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NEGOTIATED AGREEMENT

between the

RIDGEWOOD LOCAL SCHOOL DISTRICT
BOARD OF EDUCATION

and the

RIDGEWOOD EDUCATION ASSOCIATION

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Effective July 1, 2025 through June 30, 2028

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ARTICLE 1 – NEGOTIATIONS AGREEMENT

SECTION I – RECOGNITION

Preamble

A. The Ridgewood Board of Education and the Ridgewood Education Association recognize that their primary function is to assure each student attending the Ridgewood Schools the highest level of educational opportunity obtainable within the resources of the District. The Board of Education and the Association believe that high morale of the staff is essential if education of the finest quality is to prevail for the pupils of the school system and that the interests of the educational program are best served when mutual understanding, cooperation, and communication exist among the Board of Education, Administration and Staff.

B. Recognition of Association

The Ridgewood Local Board of Education, hereinafter referred to as the "Board of Education", recognizes the Ridgewood Education Association/OEA/NEA-Local, hereinafter referred to as the "Association", as the exclusive bargaining representative for full-time and regular part-time teaching personnel, including school counselors, and school nurse, employed under regular contract. Regular part-time teachers are those who are contracted to and do work on a regularly scheduled basis a minimum of twenty (20) hours per week for all the weeks of the adopted school calendar remaining after their employment.

Positions excluded from the bargaining unit include: Superintendent, Principals, casual day-to-day substitute teachers, teachers working less than twenty (20) hours per week or on an hourly basis, and all other positions in the school district.

Newly created positions shall be placed in the bargaining unit in accordance with the provisions of this section of Article 1.

C. Membership in Professional Organizations

Both parties recognize that certificated personnel have the right freely to organize or join, and support any organization for their professional and/or economic improvement. Such organization may set criteria for membership but may not exclude as members on the basis of sex, marital status, race, creed, or national original.

SECTION II – NEGOTIATIONS PROCEDURES

A. Directing Requests

A request to initiate negotiations shall be submitted in writing by the Association through the local Superintendent.
A request to initiate negotiations shall be submitted in writing by the Superintendent to the president of the Ridgewood Education Association.

Requests for negotiations may be submitted no earlier than ninety (90) days or later than sixty (60) days before the expiration of the Agreement unless otherwise agreed to by both parties.

B. Negotiation Meetings

An agreement will be reached by the Board of Education and representatives of the Association within five days of the request as to the time and place of the meeting, which shall be held within fifteen days after the request has been submitted, unless both parties agree to an extension of time. Further meetings shall be held at the request of either party involved and negotiations shall be completed within thirty (30) school days or by a mutually agreed time. Meetings shall be scheduled with the least interruption of school schedules; however, if necessary, Association members of the team may be released from school duties without loss of pay to attend meetings. Negotiation meetings shall be in executive session unless mutually agreed to by both parties.

C. Representation

Representative members of the Board of Education or their designated administrative representatives shall meet with designated representatives of the Association to negotiate in good faith. Representation shall be limited to five (5) representatives each of the Board of Education and the Association. Neither party in any negotiations shall have any control over the selection of the negotiation or bargaining representatives of the other party and each party may select its representatives from within or outside the school district. While no final agreement shall be executed without ratification by the Association and the Ridgewood Board of Education, the parties mutually pledge that their representatives will be clothed with all necessary power and authority to make proposals, consider proposals, and make concessions in the course of negotiations.

D. Assistance

No more than five (5) individuals of each party shall be at the table at any given time.

E. Study Committees

The parties may appoint joint ad hoc study committees to research, study and develop projects, reports and programs, and to make recommendations on matters under consideration. The committee shall report all findings to both parties.

F. News Release

While discussions are in process, and up until the declaration of impasse, any release prepared for news media shall be provided to the other party prior to release.

G. Information

The Board of Education and Superintendent agree to furnish the Association's negotiation committee, upon request and in reasonable time, both prior to and during negotiations, all routinely and regularly prepared information concerning financial resources of the district and will assist the Association in developing intelligent, accurate, and constructive programs on behalf of the teachers, the students, and the educational program.

SECTION III – AGREEMENT

A. Responsibilities

The parties pledge themselves to negotiate in good faith, and in the event of failure to reach agreement, to utilize in good faith such mediatory facilities as are or may be provided.

B. Impasse

If agreement is not reached during the thirty (30) day time period, then both parties will jointly request the services of the Federal Mediation and Conciliation Service to help resolve the impasse. Meetings shall be held within ten (10) days and will continue if progress is being made. This dispute resolution procedure is exclusive and shall constitute the parties' "mutually agreed upon alternative dispute resolution procedure" under Section 4117.14(C)(1)(f) of the Ohio Revised Code. In the event the members of the negotiations teams are unable to reach agreement within ten (10) days of the expiration of the existing Agreement, then the Exclusive Representative shall have the right to proceed in accordance with Section 4117.14(C)(2) through 4117.14(C)(6) plus 4117.14(D)(2) and Section 4117.18(C) of the Ohio Revised Code, such right being modified by future changes, if any, to the Ohio Revised Code.

SECTION IV – RIGHTS OF INDIVIDUALS

Nothing in this Document will prohibit any bargaining unit member from presenting views or grievances which affect his status in the district to the Superintendent or to the Board of Education in accordance with established procedure. Negotiations, however, shall be conducted according to this Document.

SECTION V – RENEGOTIATIONS

On request of the Board of Education or the Association, following any action by the Ohio General Assembly or changes in applicable federal law affecting any agreement or part thereof in effect, renegotiation shall occur on any or all of those parts of the agreement affected by such action. The Board of Education and Association may upon mutual agreement, hold preliminary negotiation meetings at any time.

SECTION VI – DEFINITIONS

A. Professional Negotiations

"Professional Negotiations" means conferring, discussing, and negotiating in good faith between the Board of Education or its designated full-time administrator or representatives, and a recognized teacher organization through its designated representatives in an effort to reach agreement with respect to salaries, hours, and working conditions and other matters of concern by such Board of Education and/or Association.

B. Good Faith

"Good Faith" involves coming to the negotiating table with the intention of negotiation, not of dogmatically pursuing preconceived stands. Good Faith requires the Association and Board of

Education to be willing to react to each other's proposals. If a proposal is unacceptable to one of the parties, that party is obligated to give its reasons and offer counterproposals. Good faith requires both parties to recognize negotiations as a shared process. The obligation of the Board of Education and its representatives and the representatives of the Association to meet for purposes of professional negotiations does not compel either party to agree to a proposal or require the making of a concession.

C. A day, for purposes of this Agreement, shall be a day on which the Board of Education Administrative Office is open for business unless otherwise specified.

D. Bargaining Unit Member, for purposes of this Agreement, shall be any certified employee as listed in the Recognition of Association section of the contract regardless of REA membership status.

ARTICLE 2 – GRIEVANCE PROCEDURE

SECTION 1 – GRIEVANCE INTERPRETATION

The Board of Education recognizes that in the interest of effective personnel management, a procedure is necessary whereby its bargaining unit members can be assured of a prompt, impartial and fair hearing on their grievances. Such procedures shall be available to all bargaining members and no reprisals of any kind shall be taken against any bargaining unit member initiating or participating in the grievance procedure.

A. Purpose and Objectives

The primary purpose of this procedure shall be to obtain at the lowest administrative level and in the shortest period of time, equitable solutions to grievances, which may arise from time to time. Both the Board of Education and the Association agree that grievance proceedings shall be handled in a confidential manner to the extent permitted by law.

B. Definitions

A grievance is an alleged violation, misinterpretation, or misapplication of the negotiated agreement. Lowest administrative level shall mean the appropriate supervisor at the lowest level having authority to resolve the grievance.

C. General Provisions

1. An individual grievance may be initiated by the person so aggrieved or the Association. A grievance initiated by the Association shall include the name of at least one bargaining unit member who is harmed by the action from which the grievance arose.

2. A group grievance may be initiated by the Association on an alleged violation that affects two (2) or more bargaining unit members in a like manner.

3. An alleged violation should be first discussed informally with the appropriate administrator prior to initiation of the grievance procedure. However, the informal level may be waived by the grievant or the supervisor.

4. A grievance shall be reduced to writing and include:

   The alleged violation;

   a. The provision(s) of the agreement alleged to be violated, misapplied, or misinterpreted;

   b. Date alleged grievance occurred; and

   c. Relief sought.

