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MASTER AGREEMENT

between the

LAKE LOCAL SCHOOL DISTRICT
BOARD OF EDUCATION

and the

LAKE EDUCATION ASSOCIATION

July 1, 2025 – June 30, 2028

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PREAMBLE

The purpose of the Local School District is to provide the best educational opportunities available. It is the objective of the Board of Education, the Superintendent, administrative staff and the teaching staff to provide the highest quality educational program.

The Board of Education and the Lake Education Association mutually agree to work together for the best possible educational program for the children of Lake Local School District. It is hoped that a combined effort of the parties will contribute in significant measure to the advancement of public education in the Lake Local School District.

It is the purpose of this document to establish a relationship between the Board of Education and the Lake Education Association and to set forth an orderly procedure for the consideration and mutual resolution of matters of concern to either party.

ARTICLE I – RECOGNITION

A. Recognition

1. In accordance with O.R.C. 4117.04 and 4117.05, the Board does hereby recognize the Lake Education Association (hereafter referred to as the "Association") as the exclusive bargaining agent with respect to all matters pertaining to wages, hours, or terms and other conditions of employment and the continuation, modification, or deletion of an existing provision of the Master Agreement for all certified teaching personnel employed by Lake Local Schools both full and part-time under limited or continuous contract as part of this bargaining unit.

    a. Classroom Teachers
    b. School counselors
    c. Intervention specialists
    d. Substitute teachers working more than 60 days in the same position
    e. Gifted teachers
    f. Limited English proficiency teachers
    g. Title teachers
    h. Dean of Students
    i. Reading Specialists
    j. Math Coaches
    k. ELA Coaches

2. The Association recognizes that the Director of Maintenance, Director of Athletics, Director of Curriculum and Special Education, Director of Transportation, Director of Technology, School Psychologists, Assistant Director of Curriculum and Special Education, Principals, Assistant Principals, Director of Human Resources, Superintendent and other administrative positions as defined in O.R.C. Chapter 4117, and substitute teachers working less than sixty (60) days in the same position during the same school year are excluded from the bargaining unit.

3. The Board, in order to recognize an organization as the exclusive bargaining representative of certified personnel, requires satisfactory evidence that the organization is, in fact, one that represents a majority of such employees (50%+1).

   Provided such satisfactory evidence is submitted by the employees' organization to the Board prior to October 1st of each year, the Board hereby recognizes said organization as the exclusive bargaining agent for certificated/licensed personnel under teaching contract employed by the Lake Local Board.

B. Definitions

Board – The locally elected body charged with the responsibility of establishing policies for the school district. It is further recognized that the Board is guided in this matter by existing and revised laws of the State of Ohio.

Superintendent – The executive officer of the school district.

Teacher – A person certificated/licensed and employed by the Board under a regular teaching contract. This includes all classroom teachers, special teachers (art, music, physical education, Gifted, Intervention Specialist, Limited English Proficiency & Title I teachers), school counselors, Dean of Students, Reading Specialists, Math Coaches, and ELA Coaches.

Administrative staff – Includes Director of Maintenance, Director of Athletics, Director of Curriculum and Special Education, Director of Transportation, Director of Technology, School Psychologists, Assistant Director of Curriculum and Special Education, Principals, Assistant Principals, Director of Human Resources, Superintendent or other administrative positions as defined in O.R.C. Chapter 4117.

C. Principals

1. Attaining Objectives – Attainment of the objectives of the educational program of the Lake Local School District requires mutual understanding and cooperation among the Board of Education, the Superintendent, and the Certificated/Licensed Staff. Therefore, free and open exchange of views is desirable and necessary in the negotiations process.

2. Certificated/Licensed Personnel – It is recognized that members of the certificated/licensed staff require specialized qualifications, and that the success of the educational program in the Lake Local Schools depends upon the maximum utilization of the abilities of the certificated/licensed personnel who are reasonably well satisfied with the conditions under which their services are rendered.

D. Recognition Rights

Exclusive recognition shall entitle the Association to these rights:

1. Use of bulletin boards in teacher lounges for staff information.

2. Payroll deduction of membership dues.

3. Announcements at faculty meetings.

4. Use of public address systems, email systems and duplicating equipment for Association announcements. Duplication costs will be paid for by LEA.

5. Distribution of bulletins to teachers according to normal school procedure.

6. Association speaking rights at regular Board of Education meetings, if prior requests, where possible, is requested by the President.

7. At the time of normal distribution, the Association President and each building will be furnished with a copy of the tentative agenda for each meeting of the Board. The Association President and each building will be furnished with an electronic copy of the minutes (not yet approved) of each Board meeting at the time that they are furnished to the Board members.

8. The Association has the right to the use of the facilities and equipment in the district at no charge and to transact Union business on the Employer's property/work site(s).

9. Current board policies will be made available to the Association President upon request.

10. In recognition of the services that the Association President provides to the Board, administration, and teachers, the Board of Education can elect to provide either double the normal planning time each week, or pay an annual stipend to the Association President of up to Fifteen Hundred Dollars ($1500.00). A decision for which option to use, if any, will be made by the August school board meeting for the upcoming school year. If the Board chooses to pay the stipend, it will be paid in the month of May of the school year in which the President served.

ARTICLE II – NEGOTIATIONS AGREEMENT

A. Negotiations Procedure

1. Directing Requests

All requests for negotiations meetings shall be made in writing. Requests initiated by the Association shall be directed to the Superintendent, acting as the representative of the Board. Requests initiated by the Board shall be directed from the Superintendent to the President of the Association. Items or provisions of the Master Contract found to be unworkable by either party may be submitted for discussion any time during the school year. The written request for professional negotiations shall include the following:

a. Date of writing
b. Statement of purpose of meeting.
c. Name, address and phone number of the requesting party to arrange a mutually agreeable time for the initial negotiations meeting.

A written reply shall be sent by the receiving party within ten (10) days to the official representative of the requesting party. This communiqué shall include the following:

a. Date of writing.
b. Recognition of request for a professional negotiations meeting.
c. Time, place and date of a mutually agreeable initial negotiations meeting.

2. Negotiations Meeting Period

a. Requests to negotiate shall be directed no earlier than March 1, in the year the contract expires. The first negotiations session shall be held within fifteen (15) days of the date listed on the initial request for negotiations.

b. At the first negotiations session, the parties will mutually exchange complete proposals on those items or provisions proposed for change. Both parties will exchange initial proposals that are complete and in writing, in such written detail so that the proposals, if agreed to by the parties, would express the entire agreement between the parties with respect to that provision proposed. Once exchanged by both negotiations teams, no new matters may be introduced for consideration during the course of these negotiations meetings, without mutual consent of both teams.

c. The negotiations team shall be composed of no more than five (5) members, unless a greater number is mutually agreed upon. Every effort will be made to include an Association member from each building. Non-

participating consultants may be present at the negotiating sessions which shall be in executive session.

d. During the course of negotiations, items mutually agreed to shall be reduced in writing and initialed by representatives of each negotiation team and set aside.

e. Either team may declare a recess within the negotiation period when it appears that meaningful progress cannot be attained. A recess can only commence after mutual agreement for the time and place for the continuation of the negotiations has been determined.

f. Either team may call for a caucus at any time. A caucus shall not last longer than thirty (30) minutes unless an extension is mutually agreeable to both teams.

g. The negotiation period shall extend no longer than forty-five (45) calendar days, unless mutually agreed to extend.

h. Members of the respective negotiation teams have the power and authority to negotiate.

i. Members of the negotiation teams shall negotiate in good faith.

j. Progress reports may be made to the represented bodies by either negotiation team at the discretion of the team.

k. During the course of the negotiations meetings, joint study committees may be created by mutual consent of the negotiation teams. Members of the study committee will be determined by the members of the negotiation teams. The purpose and particular assignment shall be stated at the time the study committee is created as well as the time for a report of the findings. The item(s) to be studied shall be tabled until the study reports are submitted.

B. Agreement

When agreement is reached on the items being negotiated, a final copy of the provisions shall be submitted to the Association for ratification and then to the Board at its next regular or special Board meeting.

The final written copy shall contain the following:

1. Terms of the provisions
2. Effective date of the provisions

When approved by both parties, it shall be signed by their respective presidents and shall be entered in the official minutes of the Board. Thereupon, the items agreed to shall constitute a revision in school policies. When applicable, provisions will be reflected in the individual contract or statement of conditions of service to employees.

Official copies of negotiated and agreed to provisions shall be reproduced and distributed to all teachers by the Association. Costs to be equally shared by the Association and Board.

Agreed to items shall remain in effect until determined otherwise by the procedures set forth in this contract.

C. Dispute Resolution

1. Responsibilities

The parties pledge themselves to negotiate in good faith and in the event agreement is not reached, to utilize such mediatory facilities as are provided.

2. Dispute Resolution Procedure

The parties agree that the following method of dispute resolution has been adopted and mutually agreed to in accordance with Ohio Revised Code Section 4117.14(1)(f).

a. If agreement is not reached within forty-five (45) days of commencement of negotiations or earlier upon declaration in writing by either party, impasse shall be declared unless the parties mutually agree otherwise.

b. Items unresolved shall be submitted to mediation under the auspices of the Federal Mediation and Conciliation Service.

c. Mediation shall continue until this Agreement expires or until the parties reach agreement, whichever occurs first.

d. Upon expiration of this Agreement the Association shall have the right to exercise any and all rights under Ohio Revised Code Section 4117.14 (D)(2).

D. Provisions Contrary to Law

If any provision of this Document pertaining to civil rights, affirmative action, unemployment compensation, workers' compensation, retirement of public employees, residency requirements, minimum educational requirements contained in the Revised Code pertaining to public education including certificate requirements of 5705.41 of the Revised Code and Ohio Minimum Standards promulgated by the State Board of Education or any application of the Document to any certificated/licensed person, persons

or the Board of Education pertaining to such subjects is found contrary to law, then this provision or application shall be deemed invalid except to the extent permitted by law. But all other provisions hereof shall be continued in full force.

E. Amendment Procedure

If either party desires to amend the negotiations procedure stipulated in this Agreement, that proposal shall be submitted to the other party in accordance with the procedures stated in Part A, Negotiations Procedure, Section 1., Directing Requests.

F. Individual and Organization Rights

1. Fair Practice Clause – The Association agrees to admit persons to membership without discrimination on the basis of race, creed, color, national origin, sex, or marital status, age, disability, gender, gender identity, gender expression, sexual orientation, religion, veteran status or political affiliation.

   Further, all medical information relating to any of the above shall be considered confidential information and will not be released except as required by local, state, or federal law. The Board of Education shall respect and uphold each employee's right to privacy and their constitutional rights as citizens.

2. Individuals have the right to join or not to join any organization for their professional or economic improvement. Individuals representing a minority of the professional staff may present their views and recommendations in writing to the majority group. If the majority group does not wish to pursue these subjects, the individual/individuals may submit his/her/their views to the Superintendent.

3. No reprisal of any kind by either party shall be taken against any participant in negotiations for reasons of such activity.

G. Definitions

1. **Caucus** – A limited break in the negotiations session of not more than thirty (30) minutes.

2. **Consultants** – Advisors to the negotiations team. Individuals who, due to special training, experience and talents, have abilities to assist in clarifying points under consideration and to assist in resolving misunderstandings.

3. **Executive Session** – A meeting with admittance to be limited to the discretion of the participants calling the meeting, or the provisions for such a session as provided in this negotiations procedure.

4. **Good Faith Negotiations** – Good faith requires that the Association and the Board be willing to react to each others' proposals. If a proposal is unacceptable

to one of the parties, that party is obligated to give its reasons. Good faith requires both parties to recognize negotiations as a shared process.

5. **Impasse** – Disagreement, a deadlock on a given issue(s) being negotiated. Impasse is reached when no further change of position by the members of the negotiations teams is taking place and agreement is not expected.

6. **Joint Study Committee –** A group given specific assignment to develop a more meaningful understanding of a given area to assist the negotiations teams in coming to a mutual agreement. The responsibility of such a committee shall be determined by the negotiations at the time. The study committee shall be advisory only and shall not be directive.

7. **Mediation** – A one (1) person review of the negotiations proceedings which lead to the impasse of the negotiations teams. Mediation shall include review and study. The purpose of meditation is to offer recommendations that could resolve the impasse on given items of disagreement. Such recommendations shall be advisory only.

8. **Mediatory Facilities** – Advisory panel or mediator.

9. **Mutual Agreement** – Any written agreement between the Board and the duly authorized representative of the teachers.

10. **Negotiate** – To confer, discuss, propose, consider, and/or make counter proposals, in good faith, in an effort to reach mutual agreement on items under consideration.

    Such negotiations shall be conducted by representatives of the Board and the Association with authority to negotiate in good faith. Final approval of any negotiated item shall be first by action of the Association and then official adoption of the Board.

11. **Negotiations Meeting Period** – That period of time not to exceed forty-five (45) calendar days, unless mutually agreed to extend, from the first negotiations meeting until agreement has been reached.

12. **Negotiations Session** – The actual conferring of the representatives of the local Board of Education and the Association.

13. **Negotiations Team** – The body of official representatives of the local Board or Association.

14. **Progress Report** – Reports made to the Board or the Association while negotiations are in progress.

15. **Provision** – The part of an agreement referring to one specific item.

16. **Recess** – The period of time between negotiations sessions once the negotiations meeting has commenced. A negotiations session shall not be recessed for a period longer than seventy-two (72) hours, unless mutually agreed by both negotiations teams.

17. **Seniority** – Seniority is defined as the number of years a teacher has taught in the district.

ARTICLE III – TEACHER CONDITIONS

A. School Calendar

The Lake School calendar shall consist of no more than one hundred eighty-four (184) days times 7.5 hours per day, totaling 1380 hours for the school year. These days will include no more than one hundred seventy eight (178) instructional days and six (6) teacher work days as set forth below:

- Four (4) professional development days. During each professional development day, half of the day will be available to the Board and half of the day will be available to the Union.

- One (1) local inservice day.

- One-half (1/2) work day at the end of the second semester.

