time teachers will be pro-rated. It is the employee's responsibility to inform the business office that they qualify for the stipend. Notification to Central Office must be made within 30 days of qualifying for the attendance incentive. The maximum incentive an employee may earn is one thousand two hundred twenty-five dollars ($1,225) per school year.

All absences from work count against perfect attendance except for the following:

Funeral of immediate family member (one (1) day)
Jury duty
Job required court appearance
Professional Leave

12.081 CONVERTING PERSONAL LEAVE TO SICK LEAVE: At the end of each school year, each individual's personal leave hours not used shall be converted to sick leave hours.

12.09 STRS CREDIT FOR WORK ON BEHALF OF A TEACHER PROFESSIONAL ORGANIZATION: Association members or leaders shall be entitled to be paid by the Association and/or any of its state or national affiliates for service to or on behalf of the Association. Any compensation that an Association member receives from the Association and/or its affiliates for such service shall be subject to the provisions of the Ohio Administrative Rule 3307-6-02 for all Association service on or after July 1, 2004. Contributions shall be made by the Association member(s) to the State Teachers Retirement System of Ohio, at no cost to the Board of Education.

12.10 FINGERPRINTING: Fingerprinting done as a requirement for employment, may be processed at the Board office. The Board shall pay 50 (fifty) % of the cost of any such fingerprinting done at the Board office.

12.11 COLLEGE CREDIT PLUS: Bargaining unit members who are properly certified/credentialed to teach College Credit Plus (CCP) and who actually teach College Credit Plus courses through the District will receive a stipend of five hundred dollars ($500) per course taught. The stipend will be paid in the payroll

following the bargaining unit member's submission to the Superintendent of written proof of completing instruction of each CCP course.

ARTICLE THIRTEEN
FRINGE BENEFITS

13.01 FULL-TIME STAFF MEMBER DEFINED: For purposes of this Article, full-time staff members are those who are under contract to work six (6) or more hours per work day.

13.011 FULL-TIME STAFF MEMBER BENEFITS: A full-time staff member receives in addition to salary described in article 12, the following:

13.0111 A single or family vision policy.

13.0112 A term life policy with accidental death and dismemberment.

13.0113 A single or family policy for health insurance/hospitalization coverage.

13.02 PART-TIME STAFF MEMBER:

13.021 PART-TIME STAFF MEMBER WORKING FIVE (5) HOURS OR MORE: A part-time staff working five (5) hours or more per day {minimum of 25 hours per week} may participate in health, dental, and prescription drug coverage at 50% of the amount paid by the board for full-time employees for single or family coverage, through payroll deductions.

13.022 PART-TIME STAFF MEMBER WORKING LESS THAN FIVE HOURS: A part-time staff member working less than 5 hours per day (less than 25 hours per week) may participate in health, dental, and prescription drug coverage by paying 100% of the total cost to the board for single or family coverage, through payroll deduction.

13.03 INSURANCE PROGRAMS: Effective during the period of this Master Contract, the stated insurance programs shall be available for all members of the bargaining unit as specified. Effective January 1, 2026, a PPO plan will be provided that includes a deductible of $200 single/$400 family, coinsurance of 80/20, an out-of-pocket maximum of $2000 single/$4000 family, and prescription copayment of $10/$30/$50. Effective January 1, 2027 through the remainder of this Master Contract, a PPO Plan will be provided that includes a deductible of $500 single/$1000 family, coinsurance of 80/20, an out-of-pocket maximum of $2000 single/$4000 family, and prescription copayment of $10/$30/$50. The Board will pay eighty-five (85%) for family or single hospitalization coverage (except for those employees who are grandfathered into the $1 or the ninety percent (90%) single coverage options as described in 13.034).

13.031 OPEN ENROLLMENT: Notification regarding the open enrollment period will be posted in each school building prior to and during the open enrollment period.

13.032 CHANGE OF CARRIERS/EQUIVALENT COVERAGE: All insurance provided shall be subject to the conditions set forth in any insurance contract secured by the Board, provided, however, if the Board elects to change carriers, the coverage shall be equivalent to that described below.

13.033 EMPLOYEE CHANGE IN COVERAGE (I.E., SINGLE TO FAMILY): Vision and Life Insurance coverage for a new regular teacher becomes effective their first working day on the payroll. Health and Dental Insurance coverage becomes effective after a thirty-day (30) waiting period. In the event a teacher desires to change coverage (i.e., single to family) the teacher must

file an application with the Treasurer. The effective date of change will be the date such change is accepted by the carrier.

13.034 FULL-TIME STAFF MEMBER SINGLE INSURANCE BENEFIT FOR EMPLOYEES HIRED BEFORE JULY 1, 2022 A full time staff member hired before July 1, 2022 who elected to receive single health insurance coverage prior to that date will be grandfathered in and will continue to receive the benefit at the premium rate split they paid as of June 30, 2022 (either the 90% Board/10% employee rate or the $1 single plan option). New employees are not eligible for this provision, nor are employees who sever employment and are subsequently rehired by the Board after July 1, 2022, or who elect a family plan after July 1, 2022.

13.035 CONTINUATION OF BENEFITS: The above insurance shall be continued for any eligible teacher member who pays the member's portion when such teacher is on the active working payroll, compensated sick leave, FMLA, compensated leave of absence, non-compensated approved leave of absence of less than thirty (30) days, disability leave of absence of less than thirty (30) days, or until such teacher either resigns their employment status ends by virtue of retirement or any other action ending employment including, but not limited to, non-renewal and/or termination. Teachers on non-compensated approved leave of absence (including disability leave of absence) of over thirty (30) days' duration or on lay-off under a suspended contract who desire to continue medical insurance may do so under the Federal Regulations of COBRA.

13.036 EMPLOYEE OPTION (NEGOTIATED INSURANCE PROGRAM OR PREPAID GROUP PRACTICE PLAN): Each individual member of the bargaining unit shall have the option of subscribing to either the negotiated insurance program or the prepaid group practice plan. This may be done only once a year at a designated time. If the monthly cost of the prepaid group practice plan is more than the negotiated insurance program, the individual shall be responsible for paying the difference. The Board shall not be responsible for paying any more per individual member of the bargaining unit toward his/her prepaid group practice program than is paid toward his/her negotiated insurance coverage.

13.037 INSURANCE OPT-OUT A new employee may elect to not join in, or an employee currently enrolled may withdraw participation from, the district's health benefits program. If such an election is taken, the employee may choose one of the two following provisions:

a. Provision of nine hundred dollars ($900) annually for non-participation in the family plan. (The employee must provide proof of a qualifying family member) **or**

b. Provision of four hundred dollars ($400) non-participation in the single plan.

These provisions are payable in the second paycheck of June of the qualifying year.

13.04 HOSPITALIZATION: The Board shall notify employees annually of the open periods of the benefits noted below.

13.041 COVERAGE SPECIFICATIONS:

13.0411 Organ transplant rider that covers any and all transplants. This adds heart, lung, liver and pancreas to the current coverage.

13.0412 Lifetime maximum of $1,000,000 on the major medical.

13.0413 UCR's to be set by the HAIA tables according to the zip code of the provider.

13.05 PRESCRIPTION DRUG: Prescription drug coverage is part of the health coverage. The program will include a $10/$30/$50 CORE Plan.

13.06 DENTAL INSURANCE: A single dental policy or 65% toward a family policy.

13.07 LIFE INSURANCE: Term life insurance will be twenty-five thousand dollars ($25,000) with an additional ten ($10,000) for those employees with twenty-five (25) years or more of total teaching experience. Accidental death and dismemberment and conversion rights shall be included if provided by the carrier.