5. The Association shall be available to assist any bargaining unit member in preparing the proper and complete information necessary to expedite the procedure.

6. A grievant may appear in his/her own behalf or shall have the right to Association representation at the informal procedure and at Levels I, II, III, and IV of the Grievance Procedure. When a grievant appears in his/her own behalf, the Association shall be given reasonable notice and a representative may attend and may become a party to the grievance.

7. Time limits given shall be considered as maximum, unless otherwise extended by mutual written agreement by the parties involved.

8. Failure of the aggrieved to file the grievance or proceed within the specified time limits to the next level of the procedure shall mean the grievance has been resolved by the recommendations stated in the previous level.

9. Failure of the administration to respond in the time limit stated will mean the grievance shall proceed to the next step of the grievance procedure. (Except in situations of an emergency nature, the stated time limits may be extended by mutual written consent).

10. A grievance may be initiated at level II when it has been determined by the building principal that the subject is not within his realm of responsibility or control.

11. Resolution of a grievance at any level shall apply to the stated grievance and shall in no way infringe on the statutory obligations or other policies of the Board of Education.

12. Nothing contained in this procedure shall be construed as limiting the individual rights of a bargaining unit member having a complaint or problem, to discuss the matter informally with members of the administration through normal channels of communication.

13. A day shall be a day on which the school Board of Education offices are open for business.

14. No reprisal shall be made against any party involved in the use of this grievance procedure.

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

16. No record, document, or communication concerning a grievance shall be placed in the personnel file of any participants involved in the procedure herein described.

17. No grievance shall be submitted to arbitration without consent of the Association's executive committee. Once a grievance is submitted to Arbitration, the Association shall select an Association consultant to represent the grievant.

SECTION II – PROCEDURE

A. LEVEL I – ADMINISTRATION

A copy of the written grievance shall be submitted to the aggrieves immediate administrator and the local Superintendent within fifteen (15) days of becoming aware of the alleged violation.

A meeting shall be mutually agreed upon between the aggrieved and the administrator within five (5) days of the filing of the grievance. Either the aggrieved or the administrator may have present, such people who may provide information related to the grievance. Discussion at this meeting shall be confined to the issues as stated in the grievance and the relief sought.

Within five (5) days of the meeting, the administrator shall provide the aggrieved with a written response stating his/her position relative to the alleged grievance.

B. LEVEL II – SUPERINTENDENT

If the aggrieved is not satisfied with the position stated in Level I, he or she may within five (5) days of receipt of such written response, submit his or her written grievance to the Superintendent and request a meeting to discuss the grievance.

The meeting shall be within five (5) days of the request.

The meeting shall be conducted in a manner stated in Level I.

Within five (5) days of the meeting, the Superintendent shall provide the aggrieved with a written response stating his/her position relative to the alleged grievance.

C. LEVEL III – BOARD of EDUCATION

If the aggrieved is not satisfied with the position stated in Level II (Superintendent), he or she may within five (5) days of receipt of such written response, submit the grievance to the Board of Education in writing and request a hearing to discuss the grievance.
The hearing shall be held in executive session within ten (10) days of the request, and upon mutual agreement between the grievant and the Board of Education may be held in an open hearing. The ten (10) days shall be extended to the next regular Board of Education meeting if the Board of Education would otherwise be required to hold a special meeting. The grievant and/or Board of Education may be represented by advocates of their choice.

Within five (5) days of the hearing, the Board of Education shall provide the aggrieved with a written response stating the Board's position for resolving the grievance.

D. LEVEL IVe- MEDIATION

If the decision by the Board of Education at Level III does not resolve the grievance, the grievance may be appealed to a mutually agreed mediator for mediation. The Notice of Appeal to mediation shall be submitted to the Superintendent within ten (10) working days from the receipt of the Board of Education's written response to the grievance. The parties must mutually agree to utilize this step. Upon mutual agreement to utilize the mediation process, the parties will first attempt to agree on a FMCS mediator. If unable to agree, the parties will request for FMCS to appoint a mediator. The mediation will be conducted pursuant to FMCS Rules and Regulations. Should the grievance not be resolved in mediation, the grievance may proceed to Step V.

E. LEVEL Ve- ARBITRATION

If the grievance is not resolved in Level IVe- Mediation, he/she shall be allowed ten (10) days from the last date of mediation, or from the Board of Education's rejection of a request for mediation to file a written notice of appeal to arbitration with the Board of Education. Arrangements shall be made between the Board of Education and the grievant, to select an arbitrator within ten (10) days of receipt of the notice of appeal. The arbitrator shall be chosen using the Voluntary Labor Arbitration Rules of the American Arbitration Association. Final resolutions shall be rendered as soon as possible by the arbitrator and that decision shall be binding to both the Board of Education and the grievant.

The arbitrator shall have no authority to add to, subtract from, disregard, alter or modify any terms of this Agreement, nor shall he make any decisions contrary to law. He shall not imply obligations and conditions binding upon the parties from this Agreement except as set forth herein.

The powers of the arbitrator related to transfer and assignment of any bargaining unit member shall be limited to ruling on questions of procedure.

In the event that a case is submitted to an arbitrator on which he has no authority to rule, it shall be referred back to the parties without decision or recommendation on its merits.

The loser shall pay seventy-five percent (75%) of the cost of the arbitrator. The court reporter shall be divided equally between the Board of Education and the Association. If the arbitrator decides support for both parties, then the cost will be split equally.

ARTICLE 3 – ASSOCIATION RIGHTS AND RESPONSIBILITIES

A. The president of the Association or his/her designee shall have the right to visit all schools in the district for the purpose of carrying out Association business. Such visits shall be made only upon prior notification to the school principal and shall not conflict with their normal duties.

B. The Board of Education shall supply the Association with the names and addresses of all new bargaining unit members within one (1) week after official Board of Education action employing such teachers. Such information shall be only for the use of the Association.

C. The Association shall be provided bulletin board space in the teachers' lounge in each school for the posting of notices and other materials relating to Association activities. The bulletin board space shall be identified with the name of the Association. The Association building representative has the responsibility of maintaining the bulletin board.

D. Representatives of the Association shall be permitted to transact Association business on school property at reasonable times, before and after lunch, planning and conference periods.

E. The Association building representative or his/her designee may use individual school office equipment and audio-visual equipment when such equipment is not otherwise in use. The Association shall pay for all consumable materials.

F. The Association shall be provided a place on the agenda to address the Board of Education at regular School Board of Education meetings. However, no issue submitted for negotiation or any item included in the negotiated agreement may be presented to the Board of Education as a subject for discussion, unless all other avenues set forth in this agreement have been utilized.

The Board of Education shall provide the designated Association representative the exact Board of Education meeting agenda including all attachments or addenda except for documentation used for personnel decisions or other sensitive issues that will be subject to the executive session. This information shall be provided to the designated Association representative at the same time as it is sent to the Board of Education members.

G. RIGHT TO FAIR SHARE FEE

The following provisions of this Article 3 Section G are null and void as a matter of law based on the U.S. Supreme Court's decision in Janus v. AFSCME, Council 31, 585 U.S. and will not be implemented but are preserved should the law change in future years.

1. Payroll Deduction of Fair Share Fee

In accordance with the provisions of Section 4117.09(C) of the Ohio Revised Code and as a condition of employment, the Board of Education shall deduct from the pay of members of the bargaining unit who elect not to become or to remain members of the Ridgewood Education Association, as fair share fee for the Association's representation of such non-members during the term of this contract. Payroll deduction of such fair share fees shall begin at the second payroll period in January except that no fair share fee deductions shall be made for newly-hired bargaining unit members until the bargaining unit member has served thirty (30) calendar days as a bargaining unit member. No non-member filing a timely demand shall be required to subsidize partisan political or ideological causes not germane to the Association's work in the realm of collective bargaining in accordance with the rebate procedures established by the Ohio Education Association to comply with requirements of section 4117.09(C) of the Ohio Revised Code.

2. Notification of the Amount of Fair Share Fee

The "fair share fee" shall be no greater than the total dues paid by members to the Association and its OEA and NEA affiliates. The Association shall provide the Treasurer a

list of the names of those unit members who are not members of the Association and the total amount of the "fair share fee" to be deducted for each. The Treasurer shall be provided this list by January 1 and shall be provided the names of fair share fee payers hired after December 15 at least two (2) weeks prior to the payroll in which fees shall be deducted.