- One-half (1/2) work day for high school commencement. The Union agrees that at least fifty percent (50%) of staff members will attend commencement and further agrees to provide a list of members participating in commencement to the Superintendent and building principals by the first day of May each school year. Staff members who do not attend commencement agree to an additional one-half (1/2) work day at the end of the school year.

One day each week, all staff members agree to come in for a Board-led meeting (e.g. BLT meeting, TBT meeting, staff meeting, collaboration meeting) prior to the start of the school day. This will not exceed the time limit listed in Article III B.

A maximum of four (4) times per school year, a compressed school day may be utilized for in-servicing of staff. These in-service sessions can last until the end of the normal contracted school day. On a full District inservice day, expected work hours will be communicated no later than three (3) days before the inservice day.

Calamity days, as accepted by the Board of Education, shall not count against these days or hours, provided that the district continues to meet the hours designated by the Ohio Revised Code, Section 3313.48. A calamity day shall be defined as an instructional day when the closing of school is deemed necessary as a result of disease, epidemic,

hazardous weather conditions, law enforcement emergencies, inoperability of school buses or other equipment needed to operate the school system, damage to a school building or other property, or other temporary circumstance that renders the school facility unfit for instructional use. Teachers will not be required to work on days when the district has canceled classes for students due to the reasons listed above.

The district will begin to make up days after the 7th calamity day is missed. Any days missed after 7 will either be made up at the end of the year as an instructional day or a professional development day or may become blended learning days, unless mutually agreed upon by the Association President and the Superintendent.

B. Length of Day

1. The Board of Education and Administration shall plan a school day that is in compliance with Ohio Revised Code, Section 3313.48.

2. The school day shall be in compliance with the minimum standards as established by the State Board of Education.

3. The minimum standards as established by the State Board of Education concerning the granting of two hundred (200) minutes per week of teacher planning time will be implemented district wide. Elementary teachers will be scheduled a minimum of thirty (30) consecutive planning minutes daily. Time periods of ten (10) minutes or less will not be considered planning time. A committee of principals, special teachers and grade level chairs will meet in the spring to give input to the elementary, middle, and high school building administrators prior to the scheduling for the following academic year.

4. Each teacher shall be granted at least the time equivalence for lunch as directed under 3319.111 of the Ohio Revised Code (30 continuous duty free minutes). The granting of the lunch period shall not be cause for lengthening the school day.

5. The teacher day shall not exceed seven (7) hours and thirty (30) minutes, inclusive of a thirty (30) minute duty free lunch period.

6. The building time schedules will be cooperatively developed by the Board of Education and the Association prior to the beginning of each school year.

7. Teachers are required to be on duty prior to the start of the assigned school day and at the end of the day as follows:

    a. Lake Elementary – fifteen (15) minutes before and ten (10) minutes after.
    b. Lake High School, Lake Middle School – fifteen (15) minutes before and ten (10) minutes after.
    c. The times in 7a and 7b are not part of the planning time and are within the 7 hour, 30 minute day.

8. Every effort will be made on the part of the teacher to attend open house, IEP meetings, and award programs.

9. Upon the request of the Association, the parties agree to reopen negotiations when meetings mandated by the State ODE exceed the normal work days significantly.

10. The best use of ICE time shall be determined by each Building Leadership Team based on the individual or advisory period needs for the students as determined by the teacher or Building Leadership Team.

C. Notification of Assignment

1. Any employee for whom there may be a tentative change in his/her assignment shall receive a written notification by July 1. If changes are necessary after July 1, the teacher involved shall be notified as soon as possible. These changes shall be made by seniority which is defined as the number of years a teacher has taught in the district.

2. Limited Contracts up for Renewal – Persons on a limited teaching contract shall be notified of the Board's intent to renew or non-renew the contract by April 30 of the year that the contract expires. All supplemental contracts shall automatically be non-renewed at the end of each school year. Unless otherwise notified by April 30, all certificated/licensed employees will be extended an offer to renew their supplemental contracts for the subsequent school year. All teaching contracts are to be signed and returned to the Treasurer's Office on or before the 1st contracted day of the school year. If not received by 3:00 p.m. on the 2nd day, the employee will be docked for that day and each corresponding day that the contract is not returned.

D. Class Size

1. Size Guidelines

a. The Board and the Association recognize that the number of students in a classroom is a significant educational matter which must be based upon a number of factors, including State Statutes, the financial resources of the District, the physical facilities available and the overall needs of the educational program.

b. The number of teacher assignments at the high school shall not exceed six (6) periods per day and at the middle school shall not exceed seven (7) periods per day without added compensation. Compensation for each high school assignment shall be paid at the rate of 14.3% of the teacher's salary. Compensation for each middle school assignment shall be paid at the rate of 12.5% of the teacher's salary. Compensation for an added assignment for those who are shared will be paid at the rate of 13.4% of the teacher's salary.

c. The administrative procedure for class size will include the following guidelines:

K-3= 26 students
4-6= 28 students
7-12 = 28 students

d. Class size will be determined by the number of pupils assigned to full-time equivalency teachers, excluding intervention specialists.

2. Elementary School Class

a. When a class appears that it will exceed the District guidelines (as defined in 1c above), one of the following remedies will be considered by the Superintendent or the building principal in consultation with the teacher(s) involved:

(1) Leveling at the appropriate grade level within a building
(2) Employment of a certificated/licensed aide.
(3) Employment of an additional teacher.
(4) Continuation of the present situation with agreement of the involved teacher(s)

b. Compliance with the above shall be met by the completion of the first (1st) quarter.

3. Secondary School Classes

a. When a class appears that it will exceed the District guidelines (as defined in 1c above), one of the following remedies will be considered by the Superintendent or the building principal in consultation with the teacher(s) involved:

(1) Leveling classes at the appropriate level and subject within the buildings.
(2) Adding a section where needed.
(3) Employment of a certificated/licensed aide.
(4) Employment of an additional teacher.
(5) Continuation of the present situation with agreement of the involved teacher(s).
(6) Provide additional compensation for the extra students as agreed upon by the Superintendent and the Association President.

b. Compliance with the above shall be made by the completion of the first (1st) quarter.

c. When it appears that a class in musical performance shall exceed 55 students, the Superintendent or building principal, in consultation with the teacher involved, will consider the remedies listed in 3 (a) above.

d. Classes in physical education shall be exempt from the provisions of this article as long as each class continues to have two (2) teachers. If only one teacher is assigned to a physical education class, then the class size shall not exceed thirty-two (32) before measures stated in 3a will be taken.

E. Room Conditions

1. Each elementary and secondary teacher shall be provided a classroom desk and lockable cabinet if necessary.

2. Physical arrangement of the room shall be at the discretion of the teacher with the approval of the respective administrator.

F. Daily Planning

Daily lesson plans shall be kept by the teacher in written or electronic form. The original lesson plans are the property of the teacher but shall be available for inspection by the principal upon request. Also upon request, the teacher must designate the corresponding state standards being covered in the lesson. On at least an annual basis, all teachers will be required to update and submit a Pacing Guide for all courses taught. The lesson plan book must always be up-to-date and available for a substitute and must be communicated via either Google Drive or email or in written form. Planning time will not be used for meetings of any kind more than once a week unless the meetings are requested by the teacher. In the event that a meeting is considered unavoidable, compensation will be provided at the current rate of a class coverage.

G. Extra Duty

1. The Board will hire lay supervisors for elementary lunch rooms and playgrounds during the lunch period.

2. All teachers, when requested, will work at one (1) school function each semester.

3. When a staff member is absent from school because of reasons covered under the sick leave policy or personal or professional leave provided for by this negotiated agreement, or because he/she is supervising an approved field trip, or because he/she is supervising specialized testing and a substitute is not obtained, causing the teacher or Intervention Specialist who has been asked to cover to lose a planning period/time, any teacher under these circumstances will be paid at the rate of $25.00 per class coverage. Teachers who supervise detention, tutoring, or Summer School will be paid at the rate of $30.00 an hour.

4. Curriculum Development/Textbook Selection

The administrative staff and employees shall cooperatively participate in curriculum development, implementation of programs, evaluation of program, textbook selection, and curriculum revision. Department chairpersons, grade-level chairpersons, or teachers designated by the Curriculum Director and Association President will participate in curriculum development and revisions. Teachers may be granted release time or be paid $25 per hour, if approved by the building principal, for curriculum development or revision. The board shall make every effort to provide educational supplies, equipment, and Facilities to maintain a high level of educational standards throughout the district. Teachers are expected to use the curriculum purchased and provided by the Board of Education as the primary resource.

H. Personnel File

Official teacher files shall be maintained only at the Board office under the following circumstances:

1. After a teacher is employed, no material concerning a teacher shall be placed in the file unless the teacher is permitted to read the material. The teacher shall acknowledge that he/she has read such material by affixing his/her signature and date on the actual copy to be filed, with the understanding that such signature merely signifies that he/she has read the material to be filed and does not necessarily indicate agreement with the contents.

2. Upon written request to the Superintendent, the teacher shall have the right to inspect his/her file in the presence of the member of the Board Office. An authorized representative of the Association or their designee may inspect the file upon written consent of the teacher.

3. The teacher shall have the right to answer any material filed, and his/her answer shall be attached to the file copy.

4. An incident which has not been reduced to writing within thirty (30) schools days of the occurrence may not be added to the file unless the time limit is waived by the mutual agreement of the Superintendent and Association President or Vice-President.

5. The teacher shall be entitled to a copy of any material in his/her file. Cost of reproducing the material will be paid by the teacher.

I. New Hire Orientation

All new hires to the district will be provided with one day of district orientation. The content of the orientation will be mutually agreed upon by the Association and the Superintendent.

J. College Credit Plus

1. The opportunity to teach any course offered by the school district through College Credit Plus shall be offered to all members of the bargaining unit who are qualified to teach the course. In the event of multiple qualified candidates, the Superintendent will designate the teacher who will teach the course.

2. Teaching a course that qualifies for College Credit Plus shall be voluntary on the part of the teacher.

3. Any member who teaches a course that qualifies for College Credit Plus shall be offered a professional development day to visit the participating institution of higher education to engage in planning with the cooperating college instructor.

4. Any member who teaches a course in College Credit Plus shall be paid a stipend of $500 per section, per semester. The class must have a minimum enrollment of five (5) students taking the class for college credit. Payment will be made by not later than the second regularly scheduled pay date following completion of the work.

5. To the extent possible, all students enrolled in a College Credit Plus class shall be scheduled together into one class for instruction.

ARTICLE IV – TRANSFERS

A. Transfer, Assignment, Vacancy Notification

1. The Superintendent shall be the executive officer of the Board. The Superintendent nominates for appointment by the Board of Education all teachers, principals and the Assistant Superintendent. (ORC 3319.02, 3319.07)

2. Vacancy shall be defined as a position presently unfilled, position currently filled but will be open in the future, and position currently not in existence.

3. Vacancies in professional positions and extra duty positions shall be publicized by giving written notice via email. In the event no application(s) for a position are received within six (6) work days, such position shall be filled without further obligation to these requirements. The length of posting may be shortened upon mutual consent of the Association President and the Superintendent.

4. No vacancy shall be filled by above procedures while there are eligible employees for such position in accordance with Recall Provisions.

5. Any teacher may apply in writing to the Superintendent and Principal for such vacancy, stating his/her reasons, qualifications and experience. Each qualified applicant within the system will be considered for an interview.

6. Positions will be filled on the basis of certification and individual qualifications.

7. When notification of a vacancy has been posted, and an Association member(s) has applied for the position, said member(s) shall be notified as to whether or not the member will be granted the new assignment within ten (10) working days of the final date of the original notification.

B. Voluntary Transfers (teacher requested building change)

1. The Superintendent will furnish a list by April 1 of known vacancies for the next school year to Building Principal and Association President or Secretary; a supplemental list of vacancies shall be emailed as they occur.

2. A list of open positions will be emailed to all Association members. It is each teacher's responsibility to add his/her interest in the District electronic application system. The list will be active until April 15 when copies will be sent to all principals, the Superintendent and the Association President.

3. Applicants for transfer will be considered for the open position.

4. The Superintendent retains the right to assign staff based on the needs of the District. The Superintendent will consider the certification, qualifications, and seniority of applicants in approving transfer requests, as well as the overall needs of the District.

C. Involuntary Transfer (a transfer of a teacher because of redistricting, declining enrollment, changes in curriculum, return of a teacher from leave, changes in the location of program or classes, or building closure).

1. Involuntary transfers may be effected only for the above defined reasons. The affected teacher(s) and the Association will be given reasons for the transfer by July 1 except in cases of emergency, when such reasons will be given at the earliest opportunity by the Superintendent.

2. Within fifteen (15) days of such notification, the teacher involuntarily reassigned, if requested, shall be granted a conference with the Superintendent and Building Administrator. At such conferences, the teacher may be represented by one Association representative of his/her choice.

3. Involuntary transfers will be made with consideration given to certification, individual qualifications and District seniority.

4. The teacher being involuntarily transferred will be placed only in an equivalent position, one which involves no reduction in rank and no impairment in tenure or seniority.

5. A teacher who has been involuntarily transferred shall not face a second involuntary transfer for the remainder of the school year in which the involuntary transfer was made and subsequent school year unless due to reasons for which a Reduction in Force (RIF) is available.

6. No teacher shall be reassigned to any position for which he/she is not certificated/licensed or cannot become certificated/licensed without additional training.

7. No transfer shall be disciplinary in nature.

8. The Superintendent shall have the authority granted by law to involuntary transfer any teacher if the transfer of such teacher is in the best interest of the school district, provided that the above reasons and conferences are provided.

9. Notwithstanding the foregoing, the Parties agree to engage in good-faith negotiations to identify and define additional circumstances under which an involuntary transfer may occur. The Parties further agree to make best efforts to finalize and execute a Memorandum of Understanding specifying these circumstances prior to the conclusion of the 2025-2026 school year.

ARTICLE V – REDUCTION IN FORCE

A. Reduction in Force

In accordance with O.R.C. 3319.17, when by reason of decreased enrollment of pupils, return to work by regular teachers from leaves of absence, financial reasons, suspension of schools or territorial changes affecting the district, or any other reasons set forth in O.R.C. 3319.17, the Board decides that it will be necessary to reduce the number of teaching positions, it may make a reasonable reduction.