13.08 STUDENT TUITION: Members who have legal custody of a student shall be entitled to enroll such student in the Northeastern School District with no tuition cost to the member through the District's open enrollment policy. Should space through open enrollment not be available, the member shall be entitled to enroll such student with no tuition cost to the member provided such enrollment occurs before the first day of the applicable school year. Transportation will be the same as other students.

13.09 STRS EMPLOYEE PICK UP: The Board agrees to facilitate the State Teachers' Retirement System Employee Pick Up, effective January 1, 1984, according to the rules and regulations as established by said retirement system and at no cost to the Board.

13.10 SEVERANCE PAY: Severance pay will be provided to each employee who retires upon proper notification, entrance and acceptance into appropriate State Retirement System. Such pay shall be paid only once and shall be considered to eliminate all sick leave credit accrued by the employee at that time.

13.101 SCHEDULE OF PAYMENT: Such pay shall be paid in the first full month following the effective date of retirement and final pay period of the current contract as follows:

13.1011 Payment shall be computed on the per diem rate of the retiring employee's current contract, not to include supplemental contracts.

13.1012 Each employee shall be paid twenty-nine (29%) of the unused accumulated sick leave days based upon the maximum accumulation possible at the time of retirement.

13.102 REQUEST FOR SEVERANCE PAY: To implement the above, the certificated employee shall provide the Treasurer of the school district proof of acceptance in the State Teacher Retirement System and a written request for severance pay.

13.1021 Payment of severance shall be made upon the request of the employee. Payment must be made within seventy-five (75) days or December 31st, whichever is later. The retiring employee may elect to collect severance in one lump sum or the unit member may direct that any portion or all of the severance pay be transferred in his/her tax-sheltered annuity (TSA) in accordance with Internal Revenue regulations. If the member's total severance pay exceeds the amount to be transferred to the member's TSA, the balance will be paid to the unit member.

In each of the two above instances. The TSA company must certify to the district treasurer that the amount the unit member requests to be contributed to their TSA is within legal limits.

13.11 TUITION REIMBURSEMENT: Teachers employed by the Board are eligible to receive tuition reimbursement in accordance with the provisions below. Such tuition reimbursement is available only for graduate credit awarded directly by a graduate degree institution and taken for or towards earning a Master's Degree, or for an initiative that benefits the District and is approved by the Superintendent. Tuition reimbursement may be available for undergraduate credit upon approval of the Superintendent. Awarded

directly by a graduate degree institution means that the transcript must be issued by a graduate degree institution that has a graduate degree program in the course area taken, and the graduate degree institution that issues the transcripts must be the same graduate degree institution that actually provided and taught the course. In order to be eligible to receive tuition reimbursement, teachers employed by the Board must do the following:

13.111 By September 15 of each contract year, submit to the Superintendent a list of graduate credit courses to be taken (or taken in the immediately preceding summer) directly from a graduate degree institution for that contract year.

13.112 If approved by the Superintendent, all such teachers shall be placed on an approved list for the contract year. The list will be used to calculate the maximum amount of tuition reimbursement available to each teacher on the list, with such calculation being made as follows: $50,000 per contract year divided by the number of completed credit hours submitted.

13.113 Teachers will be reimbursed in one (1) payment upon successful completion of graduate credits as approved. Such reimbursement shall not exceed the maximum amount per completed credit hour as calculated per the list of completed credit hours or the actual cost of graduate credits taken as approved and submission of proof of actual cost. Credit must be complete and all documentation (official transcript and proof of payment) must be submitted no later than June 10th in order for reimbursement to be paid. Reimbursement will be paid on or before June 30 and will be paid by separate check.

13.114 The tuition reimbursement fund will start each contract year with a base of $50,000 per year. All undispersed funds for tuition reimbursement from the prior contract year will be added to the tuition reimbursement fund for the following contract year. By August 15 of each year, the Association President will be provided the Tuition Reimbursement funds available for the school year.

13.115 All forms for tuition reimbursement are located on the district website and should be electronically submitted by the aforementioned dates (13.101, 13.103).

13.12 OPTICAL INSURANCE: The Board shall pay one hundred percent (100%) of the premium for an optical insurance plan which shall contain the following coverage;

13.121 A twenty ($20) dollar co-pay;

13.122 Vision examinations as needed and lenses and frames once every twelve (12) months;

13.123 Usual, customary, and reasonable charges for such items as;

13.124 Examinations;

13.125 Materials for vision, bifocal, trifocal and lenticular lenses;

13.126 Frames, and

13.127 Necessary contact lenses

13.13 IRS SECTION 125 PLAN: The Board will provide, pursuant to Internal Revenue Service Code and Regulations, Section 125, for the payment of unit members' allowable expenses under this section such as (but not necessarily limited to) the employee's portion of insurance premiums, medical equipment, eyeglasses, dependent care expenses.

ARTICLE FOURTEEN
DURATION/TERMS OF AGREEMENT/SAVINGS CLAUSE

14.01 CONTRACT TO REMAIN IN FULL FORCE AND EFFECT: All sections of this contract will remain in full force and effect in the successor contract unless altered during these negotiations.

14.02 RIGHTS OF THE PARTIES DURING NEGOTIATIONS OF SUCCESSOR CONTRACT: The Parties acknowledge that during the negotiations which resulted in this Agreement, each had the right and opportunity to make demands and proposals on any subject within the scope of negotiations. The understandings and agreements arrived at by the parties after the exercise of this right and opportunity are contained in this Contract and the Parties agree that this Agreement constitutes the entire contract between them and settles all demands and issues. All prior negotiated agreements not contained herein, and all prior practices, rules, or regulations not contained herein shall not be binding upon the Parties to this Agreement.

14.03 LIMITED RIGHTS OF PARTIES TO CONSULT: This Agreement does not preclude discussion or consultation regarding concerns expressed by personnel of the participating parties to this Agreement. However, the discussion(s) or consultation(s) shall not include items which are negotiable as defined by Ohio Revised Code 4117.

14.04 PROVISIONS CONTRARY TO LAW AND DUTY TO NEGOTIATE: The terms of this Agreement shall not apply where inconsistent with constitutional, statutory or other legal provisions enacted after the signing of this Agreement. If any provision of this Agreement is found to be contrary to law by the Supreme Court of the United States, or by any court of competent jurisdiction from whose judgment or decree no appeal has been taken within the time provided for doing so, the parties to the Agreement shall meet within ten (10) work days to consider substitute provisions which are in conformity with the applicable laws.

> **14.041 DUTY TO NEGOTIATE CHANGES:** If such negotiations do not resolve the matter within twenty-one (21) working days from the first date of negotiations on the matter, the normal impasse will be used to settle the differences as specified in the disagreement section of this contract. The remainder of this Agreement shall remain in full force and effect during the duration of this Agreement.

14.05 TERMS OF AGREEMENT: It is agreed by the Parties that this contract shall be effective July 1, 2025 and remain in effect through June 30, 2028, with all issues closed unless otherwise specified in this contract.

14.06 RIGHTS OF ASSOCIATION UNDER REOPENER: If a scheduled reopener occurs and an agreement cannot be reached on the items, the dispute process of this contract shall be used to settle the differences. If an agreement cannot be reached after the duration of the time limits in the negotiated process and the impasse procedure, then the Association will have the right to withhold its services in accordance with Ohio Revised Code 4117.