3. Upon Termination of Membership

A bargaining unit member may terminate membership by giving the Treasurer of the Board of Education written notice of cancellation between September 1 and September 10 of any given year. The Treasurer will then notify the Association of the withdrawal of membership and will automatically deduct the fair share fee in keeping with Article 3, Section I.

4. Transmittal of Deductions

The Board of Education further agrees to accompany each transmittal with a list of the names of the bargaining unit members for who all such fair share fee deductions were made, the period covered, and the amounts deducted for each.

5. Procedure for Rebate

The Association represents to the Board of Education that an internal rebate procedure has been established and will be given to each member of the bargaining unit who does not join the Association and that such procedure and notice shall be in compliance with all applicable state and federal laws and the Constitution of the United States and the State of Ohio.

6. Entitlement to Rebate

Upon timely demand, non-members may apply to the Association for an advance reduction/rebate of the fair share fee pursuant to the internal procedure adopted by the Association.

7. Religious Exemption

Any exemptions made to this procedure because of a bonafide religious belief shall be made pursuant to Ohio Revised Code 4117.09(C).

8. Indemnification of Employer

The Association on behalf of itself and the OEA and NEA agree to indemnify the Board of Education for any cost or liability incurred as a result of the implementation and enforcement of this provision provided that:

a. The Board of Education shall give a ten (10) day written notice of any claim made or action filed against the employer by a non-member for which indemnification may be claimed;

b. The Association shall reserve the right to designate counsel to represent and defend the employer;

i. The Board of Education agrees to (1) give full and complete cooperation and assistance to the Association and its counsel at all levels of the proceeding, (2) permit the Association or its affiliates to intervene as a party if it so desires, and/or (3) to not oppose the Association or its affiliates' application to file briefs amicus curiae in the action;

ii. The Association shall extend to the Board the right to designate its own counsel to assist in the defense in addition to allowing the Board of Education the right to waive indemnification by the Association at any time and provide its own defense;

c. The Board of Education acted in good faith compliance with the fair share fee provision of this Agreement; however, there shall be no indemnification of the Board of Education if the Board of Education intentionally or willfully fails to apply (except due to court order) or misapplies such fair share fee provision herein.

ARTICLE 4 – LEAVE PROVISIONS

SECTION I – SICK LEAVE

Employees of the Ridgewood School District shall be authorized sick leave in keeping with provisions of the Ohio Revised Code and the Board of Education policy as herein stated.

Employees shall accrue sick leave at the rate of one and one-quarter (1 ¼) days per month while under contract with the Board of Education for a maximum of fifteen (15) days per year.

An employee new to the district may transfer sick leave previously accumulated elsewhere upon verification of such accumulation from the proper public agency pursuant to Section 3319.141 of the Ohio Revised Code.

Part-time employees regularly appointed to specific positions by the Board of Education shall be granted proportionate benefits.

Unused sick leave may be accumulated to two hundred fifty (250)

After a bargaining unit member reaches two hundred twenty-five (225) sick days, the bargaining unit member will be paid the second payroll in June for "NON-USED SICK DAYS" as follows:

3 days missed	=	$100
2 days missed	=	$175
1 or 0 days missed	=	$225

Upon beginning the duties of employment, bargaining unit member new to the district shall be granted five (5) days of sick leave, but the maximum annual accumulation shall be fifteen (15) days.

A. USE OF SICK LEAVE

Bargaining unit member of the Board of Education may use sick leave for absence due to illness, pregnancy disability when certified by the attending physician, injury, exposure to contagious diseases, which could be communicated to other employees or to pupils, and to illness or death in the immediate family as follows:

1. For personal illness or injury, or exposure to contagious disease, bargaining unit member may use accumulated sick leave.

2. For illness or death in the bargaining unit member's immediate family:

   a. Immediate family includes: father, mother, brother, sister, wife, husband, children, father-in-law, mother-in-law, brother-in-law, sister-in-law, son-in-law, daughter-in-law, grandchildren, foster children, and any other relatives whose regular residence is the home of the bargaining unit member.

   b. Bargaining unit member may use sick leave due to the death of other relatives or of a close friend.

   c. Leave can be for three to five days, the fourth and fifth day if extenuating circumstances prevail.

B. PROCEDURE

Notification in all cases shall be given by the bargaining unit member no later than 7:00 A.M. on the morning of absence. A bargaining unit member leaving during the workday shall notify his/her supervisor before leaving the building. The proper forms will be completed upon return to work.

C. APPLICATION AND ENFORCEMENT

The Superintendent of schools shall be the "responsible administrative official" for the application and enforcement of these regulations, and shall in all cases be guided by the policy and procedure herein set forth.

D. WORKER'S COMPENSATION

If the absence of an bargaining unit member is due to an accident or injury to an bargaining unit member which is compensable under the rules governing Worker's Compensation, it shall be the duty of the bargaining unit member to apply for such compensation and the Board of Education shall then be liable for the difference between the compensation allowable by the Industrial Commission and the normal payments herein authorized.

E. LENGTH OF SICK LEAVE

If absence due to personal illness exceeds five (5) consecutive days during which the bargaining unit member would normally be on duty, the Board of Education shall have the authority to request a "Physician's Certificate" be completed and presented to the building principal or supervisor and hence forwarded to the Treasurer.

F. FALSIFICATION OF SICK LEAVE

Falsification of sick leave is grounds for suspension or termination of employment under Section 3319.16 of the Ohio Revised Code.

SECTION II – PERSONAL LEAVE

A. 1. The Ridgewood Board of Education grants three (3) working days per year with pay for personal leave, which days shall not be deducted from sick leave. The leave is to be non-accumulative. All arrangements for use of personal leave shall be made through the principal's office and the Superintendent's office in reasonable time to allow employment of substitutes.

2. All three (3) of the personal days shall have no restrictions as to usage except that they cannot be taken on three (3) consecutive days without Superintendent approval. No more than ten percent (10%) of the staff may be granted personal leave on any given day, without the Superintendent's approval. In the case of the aforementioned, leave will be granted according to date and time of approval.

3. Personal leave cannot be used in combination with unpaid leave.

4. When extenuating circumstances arise where a member would elect to be on unpaid or personal leave for more than two (2) consecutive days at a time, the member may request by letter to the Board of Education, either immediately before or after the leave; that it be granted with pay. If denied by the Board of Education, it will be considered leave without pay. Each request shall be considered on the individual merits of each case and shall in no instance be considered a precedent.

B. Each member of the bargaining unit shall be paid a salary supplement for the limited or non-use of personal leave as follows:

1. No days used Supplemental payment of $175.00

2. One day used Supplemental payment of $100.00

3. Supplemental salary payments for limited or non-use of personal leave and non-used sick days shall be made the second salary payment in June.

4. The members of the bargaining unit may elect (by written request) to have their unused personal days added to their sick day accumulation and subject to the limitations of sick

days. Written notification will be provided to the district Treasurer no later than the end of business on the last teacher work day of the school year.

SECTION III – UNPAID LEAVE

The Board of Education shall grant unpaid leaves of absence in keeping with the following:

A. Unpaid leave of absence shall be granted not to exceed two (2) years; normally such leave shall be granted according to semester time periods for the following:

1. Personal injury

2. Personal disabilitye

B. Unpaid leave of absence shall be granted not to exceed one (1) school year; normally such leave shall be granted for a period not to exceed one semester:

1. Maternity

2. Other reasons agreed to by the Board of Education.

C. Request for unpaid leaves of absence should normally occur the last thirty (30) days prior to the end of the current school year for which said leave is requested. The reason for the leave shall be stated in the request.

D. Names of bargaining unit members on an unpaid leave of absence shall be carried on the roster and may continue group insurance benefits by exercising their rights under the Consolidated Omnibus Budget Reconciliation Act (COBRA).

E. A bargaining unit member returning from an unpaid leave of absence shall retain seniority rights as if fully employed and shall be placed on the appropriate step of the salary schedule in keeping with other provisions of the Agreement and related Board of Education policies.

F. If the bargaining unit member is covered by the District insurance plan prior to beginning unpaid leave and is also on FMLA leave, the bargaining unit member will be entitled to continue insurance coverage by paying the bargaining unit member's share of the premium in accordance with Article 20.