In the event that the district's financial situation is such that consideration is being given to a RIF situation, a committee composed of the Superintendent, Treasurer and one Board member, with equal union representation, will meet to discuss an appropriate plan of action mutually agreed upon by both sides to be presented to the Board of Education.

The following procedure shall apply to all full-time teaching employees:

1. Where known and where possible, the number of persons affected by a reduction in force will be kept to a minimum by not employing replacements insofar as practicable for certificated/licensed staff members who retire or resign or whose limited agreements are not renewed.

2. The Association shall be notified of the reason(s) for RIF and the extent of staff reduction at such time a decision is made by the Board and shall be further notified as to which teacher(s) shall be suspended.

3. The teacher to be suspended will be notified of the RIF thirty (30) days prior to the effective date.

4. Reductions shall be accomplished by the Board suspending contracts based on the recommendations of the Superintendent following the committee's recommendations.

   a. Licensure/Certification within the affected teaching field.

   b. Comparable Evaluation (based on three (3) consistent years of evaluation instruments.

   c. When evaluations are comparable, which is defined as skilled or accomplished, seniority in the District shall prevail, with the contract of the least senior continuing contract teacher in the affected teaching field the first to be suspended.

   d. When the affected licensure/certification teaching field(s) contains only limited contract teachers, steps 1-3 above will be followed using the Summative Evaluation or the Evaluation with the highest ratings.

5. Seniority shall be defined as the total number of years in continuous employment in Lake Local Schools, starting with the date the Board acted to employ the teacher. Continuous employment shall include all time on sick leave, absence, all time on Board approved leave of absence, all time on military leave of absence, all time on disability retirement to a maximum of five (5) years, and all time during suspension if the teacher is reinstated. If two or more individuals have equal seniority as defined herein, the individual to be laid off will be determined by the Superintendent or designee.

6. Seniority shall be system-wide, (rather than building) and shall be determined by placing all certificated/licensed staff members, on seniority lists within their areas of certification. A list shall be prepared and kept updated ranking all tenured teachers in the district by seniority, giving areas of certification and present teaching and building assignment; then all non-tenured teachers in the district by seniority, giving areas of certification and present teaching and building assignment. Said seniority list, if requested, shall be made available to the Association President by November 1 of each school year Seniority shall be lost when a teacher resigns, retires, is non-renewed or terminated.

7. A teacher on a continuing contract who has their position reduced in force may displace the least senior teacher in the area or areas for which they are certified/licensed, but only if permitted based on their evaluation(s) as determined by the Superintendent.

8. Teachers on the RIF list shall be returned to active employment to fill vacancies in reverse order of reduction for any position that becomes available for which

they are or have become certificated/licensed before any permanent teacher or substitute is hired. The Board shall recall the teacher to active employment status by giving written notice to the teacher, said written notice being sent to the teacher by registered or certified letter addressed to the teacher's last known address. It shall be the responsibility of each teacher to notify the Board of any change of address.

B. Recall/Restoration

1. Teachers whose contracts have been suspended will remain on a recall list for two (2) years from the effective date of the RIF for teachers who have accumulated less than ten (10) years service with the District and for three (3) years for teachers who have accumulated ten (10) or more years of service with the District prior to lay off, unless he/she:

   a. Waives, in writing, recall rights
   b. Resigns
   c. Fails to accept a position offered for which they are qualified and certificated/licensed.
   d. Fails to respond, in writing, within ten (10) days after receiving notice of recall by certified or registered mail.
   e. Accepts a contract with another school.
   f. Accepts severance pay.
   g. Received an evaluation rating of ineffective on their last evaluation.

2. All accumulated benefits contained in the agreement in effect at the time of recall will be restored upon return to active employment in the District. The teacher will not receive increment credits, however, for time spent on suspended contract status.

ARTICLE VI – LEAVES

A. Assault Leave

An employee who is absent due to a disability resulting from an attack upon said employee which assault occurs on Board premises or while in attendance at an official school function and in the course of said employee's employment shall, subject to the approval of the Superintendent, or his/her designee, be granted up to twenty (20) working days assault leave and/or reimbursement for costs incurred repairing or replacing personal property damaged or destroyed as reported at the time of the incident. During such assault leave, said employee shall be maintained on a full-time basis. Prior to reimbursement by the Board, all avenues of insurance (both attacker's and victim's) will be pursued.

Assault leave may be granted under this policy if the employee in question: (1) has a signed, written statement justifying the granting and use of assault leave. Said statement shall be upon Board provided forms; (2) provides a certificate from a licensed physician

stating the nature and duration of the disability and the necessity of absence from regular employment. Assault leave, which is approved by the Superintendent, shall not be charged against sick leave earned or earnable by the employee.

Any teacher receiving assault leave days shall file a complaint with the appropriate law enforcement agency against the assailant and cooperate in the full prosecution of said individual. The Lake Board of Education will also file similar charges against the assailant and will take appropriate action to prevent a recurrence.

Falsification in either the written, signed statement of the events or circumstances surrounding the assault, or the physician's statement shall be grounds for consideration of suspension or termination of employment.

B. Family Leave

1. Maternity/Paternity Leaves – Teachers may take maternity/paternity leave without pay for up to twelve (12) months. A second year may be granted upon request. Leaves under this provision shall be granted to teachers adopting a child less than two (2) years of age.

2. The Board shall grant a maximum of thirty (30) days of accumulated sick leave during the prenatal and/or postnatal periods of a pregnancy, unless an extension is granted by the Superintendent. In the case of a cesarean delivery, leave may be extended to forty (40) days, unless an extension is granted by the Superintendent. Each teacher will furnish to the Board her doctor's recommendation(s) or orders.

C. Family and Medical Leave Act (FMLA) Leave

If an employee takes leave under this Article for a reason covered by the Family and Medical Leave Act (FMLA), the leave shall be administered under the provisions of the FMLA. An employee who fraudulently obtains FMLA leave from the Board is not protected by the law's job restoration or maintenance of health benefits provisions. The Board shall comply with and implement the terms and conditions of the FMLA pursuant to adopted Board policy and the implementing regulations of the FMLA.

D. Jury Duty

In the event that a teacher is requested to perform jury duty according to O.R.C. 3313.211 he/she shall receive his/her regular salary less his/her salary received as a member of the jury. Upon return from jury duty service, the teacher must present evidence of any compensation received from the court for such appearance and either remit the same to the Board or have such amount deducted from the teacher's next pay. The staff member shall not lose accumulated sick leave.

E. Military Leave

Military leave will be granted in accordance with the requirements of state law O.R.C. 3319.14. Whenever a teacher who is a member of the National Guard, Air National Guard, Naval Reserve, Air Force Reserve, Army Reserve, Marine Reserve or other reserve components are called to active duty or active training, involuntarily, during his/her contractual year, he/she shall be entitled to a leave of absence.

F. One/Two Year Leave

Upon the written request of a teacher, the Board of Education may grant an unpaid leave of absence for a period of not more than two (2) consecutive years for educational or professional or other purposes and shall grant such leave where illness or other disability is the reason for the request. Where illness or other disability is the reason for the request, the teacher must provide medical documentation in support of the leave. Upon the return to service of a teacher at the expiration of a leave of absence, he/she shall resume the contract status which he/she held prior to such leave.

A request for leave of absence shall state the termination date of said leave. No teacher shall return to service prior to the termination date without the approval of the Superintendent. Failure to state the termination date shall be deemed a termination date at the beginning of the next school year. Any teacher who does not return to service at the stated termination date shall be deemed to have abandoned his/her rights and privileges to employment.

A teacher on leave of absence shall notify the Superintendent of his/her desire to return to work by March 15 in the year in which the leave is in effect. If the termination date of the leave is in the middle of a school year, the teacher shall notify the Superintendent of his/her desire to return to work within thirty (30) days prior to the end of the leave. These timelines may be waived by mutual consent of both parties.

Teachers returning from approved leaves of absence may be assigned to the same position, if available, or to one that is similar and for which he/she is certified.

G. Personal Leave

At the beginning of each school year, each certificated/licensed employee shall be credited with three (3) unrestricted personal leave days. Those certificated/licensed employees who are hired during the school year will receive a lesser number of days prorated to the nearest one-half day. Unused personal leave shall not accumulate from one year to another.

A certificated/licensed employee planning to take a personal leave day shall notify his/her Principal within the employee absence reporting system. When possible, notification

shall be made at least three (3) days in advance except in the case of emergency. The request for personal leave shall be forwarded to the Office of the Superintendent for approval after it has been approved by the Principal.

The only restrictions on the use of these days are as follows:

1. The day(s) may not be used in conjunction with any holidays/vacation days, with the exception of the Martin Luther King, Columbus Day and Presidents' Day weekends. On those three weekends, the days will be restricted in that no more than five (5) Association members per building may take a personal day simultaneously in conjunction with the three named holiday weekends.

2. The day(s) may not be used the first five (5) nor the last five (5) working days of the Board-adopted calendar unless waived by the Superintendent. The day(s) may not be used on district wide full in-service days unless waived by the Superintendent.

3. Each individual is responsible for keeping track of the number of days used. Overuse will result in appropriate corresponding deductions in pay.

4. Leaves must be taken in a minimum of one-half (1/2) day increments.

5. The leave can only be taken if a substitute can be obtained, with priority given to these requests in the order they are submitted into the district electronic leave system.

An employee still employed in the district on May 31 will receive One Hundred Fifty Dollars ($150.00) for each personal leave day not used. Payment for these days will be made in the last pay period of June.

H. Professional Meetings Leave

Teachers may be granted leave for attendance at professional meetings on approval of the Board designee. The meeting should relate to the subject area or extra duty assignment of the teacher and will be evaluated.

Requests for attendance at professional meetings shall be made fifteen (15) days prior to the regular meeting of the Board. Applications will be submitted to and reviewed by the Superintendent for approval. The fifteen (15) day limit may be waived by the Superintendent. Teachers whose request has been denied shall be notified immediately.

A leave of absence for attendance at the meeting will be granted without loss of pay if on a school day. The Board will provide conference registration, transportation expenses, room and Board and will provide a substitute. Teacher will provide the Board with paid receipts. Any payments made by the district for workshop registration, fees, or professional credits will be deducted from any tuition reimbursement available in Article XIII A.

When requested by District administration, the employee must submit a written report to his/her building principal. The employee shall attach a copy of the agenda to the written report. Payment of receipts will be completed after submission of the report. Failure to comply will result in no reimbursement.

I. Sabbatical Leave

A sabbatical leave without pay may be granted according to O.R.C. 3319.131 to professional personnel who have completed five (5) years of service in the school system, and such leave shall be for the purpose of professional growth which will eventuate in improved educational services to the children of Lake Local Schools. Such improvement is usually achieved by formal study, research, writing and/or travel which is related to the teaching area.

The returning teacher shall be given an increment on the salary schedule for the time he/she was on leave, if he/she meets the requirements established by the Board.

J. Sick Leave

A certificated/licensed employee may use sick leave, as listed below, for absence due to personal illness, injury, pregnancy, or exposure to contagious disease which could be communicated to others. Sick leave may also be used for absence due to illness or injury of the employee's family members or deaths as listed below, or to attend the birth of their biological child. Falsification of the sick leave statement shall be grounds for disciplinary action, including loss of pay and/or dismissal.

All accumulations of unused sick leave credits accrued under prior laws and policies shall remain to the credit of the sick leave account of each employee on the effective date of this plan. Accrued credits shall be allowed to employees transferring their employment from other boards of education or other political subdivisions in Ohio, provided said credits have been computed under the minimum requirements of the laws of the State of Ohio.

All certificate/licensed professional teachers new to the profession in the Lake Local School system shall be granted five (5) sick days as of the first official day of the school year. These five days are construed as being concurrent with, but not in addition to, the 1-1/4 days of sick leave (15 days per year) which shall be credited to the sick leave account of the employee. The maximum number of days so accumulated shall be three hundred (300) effective September 1, 2016. Written reasons for use of sick leave will be given by the employee.

The same monthly accrual for 1-1/4 days per month shall continue during the use of sick leave, provided the employee has not been officially separated from the present payroll.

Sick leave shall be allowed teachers for periods not to exceed their accumulated sick leave account but with the maximum limitations stipulated for the following causes:

1. Illness – for the duration of the illness.

2. Injury – for the duration of the injury.

3. Exposure to contagious disease – until quarantine is lifted.

4. Death of father-in-law or mother-in-law – five (5) days for such death. In case of multiple deaths of mother-in-law or father-in-law, teachers will be allowed ten (10) days maximum.

5. Death of an aunt, uncle, grandparent, step-parent and other in-law, close friend, or distant relative – two (2) days per each death.

6. Serious illness or other serious emergency to the employee's spouse or child for duration of illness or emergency as provided by state law O.R.C. 3319.141. In the event emergency conditions arise, an extension of the family illness leave without pay shall be granted provided that in all cases of extension an application will be submitted.

7. A leave of absence without pay for up to one (1) year shall be granted for the purpose of caring for a sick member of the teacher's family.

8. Serious illness of brother, sister, parents, grandparents, grandchild, and in-law, a maximum of five (5) days per occurrence.

9. If the Superintendent suspects a pattern of abuse or falsification of sick leave, the Superintendent may require medical documentation for all future sick leave.

10. Additional leave may be granted by the Superintendent for any of the above situations.

K. Bereavement Leave

A certified/licensed employee may receive a bereavement leave upon the death of family members as listed below:

1. Death of a natural father, mother, brother, sister, spouse, children, grandchildren, immediate relative in-laws (mother-in-law, father-in-law, sister-in-law, brother-in-law, daughter-in-law, or son-in-law), or relative who lives continuously with the employee – five (5) days for such death. In case of multiple deaths or spouse and children, the teacher will be allowed ten (10) days maximum. Bereavement needs longer than 10 days would be requested according to FMLA policies. Bereavement Leave may also be granted at the discretion of the Superintendent upon request. When bereavement leave is unavailable, employees may still use sick days or personal days pursuant to the language in sections G and J of this article (VI).