14.07 SIGNATURE OF THE PARTIES

NORTHEASTERN LOCAL EDUCATION ASSOCIATION

By: _____
President/ Negotiations Chair

By: _____
Team Member

By: _____
Team Member

By: _____
Team Member

By: _____
Team Member

NORTHEASTERN LOCAL SCHOOL DISTRICT BOARD OF EDUCATION

By: _____
President

By: _____
Superintendent

By: _____
Treasurer

By: _____
Team Member

By: _____
Team Member

Date Signed by the Parties Sept. 2, 2025

TYPE OR PRINT ***GRIEVANCE FORM A***

FORMAL GRIEVANCE PRESENTATION **GRIEVANCE # _____**

(A single copy of which will be submitted to the Association, Superintendent and Principal by the aggrieved who will retain one copy.)

Aggrieved _____ Date of Formal Presentation _____

Assignment _____ Principal _____

Date and nature of alleged grievance:

Grievance relates to agreement section(s):

Relief Sought:

_____
Signature of Aggrieved

TYPE OR PRINT **GRIEVANCE FORM B**

GRIEVANCE # _____

DECISION OF PRINCIPAL

(To be completed by the Principal, who shall retain one copy and deliver one copy to the aggrieved, the Association and the Superintendent within ten (10) school days of formal grievance presentation hearing.)

Aggrieved _____ Date of Formal Grievance Presentation _____

Assignment _____ Date of Formal Grievance Hearing_____

Decision of Principal and reasons therefore:

Date of Decision _____ Signature of Principal _____

Aggrieved's response (to be completed by aggrieved and one copy returned to Principal, Association and Superintendent within ten (10) school days of the decision date.)

_____I accept the above decision of the Principal.

_____I hereby appeal to the Superintendent on attached Form C.

Date of Response _____ _____

Signature of Aggrieved

TYPE OR PRINT **GRIEVANCE FORM C**

GRIEVANCE # _____

REFERRAL BY AGGRIEVED TO SUPERINTENDENT

(To be completed by the aggrieved, who will retain a single copy and deliver one copy to the Superintendent, the Association, and the President of the Board of Education within ten (10) school days of receipt of Form B.)

Aggrieved _____ Date Appeal Delivered To Superintendent _____

Date and nature of alleged grievance:

Grievance relates to Agreement section(s):

Relief Sought:

Signature of Aggrieved _____

TYPE OR PRINT **GRIEVANCE FORM D**

GRIEVANCE # _____

DECISION BY SUPERINTENDENT

(To be completed by the Superintendent, who will retain one copy and deliver one copy to the aggrieved within ten (10) school days after the meeting, and one copy to the Association, the principal and the President of the Board of Education.)

Aggrieved _____ Date Hearing Held By Superintendent _____

Decision of Superintendent and reasons therefore:

Date of Decision _____

Signature of Superintendent _____

Aggrieved's response (to be completed by aggrieved and one copy returned to the Superintendent, Principal and the Association within ten (10) school days of the decision date.)

_____I accept the above decision of the Superintendent.

_____I hereby appeal to the Board of Education on attached Form E.

Date of Response _____ Signature of Aggrieved _____

TYPE OR PRINT **GRIEVANCE FORM E**

GRIEVANCE # _____

REFERRAL BY AGGRIEVED TO BOARD OF EDUCATION

(To be completed by the aggrieved within ten (10) school days of the receipt of Form D. One copy shall be retained by the aggrieved and one copy delivered within that time period to the Board President, the Treasurer, the Principal, the Superintendent and the Association.)

Aggrieved Person _____

Date Referral Delivered To Board _____

Assignment _____

Principal _____

Date and nature of alleged grievance:

Grievance relates to Agreement section(s):

Relief Sought:

_____

Signature of Aggrieved

TYPE OR PRINT **GRIEVANCE FORM F**

GRIEVANCE # _____

BOARD HEARING

(One copy of which the Board President shall retain and one copy shall be delivered, within ten (10) days after the hearing, to the aggrieved, and the following persons: The Superintendent, the Principal and the Association.)

Aggrieved _____ Date This Report Delivered To Aggrieved _____

Date Referral Received by Board of Education _____ Date Hearing Held by Board Of Education _____

(As stated in the grievance procedure, this hearing shall take place at the next scheduled Board of Education meeting or within two weeks of the filing of the appeal.)

Decision of Board of Education and reasons therefore:

Date of Decision _____ _____
Signature of Board President

Aggrieved's Response

(To be delivered to the Board President within five (5) school days after the decision date.)

_____I accept the above decision of the Board of Education.

_____I hereby appeal this grievance to arbitration.

Date of Response _____ _____
Signature of Aggrieved

TYPE OR PRINT **GRIEVANCE FORM G**

GRIEVANCE # _____

ASSOCIATION RESPONSE TO DECISION OF BOARD HEARING

(To be completed by the Association within ten (10) school days of receipt of Form F with a single copy delivered within that period to each of the following persons: The Board President, the aggrieved, the Treasurer, the Superintendent, the Principal. An additional copy should be retained for reference.)

Aggrieved Person _____ Date Response Delivered to Board _____

Opinions of Association and reasons therefore:

_____ The decision of the Board of Education is accepted.

_____ The attached grievance is hereby referred to arbitration.

Date of Response _____

_____
Signature of President of Association

NORTHEASTERN LOCAL BOARD OF EDUCATION
INSTRUCTIONAL SALARY SCHEDULE
2025-2026

STEP	CLASS I	CLASS II	CLASS III	CLASS IV	CLASS V	CLASS VI
0	100%	103%	105%	108%	110%	112%
ANNUAL	$41,592	$42,840	$43,672	$44,920	$45,752	$46,584
DAILY RATE	226.05	232.83	237.35	244.13	248.65	253.17
1	104%	107%	109%	112%	114%	116%
ANNUAL	43,256	44,504	45,336	46,584	47,415	48,247
DAILY RATE	235.09	241.87	246.39	253.17	257.69	262.21
2	108%	111%	113%	116%	118%	120%
ANNUAL	44,920	46,168	46,999	48,247	49,079	49,911
DAILY RATE	244.13	25091	255.43	262.21	266.73	271.25
3	112%	115%	117%	121%	123%	125%
ANNUAL	46,584	47,831	48,663	50,327	51,159	51,991
DAILY RATE	253.17	259.95	264.47	273.52	278.04	282.56
4	117%	120%	122%	126%	128%	130%
ANNUAL	48,663	49,911	50,743	52,406	53,238	54,070
DAILY RATE	264.47	271.25	275.78	284.82	289.34	293.86
5	122%	125%	127%	132%	134%	136%
ANNUAL	50,743	51,991	52,822	54,902	55,734	56,566
DAILY RATE	275.78	282.56	287.08	298.38	302.90	307.42
6	127%	130%	132%	138%	140%	142%
ANNUAL	52,822	54,070	54,902	57,398	58,229	59,061
DAILY RATE	287.08	293.86	298.38	311.94	316.46	320.99
7	132%	135%	137%	144%	146%	148%
ANNUAL	54,902	56,150	56,982	59,893	60,725	61,557
DAILY RATE	298.38	305.16	309.68	325.51	330.03	334.55
8	137%	140%	142%	150%	153%	156%
ANNUAL	56,982	58,229	59,061	62,389	63,636	64,884
DAILY RATE	309.68	316.46	320.99	339.07	34585	35263
9	142%	145%	147%	157%	160%	163%
ANNUAL	59,061	60,309	61,141	65,300	66,548	67,796
DAILY RATE	320.99	327.77	332.29	354.89	361.67	368.45
10	148%	151%	153%	164%	167%	170%
ANNUAL	61257	62,805	63,636	68,212	69,459	70,707
DAILY RATE	334.55	341.33	345.85	370.72	377.50	384.28
11	154%	157%	159%	171%	174%	177%
ANNUAL	64,052	65,300	66,132	71,123	72,371	73,619
DAILY RATE	348.11	354.89	359.41	386.54	393.32	400.10
12			165%	178%	181%	184%
ANNUAL			68,628	74,035	75,2822	76,530
DAILY RATE			372.98	402.36	409.14	415.92
13				185%	188%	191%
ANNUAL				76,946	78,194	79,442
DAILY RATE				418.18	424.97	431.75
14					195%	198%
ANNUAL					81,105	82,353
DAILY RATE					440.79	447.57
20	160%	163%	171%	192%	202%	212%
ANNUAL	66,548	67,796	71,123	79,857	84,017	88,176
DAILY RATE	361.67	368.45	386.54	434.01	456.61	479.22
25	166%	169%	177%	199%	209%	219%
ANNUAL	69,043	70,291	73,619	82,769	86,928	91,087
DAILY RATE	375.24	382.02	400.10	449.83	472.44	495.04
30	170%	173%	181%	203%	213%	223%
ANNUAL	70,707	71,955	75,282	84,433	88,592	92,751
DAILY RATE	384.28	391.06	409.14	458.87	481.48	504.08