G. A bargaining unit member on an unpaid leave that is due to expire at the end of the school year must notify the Superintendent by May 1 of their intention for the next school year. Failure to provide notice by May 1, unless the Superintendent deems the reason for failing to provide notice is satisfactory, may result in a decision to terminate the bargaining unit member's contract or non-renew it if the contract is in its final year.

H. A bargaining unit member that does not have enough sick leave to cover six (6) weeks of maternity leave will be paid their per diem rate minus the total Board of Education substitute costs per day for any days not covered under sick leave. This provision does not allow for extended paid maternity leave beyond the six (6) weeks.

SECTION IV -- PROFESSIONAL LEAVE

A. Full time teachers may be granted professional leave to attend meetings or clinics, make curriculum visitations, serve on accrediting teams, or for similar reasons. Professional leave also includes attendance at meetings, conferences or clinics related to an bargaining unit member's supplemental contract. If professional leave is requested by the administration, said leave will not count towards the member's three (3) individual professional leave days. The professional leave reimbursement schedule shall apply to administrative requests for attendance.

B. A written request for professional leave shall be made in advance to the building principal. The request shall include the date, purpose, and estimated expenses.

C. Approved leave shall be with pay. The approval will indicate what expenses, if any, are to be paid by the Board of Education.

D. Expense reimbursement shall be on the following basis:

1. Registration fee – Actual cost

2. Lodging, meals -- Receipt required, maximum two hundred dollars ($200.00) per day for lodging and sixty dollars ($60.00) per day for meals. Meals are only reimbursable for expenses incurred from overnight stays.

   Meal reimbursement shall not be available for expenses after the close of the seminar/conference.

   In the event that more than one individual is out over night for professional leave and the room rate is in excess of two hundred dollars ($200) for lodging, the following may be exercised:

   a. The individuals can decide to room together and pool their funds to offset the additional rate. This option is only available if there is a cost savings to the Ridgewood Local School District; or

   b. Individual rooms can be reserved; however, any amount above the allowable expense is not the responsibility of the Ridgewood Local School District.

   c. If a bargaining unit member is requested to attend a professional meeting by the Superintendent and the rate for lodging exceeds the allowable lodging amount, the Board of Education agrees to cover the total cost of lodging.

3. Travel – For all Board of Education approved travel, the current IRS rate per mile if personal vehicle is used. Actual cost if public carrier is used.

4. Receipts must be submitted to the Treasurer to be eligible for reimbursement.

E. No bargaining unit member shall be allowed more than three (3) days individual professional leave in any one school year, including attendance at meetings, conferences or clinics specifically related to bargaining unit member's supplemental contract.

F. Normally, only one day will be granted that is related to a bargaining unit member's supplemental contract. If a bargaining unit member has more than one (1) supplemental contract, a day may be granted for each supplemental contract.

G. All requests must be filed and approved by the Superintendent prior to the date of attendance through use of the approved form. Notice of at least forty-eight (48) hours must be given by the bargaining unit member when requesting professional leave.

H. Approved attendance at district, state, and regional competitions with students on a regularly scheduled contract day, shall be paid leave in addition to other leave provisions of Article IV.

SECTION V – ASSOCIATION LEAVE

The Association shall be granted ten (10) days annual leave for representatives to attend professional business meetings. This leave is non-accumulative. The Board of Education will pay the cost of employing a substitute. The Association will be responsible for the expense of the representative(s) at such meetings. All requests must be filed with the Superintendent at least 48 hours in advance.

SECTION VI – CIVIC LEAVE/JURY DUTY

A. Military leave with pay shall be granted as set forth in the Ohio Revised Code, Section 5923.05 and 3319.14.

B. Leave shall be granted for serving jury duty, or as a subpoenaed witness, or defendant, and related activities approved by the Superintendent, so long as the bargaining unit member is not appearing as a witness or party adverse to the Board of Education. If a bargaining unit member serves on jury duty, they shall be paid full salary minus all monies from jury compensation while serving in that capacity.

SECTION VII – SABBATICAL LEAVE

The Ridgewood Local School District will consider requests for Sabbatical Leave according to the provisions herein stated and according to the provisions of the Ohio Revised Code 3319.131.

A member of the instructional staff, upon written request to the Board, may be granted a leave of absence with partial pay for up to one (1) school year. The grounds for refusal of a Sabbatical shall be the filing of an insufficient plan of professional improvement as determined by the Superintendent and the Board of Education, financial reasons, lack of suitable replacement as determined by the Superintendent, and for other just cause as determined by the Board of Education.

A. A member of the instructional staff shall have had five (5) years educational experience in the system.

B. A plan of professional improvement during the period the sabbatical leave is requested shall be submitted.

C. The partial salary shall be the difference between the cost of the bargaining unit member and the cost of the substitute.

D. No more than five percent (5%) of the instructional staff shall be granted sabbatical leave at one time.

E. Additional sabbatical shall be made available to members of the instructional staff after completion of five (5) additional years teaching experience.

F. Members of the instructional staff returning from sabbatical shall be returned to the same assignment or equivalent position held prior to such leave.

G. A bargaining unit member on sabbatical leave must return to the Ridgewood District for at least one year or repay all benefits received.

H. Sabbatical leave must be applied for by June 1st of the year for which leave is requested.

I. A bargaining unit member on sabbatical leave who has not completed one hundred twenty days (120) of service in a school year, will not receive a year of credit on the salary schedule for the school year in which the sabbatical leave was taken.

SECTION VIIIe- ASSAULT LEAVE

Assault leave with pay will be available to members of the bargaining unit who are unable to perform their contract duties because of injury or illness caused by an attack on said member while he/she is performing his/her contract duties, or who is attacked while in attendance at a school-sponsored activity in which the attack was the direct result of an incident which occurred while the member was performing his/her regularly assigned duties. All such leave will be subject to the following provisions:

A. Assault leave under this provision shall not be charged to sick leave.

B. Such paid leave will be limited to a maximum of twenty (20) working days per school year.

C. The bargaining unit member shall be required to provide a physician's statement describing the nature of the disability and its duration.

D. The bargaining unit member will be maintained on full pay status with fringe benefits during the period of paid assault leave.

E. If upon the exhaustion of both sick leave and paid assault leave of twenty (20) days, the bargaining unit member is still unable to perform his/her duties, he/she shall be eligible for a disability leave of absence according to the provisions of this Agreement.

F. The bargaining unit member shall file a report with his/her principal within two (2) days identifying the following:

- the nature of the injury
- the date of the injury
- the individual(s) involved
- the facts and circumstances

In addition, the staff member shall participate and cooperate with the Board of Education if the Board of Education decides to file a report or pursue legal action with the appropriate authorities.

G. The bargaining unit member must also file a report with law enforcement authorities if requested by the Superintendent.

SECTION IXe- SHORT-TERM UNPAID LEAVE

Upon written request, members may be granted a short-term unpaid leave up to a maximum of five (5) days per contract year for reasons other than those which may be granted under sick leave or personal leave. Said requests for short-term unpaid leave shall be submitted in writing with the reason for the request to the local Superintendent for approval at least five (5) work days prior to the date of taking such leave. Said leave must be taken in full day increments.

SECTION X – PERFECT ATTENDANCE INCENTIVE

Members of the bargaining unit who have not missed any day of attendance during any single school year shall receive a perfect attendance incentive of two hundred dollars ($200.00). Jury duty, Association Leave, and/or professional leave shall be excluded from this section.

ARTICLE 5 – CONTRACTS

The Board of Education shall provide each member of the bargaining unit written contracts in accordance with Section 3319.08 of the Revised Code of Ohio and Board of Education adopted policies as follows:

A. Any agreement to act as supervisor for extra-curricular activities for which additional compensation is to be paid, by supplemental contract.

B. Persons involved in any change will be consulted before changes are made on his/her contract.

C. In consideration of the services rendered by the bargaining unit member, the Board of Education agrees to pay said bargaining unit member a base annual salary as prescribed by the salary schedule of the school district, according to degree and years' experience, whether existing or hereafter adopted. The initial compensation to be paid under a contract shall appear on the contract.

D. Bargaining unit members shall be employed pursuant to a total of not more than one hundred eighty-three (183) days or hourly equivalent at 7.5 hours per day, which shall include: two (2) parent teacher conference days, two (2) work days, and at least (1) teacher in-service day.
In addition, teachers new to the district may be required to attend a one (1) day in-service orientation program.