2. Bereavement leave will not count against the accumulation of sick days, and will not count against accumulated sick leave if verification is provided to the Board office in physical or electronic form within five (5) working days.

L. Association Leave

Those employees who are elected as officers, appointed as committee members, or elected as delegates to meetings of the Ohio Education Association and/or the National Education Association, shall be permitted to attend official meetings and those bodies which are required of them in their elected or appointed positions, without loss of pay.

The union shall be granted up to four (4) paid days per officer or delegate per year for Union activities. Such leave may be used in one-half day or full day increments.

M. Leave for Legal Requirement

In the event a staff member has exhausted all personal leave and has extenuating court-ordered circumstances that require leave outside of Sick, Personal, or Professional leave policies, the staff member must submit a request in writing to the Superintendent, Association President, and Human Resources Director to utilize sick time to fulfill their personal needs. This paragraph is not subject to Article VIII – Fair Practice Procedure. Appeals may be directed to the Board of Education.

N. Falsification of Leave

Falsification of any leave is grounds for discipline up to and including termination of employment.

ARTICLE VII – SICK LEAVE POOL

A. A sick leave pool shall be established to provide sick leave benefits to a bargaining unit member who has exhausted all in his/her accumulated sick leave due to a catastrophic injury or catastrophic illness. Expectant mothers who do not have enough sick and personal days accumulated may also apply for days from the sick pool to cover their maternity leave. All bargaining unit members may draw upon the sick leave pool to a maximum of sixty (60) days per occurrence or to the end of the school year, whichever is less. A bargaining unit member may donate to the sick leave pool once said member has established fifty (50) days of sick leave within their own account of available sick leave.

B. Application to draw days from this pool must be recommended by the Executive Committee on the appropriate form to the Superintendent. The Superintendent may grant up to the maximum number of sixty (60) sick leave days. All accumulated sick leave and personal days during the time of the sick leave shall be exhausted before days form the pool may be used. If an employee is granted sick pool days and does not use all of them, they will be returned to the pool.

C. The Association shall send a written notice to the Treasurer that details the number of sick leave days to be deducted from each bargaining unit member which shall also include a signed statement from each member authorizing the Treasurer to transfer the days.

D. Once the total accumulation in the pool drops below one hundred (100) days, the Association shall solicit additional days from the Association members in the District.

E. In no case shall this plan prevent or prolong a unit member from applying for and going on disability retirement.

F. Any misuse of this leave may result in disciplinary action.

ARTICLE VIII – FAIR PRACTICE PROCEDURE

A. Purpose

The primary purpose is to secure at the lowest level possible and in the shortest period of time equitable solutions to problems of parties involved with no reprisals of any kind against any employee initiating or participating in the procedures.

B. Definitions

1. Grievance – A claim by a certificated/licensed person that he/she has been adversely affected by an alleged violation, misinterpretation or misapplication of the terms and conditions of the Master Contract, established Board policy and/or his/her individual contract.

2. Days – Number of days shall mean "actual teacher work days during the school year and Monday through Friday, excluding holidays, during the summer." All grievance processing and investigating activities, including arbitration, shall be conducted outside of the instructional day. Time limits may be extended by mutual written agreement of the parties involved.

3. Group Grievance – A group grievance may be filed by the Association when five (5) or more employees or the majority of the members of a department, building or grade level are adversely affected by the identical grievance. Group grievance shall have arisen out of identical circumstances affecting each member of said group.

C. Level One

Within ten (10) working days of the occurrence of the act or condition giving rise to a grievance, an employee having a grievance shall first discuss it with his/her immediate supervisor. If the grievance is not discussed with the immediate supervisor within ten (10) working days, it shall no longer exist. Prompt and fair handling of a grievance is

important to both good morale and effective school administration. Both parties should make a sincere and determined effort to resolve the grievance at this level. If the grievance stems from a decision made by the Superintendent, the grievant may skip to Level Three after engaging in discussion with Superintendent.

D. Level Two

If the discussion does not resolve the grievance to the satisfaction of the employee, the employee shall have the right to lodge a written grievance with the building principal. If such grievance is not lodged within five (5) days following the discussion in Level One, it shall no longer exist. The grievance shall be on a form approved by the Board of Education.

A copy of the grievance shall be filed with the Superintendent. The principal shall hold a hearing within five (5) working days after the receipt of the grievance. The employee shall have the right to be represented at such a hearing by a representative of his/her local employee organization. The building principal shall take action on the written grievance within five (5) working days after the conclusion of said hearing. The action taken and the reasons for the action shall be reduced to writing and copies sent to the employee, his/her representative, and the Superintendent.

E. Level Three

If the action taken by the building principal does not resolve the grievance to the satisfaction of the employee, the employee may appeal in writing to the Superintendent. Failure to file such an appeal within five (5) working days from receipt of the written report of actions taken by the principal shall be deemed a waiver of the right to appeal. A hearing shall be conducted by the Superintendent within five (5) working days after receipt of the request. The aggrieved employee shall have the right to be represented at such hearing by a representative of his/her local employee organization or counsel of his/her choice.

The Superintendent shall take action on the appeal of the grievance within five (5) Superintendent working days (in the office) after the conclusion of the hearing. The action taken and the reasons for the action shall be reduced to writing and copies sent to the employee, his/her representative, and the building principal. Failure of the Superintendent to respond in the time limits stated shall mean the relief sought shall be implemented.

F. Level Four

If the action taken by the Superintendent does not resolve the grievance to the satisfaction of the employee, such employee may appeal in writing to the Board of Education. Failure to file such an appeal within five (5) working days from receipt of the written memorandum of the Superintendent's action on said grievance shall be deemed a waiver of the right of appeal. A hearing shall be conducted within ten (10) days by the Board of Education in Executive Session with the employee, a representative of his/her choice, the

principal and Superintendent. Within ten (10) working days after the conclusion of the above mentioned hearing the Board shall respond in writing, informing the grievant of their decision.

The decision of the Board of Education shall be final. Should the grievant not be satisfied with the decision of the Board of Education, the grievant may file legal action or arbitration.

G. Level Five – Arbitration

Within five (5) working days from receipt of the Board's written response, the grievant shall make written notification to the Board and the Association that the grievance will be submitted to arbitration.

Within five (5) days, the arbitrator shall be selected by the Association and the Superintendent.

If the Association and the Superintendent cannot agree on an arbitrator, the arbitrator shall be selected from the American Arbitration Association according to its voluntary rules and regulations.

The arbitrator shall hold such meetings as he/she determines necessary to make a fair and impartial decision on the grievance as stated.

The arbitrator shall have no power to alter, add to, or subtract from the terms of the Master Contract, public law, and statutes and shall be prohibited from making any decision contrary to law.

The decision of the arbitrator shall be made in writing to the aggrieved and the Board, and shall be binding on all parties.

Cost of the arbitrator shall be shared equally by the aggrieved and the Board.

ARTICLE IX – EMPLOYEE RIGHTS

A. Discipline Procedure

1. The principles of progressive discipline shall apply to all disciplinary action.

   The purpose of progressive discipline is to give the teacher an opportunity to improve his/her performance or behavior before further discipline is administered. Except in serious cases, progressive discipline gives an employee opportunities to correct behavior.

2. There shall be no discipline of a bargaining unit member without just cause.

Just cause provides for less serious misconduct to be administered in a progressive manner designed to correct behavior. Relatively minor teacher violations must be dealt with by imposing sequentially more severe penalties for each offense using the sequence of a verbal warning, written notices, suspension(s) without pay and then termination.

3. A reprimand is a verbal or written statement by an administrator of a teacher regarding his/her professional performance. The administrator shall issue such reprimands in accordance with the following:

   a. A bargaining unit member who has engaged in misconduct will initially be given a verbal warning. The warning will be documented in a memorandum outlining the concerns which were verbally expressed to the teacher. The memorandum will be placed in the teacher's personnel file unless the teacher engages in further misconduct within a period of three (3) years (specified period) from the date of the verbal warning and can be removed at the request of the teacher if no further violations occur during those three (3) years.

   b. If the bargaining unit member was given a verbal notice and engages in further misconduct, the teacher will be given a written notice which will be placed in his/her personnel file. The teacher will be informed that if there are repeated violations during this specified period, the teacher will be issued additional written notices, which will result in disciplinary action and/or termination.

   c. If the bargaining unit member again engages in misconduct within the specified period, he/she will be issued another written notice and suspended without pay from employment for a period of time in accordance with the provisions of this article. The written notice will clearly specify that further misconduct will result in additional days of suspension without pay and/or possible recommendation for termination.

   d. No bargaining unit member shall receive a formal verbal reprimand in the presence of any other bargaining unit members (with the exception of an invited Association representative), students, parents of students, or any non-certified employee.

4. It is understood that certain matters for which discipline is deemed necessary may require immediate action by the administrator. Such action is not precluded in this section.

   a. Serious offenses such as, but not limited to, stealing, assault, and repeated insubordination, usually justify termination without prior warnings or corrective discipline.

b. Less serious offenses of board rules or of proper conduct such as, but not limited to, tardiness and absence without permission, initially call for milder penalties for correction with continued violations leading to more severe disciplinary action and/or termination.

5. The appropriate administrator shall send the teacher and principal a copy of any reprimand at the time it is placed in his/her file. The teacher has a right to meet with the administrator issuing the reprimand within one week of receipt of the copy to discuss the reasons for its issuance. The teacher may be accompanied at the meeting by someone of his/her choice, which may include a representative of the Association.

6. The Superintendent or designee may place a teacher on suspension without pay for only up to three (3) days for the first offense and only up to ten (10) days for the second offense in the same school year. The Superintendent or designee may place a teacher on suspension with pay for up to 10 days. An employee can only be suspended for just cause. Any such suspension must be accompanied by written notice served upon the employee by certified mail. Also in the presence of a witness, the written notice of suspension can be personally delivered to the employee. If the Board of Education determines to consider termination proceedings with or without continued suspension or determines to place the teacher on an unrequested leave of absence, then it must proceed in accordance with ORC 3319.16 and 3319.13 respectively. If a suspension is a part of the termination process, the suspension may only be challenged under the termination proceeding and not the grievance procedure.

7. Except as provided in 6, above, a teacher may challenge the discipline procedure through the grievance procedure only. This does not limit a bargaining unit member from taking legal action through the courts or other legal authority to challenge actions which may be illegal.

B. Complaints

1. If a third-party letter or complaint, including a parental complaint, is placed in the teacher's personnel file, a copy of the document shall be sent to the teacher.

2. The teacher has the right to meet with the administrator who received the letter or complaint within one week of the teacher's receipt of a copy of it to discuss the matter. The teacher may be accompanied at the meeting by someone of his/her choice, which may include a representative of the Association.

3. The teacher may attach a statement to the letter or complaint in accordance.

ARTICLE X – CO-CURRICULAR COMMITTEE

The membership of the Co-curricular Committee shall be composed of the Superintendent of Schools, or designee, three (3) Administrators, and five (5) Teachers (chosen by the Executive Committee of the Association) and may include a Board member, without voting rights, at the request of the Superintendent.

The Committee will meet at least annually. The Association will be able to call a meeting of the Committee if the request is submitted to the Superintendent by January 31, unless extended by the Superintendent and Association. It will be chaired by the Superintendent or designee.

The Committee cannot conduct a meeting/business unless a quorum of more than fifty (50) percent of the membership is present and at least one member from Administration and the Teaching Staff is in attendance. When items are to be added/changed/deleted a vote will be taken. A majority of more than fifty (50) percent of the voting members present is needed for passage of any item.

The Committee is delegated the responsibility of recommending to the Board the creation of new supplemental positions and assigning the newly created supplemental position an index value, adjustments in the index values of current supplemental positions, and deleting supplemental positions from the Master Agreement as the need arises. The Committee is delegated no other responsibility other than making the recommendations set forth in this paragraph.

Recommendations made by the Committee pursuant to the preceding paragraph will be forwarded to the President of the Board, and the President of Association. These recommendations are to be submitted to the Finance Committee for review and future submission to the Board of Education for consideration.

Job descriptions for all positions on the Co-curricular Salary Schedule will be published by the Board of Education and distributed to the applicant/employee upon request.

ARTICLE XI – EMPLOYMENT OF RETIREES

Where a teaching vacancy exists which the Board may fill by hiring a properly certified teacher who is not already employed by the Board, the Board may consider and employ Retirees for any such vacancy upon the recommendation of the Superintendent. For purposes of this agreement, a Retiree is an individual who has attained service retirement status with the State Teachers Retirement System and is otherwise qualified by certification and background for public school teaching in Ohio.

The Board is under no obligation to consider for employment any Retiree and the parties hereto explicitly agree that there is no expectation of continued employment or re-employment when a teacher retires from the Lake Local Schools.

A Retiree shall be paid at the Bachelor's degree Step 5 salary level regardless of training and years of service in any Ohio public or private school, and so long as employed by the Board shall not advance on the salary schedule based either on years of service or additional training. This section shall expressly supersede Chapter 3317 of the Ohio Revised Code.

Unless a higher rate of pay is agreed to by the Board and Retiree shall receive a one-year limited teaching contract which shall expire automatically at the end of the stated term. No notice of non-renewal is required. Continuation of the employment of a Retiree through offering new one-year limited contracts which automatically expire shall be at the election of the Board and upon recommendation of the Superintendent. A Retiree is not eligible for a continuing teaching contract regardless of years of employment as a Retiree with the Board. The parties specifically waive all rights for such employees pursuant to O.R.C. 3319.11 and 3319.111.

A Retiree shall accumulate and may use sick leave in accordance with the Negotiated Agreement, but shall not be entitled to severance pay under the Negotiated Agreement or under law upon conclusion of employment as a Retiree.

Retirees rehired by the District will be eligible for single or family insurance coverage. The Board will pay fifty percent (50%) of the premium cost and the member will pay fifty percent (50%) of the premium cost of the insurance coverage.

A Retiree shall not accumulate seniority in the bargaining unit, and has no right of recall in the event of a reduction in force under the Negotiated Agreement or under O.R.C. 3319.17.

A Retiree is eligible for a supplemental contract only at the discretion of the Superintendent. This supersedes O.R.C. 3313.53.