TRAINING CLASSIFICATIONS			CONTRACT CLASS
CLASS	I	Bachelor's Degree	BS
CLASS	II	Bachelor's Degree Plus 10 Semester Hours of Graduate Credit	BS+10
CLASS	III	150 Semester Hours with a Bachelor's Degree or Bachelor's Degree Plus 20 Semester Hours of Graduate Credit	BS150
CLASS	IV	Master's Degree	MA
CLASS	V	Master's Degree Plus 15 Semester Hours of Graduate Credit	MA+15
CLASS	VI	Master's Degree Plus 25 Semester Hours of Graduate Credit	MA+25

ADDITIONAL BENEFITS

A full time #staff member receives in addition to the above base, the following:

1. A single or family vision policy.
2. A term life policy with accidental death and dismemberment.

BENEFIT OPTIONS

A full time #staff member may elect to receive in addition to the above, the following benefits:

1. Effective 7/1/05, 90% the cost of a single core policy for all new employees. 85% the cost of a family core policy. High Option single and/or family policies will also be offered at an additional cost to the employee. All health insurance policies include prescription drug coverage.
2. Effective, 7/1/22, 85% the cost of a single core policy for all new employees.
3. A single dental policy or 65% the cost of a family policy.

A part time #staff member working 5 hours or more per day (minimum of 25 hours per week) may participate in health, dental and vision coverage at 50% of the amount paid by the Board for full time employees for single or family coverage, through payroll deductions.

A part time #staff member working less than 5 hours per day (less than 25 hours per week) may participate in health, dental and vision coverage by paying 100% of total cost to the Board for single or family coverage, through payroll deductions.

#Staff member is a contracted employee, employed as per adopted school calendar on a 26 pay schedule.

Effective for the 2025-2026 Contractual Year

NORTHEASTERN LOCAL SCHOOL DISTRICT
EXTRA DUTY SALARY SCHEDULE
ATHLETIC
2025-2026

NORTHEASTERN-KENTON RIDGEHIGH SCHOOLS

POSITION	%*	AMOUNT
Conditioning Coord.	8	3,327.00
ATHLETIC SITE MANAGER		
Fall Sports	5	2,080.00
Winter Sports	4	1,664.00
BASEBALL		
Varsity Head	10	4,159.00
Assistant	7	2,911.00
BASKETBALL		
Varsity Boys	16	6,654.00
Assistant Boys	9	3,743.00
Freshman	8	3,327.00
Varsity Girls	16	6,654.00
Assistant Girls	9	3,743.00
BOWLING		
Varsity Head	6	2,496.00
CHEERLEADER COACH		
Varsity Football	3	1,248.00
Reserve Football	2	832.00
Varsity &		
Reserve Basketball	4	1,664.00
Freshman Basketball	2	832.00
CROSS COUNTRY		
Varsity Head	8	3,327.00
Assistant	5	2,080.00
FOOTBALL		
Varsity Head	16	6,654.00
~~Assistant (5)~~	9	3,743.00
GOLF		
Boys Varsity Head	6	2,496.00
~~Girls Varsity~~Head	6	2,496.00
POWERLIFTING		
Varsity Head	4.5	1,872.00
SOCCER		
Varsity Head Boys	10	4,159.00
Varsity Head Girls	10	4,159.00
Assistant Boys	6	2,496.00
Assistant Girls	6	2,496.00
SOFTBALL		
Varsity Head	10	4,159.00
Assistant	7	2,911.00
SWIMMING		
Varsity Head Swim Coach	6	2,496.00
Assistant Swim Coach	4	1,664.00
TENNIS		
Varsity Boys	6	2,496.00
Varsity Girls	6	2,496.00
TRACK		
Head Track Coach	10	4,159.00
Assistant (3)	6	2,496.00
VOLLEYBALL		
Varsity Head	10	4,159.00
Assistant	6	2,496.00
WRESTLING		
Varsity Head	12	4,991.00
Assistant	8	3,327.00

The length of each sport season is as determined by the Northeastern Board of Education; according to the Ohio High School Athletic Association and uniform school policy.

*Percentage applied to a base of $41,592

NORTHEASTERN-KENTON RIDGE MIDDLE SCHOOLS

POSITION	%*	AMOUNT
Faculty Manager	4	1,664.00
BASKETBALL		
Eighth Grade Boys	8	3,327.00
Seventh Grade Boys	8	3,327.00
Eighth Grade Girls	8	3,327.00
Seventh Grade Girls	8	3,327.00
CHEERLEADER COACH		
Seventh & Eighth		
Basketball	2	832.00
Football	2	832.00
CROSS COUNTRY		
Varsity Head	6	2,496.00
FOOTBALL		
Varsity Head	8	3,327.00
Assistant	5	2,080.00
TRACK		
Varsity Head	6	2,496.00
Assistant (2)	4	1,664.00
VOLLEYBALL		
Varsity Head	6	2,496.00
Assistant	4	1,664.00
WRESTLING		
Varsity Head	6	2,496.00
Assistant	4	1,664.00

EXTRA-CURRICULAR/ATHLETIC POSITIONS

The Extra-Curricular/Athletic position compensation "school time" might be used for a portion of the activity (depending on the position), substantial and appropriate time outside of the school day is a requirement.

EXTRA-CURRICULAR/ATHLETIC EXPERIENCE RAISES

Extra-curricular experience raises are intended to encourage and reward coaches/advisors for remaining in their current coaching/advising positions. Experience is counted specifically for that position/ level/sport. Changing coaching/advising positions, even if in the same sport/activity, or between girls and boys sports/activities, returns the coach/advisor to the no experience level. Experience credits are transferable to another building for the same position/ level/sport. The years do not have to be consecutive. Both experience credits are calculated on the extra-curricular base salary only.

The first experience raise shall be granted after the completion of three years in one coaching/advising position. The raise shall be an increase of 10% of the current extra-curricular base salary for that position. The second raise shall be under the same conditions as the first raise, after the completion of the fifth year of service. The raise shall be a second 10% of the current extra-curricular base salary for that position.