E. In performing his professional duties, the bargaining unit member agrees to abide by and maintain the applicable laws and existing rules, regulations, and policies of the Board of Education.

F. If the adopted calendar includes a spring break, days to be made up beyond five (5), or their hourly equivalent, that school was closed when otherwise scheduled to be open, shall not exceed two (2) days during the spring break. Any made-up days beyond five (5), or their hourly equivalent, shall be scheduled by the Board of Education with input from the Association. All Delayed Start Days or Early Release Days, or their hourly equivalent, will not be made up unless these hours have an impact on the student's state minimum hours for yearly attendance.

G. Each teacher before signing a contract shall have been notified by the Superintendent or his/her designee according to Section 3307.21 of the Revised Code as to his/her duties and obligations pertaining to the State Teachers Retirement System as a condition of employment.

H. The president and Treasurer of the Board of Education, by affixing their signatures to a contract, represent that all necessary implementing resolutions have been adopted by the Board of Education and that a copy of the Board of Education's existing rules and regulations affecting the performance of professional duties have been made available to the teacher, on or before the first day of school.

I. Teachers will be offered contracts as follows:

Sequence of Limited Contracts

Upon Initial Employment	One Year
Second Contract	One Year
Third Contract	One Year
Fourth Contract	Two Years
Fifth Contract	Two Years
Sixth Contract	Three Years or Continuing

All contracts after the seventh (7^{th}) year will be three (3) year contracts until eligible for a continuing contract.

J. Continuing Contracts

1. The teacher must hold one of the following: Professional Educator License, Senior Professional Educator License, Lead Professional Educator License, permanent or life certificate.

2. A continuing contract is a contract that remains in effect until the teacher resigns, elects to retire, or is retired pursuant to former Section 3307.37 of the Revised Code, or until it is terminated or suspended and shall be granted only to teachers who provided notice of

their eligibility by the fifteenth (15th) day of September of the year the teacher becomes eligible for a continuing contract and who have met one of the following criteria:

a. The teacher was initially issued a teacher's certificate or educator license prior to January 1, 2011.

   i. The teacher must have taught within the District for at least three (3) out of the last five (5) school years.

   ii. If the teacher did not hold a Master's degree at the time of initially receiving a teacher's certificate under former law or an educator license, then thirty (30) semester hours of coursework in the area of licensure or in an area related to the teaching filed since the initial issuance of such certificate or license, as specified in rules which the state Board of Education shall adopt.

   iii. If the teacher held a Master's degree at the time of initially receiving a teacher's certificate under former law or an educator license, then six (6) semester hours of graduate coursework in the area of licensure or in an area related to the teacher filed since the initial issuance of such certificate or license, as specified in rules which the State Board of Education shall adopt.

b. The teacher never held a teacher's certificate and was initially issued an educator license on or after January 1, 2011.

   i. The teacher has held an educator license for at least seven (7) years.

   ii. If the teacher did not hold a Master's degree at the time of initially receiving an educator license, then thirty (30) semester hours of coursework in the area of licensure or in an area related to the teaching field since the initial issuance of that license, as specified in rules of which the State Board of Education shall adopt.

   iii. If the teacher held a Master's degree at the time of initially receiving an educator license, then six (6) semester hours of graduate coursework in the area of licensure or in an area related to the teaching filed since the initial issuance of that license, as specified in rules which the State Board of Education shall adopt.

c. The teacher who, having attained continuing contract status elsewhere.

   i. If the teacher has served two (2) years in the district, but the Board of Education, upon the recommendation of the Superintendent, may at the time of employment or at any time within such two (2) year period, declare any of the teacher(s) eligible.

K. All Bargaining Unit Members hired shall be placed on the salary schedule which is in effect at the time their contract begins, commensurate with their degree and experience, with a maximum of twelve (12) years earned at any Ohio public or Ohio private school system.

L. Teachers who have a resident educator license shall not be eligible for a continuing contract pursuant to O.R.C. §3319.08.

ARTICLE 6 – VACANCIES, TRANSFERS, AND PROMOTION

SECTION I – VACANCIES

A. A vacancy, including supplementals, shall exist when a position becomes available which the Board of Education, intends to fill due to one of the following occurrences: death, STRS disability retirement and Board of Education, approved retirement, termination, non-renewals, new position, resignations, transfers, and promotions.

1. If a vacancy occurs prior to July 15 of any school year, the most qualified teacher/applicant who applies will be offered the position. A current bargaining unit member wishing to apply for a posted vacancy for which he/she is qualified shall submit a letter of interest to the Superintendent or his designee during the allotted time for accepting applications. Seniority shall not be the basis for making the selection of the most qualified teacher/applicant, except when making a decision between teachers who have comparable evaluations.

2. A vacancy created after the school year begins will be posted by May 1st to be filled at the beginning of the next school year if the posting and filling during the current school year is determined by the Superintendent to be disruptive to the educational program.

3. A temporary vacancy shall exist when the Board of Education approves a one school year leave.

4. The Board of Education declares its general support of a policy of filling vacancies, including vacancies in supervisory positions, from within its own teaching staff; provided, however, nothing herein shall preclude the Board of Education from determining that the interests of the school system can best be served by actively seeking candidates from outside the district.

B. Posting of a Vacancy Notice

1. The vacancy notice shall be posted within three (3) work days after the Superintendent has determined that the vacancy is to be filled. Vacancies shall be posted on the district website during the summer months and when school is not in session.

2. During the school year, the vacancy notice shall be posted openly at the designated locations in each building in which members are assigned, emailed to the Union President and emailed to bargaining unit member.

3. The vacancy notice shall include: the position title, entry level qualifications, licensing, and/or certification; description of the position's duties; date of initial posting; last date to apply for the position and who the applicant can contact for additional information.

4. The posting period shall be three (3) workdays for a newly created position or for resignations submitted/posted after July 10, the posting period shall be three (3) calendar days.

SECTION II – VOLUNTARY TRANSFER AND/OR ASSIGNMENT

A. Not later than May 1 and monthly thereafter of each school year, the Superintendent shall cause to be posted in all school buildings a list of known vacancies which will occur for the following school year.

B. Bargaining unit members who desire a change in grade and/or subject assignment or who desire to transfer to another building may file a written statement of such desire with the Superintendent not later than three (3) working days after being posted.

C. In acting on a request for voluntary reassignment and/or transfer, the following criteria apply:

1. Individual qualifications and evaluations.

2. Instructional requirements.

3. Staff availability and experience.

4. Special criteria established by the administration to achieve staff balance.

5. Where the foregoing factors are substantially equal as exclusively determined by the Superintendent, the preference in assignment or transfer shall be given to the applicant who is the most senior internal applicant.

6. The Superintendent will maintain a seniority and certification file for each bargaining unit member and review yearly to assure that seniority is properly followed.

7. Head coach and/or other supplemental vacancies will be filled with the most qualified people as determined by the Board of Education. Bargaining unit members will receive strong consideration for any openings in the extra-curricular programs. Bargaining unit member applicant(s) not selected for a supplemental position shall be given a reason as to why s/he is not qualified for the position.

   Extra-curricular assignments may vary from the seniority list. The head coaches may recommend personnel to complete their staff.

D. If any two (2) bargaining unit members desire to switch positions, such a switch may be allowed after discussion with the building principals involved and approval by the Superintendent.

SECTION III – INVOLUNTARY TRANSFER AND/OR REASSIGNMENT

A. Bargaining unit members being involuntarily transferred or reassigned shall be given the opportunity to meet with the local Superintendent to discuss the reasons for said reassignment. Said reasons shall be given in writing to the bargaining unit member upon his/her request. An involuntary transfer or reassignment after August 1st to be effective during the current school year will be made only after a meeting between the bargaining unit member involved and the Superintendent, at which time the bargaining unit member may at his option have a representative of his choice to be present at such meeting.

Any reassignment made pursuant to this policy shall be in the best interests of the school district as determined by the Superintendent.

B. A bargaining unit member being involuntarily transferred or reassigned will be placed only in a position for which such a bargaining member is certificated.

C. When it is necessary to eliminate a class within a grade level/subject, the teacher to be involuntarily transferred to another grade level shall be determined based on the following order of priority:

1. Licensure
2. Years in the grade level/subject
3. District seniority
4. Teacher qualifications and performance

D. No teacher with twenty-five (25) years of teaching experience shall be transferred involuntarily from their grade level or subject area.