The Board and the Association expressly intend that this agreement supersedes any differing or inconsistent terms of the Negotiated Agreement or provisions of the Ohio Revised Code which pertain to teacher employment, including but not limited to terms, provisions and statutes pertaining to teacher salary and salary schedule advancement, contract status, duration of contract, procedural requirements for contract non-renewal, evaluation requirements related to teacher contract non-renewal, reduction in force, seniority and severance pay.

ARTICLE XII – INSURANCE

A. Medical Coverage

1. The Board will provide partially paid, hospitalization-surgical-major medical and prescription coverage for all certificated/licensed employees who request said coverage. To be eligible, all certificated/licensed employees must initially sign the application request form. Dependent coverage can remain in force through December 31st of the year the dependent reaches the age of 26.

    a. All certificated/licensed employees will be offered a PPO plan or a High Deductible plan with a Health Savings Account.

Premiums for all employees enrolled in the PPO plan for family coverage or individual coverage shall be on a shared basis with the employee contribution being 16.25% per month for premiums during the life of this Agreement. Employee contribution for a High Deductible plan will be 5% per month for premiums for the duration of this contract. The Board shall pay the remaining percentage of the premium. Any increases to either of these premiums will take effect in July of each school year.

Any current employee who choose**s** the High Deductible plan with a Health Savings Account for the first time in his or her employment will receive a Board of Education contribution to their Health Savings Account of $3,750 for a family plan or $1,875 for a single plan, and $1,500 for a family plan or $1,000 for a single plan in any succeeding years. Those employees who have taken the HSA plan in the past and choose to switch back to the HSA plan will receive $1,500 for a family plan and $1,000 for a single plan. Any new hire who chooses to take the HSA plan will be given $3,750 for a family plan or $1,875 for a single plan in the first year and $1,500 for a family plan or $1,000 for a single plan in any succeeding year. This is payable in full to the employee's UMB account, corresponding with the first pay of July.

The regular open enrollment will continue to be each May with coverage effective July 1. A change in family status or loss of other insurance coverage will permit the employee to obtain coverage at any time.

Initial coverage begins on the first day of service and terminates on the last day of service which is determined for this purpose to be:

(1) August 31 for a non-renewal or non-retirement resignation effective between June 1 and August 3, and for any reduction in force that happens after the beginning of the second semester of the school year.

(2) Date of retirement

(3) In all other cases the last day of the month of the last day of service.

b. A Section 125 plan to enable employees to pay for their premium contribution with pre-tax dollars (Plan A) shall be continued.

c. A flexible spending account (Plan B) of Three Hundred Dollars ($300.00) for a single plan and Six Hundred Dollars ($600.00) for a family plan per year, payable by the Board of Education shall be continued for all employees. This benefit may be taken as cash.

d. The Association shall permit the District to forward the employee's name and any additional information to the administrators to satisfy the requirements for no service fee.

e. Reserve Program for the Benchmark PPO Plan

Each fiscal year (from July 1 to June 30), the Board shall allocate Twenty-Five Thousand Dollars ($25,000.00) to fund the Benchmark PPO Reserve Program ("Reserve Program") for eligible bargaining unit members who are enrolled in the Benchmark PPO Plan.

A bargaining unit member enrolled in the Benchmark PPO Plan is eligible to apply for reimbursement from the Reserve Program if their unreimbursed, covered out-of-pocket expenses exceed the following thresholds within the fiscal year: $2,000 for a single plan and $3,500.00 for a family plan.

To request reimbursement, a bargaining unit member must submit a completed Reserve Program Application provided by the Treasurer. Reimbursements will be awarded in the order that Applications are received, subject to the Reserve Program's funds allocated each year. Any unused funds will not carry over into the next year.

2. The health insurance will include the following:

All current coverage details including network and non-network deductibles, coinsurances, out-of-pocket maximums, physician visits, and prescription coinsurance**s** are contained in the Statement of Benefits found on the Medical Mutual website (Medicalmutual.com). Specific questions should be directed to Medical Mutual customer service (1-800-382-5729).

3. Individuals on any approved leave may continue their hospitalization and other group benefits for the duration of said leave providing they reimburse the Board for premium costs at the group rate. Failure to forward premiums at stipulated times will terminate this benefit.

4. An employee who, because of the above eligibility provisions, does not receive Board provided single or family medical coverage or who declines single or family medical insurance through a written waiver shall be entitled to receive one thousand dollars ($1,000.00) per fiscal year. This payment will be made annually by August 31 the year following such waiver or determination of ineligibility. Employees electing to waive this insurance coverage from the Board agree to remain out of the Board's insurance plan for the duration of the school year. An employee who waives insurance coverage during the fiscal year shall receive a prorated share of the one thousand dollar~~s~~ ($1,000.00) payment. If an employee is ineligible for coverage from the Board because of other single or family coverage, and subsequently loses such other insurance coverage, then he/she can

apply to re-enroll in the Board's plan following loss of coverage and written notification to the Board. The employee shall receive a prorated share of the payment referred to above.

5. Employees with Working Spouses

If a dependent spouse is eligible for coverage under an employer-sponsored plan at the spouse's place of employment, this plan will assume the spouse's participation in that plan and pay secondary to that plan of benefits, regardless of whether or not the spouse elected to participate in that plan, except:

a. If the spouse had declined coverage under the spouse's employer-sponsored plan prior to the end of the open enrollment period and has a delay in enrollment due to an open enrollment provision, this plan will then consider any charges incurred according to the terms of this plan, but only until the open enrollment period ends, whichever occurs first; or

b. If the spouse's employer-sponsored plan does not cover certain charges or if the charges are declined due to a pre-existing condition, then this plan will consider those charges according to the terms of the plan, or until the pre-existing condition limitation expires.

c. Administration will require all employees to complete a Spousal Certification form documenting spousal employer insurance eligibility on an annual basis.

d. The employee and the employee's spouse are exempt from this provision if the employee or spouse is required to contribute more than $100 per month towards the cost of the premium for the spouse's employer's comparable plan.

B. Dental Coverage

There will be a five dollar ($5.00) per month cost to the employee for single coverage. The cost to the employee for family coverage will be 16.25% per month for dental premiums during the life of this Agreement. Dental plan details can be found in the Statement of Benefits found on the Medical Mutual website (Medicalmutual.com). Specific questions should be directed to Medical Mutual customer service (1-800-382-5729).

C. Vision Coverage

The Board will offer vision insurance to all employees. There will be a five dollar ($5.00) per month cost to the employee for single coverage. The cost to the employee for family coverage will be ten dollars ($10.00) per month. An open enrollment period will be held during the month of May with coverage effective July 1. Requests for such

changes shall be submitted in writing to the Treasurer by May 31. No changes will be accepted at any other time.

Deductible and conditions

$5.00 per exam – 1 examination every year

$10.00 materials – 1 set of lens and frames every twelve (12) months

Co-payments and conditions:

One examination and one set of lenses and frames every twelve (12) months.

$10.00 co-payment for the combination of the exam and the materials.

D. Life Insurance

The Board will purchase a fifty thousand dollar ($50,000) group term life insurance policy covering each certificated/licensed employee.

ARTICLE XIII – GENERAL

A. Tuition Reimbursement

Financial reimbursement is available to individuals who receive training or coursework related to their professional development. To be considered for tuition reimbursement, individuals must receive prior approval from the Lake Local Schools Professional Development Committee (LLSPDC). Individuals must also submit to the LLSPDC receipts of payment and proof of course completion with a minimum grade of "C" and/or "pass" on a pass/fail grade scale. Tuition reimbursement will not exceed $1500 per person per contract year. Association members are limited to two (2) payouts or checks per year.

B. College Credit Specialized Training

Credit for additional hours of workshops and/or other specialized training course which do not carry college credits shall be allowed for movement on the salary schedule upon approval by the Superintendent prior to attendance at the same. The number of credit hours granted shall be determined by converting contact hours to semester hours on a ratio of thirty (30) contact hours to one (1) semester hour of credit to be used for movement on the salary schedule. Credit hours may be converted and accumulated on a fractional basis, but shall not be allowed for less than one-thirtieth (1/30) of a semester hour. No more than six (6) semester hours in a two-year period will be credit.

C. Direct Deposit

All certificated/licensed employees will be on direct deposit. Participants in direct deposit will receive an earnings and deductions statement each pay date.

All pay for certificated/licensed employees will be deposited directly into the bank(s) selected by the employee.

D. Filing and maintaining Certificates/Licenses

It is each bargaining unit member's responsibility to have the proper certification/licensure on file with the Human Resources Director for the Board upon receipt of such certificate/license issued by the Ohio Department of Education or at such other times as may be required by the terms of the Agreement, in order to be considered for proper contract status.

It shall be the responsibility of each bargaining unit member to apply and qualify for the renewal of any certificate/license and to verify this action prior to the first day of the new contract year, following the date of certificate/license expiration. If the certificate/license is not received by the first day of the new contract year, then wages will be withheld for up to sixty (60) calendar days, awaiting receipt of a new certificate/license. If no certificate/license is received within the sixty (60) calendar day waiting period and verification by the Ohio Department of Education of the bargaining unit member's application cannot be made, then the bargaining unit member's contract will terminate upon the sixtieth (60^{th}) day.

Any bargaining unit member holding a temporary teaching certificate/license shall be given three (3) contract years to complete the requirements for proper certification/licensure. If proper certification/licensure is not attained, then the bargaining unit member shall be non-renewed for failure to obtain proper certification/licensure. The non-renewal will not take place until the regular April Board of Education meeting. In the event requirements are completed subsequent to the non-renewal and the person is rehired for the next school year, then salary and seniority status shall not be interrupted.

E. National Board Certification

A teacher who receives or holds a valid National Board Certification will receive a five hundred dollar ($500.00) stipend in each year the certification is valid and the teacher is actively teaching in the area of certification.

F. Building Leadership Teams Stipend Process

1. Building Principals will select three (3) Building Leadership Team ("BLT") positions and Association members will elect five (5) positions for each respective building. Building Principals will email a sign-up sheet for leadership positions for each Building Leadership Team ("BLT") in their respective

buildings for at least three (3) school days. Association members will be afforded the opportunity to express their interest in these positions with their building principal on a yearly basis. In the event that Association membership fails to elect the designated number of representatives to the BLT, building principals may select members until the vacancies are all filled.

2. There will be the following number of positions per BLT:

Lake Elementary	-	up to 8 leadership positions (minimum of 1 representative from each grade level)
Lake Middle School	-	up to 8 leadership positions
Lake High School	-	up to 8 leadership positions (minimum of 1 representative from each department and 1 eighth grade teacher)

3. Stipend amount will be Five Hundred Dollars ($500.00) per BLT member, and will be paid in the month of May of the current school year.

4. BLT members can expect to meet at least once a month as a Building Leadership Team, and take on necessary roles as a leader of school improvement for their respective building, including, but not limited to:

    1. Determination of what student growth measures will be used for the purpose of teacher evaluations.

    2. Making suggestions to the administration regarding professional development needs.

    3. Suggesting individuals, including those who are employed by Lake Local Schools, who would be able to lead the professional development activities.

5. Building Principals are responsible for keeping attendance for the BLT team members.

6. In addition to those on the Building Leadership Teams, all Association members will be given the opportunity to provide input on matters that affect the curriculum and instruction that will be used in their individual classrooms, including, but not limited to what textbooks and supplementary materials to use.

G. <u>Extra Curricular Support</u>

1. Members will be granted “Extra Curricular” passes for home events including, but not limited to, sporting events, drama, music, etc.

2. The passes will be valid for the member and a guest.

H. District Report Card Bonus

All district indicators will be assigned a point value, which corresponds to the district grading scale, and that point value will be averaged as a standard grade point average. If the average is equivalent to a 3.0 or greater, the teachers will receive a $1000 bonus. If the average is a 3.70 or greater, the teachers will receive a $1500 bonus. The Board of Education has authority to increase a bonus if they feel the circumstances warrant such a change.

This bonus is to be paid to current employees of the district who were employed in the district the year the bonus was earned. Association members hired the year it was paid, but who did not work in the district the year it was earned, and recent retirees are not eligible for the bonus. The bonus must be paid no later than 30 days after the report card release.

Notwithstanding the foregoing, the parties agree to engage in good-faith negotiations to modify the District Report Card Bonus in this Article, including but not limited to reducing the amount of the incentive payment. The parties further agree to make best efforts to finalize and execute a Memorandum of Understanding related to reducing the amount of the incentive payment prior to the conclusion of the 2025-2026 school year.

I. In-Service Day

Teacher in-service day and one/two hour delays for professional development planned and the teachers notified no less than thirty (30) days in advance as to the purpose and expectations by the chairperson of the District Leadership Team (DLT).

J. Fingerprinting

The Board shall pay employee costs for performing Fingerprinting and State Bureau of Criminal Identification and Investigation (BCI&I) Background Checks conducted by the District once every five (5) years for those bargaining unit members who have five or more years of experience in the District. If a bargaining unit member resigns from the District within twelve (12) months of the District paying this cost, the bargaining unit member must reimburse the District for the cost.

K. Professional Development

A professional development committee will be formed jointly with the administration to establish quality professional development that is relevant to the district. The committee will consist of two (2) members from the Association and two (2) members from the administration. If professional development topics cannot be mutually agreed to, each group may have equal time for the topic(s) that they support. On Professional Development days, the bargaining unit members shall be expected to be in their assigned building(s) the same length of time as any other work day. The Association will have input on what is presented to staff on the inservice day prior to the opening of school. If an Association member is asked to present on any of these days, they will be

compensated for prep time at $25 per hour, not to exceed $100 per presentation. Association members serving on the committee that attend all meetings shall receive a stipend of $250 annually, payable in the last pay in May.

L. District Leadership Team

The Superintendent or designee in coordination with building principals will establish a District Leadership Team ("DLT") whose purpose is to support building-level instruction through an analysis of data to develop district-wide goals that provide a specific focus for the District. Inside of this focus is the need to develop support systems at the building level which support the work of BLT, TBT, and building-led initiatives. This team will consist of eligible and selected team members at each building level, building principals, directors, and key personnel that will lead the District in goal setting and attainment and support the instructional piece of the District. LEA personnel selected for the DLT will receive a Five Hundred Dollar ($500) stipend for their work to be distributed in May of each year.