It is the responsibility of each individual coach to notify the Treasurer's office when he/she is eligible for either of the experience raises.

Effective for the 2025-2026 Contractual School Year

NORTHEASTERN LOCAL SCHOOL DISTRICT
EXTRA DUTY SALARY SCHEDULE
2025-2026

POSITION	% *	AMOUNT
DISTRICT		
*Coordinator, Art	5	$2,080.00
*Destination Imagination Coach	2	$832.00
Enrichment Program	.07	29.11/hr
Home Instruction Tutor	.07	29.11/hr
*Speech and Debate Coach	6	$2,496.00
NORTHEASTERN-KENTON RIDGE		
DRAMA/MUSICAL		
#Major Play Director (max 1)	4	1,664.00
#Major Play Asst (max 1)	2	832.00
#Major Musical Director (max 1)	4	1,664.00
#Major Musical Asst (max 1)	3	1,248.00
#Major Musical Asst (max 1)	2	832.00
MUSIC/VOCAL		
Basic Choir (max 1)****	3	1,248.00
Swing Choir (max 1)	3	1,248.00
MUSIC/INSTRUMENTAL		
Band Director****+	12	4,991.00
Assistant Band Director	7	2,911.00
Flag	2	8328.00
Jazz Band	4	1,664.00
Pep Band	2	832.00
CLASS ADVISORS/CLUBS/ACTIVITIES		
Freshman (1 ea.)	2	832.00
Sophomore (1 ea.)	2	832.00
Junior (1 ea. w/Prom)	5	2,080.00
Senior (1 ea.)	2	832.00
Club Advisors (5 ea.)	2	832.00
Annual Publication (1 ea.)	7	2,911 00
Newspaper Advisor (1 ea.)	3	1,248.00
Stu. Government Adv.(1 ea.)	4	1,664.00
Quiz Bowl(1ea.)	3	1,248.00

POSITION	% *	AMOUNT
PER MIDDLE SCHOOL		
MUSIC/DRAMA		
Director Musical/Drama (max 2)		
Minor	1	416.00
#Major	3	1,248.00
Vocal Solo/Ensemble Contest	1	416.00
Instrumental Solo/Ensemble Contest	1	416.00
Swing Ensemble	1	416.00
CLUBS/ACTIVITIES ADVISORS		
Yearbook	3	1,248.00
Major Club Advisors (2)	2	832.00
Minor Club Advisors (4)	1	416.00
PER ELEMENTARY		
DRAMA/MUSIC		
Play/Musical (3 Total)		
#Major	2	832.00
Minor	1	416.00
CLUB/ACTIVITY ADVISORS		
Advisors (2 Total)		
Major	2	832.00
Minor	1	416.00

SUBSTITUTE TEACHER RATE

Fixed Rate	= $120.00
Partial Day: Minimum of ½ day	= $60.00 = 3 ¾ hours
Rates over ½ day	= ½ day + (hourly rate x hours beyond 3 ¾ hours)
	= $60.00 + ($16.00** x hours beyond 3 ¾ hours)
**Hourly Rate	= $120.00 = 7 ½ hours dayl = $16.00 per hour

*ALL PERCENTAGES APPLIED TO A BASE OF $41,592.00

** Funds which may be used in increments of .50% to recognize staff members who have performed a service for Students beyond the normal working day upon the recommendation of the Principal and Superintendent.

**** Includes Solo and Ensemble Contest

\+ Includes Band Contest

\# Supplemental contracts issued upon approval of program or project plans IN ADVANCE of production date and upon recommendation of the Principal and Superintendent. To be considered a major production the activity must include after school practices and/or rehearsals culminating in at least one evening performance.

EXTRA-DUTY POSITIONS

The Extra-duty position compensation is paid soley for time outside of the school day. While "school time" might be used for a portion of the activity (depending on the position), substantial and appropriate time outside of the school day is a requirement.

EXTRA-DUTY EXPERIENCE RAISES

Extra-duty experience raises are intended to encourage and reward directors/advisors for remaining in their current directing/advising positions. Experience is counted specifically for that/position/level. Changing coaching/advising positions, even if in the same sport/activity, or between girls and boys sports/activities, returns the coach/advisor to the no experience level. Experience credits are transferable to another building for the same position/level/sport. The years do not have to be consecutive. Both experience credits are calculated on the extra-curricular base salary only.

The first experience raise shall be granted after the completion of three years in one coach/advising position. The raise shall be an increase of 10% of the current extra-curricular base salary for that position. The second raise shall be under the same conditions as the first raise, after the completion of the fifth year of service. The raise shall be a second 10% of the current extra-curricular base salary for that position. It is the responsibility of each individual coach to notify the Treasurer's office when he/she is eligible for either of the experience raises.

Effective for the 2025-2026 Contractual Year

NORTHEASTERN LOCAL BOARD OF EDUCATION
INSTRUCTIONAL SALARY SCHEDULE
2026-2027

STEP	CLASS I	CLASS II	CLASS III	CLASS IV	CLASS V	CLASS VI
0	100%	103%	105%	108%	110%	112%
ANNUAL	$42,840	$44,125	$44,982	$46,267	$47,124	$47,981
DAILY RATE	232.83	239.81	244.47	251.45	256.11	260.77
1	104%	107%	109%	112%	114%	116%
ANNUAL	44,554	45,839	46,696	47,981	48,838	49,695
DAILY RATE	242.14	249.13	253.78	260.77	265.42	270.08
2	108%	111%	113%	116%	118%	120%
ANNUAL	46,267	47,553	48,409	49,695	50,551	51,408
DAILY RATE	251.45	258.44	263.09	270.08	274.74	279.39
3	112%	115%	117%	121%	123%	125%
ANNUAL	47,981	49,266	50,123	51,837	52,693	53,500
DAILY RATE	260.77	267.75	272.41	281.72	286.38	291.03
4	117%	120%	122%	126%	128%	130%
ANNUAL	50,123	51,408	52,265	53,979	54,835	55,692
DAILY RATE	272.41	279.39	284.05	293.36	298.02	302.68
5	122%	125%	127%	132%	134%	136%
ANNUAL	52,265	53,550	54,407	56,549	57,406	58,263
DAILY RATE	284.05	291.03	295.69	307.33	311.99	316.64
6	127%	130%	132%	138%	140%	142%
ANNUAL	54,407	55,692	56,549	59,119	59,976	60,833
DAILY RATE	295.69	302.68	307.33	321.30	325.96	330.61
7	132%	135%	137%	144%	146%	148%
ANNUAL	56,549	57,834	58,691	61,690	62,547	63,404
DAILY RATE	307.33	314.32	318.97	335.27	339.93	344.58
8	137%	140%	142%	150%	153%	156%
ANNUAL	58,691	59,976	60,833	64,260	65,546	66,831
DAILY RATE	318.97	325.96	330.61	349.24	356.23	363.21
9	142%	145%	147%	157%	160%	163%
ANNUAL	60,833	62,118	62,975	67,259	68,544	69,830
DAILY RATE	330.61	337.60	342.26	365.54	372.52	379.51
10	148%	151%	153%	164%	167%	170%
ANNUAL	63,404	64,689	65,546	70,258	71,543	72,828
DAILY RATE	344.58	351.57	356.23	381.84	388.82	395.81
11	154%	157%	159%	171%	174%	177%
ANNUAL	65,974	67,259	68,116	73,257	74,542	75,827
DAILY RATE	358.55	365.54	370.20	398.13	405.12	412.10
12			165%	178%	181%	184%
ANNUAL			70,686	76,256	77,541	78,826
DAILY RATE			384.16	414.43	421.42	428.40
13				185%	188%	191%
ANNUAL				79,254	80,540	81,825
DAILY RATE				430.73	437.72	444.70
14					195%	198%
ANNUAL					83,538	84,824
DAILY RATE					454.01	461.00
20	160%	163%	171%	192%	202%	212%
ANNUAL	68,544	69,830	73,257	82,253	86,537	90,821
DAILY RATE	372.52	379.51	398.13	447.03	470.31	493.59
25	166%	169%	177%	199%	209%	219%
ANNUAL	71,115	72,400	75,827	85,252	89,536	93,820
DAILY RATE	386.49	393.48	412.10	463.33	486.61	509.89
30	170%	173%	181%	203%	213%	223%
ANNUAL	72,828	74,114	77,541	86,966	91,250	95,534
DAILY RATE	395.81	402.79	421.42	472.64	495.92	519.20