ARTICLE 7 – TEACHING CONDITIONS

A. When in the judgment of a member of the bargaining unit, a student requires the attention of a counselor, pupil personnel services bargaining unit member, physician or other specialist, he/she will so inform the principal. The principal will arrange a conference with the teacher to discuss the problem and to determine an appropriate course of action. Any change in assignment for the student shall be made by the principal with the approval of the Superintendent.

B. Physical force may be used by a teacher to protect himself or another teacher and/or student from possible injury or, in an extraordinary case of breach of discipline, to restrain a disruptive pupil, provided the force used is reasonable under the circumstances. Teachers will immediately report all such instances, as well as any cases of assault on themselves in connection with their employment, to their principal or immediate supervisor in writing, giving in detail the circumstances thereof.

C. Bargaining unit members employed under regular contract to perform regular duties shall be governed by, but not limited to, the following working conditions:

1. The Board of Education will approve the forthcoming school year calendar by May 1st of the preceding school year.

2. All senior and middle school teachers shall be provided planning and conference time in accordance with the requirements of State Board of Education Minimum Standards. Current= 200 minutes each week.

3. Elementary teachers shall be granted planning and conference time in accordance with the requirements of the State Board of Education Minimum Standards. Current = 200 minutes each week. Elementary teachers shall receive at least thirty (30) continuous minutes of uninterrupted preparation time daily during the student day.

4. In the event that it is necessary to have a bargaining unit member attend an administrator assigned meeting in lieu of planning time, said bargaining unit member shall be paid according to Article 19 Teacher Assignment during Preparation/Conference Period.

5. Travel time, during the school day, shall not be considered lunch or conference time. Bargaining unit members of the teaching staff involved in travel from one building to another during the school day shall be reimbursed the current IRS rate. Travel to and from any building at the beginning or end of any school day shall not be considered as traveling teacher expense.

6. The workday for bargaining unit members shall not exceed seven and one-half (7 ½) hours per day, including a thirty (30) minute duty-free lunch period.

7. Bargaining unit members who travel between worksites shall only be assigned an a.m. or p.m. duty.

8. Bargaining unit members requested by the Superintendent to serve on DLT, BLT, curriculum or textbook selection committees shall be paid their hourly rate if meetings are held outside of contracted hours.

Example: *Payment outside of contracted hours: (183 days X 7.5 hours= 1,372.5 hours)*

MA Degree at STEP 21 for the 2022-2023 school year= $74,532

$74,532 divided by 1,372.5 hours= $54.30 per hour

$54.30 divided by 60 minutes= $.91 per minute

$.91 per minute x 90 minutes for committee meeting= $81.90

To be processed and paid through the Board of Education's normal payroll procedures.

9. Bargaining unit members may enroll their legally dependent children tuition free in the Ridgewood Local Schools provided:

   a. Their enrollment shall not violate the Open Enrollment Policy and/or State Board of Education Minimum Standards relative to pupil-teacher ratio requirements.

   b. The Ridgewood Local Schools must have in existence appropriate educational programs and staff to which the child or children must be assigned.

   c. The children shall comply with Board of Education, and administration policies, rules, and regulations governing the conduct of students,

   d. The bargaining unit member provides for their transportation to and from school.

   e. Bargaining unit members shall first apply through open enrollment.

10. Bargaining unit members required to attend sports medicine workshops as the result of their supplemental contracts with the Board of Education will be reimbursed for their travel and registration only, upon submission of a professional leave form in accordance with the professional leave provision of Article 4, Section VI. This shall not result in a deduction of the bargaining unit member's professional leave.

D. Class Size

Class size shall be balanced to the greatest degree possible. The following objectives should be pursued.

1. Adequate instructional materials shall be provided for all students including textbooks, consumable supplies, etc.

2. Bargaining unit members are to be provided necessary materials to instruct their respective classes and perform their duties or assignment.

3. No class shall exceed the number of desks or training stations available for the number of students assigned at any one time.

4. Class size and assignments shall be established in accordance with the requirements of the State Board of Education Minimum Standards. The local Superintendent shall strive to maintain Twenty-five (25) students per class in grades K-4 and Thirty (30) students in grades 5-6 to the extent resources and facilities permit as determined by the Board of Education.

E. Assignment of middle school and/or high school teachers should be so arranged that no one teacher has more than four (4) lesson preparations during any one semester.

F. Special classes shall not exceed the number of students as directed by State or Federal regulations. When a student with an active IEP is assigned to a regular class, the regular classroom teacher shall be invited to participate in the development of the IEP at which time the need for

special services, instructional materials, and assistance will be determined. The Board of Education shall provide the opportunity for the regular classroom teacher to participate in the IEP development. Conferences shall be scheduled during the regular school day, if possible. The Board of Education shall provide a substitute for the regular classroom teacher for the entire time of the IEP conference if scheduled during the regular school day. If the IEP Conference is scheduled during a teacher's prep time or outside the teacher workday, the teacher shall be compensated at the rate as stated in Article 19 calculated incrementally per hour.

G. When in the judgment of the Superintendent school is started on a delay basis, the school will be dismissed at the regular time with high school classes being shortened equally.

H. In the event a bargaining unit member is required to meet with a member of the administration, and the meeting will be held at a time when Association representation is available to the bargaining unit member.

The bargaining unit member will be given sufficient time to secure association representation and the administration will advise the bargaining unit member of his/her right to secure representation.

I. Bargaining unit members will not be called away from their regular teaching or supervisory duties for the purpose of meeting with the administrative staff regarding employment related matters unless an emergency exists. Emergency shall be defined for the purpose hereof as a sudden, unexpected, and compelling event that demands immediate attention. The Superintendent will determine emergencies.

ARTICLE 8 – INDIVIDUAL RIGHTS

A. The Board agrees that all members of the instructional staff are entitled to full rights of citizenship regardless of race, color, creed, or place of origin.

B. The Board further agrees that members of the instructional staff have the right to exercise their constitutional rights of political involvement without fear of reprisal or discipline in any form.

C. The Board further agrees that the private and personal life of any teacher is not within the appropriate concern or attention of the Board as a condition of employment or renewed employment as long as it does not interfere with his/her teaching duties.

D. The Board of Education agrees that members of the instructional staff have the right to accept or reject extra-curricular contracts. The administration and/or the Board will request that a teacher accept or reject an extra-curricular contract. The Board of Education and/or administration will automatically accept a teacher's rejection of an extra-curricular contract and not offer the same extra-curricular contract again the same year to the teacher.

E. The Board of Education agrees that members of the instructional staff may wear insignias, pins, or other identification of membership in the Association or other civic or professional organizations, on school premises, or place insignias on an individual's mailbox in the school building, provided the foregoing does not disrupt the District's operations.

F. The Association agrees that members of the instructional staff shall abide by Board of Education policies in effect, to the extent that his/her personal safety and well-being will not be threatened or professionally demeaned, nor will that of the students

ARTICLE 9 – COMPLAINT AGAINST A BARGAINING UNIT MEMBER

A. When a complaint is made to the Board of Education or any of its members or school administrators by the parent of a District student concerning a bargaining unit member's conduct or other activities that relate to the teacher's employment duties, the teacher shall be informed of the stated concern by the appropriate administrator. The appropriate administrator and bargaining unit member shall attempt to resolve the concern with the parent, if the parent agrees.

B. Should the parent still not be satisfied and bring the concern to the Board of Education, the bargaining unit member shall be so informed and have the right to provide the Board of Education, with information concerning the issue, in executive session with rights of representation and due process.

C. In no case shall such a complaint be grounds for action or reprimand or discipline against the bargaining unit member without the bargaining unit member having prior notice that would allow a reasonable period of time for the bargaining unit member to attempt to resolve the concern or be provided a hearing with representation, if requested, or provide information on the issue to the administration.

D. Anonymous complaints received by the Board of Education and Administration shall not be heard or investigated, unless they are of the nature of but not limited to: bullying, harassment, mental abuse, emotional abuse, sexual abuse or as required by law.