ARTICLE XIV – EVALUATION OF TEACHERS

The Board of Education shall evaluate its teaching employees in conformance with the framework for the evaluation of teachers developed by the State Board of Education under O.R.C. 3319.112.

A. Applicability

Except as otherwise set forth herein, these procedures apply to any bargaining unit member employed under a teacher's license or a professional or permanent teacher's certificate in accordance with law and who spends at least fifty percent (50%) of his or her time providing student instruction.

B. Evaluators

Each teacher evaluation shall be conducted by a person who is eligible to be an evaluator in accordance with O.R.C. 3319.111(D), and who holds a credential established by the state board of education for being an evaluator.

C. Timelines and Evaluation Requirements

1. Annual Evaluations

a. The District shall conduct an evaluation of each teacher at least annually, except as otherwise set forth herein. Each evaluation shall include:

(1) Two (2) cycles of formal observations of at least thirty (30) minutes each; and

(2) Periodic classroom walkthroughs by an evaluator.

b. All teacher evaluations shall be completed by May 1, and each teacher shall be provided a written report of the evaluation results by May 10.

c. For those teachers who are on limited or extended limited contracts pursuant to O.R.C. 3319.11 and who are under consideration for nonrenewal, one evaluation consisting of at least three (3) formal observations must be conducted by May 1 during the final year of his/her limited contract, with a written report of the evaluation results provided to the teacher by May 10.

2. Annual Evaluation Exceptions

a. The Board may elect not to conduct an evaluation of a teacher who meets any of the following criteria:

(1) The teacher was on leave from the District for fifty percent (50%) or more of the school year, as calculated by the Board.

(2) The teacher has submitted notice of retirement, and that notice has been accepted by the Board not later than December 1 of the school year in which the evaluation is otherwise scheduled to be conducted.

(3) The teacher is participating in the teacher residency program established under O.R.C. 3319.223 for the year during which that teacher takes, for the first time, at least half of the performance-based assessment prescribed by the State Board of Education for resident educators.

b. Accomplished Teachers

The Board may evaluate a teacher receiving an effectiveness rating of "Accomplished" on the teacher's most recent evaluation once every three (3) years, so long as the teacher submits a self-directed professional growth plan to the evaluator that focuses on specific areas identified in the observations and evaluation and the evaluator determines that the teacher is making progress on that plan.

c. Skilled Teachers

The Board may evaluate each teacher who received a rating of "Skilled" on the teacher's most recent evaluation once every two (2) 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 progress on that plan.

d. Observations of Accomplished and Skilled Teachers

In any year that a teacher is not formally evaluated as a result of receiving a rating of "Accomplished" or "Skilled" on the teacher's most recent evaluation, an individual qualified to evaluate a teacher shall conduct at least one (1) observation of that teacher and hold at least one (1) conference with that teacher. The conference shall include a discussion of progress on the teacher's professional growth plan.

D. Assigning an Effectiveness Rating

Each evaluation will result in a summative teacher effectiveness rating ("effectiveness rating") of "Accomplished," "Skilled," "Developing," or "Ineffective." An effectiveness rating is based on a combination of the following categories: 1) Teacher Performance; and 2) Student Performance.

E. Calculating Teacher Performance

Teacher Performance is evaluated during formal observations and periodic classroom walkthroughs. Teacher Performance will be determined through a holistic process based upon the *Ohio Standards for the Teaching Profession* and the Ohio Teacher Evaluation System Teacher Performance Evaluation Rubric.

F. Calculating Student Performance

When using measures of student performance as evidence in a teacher's evaluation, those measures shall be "high quality student data" as defined by the State Board of Education. At least two (2) measures of high-quality student data will be used to provide evidence of student learning attributable to the teacher being evaluated. When applicable to the level or subject area taught by the teacher, high-quality student data shall include the value-added progress dimension established under O.R.C. 3302.021, but the teacher or evaluator shall use at least one (1) other measure of high-quality student data to demonstrate student learning.

In accordance with guidance issued by the Ohio Department of Education and Workforce, high-quality student data may be used as evidence in any component of the evaluation related to the following:

1. Knowledge of the students to whom the teacher provides instruction;

2. The teacher's use of differentiated instructional practices based on the needs or abilities of individual students;

3. Assessment of student learning;

4. The teacher's use of assessment data;

5. Professional responsibility and growth.

Shared attribution of student performance data among all teachers in the District, or by building, grade, content area, or other group, is prohibited. The use of student learning objectives is prohibited.

G. Professional Growth and Improvement Plans

1. A professional growth plan or improvement plan for a teacher shall be based on the results of the teacher's evaluation, and shall be aligned to any District or building improvement plan required under the "Elementary and Secondary Education Act of 1965," as amended by the "Every Student Succeeds Act of 2015."

2. A teacher who earns an effectiveness rating of "Accomplished" or "Skilled" shall develop a self-directed professional growth plan that focuses on specific areas identified in his/her observations and evaluation.

3. A teacher who earns an effectiveness rating of "Developing" shall develop a professional growth plan that is guided by his/her evaluator.

4. A teacher who earns a final rating of "Ineffective" shall be placed on an improvement plan developed by his/her evaluator.

H. Retention and Promotion Decisions

Evaluation results may be used for retention and promotion decisions and for removal of poorly performing teachers. Seniority shall not be a basis for making retention decisions, except when making a decision between teachers who have comparable evaluations.

ARTICLE XV – PAYROLL DEDUCTION

A. Dues

The Board will withhold pay, upon authorization of the individual teacher, for membership dues of the Association (including the OEA, and the NEA). Such sum shall be deducted as dues from the regular salaries over pay periods (October – June) of all members as authorized. All monies deducted for such purposes shall be transmitted to the Union not more than five (5) days following the collection to an account designated by the Association. When requested, each deposit notification with a complete listing of the names of the members for which a payroll deduction was made will be made available.

Dues deductions authorization shall be irrevocable for periods of one year except that authorization may be withdrawn during the period between August 22 and September 15 each year. Requests for such withdrawal of authorization shall be submitted in writing to the school Board Treasurer by the employee. If dues deduction is not revoked during such period, it shall continue for successive periods of one year.

A member who wishes to cancel payroll deduction of dues may do so by notifying the Association President and District Treasurer in writing not less than two (2) weeks prior to the effective date of the payroll change. 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 check immediately following such notification.

B. Annuities

The Board of Education will withhold pay, upon the authorization of individual teachers for tax sheltered annuities. Each annuity company must sign Lake's Provider Agreement. Salary Reduction Agreements must be submitted on forms provided by Lake Local Schools. Each new company must enroll a minimum of three (3) employees.

If an employee has an existing annuity and his/her annuity company refuses to sign the Provider Agreement, the employee may increase the annuity to the maximum allowed by I.R.S. regulations.

An annuity may be discontinued at any time. Severance pay does not qualify for inclusion in the annuity calculations.

ARTICLE XVI – SALARIES

A. Salaries

The attached salary schedules will be effective July 1, 2025 through June 30, 2028. Effective at the beginning of the 2025-2026 school year, the base salary shall be Forty-Three Thousand Five Hundred Nineteen Dollars ($43,519.00). Effective at the beginning of the 2026-2027 school year, the base salary shall be Forty-Four Thousand Seven Hundred Sixteen Dollars ($44,716.00). Effective at the beginning of the 2027-2028 school year, the base salary shall be Forty-Five Thousand Six Hundred Ten Dollars ($45,610.00). The attached salary schedule is a reflection of a 2.75% increase in the base salary for the 2025-2026 school year, a 2.75% increase in the base salary for the 2026-2027 school year and a 2.0% increase in the base salary for the 2027-2028 school year.

Salaries will be paid in twenty-six (26) installments.

The Board shall restore a step on the salary schedule to employees who were employed during the 2011-2012 school year and who did not receive a step increase in the 2012-2013 school year due to a step freeze for that school year.

B. Co-curricular Salaries

The attached co-curricular salary schedules shall be in effect from July 1, 2025 through June 30, 2028.

The co-curricular salary schedule will be computed on the base salary of the current year's salary schedule found in SALARIES Part A and will be adjusted annually.

July 1, 2025 – June 30, 2026 - $43,519
July 1, 2026 – June 30, 2027 - $44,716
July 1, 2027 – June 30, 2028 - $45,610

All Co-curricular positions will be paid at one hundred percent (100%) of the stated amount per position.

Any traveling within the District that is a requirement of the teacher's position will be compensated at a rate equal to the amount currently published by the IRS upon submission of the required reimbursement form. This does not include any travel between home and school.

ARTICLE XVII – SEVERANCE PAY

Severance pay shall be paid to certificated/licensed employees with ten (10) or more years of Lake Local service upon retirement or to employees terminated by reason of the expiration of the three (3) year period specified in the recall/restoration provision based upon one-fourth (1/4) of accumulated sick leave up to a maximum of three hundred (300) days effective September 1, 2016. The rate paid shall be the per diem rate of the employee's basic contract at the time of retirement. Supplemental contract wages are not included in the calculations. The payment of severance will only be made to the employee in one lump sum when satisfactory evidence of retirement with STRS has been provided. The death of an Association member while under a contract of employment with the Board shall be considered as "retirement" for severance pay purposes under this article. In this case, severance will be paid to the estate of the deceased employee. Retirement is defined as when an employee leaves the Lake Local Schools and receives all or part of his/her STRS contributions and occurs within three (3) years of his/her last date of employment with the Lake Local Schools, and is eligible for all or part of the employer's contribution.

ARTICLE XVIII – RETIREMENT INCENTIVE

A. Except for those teachers described in paragraph B., if a teacher elects to retire at the end of the school year in which they first reach STRS eligibility for full benefits, the teacher will receive a one-time retirement incentive payment of $35,000.00 (Payable through a District contribution to the Employer 403(b) Accumulated Sick Pay Plan, subject to the Plan rules and IRS regulations in effect at that time.) This benefit is forfeited for those

who opt to continue working beyond the school year in which they are first eligible to retire with full benefits.

B. In the event a teacher is eligible to retire with reduced benefits from STRS and has a minimum of 20 years at Lake Local Schools, or b) after July 1, 2023 with thirty or more years of service at any age, if they chose to retire, they would also be eligible for the retirement incentive payment. However, they would also be permitted to retire at any time until they reach the STRS eligibility for full benefits and receive the retirement incentive.

C. Those employees who wish to retire and receive the retirement incentive must notify the Treasurer's office by March 1 that they will retire at the end of the school year. Teachers may turn in their notice/intent to retire at any time during the school year. If a teacher has the desire to retire during the school year, it is further clarified, the teacher will maintain eligibility for the retirement incentive if the Superintendent approves the early departure.

It is further understood that a teacher does not have to wait until the end of a school year to retire, but is entitled to complete their school year if they so desire. If the end of the school calendar extends into June, the end of the school year will be defined as May 31 for retirees wanting to be eligible to receive their first full STRS check in June.

D. The employee will be entitled to the $35,000.00 payment, plus sick leave severance, in accordance with rules governing the Employer 403(b) account within ninety (90) days of the date of retirement or the date proof of retirement is received, whichever is later. If rules governing the Employer 403(b) account do not permit the entire amount of the severance to be paid at one time, the employee shall receive the remainder of the severance pay within thirty (30) days after the beginning of the subsequent tax year.

ARTICLE XIX – STRS

A. STRS Pick-up Utilizing the Salary Reduction Method

1. The Board of Education of the Lake Local School District herewith agrees with the Lake Education Association to pick-up at no cost to the Board and utilizing the salary reduction method, contributions to the State Teachers Retirement System paid on behalf of unit members under the following terms and conditions.

    a. The amount to be "picked-up" on behalf of each employee shall be the prevailing rate per the Ohio Revised Code, of the employee's gross annual compensation. The employee's annual compensation shall be reduced by an amount equal to the amount "picked-up" by the Board for the purpose of State and Federal tax only.

    b. Shall be uniformly applied to all members of the bargaining unit.

c. The pick-up became effective January 1, 1986 and shall apply to all compensation including supplement earnings thereafter.

2. Each teacher will be responsible for compliance with Internal Revenue Service salary exclusion allowance regulations with respect to the pick-up in combination with other tax deferred compensation plans.

3. If the foregoing pick-up provisions are nullified by subsequent Internal Revenue Service Rulings, Ohio Attorney General Opinions, or other governing regulations, the Board will be held harmless and this Article of the Agreement shall be declared null and void.

ARTICLE XX – IMPLEMENTATION AND DURATION PROVISIONS

A. Complete Agreement Clause

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

B. Terms and Duration

The term of the Agreement shall be from 12:01 A.M., July 1, 2025 through 12:00 A.M., June 30, 2028. The parties acknowledge that this Agreement supersedes and prevails over all statutes of the State of Ohio, except as specifically set forth in Section ORC 4117.10 (A), all Civil Service Rules and Regulations, Administrative Rules of the Director of State Personnel and all policies, rules and regulations of the Employer.

At the request of the Association, the parties will meet no later than thirty (30) calendar days after the final determination of unlawfulness, to begin bargaining over its impact and to bring the Agreement into compliance. If the parties fail to reach agreement over the affected provision thirty (30) days after the initial bargaining session, a mediator shall be utilized to resolve the dispute.