TRAINING CLASSIFICATIONS			CONTRACT CLASS
CLASS	I	Bachelor's Degree	BS
CLASS	II	Bachelor's Degree Plus 10 Semester Hours of Graduate Credit	BS+10
CLASS	III	150 Semester Hours with a Bachelor's Degree or Bachelor's Degree Plus 20 Semester Hours of Graduate Credit	BS150
CLASS	IV	Master's Degree	MA
CLASS	V	Master's Degree Plus 15 Semester Hours of Graduate Credit	MA+15
CLASS	VI	Master's Degree Plus 25 Semester Hours of Graduate Credit	MA+25

ADDITIONAL BENEFITS

A full time #staff member receives in addition to the above base, the following:

1. A single or family vision policy.
2. A term life policy with accidental death and dismemberment.

BENEFIT OPTIONS

A full time #staff member may elect to receive in addition to the above, the following benefits:

1. Effective 7/1/05, 90% the cost of a single core policy for all new employees. 85% the cost of a family core policy. High Option single and/or family policies will also be offered at an additional cost to the employee. All health insurance policies include prescription drug coverage.
2. Effective, 7/1/22, 85% the cost of a single core policy for all new employees.
3. A single dental policy or 65% the cost of a family policy.

A part time #staff member working 5 hours or more per day (minimum of 25 hours per week) may participate in health, dental and vision coverage at 50% of the amount paid by the Board for full time employees for single or family coverage, through payroll deductions.

A part time #staff member working less than 5 hours per day (less than 25 hours per week) may participate in health, dental and vision coverage by paying 100% of total cost to the Board for single or family coverage, through payroll deductions.

#Staff member is a contracted employee, employed as per adopted school calendar on a 26 pay schedule.

Effective for the 2026-2027 Contractual Year

NORTHEASTERN LOCAL SCHOOL DISTRICT
EXTRA DUTY SALARY SCHEDULE
ATHLETIC
2026-2027

NORTHEASTERN-KENTON RIDGEHIGH SCHOOLS

POSITION	%*	AMOUNT
Conditioning Coord.	8	3,427.00
ATHLETIC SITE MANAGER		
Fall Sports	5	2,142.00
Winter Sports	4	1,714.00
BASEBALL		
Varsity Head	10	4,284.00
Assistant	7	2,999.00
BASKETBALL		
Varsity Boys	16	6,854.00
Assistant Boys	9	3,856.00
Freshman	8	3,427.00
Varsity Girls	16	6,854.00
Assistant Girls	9	3,856.00
BOWLING		
Varsity Head	6	2,570.00
CHEERLEADER COACH		
Varsity Football	3	1,285.00
Reserve Football	2	857.00
Varsity & Reserve Basketball	4	1,714.00
Freshman Basketball	2	857.00
CROSS COUNTRY		
Varsity Head	8	3,427.00
Assistant	5	2,142.00
FOOTBALL		
Varsity Head	16	6,854.00
Assistant (5)	9	3,856.00
GOLF		
Boys Varsity Head	6	2,570.00
Girls Varsity Head	6	2,570.00
POWERLIFTING		
Varsity Head	4.5	1,928.00
SOCCER		
Varsity Head Boys	10	4,284.00
Varsity Head Girls	10	4,284.00
Assistant Boys	6	2,570.00
Assistant Girls	6	2,570.00
SOFTBALL		
Varsity Head	10	4,284.00
Assistant	7	2,999.00
SWIMMING		
Varsity Head Swim Coach	6	2,570.00
Assistant Swim Coach	4	1,714.00
TENNIS		
Varsity Boys	6	2,570.00
Varsity Girls	6	2,570.00
TRACK		
Head Track Coach	10	4,284.00
Assistant (3)	6	2,570.00
VOLLEYBALL		
Varsity Head	10	4,284.00
Assistant	6	2,570.00
WRESTLING		
Varsity Head	12	5,141.00
Assistant	8	3,427.00

The length of each sport season is as determined by the Northeastern Board of Education; according to the Ohio High School Athletic Association and uniform school policy.

*Percentage applied to a base of $42,840

NORTHEASTERN-KENTON RIDGE MIDDLE SCHOOLS

POSITION	%*	AMOUNT
Faculty Manager	4	1,714.00
BASKETBALL		
Eighth Grade Boys	8	3,427.00
Seventh Grade Boys	8	3,427.00
Eighth Grade Girls	8	3,427.00
Seventh Grade Girls	8	3,427.00
CHEERLEADER COACH		
Seventh & Eighth Basketball	2	857.00
Football	2	857.00
CROSS COUNTRY		
Varsity Head	6	2,570.00
FOOTBALL		
Varsity Head	8	3,427.00
Assistant	5	2,142.00
TRACK		
Varsity Head	6	2,570.00
~~Assistant (2)~~	4	1,714.00
VOLLEYBALL		
Varsity Head	6	2,570.00
Assistant	4	1,714.00
WRESTLING		
Varsity Head	6	2,570.00
Assistant	4	1,714.00

EXTRA-CURRICULAR/ATHLETIC POSITIONS

The Extra-Curricular/Athletic position compensation "school time" might be used for a portion of the activity (depending on the position), substantial and appropriate time outside of the school day is a requirement.

EXTRA-CURRICULAR/ATHLETIC EXPERIENCE RAISES

Extra-curricular experience raises are intended to encourage and reward coaches/advisors for remaining in their current coaching/advising positions. Experience is counted specifically for that position/ level/sport. Changing coaching/advising positions, even if in the same sport/activity, or between girls and boys sports/activities, returns the coach/advisor to the no experience level. Experience credits are transferable to another building for the same position/ level/sport. The years do not have to be consecutive. Both experience credits are calculated on the extra-curricular base salary only.

The first experience raise shall be granted after the completion of three years in one coaching/advising position. The raise shall be an increase of 10% of the current extra-curricular base salary for that position. The second raise shall be under the same conditions as the first raise, after the completion of the fifth year of service. The raise shall be a second 10% of the current extra-curricular base salary for that position.

It is the responsibility of each individual coach to notify the Treasurer's office when he/she is eligible for either of the experience raises.