E. No record of a complaint shall be filed in the member's personnel file unless disciplinary action was taken.

ARTICLE 10 – PERSONNEL FILES

A. A personnel file shall be maintained for each bargaining unit member in the Superintendent's office, and such file shall be the only official file for the bargaining unit member. The file shall be kept as confidential as permitted by law. A separate jacket for personal information, which is not open to the public, will be kept in the personnel file.

B. The Board of Education, agrees that any member will have full and complete access to any file being maintained on said member.

C. A copy of any material placed in a member's personnel file shall be forwarded to the member.

D. Anonymous letters or information shall not be placed in a bargaining unit member's file nor shall any record be made of same unless disciplinary action was taken.

E. Any member who disputes the accuracy, relevance, completeness, or timeliness of material contained in his/her personal file shall be able to proceed under the provisions of Sections 1347.09 and 1347.10 of the Ohio Revised Code.

Additionally, any member may place a rebuttal to documents placed in their personnel file.

ARTICLE 11e- TERMINATION, NONRENEWAL & REPRIMAND

SECTION I – TERMINATION OF CONTRACT

Termination of a bargaining unit member's contract shall be according to Section 3319.16 and 3319.161 of the Ohio Revised Code.

SECTION II – NONRENEWAL OF REGULAR LIMITED CONTRACT

A. Teachers in their first two (2) years of employment with the district will be considered "probationary teachers." On or before June 1st, a limited contract teacher who has been employed for two (2) or fewer years may be notified by the Superintendent that he/she will not be recommended to the Board of Education, for the next school year. This nonrenewal procedure for probationary teachers supersedes all provisions of Section 3319.11 of the Ohio Revised Code, and such probationary teacher shall have no right to challenge a nonrenewal pursuant to the negotiated grievance procedure, Section 3319.11 of the Ohio Revised Code, or in any other forum.

B. Nonrenewal of a regular limited contract teacher, who has been employed in the district for three (3) years or more, shall be due to a bargaining unit member's lack of ability or low degree of professional competency or other good and just cause as determined from formal evaluation by the school administration.

C. It is the intent of both parties that the provisions of this article regarding nonrenewal shall to the fullest extent permitted by law supersede and take the place of any obligations imposed upon the Board of Education under Sections 3319.11, 3319.111, and 3319.112 of the Ohio Revised Code, except notification of contract nonrenewal shall be in accordance with Ohio Revised Code 3319.11.

SECTION III -- FAIR DISMISSAL PROCEDURE & REPRIMAND PROCEDURE

A. Reprimand or discipline of a bargaining unit member by an administrator for alleged violation of Board of Education rules or regulations or regarding the professional performance or conduct of said bargaining unit member shall, upon the request of the bargaining unit member, be in the presence of an Association representative and the administrator making the charge or imposing the disciplinary action, and representative of his choosing.

The district will begin its investigation within ten (10) working days of becoming aware of the occurrence. A pre-disciplinary hearing shall be scheduled by the district within ten (10) working days upon the conclusion of the investigation.

B. The Board further agrees that no bargaining unit member will be reprimanded in the presence of any other bargaining unit member, students or parents of students, or any noncertified employee.

If the bargaining unit member is unable to secure representation for a reprimand meeting scheduled for the same day, such meeting will not take place until the bargaining unit member is given sufficient time to secure representation. If a bargaining unit member is requested to meet with more than one member of the supervisory staff for purposes of reviewing a reprimand or other discipline, he/she shall have the right to secure representation. This representation may attend the meetings as observer, witness, or vocally or in any other manner to represent the bargaining unit member and defend the bargaining unit member's rights.

The Ridgewood Local Board of Education further agrees that no disciplinary action will be taken against any bargaining unit member but those that are documented in writing. and the accuser present and willing to be cross-examined by the accused person and his/her representative (if grounds for termination). If the accuser wishes to remain anonymous, he/she may do so. The RLSD and/or law enforcement may conduct an investigation into the allegations. If the findings of the investigation would suggest any misconduct, the RLSD may chose, if so desired, to proceed with disciplinary action. The aforementioned meetings to discuss the bargaining unit member's reprimand will not exclude the bargaining unit member from using the grievance procedure to settle any disagreements.

Disciplinary action shall consist of five (5) steps. It is understood that such action shall be commensurate with the severity of the bargaining unit member's offense, may be initiated at any level, and may include the repetition of an action without progressing to the next step. No bargaining unit member will be disciplined, reprimanded, non-renewed (non-probationary bargaining unit member(s)) or terminated without just cause. Bargaining unit members have the right to attach a written response if any disciplinary action has been taken against the member.

Step One:	Verbal warning(s) –will be confirmed utilizing the Confirmation of Verbal Warning from (Appendix A). Verbal Warning(s) will be placed in personnel files and will be removed after a period of five (5) years at the request of the bargaining unit member.
Step Two:	Written warning(s) – will incorporate comments relative to the verbal warning(s) in substantiation of previous problem(s). Written-Warning(s) will be placed in the bargaining unit member's personnel file and will be removed after a period of five (5) years at the request of the bargaining unit member.
Step Three:	Written reprimand(s) – will incorporate comments relative to the written warning(s) in substantiation of previous problem(s).
Step Four:	Suspension(s), with or without pay.
Step Five:	Termination.

C. Grounds for nonrenewal by the Board of Education, of a teacher, who has been employed in the district for three (3) years or more, shall be defined and given to the bargaining unit member in writing with notification of the Board of Education's intent, upon request by the bargaining unit member.

D. A bargaining unit member so notified shall have the opportunity to appear before the Board to respond to the allegations prior to official Board of Education action.

E. This policy shall not be construed to limit any professional or legal rights of the Board of Education or bargaining unit member involved in obtaining due process.

F. The parties acknowledge that any person who is new to the district and is hired into a bargaining unit position is employed only conditionally until the Superintendent receives a satisfactory criminal records report. A person hired conditionally on this basis in the bargaining unit member shall receive the negotiated salary, fringe benefits, and other terms of the Master Contract except that the parties acknowledge that O.R.C. §3319.39 requires the immediate release of a conditionally-hired bargaining unit member if the criminal records check discloses a conviction or guilty plea to one of the criminal offenses specified in O.R.C. §3319.39 and the bargaining unit member has not met the standard of the State Department of Education for rehabilitation. If and when the Superintendent receives a criminal records report disclosing a conviction or guilty plea to such a crime, the conditional employment shall be revoked and the Superintendent shall hold a conference with the conditionally hired bargaining unit member at which time the bargaining unit member may be represented by the Association. The local Superintendent shall provide the conditionally hired bargaining unit member with a copy of the adverse criminal records report and explain that the release is required by law. The statutes pertaining to nonrenewal and/or termination of teachers shall not apply to the release of a conditionally hired bargaining unit member as required by O.R.C. §3319.39. There is no right of appeal or grievance from a revocation of conditional employment for violation of those offenses indicated in O.R.C.

ARTICLE 12 – TEACHER EVALUATION PROCEDURE

The evaluation of teachers shall be in accordance with the standards-based teacher evaluation policy as required by O.R.C. §3319.111.

EVALUATORS

A. An evaluator is an employee of the district under an Administrative Contract.

B. The person(s) who is responsible for assessing a teacher's performance shall be:

1. The teacher's/school counselor's supervisor for those teachers/school counselors.

2. In the situation where a teacher/school counselor is assigned to more than one building, the Credentialed Evaluator shall be one but not both of the building administrators, with priority to the building to which the teacher/school counselor is primarily assigned (i.e., home base) or the Director of Curriculum.

3. The evaluator shall not be a bargaining unit member. The supervisor must be employed under an administrator's contract pursuant to Sections 3319.14 or 3319.02 of the O.R.C. and must hold at least one (1) certificate/license named under division E, F, H, J, or L of Section 3319.22 of the O.R.C. and must be credentialed as stated in Ohio Law.

4. Each evaluator must successfully complete state-mandated evaluators credentialing training and is required to pass a credentialing assessment.

SCHEDULE FOR EVALUATION

1. No teacher/school counselor shall be evaluated more than once (1) annually.

2. A teacher/school counselor who is assigned a final summative evaluation rating of Accomplished on the teacher's most recent evaluation conducted under this Article shall be evaluated once every three (3) school years, so long as the teacher submits a self-directed professional growth plan to the evaluator that focuses on specific areas identified in the observations and evaluation and the evaluator determines that the teacher is making progress on that plan.