LAKE LOCAL SCHOOL DISTRICT BOARD OF EDUCATION

President, Board of Education

Superintendent

Treasurer, Board of Education

LAKE EDUCATION ASSOCIATION

President, Lake Education Association

Vice Pres., Lake Education Association

APPENDIX A

CERTIFICATED/LICENSED SALARY INDEX

EXP.	BACHELOR	150s/225Q HRS.	BACHELOR PLUS	MASTERS	MASTERS PLUS	MASTER PLUS
			24S/36Q HRS.		10S/15Q GR. HRS	16S/24Q GR. HRS
0	1.0000	1.0371	1.0742	1.1113	1.1484	1.1855
1	1.0520	1.0891	1.1262	1.1633	1.2004	1.2375
2	1.1040	1.1411	1.1782	1.2153	1.2524	1.2895
3	1.1560	1.1931	1.2302	1.2673	1.3044	1.3415
4	1.2080	1.2451	1.2822	1.3193	1.3564	1.3935
5	1.2600	1.2971	1.3342	1.3713	1.4084	1.4455
6	1.3120	1.3491	1.3862	1.4233	1.4604	1.4975
7	1.3640	1.4011	1.4382	1.4753	1.5124	1.5495
8	1.4160	1.4531	1.4902	1.5273	1.5644	1.6015
9	1.4680	1.5051	1.5422	1.5793	1.6164	1.6535
10	1.5200	1.5571	1.5942	1.6313	1.6684	1.7055
11	1.5200	1.6091	1.6462	1.6833	1.7204	1.7575
12	1.5200	1.6091	1.6982	1.7353	1.7724	1.8095
13	1.5200	1.6091	1.6982	1.7873	1.8244	1.8615
14	1.5200	1.6091	1.6982	1.8393	1.8764	1.9135
15	1.5720	1.6611	1.7502	1.8913	1.9284	1.9655
16	1.5720	1.6611	1.7502	1.8913	1.9284	1.9655
17	1.5720	1.6611	1.7502	1.8913	1.9284	1.9655
18	1.6240	1.7131	1.8022	1.9433	1.9804	2.0175
19	1.6240	1.7131	1.8022	1.9433	1.9804	2.0175
20	1.6240	1.7131	1.8022	1.9433	1.9804	2.0175
21	1.6760	1.7651	1.8542	1.9953	2.0324	2.0695
22	1.6760	1.7651	1.8542	1.9953	2.0324	2.0695
23	1.6760	1.7651	1.8542	1.9953	2.0324	2.0695
24	1.7280	1.8171	1.9062	2.0473	2.0844	2.1215
25	1.7280	1.8171	1.9062	2.0473	2.0844	2.1215
26	1.7280	1.8171	1.9062	2.0473	2.0844	2.1215
27	1.7800	1.8691	1.9582	2.0993	2.1364	2.1735
28	1.7800	1.8691	1.9582	2.0993	2.1364	2.1735
29	1.8320	1.9211	2.0102	2.1513	2.1884	2.2255
30	1.8320	1.9211	2.0102	2.1513	2.1884	2.2255
31	1.8320	1.9211	2.0102	2.1513	2.1884	2.2255
32	1.8320	1.9211	2.0102	2.1513	2.1884	2.2255
33	1.8320	1.9211	2.0102	2.1513	2.1884	2.2255
34	1.832	1.9211	2.0102	2.1513	2.1884	2.2255
35	1.832	1.9211	2.0102	2.1513	2.1884	2.2255
36	1.832	1.9211	2.0102	2.1513	2.1884	2.2255
37	1.832	1.9211	2.0102	2.1513	2.1884	2.2255
38	1.832	1.9211	2.0102	2.1513	2.1884	2.2255
39	1.832	1.9211	2.0102	2.1513	2.1884	2.2255
40	1.832	1.9211	2.0102	2.1513	2.1884	2.2255

APPENDIX B

2025-2026 SCHOOL YEAR

STEP	BA	BA150	BA24S	MA	MA10	MA16S
0	43,519	45,134	46,748	48,363	49,977	51,592
1	45,782	47,397	49,011	50,626	52,240	53,855
2	48,045	49,660	51,274	52,889	54,503	56,118
3	50,308	51,923	53,537	55,152	56,766	58,381
4	52,571	54,186	55,800	57,415	59,029	60,644
5	54,834	56,448	58,063	59,678	61,292	62,907
6	57,097	58,711	60,326	61,941	63,555	65,170
7	59,360	60,974	62,589	64,204	65,818	67,433
8	61,623	63,237	64,852	66,467	68,081	69,696
9	63,886	65,500	67,115	68,730	70,344	71,959
10	66,149	67,763	69,378	70,993	72,607	74,222
11	66,149	70,026	71,641	73,256	74,870	76,485
12	66,149	70,026	73,904	75,519	77,133	78,748
13	66,149	70,026	73,904	77,782	79,396	81,011
14	66,149	70,026	73,904	80,044	81,659	83,274
15	68,412	72,289	76,167	82,307	83,922	85,537
16	68,412	72,289	76,167	82,307	83,922	85,537
17	68,412	72,289	76,167	82,307	83,922	85,537
18	70,675	74,552	78,430	84,570	86,185	87,800
19	70,675	74,552	78,430	84,570	86,185	87,800
20	70,675	74,552	78,430	84,570	86,185	87,800
21	72,938	76,815	80,693	86,833	88,448	90,063

22	72,938	76,815	80,693	86,833	88,448	90,063
23	72,938	76,815	80,693	86,833	88,448	90,063
24	75,201	79,078	82,956	89,096	90,711	92,326
25	75,201	79,078	82,956	89,096	90,711	92,326
26	75,201	79,078	82,956	90,271	90,711	92,326
27	77,464	81,341	85,219	91,359	92,974	94,589
28	77,464	81,341	85,219	91,359	92,974	94,589
29	79,727	83,604	87,482	93,622	95,237	96,852
30	79,727	83,604	87,482	93,622	95,237	96,852
31	79,727	83,604	87,482	93,622	95,237	96,852
32	79,727	83,604	87,482	93,622	95,237	96,852
33	79,727	83,604	87,482	93,622	95,237	96,852
34	79,727	83,604	87,482	93,622	95,237	96,852
35	79,727	83,604	87,482	93,622	95,237	96,852
36	79,727	83,604	87,482	93,622	95,237	96,852
37	79,727	83,604	87,482	93,622	95,237	96,852
38	79,727	83,604	87,482	93,622	95,237	96,852
39	79,727	83,604	87,482	93,622	95,237	96,852
40	79,727	83,604	87,482	93,622	95,237	96,852

2026-2027 SCHOOL YEAR

STEP	BA	BA150	BA24S	MA	MA10	MA16S
0	44,716	46,375	48,034	49,693	51,352	53,011
1	47,041	48,700	50,359	52,018	53,677	55,336
2	49,366	51,025	52,684	54,343	56,002	57,661
3	51,692	53,351	55,010	56,669	58,328	59,987
4	54,017	55,676	57,335	58,994	60,653	62,312
5	56,342	58,001	59,660	61,319	62,978	64,637
6	58,667	60,326	61,985	63,644	65,303	66,962
7	60,993	62,652	64,311	65,970	67,628	69,287
8	63,318	64,977	66,636	68,295	69,954	71,613
9	65,643	67,302	68,961	70,620	72,279	73,938
10	67,968	69,627	71,286	72,945	74,604	76,263
11	67,968	71,953	73,611	75,270	76,929	78,588
12	67,968	71,953	75,937	77,596	79,255	80,914
13	67,968	71,953	75,937	79,921	81,580	83,239
14	67,968	71,953	75,937	82,246	83,905	85,564
15	70,294	74,278	78,262	84,571	86,230	87,889
16	70,294	74,278	78,262	84,571	86,230	87,889
17	70,294	74,278	78,262	84,571	86,230	87,889
18	72,619	76,603	80,587	86,897	88,556	90,215
19	72,619	76,603	80,587	86,897	88,556	90,215
20	72,619	76,603	80,587	86,897	88,556	90,215
21	74,944	78,928	82,912	89,222	90,881	92,540
22	74,944	78,928	82,912	89,222	90,881	92,540

23	74,944	78,928	82,912	89,222	90,881	92,540
24	77,269	81,253	85,238	91,547	93,206	94,865
25	77,269	81,253	85,238	91,547	93,206	94,865
26	77,269	81,253	85,238	92,754	93,206	94,865
27	79,594	83,579	87,563	93,872	95,531	97,190
28	79,594	83,579	87,563	93,872	95,531	97,190
29	81,920	85,904	89,888	96,198	97,856	99,515
30	81,920	85,904	89,888	96,198	97,856	99,515
31	81,920	85,904	89,888	96,198	97,856	99,515
32	81,920	85,904	89,888	96,198	97,856	99,515
33	81,920	85,904	89,888	96,198	97,856	99,515
34	81,920	85,904	89,888	96,198	97,856	99,515
35	81,920	85,904	89,888	96,198	97,856	99,515
36	81,920	85,904	89,888	96,198	97,856	99,515
37	81,920	85,904	89,888	96,198	97,856	99,515
38	81,920	85,904	89,888	96,198	97,856	99,515
39	81,920	85,904	89,888	96,198	97,856	99,515
40	81,920	85,904	89,888	96,198	97,856	99,515

2027-2028 SCHOOL YEAR

STEP	BA	BA150	BA24S	MA	MA10	MA16S
0	45,610	47,302	48,994	50,686	52,379	54,071
1	47,982	49,674	51,366	53,058	54,750	56,442
2	50,353	52,046	53,738	55,430	57,122	58,814
3	52,725	54,417	56,109	57,802	59,494	61,186
4	55,097	56,789	58,481	60,173	61,865	63,558
5	57,469	59,161	60,853	62,545	64,237	65,929
6	59,840	61,532	63,225	64,917	66,609	68,301
7	62,212	63,904	65,596	67,288	68,981	70,673
8	64,584	66,276	67,968	69,660	71,352	73,044
9	66,955	68,648	70,340	72,032	73,724	75,416
10	69,327	71,019	72,711	74,404	76,096	77,788
11	69,327	73,391	75,083	76,775	78,467	80,160
12	69,327	73,391	77,455	79,147	80,839	82,531
13	69,327	73,391	77,455	81,519	83,211	84,903
14	69,327	73,391	77,455	83,890	85,583	87,275
15	71,699	75,763	79,827	86,262	87,954	89,646
16	71,699	75,763	79,827	86,262	87,954	89,646
17	71,699	75,763	79,827	86,262	87,954	89,646
18	74,071	78,134	82,198	88,634	90,326	92,018
19	74,071	78,134	82,198	88,634	90,326	92,018
20	74,071	78,134	82,198	88,634	90,326	92,018
21	76,442	80,506	84,570	91,006	92,698	94,390
22	76,442	80,506	84,570	91,006	92,698	94,390

23	76,442	80,506	84,570	91,006	92,698	94,390
24	78,814	82,878	86,942	93,377	95,069	96,762
25	78,814	82,878	86,942	93,377	95,069	96,762
26	78,814	82,878	86,942	94,609	95,069	96,762
27	81,186	85,250	89,314	95,749	97,441	99,133
28	81,186	85,250	89,314	95,749	97,441	99,133
29	83,558	87,621	91,685	98,121	99,813	101,505
30	83,558	87,621	91,685	98,121	99,813	101,505
31	83,558	87,621	91,685	98,121	99,813	101,505
32	83,558	87,621	91,685	98,121	99,813	101,505
33	83,558	87,621	91,685	98,121	99,813	101,505
34	83,558	87,621	91,685	98,121	99,813	101,505
35	83,558	87,621	91,685	98,121	99,813	101,505
36	83,558	87,621	91,685	98,121	99,813	101,505
37	83,558	87,621	91,685	98,121	99,813	101,505
38	83,558	87,621	91,685	98,121	99,813	101,505
39	83,558	87,621	91,685	98,121	99,813	101,505
40	83,558	87,621	91,685	98,121	99,813	101,505

LAKE LOCAL SCHOOLS
EXTRA DUTY SCALE

APPENDIX C

		SALARY BASE		$ 43,519	$ 44,716	$ 45,610
				2025-2026	**2026-2027**	**2027-2028**
POSITIONS	**SPORT/CLUB/ETC.**	**POINTS**	**INDEX**	**AMOUNT**	**AMOUNT**	**AMOUNT**
ASSISTANT ATHLETIC DIRECTOR	ATHLETICS	16	0.155	$ 6,745	$ 6,931	$ 7,070
MS ATHLETIC DIRECTOR	ATHLETICS	14	0.135	$ 5,875	$ 6,037	$ 6,157
YOUTH SPORTS COORDINATOR	ATHLETICS	11	0.095	$ 4,134	$ 4,248	$ 4,333
MARCHING BAND	BAND	16	0.155	$ 6,745	$ 6,931	$ 7,070
PEP BAND	BAND	8	0.065	$ 2,829	$ 2,907	$ 2,965
ASSISTANT MARCHING BAND	BAND	7	0.060	$ 2,611	$ 2,683	$ 2,737
COLOR GUARD ADVISOR	BAND	6	0.055	$ 2,394	$ 2,459	$ 2,509
HEAD BASEBALL	BASEBALL	16	0.155	$ 6,745	$ 6,931	$ 7,070
JV BASEBALL	BASEBALL	14	0.135	$ 5,875	$ 6,037	$ 6,157
ASSISTANT BASEBALL	BASEBALL	12	0.100	$ 4,352	$ 4,472	$ 4,561
HEAD BASKETBALL (B)	BASKETBALL (BOYS)	18	0.180	$ 7,833	$ 8,049	$ 8,210
JV BASKETBALL (B)	BASKETBALL (BOYS)	14	0.135	$ 5,875	$ 6,037	$ 6,157
FRESHMAN BASKETBALL (B)	BASKETBALL (BOYS)	13	0.115	$ 5,005	$ 5,142	$ 5,245
JH BASKETBALL (B)	BASKETBALL (BOYS)	11	0.095	$ 4,134	$ 4,248	$ 4,333
JH BASKETBALL (B)	BASKETBALL (BOYS)	11	0.095	$ 4,134	$ 4,248	$ 4,333
ASSISTANT BASKETBALL (B)	BASKETBALL (BOYS)	12	0.100	$ 4,352	$ 4,472	$ 4,561
HEAD BASKETBALL (G)	BASKETBALL (GIRLS)	18	0.180	$ 7,833	$ 8,049	$ 8,210
JV BASKETBALL (G)	BASKETBALL (GIRLS)	14	0.135	$ 5,875	$ 6,037	$ 6,157
JH BASKETBALL (G)	BASKETBALL (GIRLS)	11	0.095	$ 4,134	$ 4,248	$ 4,333
JH BASKETBALL (G)	BASKETBALL (GIRLS)	11	0.095	$ 4,134	$ 4,248	$ 4,333
ASSISTANT BASKETBALL (G)	BASKETBALL (GIRLS)	12	0.100	$ 4,352	$ 4,472	$ 4,561
HS CHEERLEADING	CHEERLEADING	13	0.115	$ 5,005	$ 5,142	$ 5,245
CHEERLEADING ASSISTANT	CHEERLEADING	8	0.065	$ 2,829	$ 2,907	$ 2,965
JH CHEERLEADING	CHEERLEADING	8	0.065	$ 2,829	$ 2,907	$ 2,965
VOCAL PERFORMANCE COORDINATOR	CHOIR	3	0.030	$ 1,306	$ 1,341	$ 1,368
JETSET	CHOIR	12	0.100	$ 4,352	$ 4,472	$ 4,561
HS ART CLUB	CLUB	8	0.065	$ 2,829	$ 2,907	$ 2,965