Effective for the 2026-2027 Contractual School Year

NORTHEASTERN LOCAL SCHOOL DISTRICT
EXTRA DUTY SALARY SCHEDULE
2026-2027

POSITION	% *	AMOUNT
DISTRICT		
*Coordinator, Art	5	$2,142.00
*Destination Imagination Coach	2	$857.00
Enrichment Program	.07	29.98/hr
Home Instruction Tutor	.07	29.98/hr
*Speech and Debate Coach	6	$2,570.00
NORTHEASTERN-KENTON RIDGE		
DRAMA/MUSICAL		
#Major Play Director (max 1)	4	1,714.00
#Major Play Asst (max 1)	2	857.00
#Major Musical Director (max 1)	4	1,714.00
#Major Musical Asst (max 1)	3	1,285.00
#Major Musical Asst (max 1)	2	857.00
MUSIC/VOCAL		
Basic Choir (max 1)****	3	1,285.00
Swing Choir (max 1)	3	1,285.00
MUSIC/INSTRUMENTAL		
Band Director****+	12	5,140.00
Assistant Band Director	7	2,999.00
Flag	2	857.00
Jazz Band	4	1,714.00
Pep Band	2	857.00
CLASS ADVISORS/CLUBS/ACTIVITIES		
Freshman (1 ea.)	2	857.00
Sophomore (1 ea.)	2	857.00
Junior (1 ea. w/Prom)	5	2,142.00
Senior (1 ea.)	2	857.00
Club Advisors (5 ea.)	2	857.00
Annual Publication (1 ea.)	7	2,999.00
Newspaper Advisor (1 ea.)	3	1,285.00
Stu. Government Adv.(1 ea.)	4	1,714.00
Quiz Bowl(1ea.)	3	1,285.00

POSITION	% *	AMOUNT
PER MIDDLE SCHOOL		
MUSIC/DRAMA		
Director Musical/Drama (max 2)		
Minor	1	428.00
#Major	3	1,285.00
Vocal Solo/Ensemble Contest	1	428.00
Instrumental Solo/Ensemble Contest	1	428.00
Swing Ensemble	1	428.00
CLUBS/ACTIVITIES ADVISORS		
Yearbook	3	1,285.00
Major Club Advisors (2)	2	857.00
Minor Club Advisors (4)	1	4428.00
PER ELEMENTARY		
DRAMA/MUSIC		
Play/Musical (3 Total)		
#Major	2	857.00
Minor	1	428.00
CLUB/ACTIVITY ADVISORS		
Advisors (2 Total)		
Major	2	857.00
Minor	1	428.00

SUBSTITUTE TEACHER RATE

Fixed Rate	= $120.00
Partial Day: Minimum of ½ day	= $60.00 = 3 ¾ hours
Rates over ½ day	= ½ day + (hourly rate x hours beyond 3 ¾ hours)
	= $60.00 + ($16.00** x hours beyond 3 ¾ hours)
**Hourly Rate	= $120.00 = 7 ½ hours dayl= $16.00 per hour

*ALL PERCENTAGES APPLIED TO A BASE OF $42,840

** Funds which may be used in increments of .50% to recognize staff members who have performed a service for Students beyond the normal working day upon the recommendation of the Principal and Superintendent.

**** Includes Solo and Ensemble Contest

\+ Includes Band Contest

\# Supplemental contracts issued upon approval of program or project plans IN ADVANCE of production date and upon recommendation of the Principal and Superintendent. To be considered a major production the activity must include after school practices and/or rehearsals culminating in at least one evening performance.

EXTRA-DUTY POSITIONS

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EXTRA-DUTY EXPERIENCE RAISES

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Effective for the 2026-2027 Contractual Year

NORTHEASTERN LOCAL BOARD OF EDUCATION
INSTRUCTIONAL SALARY SCHEDULE
2027-2028

	CLASS	CLASS	CLASS	CLASS	CLASS	CLASS
STEP	I	II	III	IV	V	VI
0	100%	103%	105%	108%	110%	112%
ANNUAL	$44,125	$45,449	$46,332	$47,655	$48,538	$49,420
DAILY RATE	239.81	247.01	251.80	259.00	263.79	268.59
1	104%	107%	109%	112%	114%	116%
ANNUAL	45,890	47,214	48,097	49,420	50,303	51,185
DAILY RATE	249.40	256.60	261.40	268.59	273.39	278.18
2	108%	111%	113%	116%	118%	120%
ANNUAL	47,655	48,979	49,862	51,185	52,068	52,950
DAILY RATE	259.00	266.19	270.99	278.18	282.98	287.77
3	112%	115%	117%	121%	123%	125%
ANNUAL	49,420	50,744	51,627	53,392	54,274	55,157
DAILY RATE	268.59	275.78	280.58	290.17	294.97	299.77
4	117%	120%	122%	126%	128%	130%
ANNUAL	51,627	52,950	53,833	55,598	56,481	57,363
DAILY RATE	280.58	287.77	292.57	302.16	306.96	311.76
5	122%	125%	127%	132%	134%	136%
ANNUAL	53,833	55,157	56,039	58,246	59,128	60,011
DAILY RATE	292.57	299.77	304.56	316.55	321.35	326.14
6	127%	130%	132%	138%	140%	142%
ANNUAL	56,039	57,363	58,246	60,893	61,776	62,658
DAILY RATE	304.56	311.76	316.55	330.94	335.74	340.53
ANNUAL	58,246	59,569	60,452	63,541	64,423	65,306
DAILYIRATE	316.55	323.75	328.54	345.33	350.13	354.92
8	137%	140%	142%	150%	153%	156%
ANNUAL	60,452	61,776	62,658	66,188	67,512	68,836
DAILY RATE	328.54	335.74	340.53	359.72	366.91	374.11
9	142%	145%	147%	157%	160%	163%
ANNUAL	62,658	63,982	64,864	69,277	70,601	71,924
DAILYRATE	340.53	347.73	352.52	376.50	383.70	390.89
10	148%	151%	153%	164%	167%	170%
ANNUAL	65,306	66,629	67,512	72,366	73,689	75,013
DAILY RATE	354.92	362.12	366.91	393.29	400.49	407.68
11	154%	157%	159%	171%	174%	177%
ANNUAL	67,953	69,277	70,159	75,454	76,778	78,102
DAILY RATE	369.31	376.50	381.30	410.08	417.27	424.47
12			165%	178%	181%	184%
ANNUAL			72,807	78,543	79,867	81,191
DAILY RATE			395.69	426.87	434.06	441.25
13				185%	188%	191%
ANNUAL				81,632	82,956	84,280
DAILYIRATE				443.65	450.85	458.04
14					195%	198%
ANNUAL					86,045	87,368
DAILY RATE					467.63	474.83
20	160%	163%	171%	192%	202%	212%
ANNUAL	70,601	71,924	75,454	84,721	89,133	93,546
DAILY RATE	383.70	390.89	410.08	460.44	484.42	508.40
25	166%	169%	177%	199%	209%	219%
ANNUAL	73,248	74,572	78,102	87,810	92,222	96,635
DAILY RATE	398.09	405.28	424.47	477.23	501.21	525.19
30	170%	173%	181%	203%	213%	223%
ANNUAL	75,013	76,337	79,867	89,575	93,987	98,400
DAILY RATE	407.68	414.87	434.06	486.82	510.80	534.78

TRAINING CLASSIFICATIONS			CONTRACT CLASS
CLASS	I	Bachelor's Degree	BS
CLASS	II	Bachelor's Degree Plus 10 Semester Hours of Graduate Credit	BS+10
CLASS	III	150 Semester Hours with a Bachelor's Degree or Bachelor's Degree Plus 20 Semester Hours of Graduate Credit	BS150
CLASS	IV	Master's Degree	MA
CLASS	V	Master's Degree Plus 15 Semester Hours of Graduate Credit	MA+15
CLASS	VI	Master's Degree Plus 25 Semester Hours of Graduate Credit	MA+25

ADDITIONAL BENEFITS

A full time #staff member receives in addition to the above base, the following:

1. A single or family vision policy.
2. A term life policy with accidental death and dismemberment.

BENEFIT OPTIONS

A full time #staff member may elect to receive in addition to the above, the following benefits:

1. Effective 7/1/05, 90% the cost of a single core policy for all new employees. 85% the cost of a family core policy. High Option single and/or family policies will also be offered at an additional cost to the employee. All health insurance policies include prescription drug coverage.
2. Effective, 7/1/22, 85% the cost of a single core policy for all new employees.
3. A single dental policy or 65% the cost of a family policy.

A part time #staff member working 5 hours or more per day (minimum of 25 hours per week) may participate in health, dental and vision coverage at 50% of the amount paid by the Board for full time employees for single or family coverage, through payroll deductions.

A part time #staff member working less than 5 hours per day (less than 25 hours per week) may participate in health, dental and vision coverage by paying 100% of total cost to the Board for single or family coverage, through payroll deductions.

#Staff member is a contracted employee, employed as per adopted school calendar on a 26 pay schedule.

Effective for the 2027-2028 Contractual Year

NORTHEASTERN LOCAL SCHOOL DISTRICT
EXTRA DUTY SALARY SCHEDULE
ATHLETIC
2027-2028

NORTHEASTERN-KENTON RIDGEHIGH SCHOOLS

POSITION	%*	AMOUNT
Conditioning Coord.	8	3,530.00
ATHLETIC SITE MANAGER		
Fall Sports	5	2,206.00
Winter Sports	4	1,765.00
BASEBALL		
Varsity Head	10	4,413.00
Assistant	7	3,089.00
BASKETBALL		
Varsity Boys	16	7,060.00
Assistant Boys	9	3,971.00
Freshman	8	3,530.00
Varsity Girls	16	7,060.00
Assistant Girls	9	3,971.00
BOWLING		
Varsity Head	6	2,648.00
CHEERLEADER COACH		
Varsity Football	3	1,324.00
Reserve Football	2	808.00
Varsity&		
Reserve Basketball	4	1,615.00
Freshman Basketball	2	883.00
CROSS COUNTRY		
Varsity Head	8	3,530.00
Assistant	5	2,206.00
FOOTBALL		
Varsity Head	16	7,060.00
Assistant (5)	9	3,971.00
GOLF		
Boys Varsity Head	6	2,648.00
Girls Varsity Head	6	2,648.00
POWERLIFTING		
Varsity Head	4.5	1,986.00
SOCCER		
Varsity Head Boys	10	4,413.00
Varsity Head Girls	10	4,413.00
Assistant Boys	6	2,648.00
Assistant Girls	6	2,648.00
SOFTBALL		
Varsity Head	10	4,413.00
Assistant	7	3,089.00
SWIMMING		
Varsity Head Swim Coach	6	2,648.00
Assistant Swim Coach	4	1,765.00
TENNIS		
Varsity Boys	6	2,648.00
Varsity Girls	6	2,648.00
TRACK		
Head Track Coach	10	4,413.00
Assistant (3)	6	2,648.00
VOLLEYBALL		
Varsity Head	10	4,413.00
Assistant	6	2,648.00
WRESTLING		
Varsity Head	12	5,295.00
Assistant	8	3,530.00

The length of each sport season is as determined by the Northeastern Board of Education; according to the Ohio High School Athletic Association and uniform school policy.

*Percentage applied to a base of $44,125

NORTHEASTERN-KENTON RIDGE MIDDLE SCHOOLS

POSITION	%*	AMOUNT
Faculty Manager	4	1,765.00
BASKETBALL		
Eighth Grade Boys	8	3,530.00
Seventh Grade Boys	8	3,530.00
Eighth Grade Girls	8	3,530.00
Seventh Grade Girls	8	3,530.00
CHEERLEADER COACH		
Seventh & Eighth		
Basketball	2	883.00
Football	2	883.00
CROSS COUNTRY		
Varsity Head	6	2,648.00
FOOTBALL		
Varsity Head	8	3,530.00
Assistant	5	2,206.00
TRACK		
Varsity Head	6	2,648.00
Assistant (2)	4	1,765.00
VOLLEYBALL		
Varsity Head	6	2,648.00
Assistant	4	1,765.00
WRESTLING		
Varsity Head	6	2,648.00
Assistant	4	1,765.00

EXTRA-CURRICULAR/ATHLETIC POSITIONS

The Extra-Curricular/Athletic position compensation "school time" might be used for a portion of the activity (depending on the position), substantial and appropriate time outside of the school day is a requirement.

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Effective for the 2026-2027 Contractual School Year

NORTHEASTERN LOCAL SCHOOL DISTRICT
EXTRA DUTY SALARY SCHEDULE
2027-2028

POSITION	% *	AMOUNT
DISTRICT		
*Coordinator, Art	5	$2,206.00
*Destination Imagination Coach	2	$883.00
Enrichment Program	.07	30.89/hr
Home Instruction Tutor	.07	30.89/hr
*Speech and Debate Coach	6	$2,648.00
NORTHEASTERN-KENTON RIDGE		
DRAMA/MUSICAL		
#Major Play Director (max 1)	4	1,765.00
#Major Play Asst (max 1)	2	883.00
#Major Musical Director (max 1)	4	1,765.00
#Major Musical Asst (max 1)	3	1,324.00
#Major Musical Asst (max 1)	2	883.00
MUSIC/VOCAL		
Basic Choir (max 1)****	3	1,324.00
Swing Choir (max 1)	3	1,324.00
MUSIC/INSTRUMENTAL		
Band Director****+	12	5,295.00
Assistant Band Director	7	3,089.00
Flag	2	883.00
Jazz Band	4	1,765.00
Pep Band	2	883.00
CLASS ADVISORS/CLUBS/ACTIVITIES		
Freshman (1 ea.)	2	883.00
Sophomore (1 ea.)	2	883.00
Junior (1 ea. w/Prom)	5	2,206.00
Senior (1 ea.)	2	883.00
Club Advisors (5 ea.)	2	883.00
Annual Publication (1 ea.)	7	3,089.00
Newspaper Advisor (1 ea.)	3	1,324.00
Stu. Government Adv.(1 ea.)	4	1,765.00
Quiz Bowl(1ea.)	3	1,324.00

POSITION	% *	AMOUNT
PER MIDDLE SCHOOL		
MUSIC/DRAMA		
Director Musical/Drama (max 2)		
Minor	1	441.00
#Major	3	1,324.00
Vocal Solo/Ensemble Contest	1	441.00
Instrumental Solo/Ensemble Contest	1	441.00
Swing Ensemble	1	441.00
CLUBS/ACTIVITIES ADVISORS		
Yearbook	3	1,324.00
Major Club Advisors (2)	2	883.00
Minor Club Advisors (4)	1	441.00
PER ELEMENTARY		
DRAMA/MUSIC		
Play/Musical (3 Total)		
#Major	2	883.00
Minor	1	441.00
CLUB/ACTIVITY ADVISORS		
Advisors (2 Total)		
Major	2	883.00
Minor	1	441.00

SUBSTITUTE TEACHER RATE

Fixed Rate	= $120.00
Partial Day: Minimum of ½ day	= $60.00 = 3 ¾ hours
Rates over ½ day	= ½ day + (hourly rate x hours beyond 3 ¾ hours)
	= $60.00 + ($16.00** x hours beyond 3 ¾ hours)
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