ELEM ART CLUB	CLUB	8	0.065	$	2,829	$	2,907	$	2,965
MS MATH CLUB	CLUB	6	0.055	$	2,394	$	2,459	$	2,509
NATIONAL HONOR SOCIETY	CLUB	6	0.055	$	2,394	$	2,459	$	2,509
JH ART CLUB	CLUB	3	0.030	$	1,306	$	1,341	$	1,368
TRI "M"	CLUB	3	0.030	$	1,306	$	1,341	$	1,368
DRAMA CLUB	CLUB	3	0.030	$	1,306	$	1,341	$	1,368
MVP COORDINATOR	CLUB	2	0.025	$	1,088	$	1,118	$	1,140
SPANISH CLUB	CLUB	2	0.025	$	1,088	$	1,118	$	1,140
FRENCH CLUB	CLUB	2	0.025	$	1,088	$	1,118	$	1,140
STUDENTS IN ACTION	CLUB	8	0.065	$	2,829	$	2,907	$	2,965
HEAD CROSS COUNTRY (B&G)	CROSS COUNTRY	12	0.100	$	4,352	$	4,472	$	4,561
JH CROSS COUNTRY	CROSS COUNTRY	7	0.060	$	2,611	$	2,683	$	2,737
DEPT CHAIRS K-12 - MUSIC	DEPARTMENT CHAIR	5	0.035	$	1,523	$	1,565	$	1,596
DEPT CHAIRS K-12 - PE	DEPARTMENT CHAIR	5	0.035	$	1,523	$	1,565	$	1,596
DEPT CHAIRS K-12 - ART	DEPARTMENT CHAIR	5	0.035	$	1,523	$	1,565	$	1,596
HEAD FOOTBALL COACH	FOOTBALL	20	0.200	$	8,704	$	8,943	$	9,122
ASSISTANT FOOTBALL	FOOTBALL	0	0.142	$	6,180	$	6,350	$	6,477
ASSISTANT FOOTBALL	FOOTBALL	0	0.142	$	6,180	$	6,350	$	6,477
ASSISTANT FOOTBALL	FOOTBALL	0	0.142	$	6,180	$	6,350	$	6,477
ASSISTANT FOOTBALL	FOOTBALL	0	0.142	$	6,180	$	6,350	$	6,477
ASSISTANT FOOTBALL	FOOTBALL	0	0.142	$	6,180	$	6,350	$	6,477
ASSISTANT FOOTBALL	FOOTBALL	0	0.142	$	6,180	$	6,350	$	6,477
JH FOOTBALL	FOOTBALL	11	0.095	$	4,134	$	4,248	$	4,333
JH FOOTBALL	FOOTBALL	11	0.095	$	4,134	$	4,248	$	4,333
JH FOOTBALL	FOOTBALL	11	0.095	$	4,134	$	4,248	$	4,333
JH FOOTBALL	FOOTBALL	11	0.095	$	4,134	$	4,248	$	4,333
HEAD GOLF (B)	GOLF (BOYS)	12	0.100	$	4,352	$	4,472	$	4,561
JV GOLF	GOLF (BOYS)	6	0.055	$	2,394	$	2,459	$	2,509
HEAD GOLF (G)	GOLF (GIRLS)	12	0.100	$	4,352	$	4,472	$	4,561
ELEM GRADE LEVEL PK	GRADE CHAIR	5	0.035	$	1,523	$	1,565	$	1,596
ELEM GRADE LEVEL K	GRADE CHAIR	5	0.035	$	1,523	$	1,565	$	1,596
ELEM GRADE LEVEL 1	GRADE CHAIR	5	0.035	$	1,523	$	1,565	$	1,596
ELEM GRADE LEVEL 2	GRADE CHAIR	5	0.035	$	1,523	$	1,565	$	1,596
ELEM GRADE LEVEL 3	GRADE CHAIR	5	0.035	$	1,523	$	1,565	$	1,596
ELEM GRADE LEVEL 4	GRADE CHAIR	5	0.035	$	1,523	$	1,565	$	1,596
ELEM GRADE LEVEL 5	GRADE CHAIR	5	0.035	$	1,523	$	1,565	$	1,596

ELEM GRADE LEVEL 6	GRADE CHAIR	5	0.035	$	1,523	$	1,565	$ 1,596
LPDC	LPDC	5	0.035	$	1,523	$	1,565	$ 1,596
LPDC	LPDC	5	0.035	$	1,523	$	1,565	$ 1,596
LPDC	LPDC	5	0.035	$	1,523	$	1,565	$ 1,596
MENTOR (1 TEACHER)	MENTOR	6	0.055	$	2,394	$	2,459	$ 2,509
MENTOR (2 TEACHERS - X 1.5)	MENTOR	0	0.083	$	3,590	$	3,689	$ 3,763
MS INSTRUMENTAL PERFORMANCE COORDINATOR	MUSIC	1.5	0.023	$	979	$	1,006	$ 1,026
INSTRUMENTAL PERFORMANCE COORDINATOR	MUSIC	3	0.030	$	1,306	$	1,341	$ 1,368
HS MUSICAL	MUSICAL	13	0.115	$	5,005	$	6,931	$ 7,070
ASSISTANT MUSICAL	MUSICAL	12	0.100	$	4,352	$	4,472	$ 4,561
ASSISTANT MUSICAL	MUSICAL	12	0.100	$	4,352	$	4,472	$ 4,561
ASSISTANT MUSICAL	MUSICAL	12	0.100	$	4,352	$	4,472	$ 4,561
ASSISTANT MUSICAL	MUSICAL	12	0.100	$	4,352	$	4,472	$ 4,561
CHOREOGRAPHER	MUSICAL	3	0.030	$	1,306	$	1,341	$ 1,368
JH NEWSPAPER	NEWSPAPER	7	0.060	$	2,611	$	2,683	$ 2,737
PROM ADVISOR	PROM	6	0.055	$	2,394	$	2,459	$ 2,509
JH QUIZ BOWL	QUIZ BOWL	6	0.055	$	2,394	$	2,459	$ 2,509
ELEM QUIZ BOWL	QUIZ BOWL	6	0.055	$	2,394	$	2,459	$ 2,509
HS QUIZ BOWL	QUIZ BOWL	6	0.055	$	2,394	$	2,459	$ 2,509
HEAD SOCCER (B)	SOCCER (BOYS)	16	0.155	$	6,745	$	6,931	$ 7,070
JV SOCCER (B)	SOCCER (BOYS)	14	0.135	$	5,875	$	6,037	$ 6,157
HEAD SOCCER (G)	SOCCER (GIRLS)	16	0.155	$	6,745	$	6,931	$ 7,070
JV SOCCER (G)	SOCCER (GIRLS)	14	0.135	$	5,875	$	6,037	$ 6,157
HEAD SOFTBALL	SOFTBALL	16	0.155	$	6,745	$	6,931	$ 7,070
JV SOFTBALL	SOFTBALL	14	0.135	$	5,875	$	6,037	$ 6,157
ASSISTANT SOFTBALL	SOFTBALL	12	0.100	$	4,352	$	4,472	$ 4,561
HS SPEECH AND DEBATE	SPEECH/DEBATE	12	0.100	$	4,352	$	4,472	$ 4,561
HS STUDENT COUNCIL	STUDENT COUNCIL	8	0.065	$	2,829	$	2,907	$ 2,965
JH STUDENT COUNCIL	STUDENT COUNCIL	7	0.060	$	2,611	$	2,683	$ 2,737
LAKE ELEM STUDENT COUNCIL	STUDENT COUNCIL	6	0.055	$	2,394	$	2,459	$ 2,509
HS DRAMA	THEATER (FALL PLAY)	10	0.075	$	3,264	$	3,354	$ 3,421
HS ASST DRAMA	THEATER (FALL PLAY)	7	0.060	$	2,611	$	2,683	$ 2,737
HEAD TRACK	TRACK	16	0.155	$	6,745	$	6,931	$ 7,070
ASSISTANT TRACK	TRACK	12	0.100	$	4,352	$	4,472	$ 4,561
ASSISTANT TRACK	TRACK	12	0.100	$	4,352	$	4,472	$ 4,561

ASSISTANT TRACK	TRACK	12	0.100	$	4,352	$	4,472	$ 4,561
ASSISTANT TRACK	TRACK	12	0.100	$	4,352	$	4,472	$ 4,561
JH HEAD TRACK COACH	TRACK	12	0.100	$	4,352	$	4,472	$ 4,561
JH TRACK (B&G)	TRACK	11	0.095	$	4,134	$	4,248	$ 4,333
JH TRACK (B&G)	TRACK	11	0.095	$	4,134	$	4,248	$ 4,333
JH TRACK (B&G)	TRACK	11	0.095	$	4,134	$	4,248	$ 4,333
HEAD VOLLEYBALL	VOLLEYBALL	16	0.155	$	6,745	$	6,931	$ 7,070
JV VOLLEYBALL	VOLLEYBALL	14	0.135	$	5,875	$	6,037	$ 6,157
ASSISTANT VOLLEYBALL	VOLLEYBALL	12	0.100	$	4,352	$	4,472	$ 4,561
JH VOLLEYBALL (7TH)	VOLLEYBALL	11	0.095	$	4,134	$	4,248	$ 4,333
JH VOLLEYBALL (8TH)	VOLLEYBALL	11	0.095	$	4,134	$	4,248	$ 4,333
WEIGHT ROOM SUPERVISOR (3 MOS)	WEIGHT ROOM	2	0.025	$	1,088	$	1,118	$ 1,140
WEIGHT ROOM SUPERVISOR (3 MOS)	WEIGHT ROOM	2	0.025	$	1,088	$	1,118	$ 1,140
WEIGHT ROOM SUPERVISOR (3 MOS)	WEIGHT ROOM	2	0.025	$	1,088	$	1,118	$ 1,140
WEIGHT ROOM SUPERVISOR (3 MOS)	WEIGHT ROOM	2	0.025	$	1,088	$	1,118	$ 1,140
HEAD WRESTLING	WRESTLING	16	0.155	$	6,745	$	6,931	$ 7,070
ASSISTANT WRESTLING	WRESTLING	12	0.100	$	4,352	$	4,472	$ 4,561
ASSISTANT WRESTLING	WRESTLING	12	0.100	$	4,352	$	4,472	$ 4,561
JH WRESTLING	WRESTLING	11	0.095	$	4,134	$	4,248	$ 4,333
JH YEARBOOK	YEARBOOK	7	0.060	$	2,611	$	2,683	$ 2,737
HS YEARBOOK	YEARBOOK	6	0.055	$	2,394	$	2,459	$ 2,509
				$	443,982	$	457,990	$ 467,144
CAMP MICHINDON STIPEND (PER TEACHER ATTENDING)				$	250	$	250	$ 250

APPENDIX D

DONATION TO SICK LEAVE POOL

I, _____ donate _____ sick leave days to the Lake Local Sick Leave Pool.

_____

_____ _____

Signature Date

APPLICATION TO USE SICK LEAVE POOL

I, _____ wish to apply for _____ days of sick leave from the Lake Local Sick Leave Pool. I understand that all my sick leave, that will continue to accumulate during my absence, will be deducted before days from the pool will be used. Doctor's verification will be supplied upon request by administration.

_____

Employee's Signature and Date

Doctor's name and address

_____

_____

_____

This has been approved by the Association Executive Committee and is recommended to the Superintendent.

_____

Association President's Signature and Date

APPENDIX E

LAKE LOCAL SCHOOLS

FAIR PRACTICE PROCEDURE

Grievance No._____

Name of Grievant_____ Assignment_____

Date_____ Building_____

LEVEL TWO

A. Date of Grievance_____

B. State of Grievance_____

_____

_____

C. Relief Sought_____

_____

_____

_____
Grievant Date

D. Disposition by Principal_____

_____

_____

_____
Principal Date

1 copy each to: Grievant, Representative and Superintendent

LAKE LOCAL SCHOOLS

FAIR PRACTICE PROCEDURE

Grievance No._____

Name of Grievant_____ Assignment_____

Date_____ Building_____

LEVEL THREE

A. Position of Grievant_____

_____

_____

_____
Grievant Date

B. Disposition by Superintendent_____

_____

_____

_____
Superintendent Date

1 copy each to: Principal, Grievant and Representative

LAKE LOCAL SCHOOLS

FAIR PRACTICE PROCEDURE

Grievance No._____

Name of Grievant_____ Assignment_____

Date_____ Building_____

LEVEL FOUR

A. Position of Grievant_____

_____

_____

_____

Grievant Date

B. Disposition by Superintendent_____

_____

_____

_____

Treasurer Date

Additional Response:_____

_____

_____

1 copy each to: Principal, Grievant, Superintendent and Representative

LAKE LOCAL SCHOOLS
MILLBURY, OHIO

EXTENDED CONTRACT CERTIFICATE

(SECTION 5705.412, O.R.C.)

It is hereby certified, with respect to the Master Contract with the Lake Education Association, attached hereto, that the Lake Local School District has in effect, for the length of the contract, the authorization to levy taxes, including the renewal of existing levies, which, when combined with the estimated revenue from all other sources available to the district at the time of certification, are sufficient to provide the operating revenues necessary to enable the district to operate an adequate educational program for the period of time beginning July 1, 2025 through June 30, 2028.

JUNE 12, 2025
Date

Marie E. Robinson, CFE
TREASURER

SUPERINTENDENT

PRESIDENT OF THE BOARD
LAKE LOCAL SCHOOLS