   A teacher/school counselor who is assigned an evaluation rating of Skilled on the teacher's/school counselor's most recent evaluation conducted under this section shall be evaluated 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.

   In any year in which a teacher/school counselor will not be formally evaluated pursuant to the above paragraphs, the Credentialed Evaluator shall conduct one (1) formal observation of the teacher/school counselor, hold one (1) post-observation conference with the teacher/school counselor which shall include a discussion of progress on the teacher's professional growth plan, and at the request of the teacher/school counselor hold one (1) formal observation pre-conference.

   Under this section, the formal observation process shall not require a pre-observation conference or submission of the pre-observation form. Likewise, the submission of the post-observation form shall not be required. The observation related forms generated in this paragraph will be provided to the teacher/school counselor, however, will not be placed in the bargaining unit member's-personnel file.

3. The evaluation shall be completed no later than May 1st and the teacher/school counselor being evaluated shall receive a written report of the results of this evaluation, including the assigned evaluation rating, not later than May 10th.

4. If the Board of Education has entered into a limited contract or extended limited contract with a teacher pursuant to Section 3319.11 of the O.R.C., the Board of Education shall perform a minimum of three (3) formal observations during the evaluation cycle in any school year in which the Board of Education, may wish to declare its intention not to re-employ a teacher/school counselor pursuant to division B, C3, D or E of that section. The

Superintendent may waive the third (3rd) observation, if the teacher/school counselor is not being considered for non-renewal.

5. Superintendent may elect not to evaluate any teacher/school counselor who meets any of the following criteria:

   a. The teacher has submitted notice of retirement and that notice has been accepted by the Board of Education not later than the first day of December of the school year in which the evaluation is otherwise scheduled to be conducted.

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

   c. The teacher is participating in a teacher residency program established under 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.

CRITERIA FOR PERFORMANCE ASSESSMENT

1. A teacher's performance shall be assessed based on the standards for the teaching profession and the criteria set forth in the Ohio Teacher Evaluation System (OTES).

   A school counselor's performance shall be assessed based on the standards for the school counselling profession and the criteria set forth in the Ohio School Counselor's Evaluation System (OSCES).

2. All observation of the work performance of a teacher/school counselor shall be conducted openly and with the full knowledge of the teacher.

3. No misleading, inaccurate, untimely or undocumented information may become part of a teacher's/school counselor's performance assessment.

4. Evidence provided by the teacher and gathered by the evaluator during the pre-conference, formal observations, walk-throughs, post-conference, and other substantiated factors impacting the teacher's performance or professionalism will be used by the evaluator when applying the Performance Rubric.

   A teacher may provide evidence to the Credentialed Evaluator, including but not limited to, student information affecting educational progress, student interest or learning style surveys, newsletters, classroom rules, lesson plans, portfolios, summative assessments, and student work samples.

   A school counselor may provide evidence to the Credentialed Evaluator, including but not limited to, student grades, standardized tests, course completion, graduation rate, attendance, ACT/SAT, discipline reports, office referrals, counselor logs, teacher feedback surveys, backpack web, Ohio means jobs, acceptance rates, and exposure to post-secondary options/surveys.

5. Video or audio devices shall not be used to record teaching/school counselor performance for the evaluations, whether by the teacher/school counselor or by the Credentialed Evaluator, unless agreed by both the teacher/school counselor and evaluator.

   The district will not use video or audio evidence submitted to ODE by the Resident Educator for their residency requirements as evidence to assess teacher performance (OTES), unless agreed upon by both the teacher and evaluator.

HIGH QUALITY STUDENT DATA

1. As part of an evaluation, 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 R.C. 3302.021, but the teacher 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, high quality student data may be used as evidence in any component of the evaluation related to the following:

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

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

   c. Assessment of student learning;

   d. The teacher's use of assessment data;

   e. Professional responsibility and growth.

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

3. The use of student learning objectives ("SLOs") is prohibited.

METRIC OF STUDENT OUTCOMES FOR SCHOOL COUNSELORS

1. This term refers to the seventh (7^{th}) area of the OSCES Evaluation Rubric that provides data demonstrating that student's skills, knowledge, or behaviors have positively changed as a result of the school counselor's actions.

2. If a school counselor is on leave for a period of twelve (12) weeks or more, the school counselor shall determine whether or not to utilize his/her Metric of Student Outcomes for his/her evaluation.

OBSERVATIONS

Scheduled Observations

1. Except as otherwise set forth herein, a minimum of two (2) formal observations shall be conducted to support each performance assessment. A formal observation shall last a minimum of thirty (30) minutes. If after the two (2) observations, the results are conflicting, a third (3rd) observation may be requested by the teacher/school counselor.

2. There shall be at least twenty-one (21) workdays between each formal observation unless there is mutual agreement to amend the twenty-one (21) days.

3. No formal observations shall take place during the three (3) days prior to, or after, an extended school vacation of more than two (2) school days unless requested by the teacher/school counselor. Conferences may be conducted during these times so long as they otherwise comply with the provisions of this Article.

WALKTHROUGHS

1. A walkthrough for a teacher is a formative written assessment piece that focuses on, but is not limited to, one or more of the following components:
   - Evidence of Planning
   - Lesson delivery
   - Differentiation
   - Resources
   - Classroom Environment
   - Student Engagement
   - Assessment

2. A walkthrough for a school counselor is a formative written assessment piece of non-confidential activities that focuses on one (1) or more of the following components:

   - Comprehensive School Counseling Program Plan
   - Direct Services for Academic, Career and Social/Emotional Development
   - Indirect Services: Partnerships and Referrals
   - Evaluation and Data
   - Leadership and Advocacy
   - Professional Responsibility, Knowledge and Growth

3. No more than eight (8) walkthroughs shall be included in each evaluation cycle, unless requested by the teacher and the evaluator. (Request can't be for less than eight [8]; request is only for more).

OBSERVATION/WALKTHROUGH REBUTTALS

1. A teacher/school counselor may include a written response within ten (10) work days of receipt of an observation (formal or informal), a walk-through or a summative rating.

IMPROVEMENT PLANS

1. The Credentialed Evaluator for each teacher/school counselor with an overall final summative rating of Ineffective rating will develop an Improvement Plan for the teacher/school counselor. Improvement plans developed for teachers/school counselors who received an overall final summative rating of ineffective shall be developed by September 30 the following school year following the receipt of a verified ineffective final summative score.

2. The Credentialed Evaluator shall meet with the teacher/school counselor to review the Improvement Plan and receive input from the teacher/school counselor before the Improvement Plan is finalized and implemented.

3. If the District anticipates taking adverse employment action based on an overall final summative rating of ineffective, the teacher/school counselor shall first be placed on an Improvement Plan so s/he has an opportunity to remedy the performance deficiencies.

4. An Improvement Plan shall include:

   Identification of the specific areas for improvement of performance deficiencies and/or student growth.

   a. Identification of the specific expectations for each area of improvement that has been identified.

   b. Specify the developmental level of performance the teacher/school counselor is expected to improve and the timeline to correct performance deficiencies.

   c. Allows a sufficient time to allow remediation of the performance deficiencies.

   d. Identification of guidance and support needed to help the teacher/school counselor improve.

   e. The Credentialed Evaluator, with input from the teacher/school counselor to be placed on an Improvement Plan, shall identify a support teacher (if a teacher has a resident educator mentor, the mentor may also serve as the support teacher/school counselor to the resident educator).

   f. Identification of additional education or professional development needed to improve identified areas.

   g. Identification of release time to allow the supported bargaining unit member on an Improvement Plan to observe his/her support teacher's/school counselor's best practices and/or release time of the support teacher/school counselor to provide direct mentoring activities, which shall be coordinated by the building administrator; - planning time of teachers shall not be used for direct mentoring activities, unless the teachers choose to do so.

5. An Improvement Plan based on an overall final summative Ineffective rating will be revisited in at least twenty-eight (28) calendar day intervals to see whether the teacher's/school counselor's performance has improved and whether to modify or end the plan.

PROFESSIONAL GROWTH PLANS

A professional growth plan helps teachers identify areas of professional development that will enable them to enhance their practice. The teacher is accountable for developing, implementing, and completing the plan.

All professional growth plans shall align to any District or building improvement plan required for the District or building under the "Elementary and Secondary Education Act of 1965," as amended by the "Every Student Succeeds Act of 2015."

PERSONNEL ACTION REQUIREMENTS

1. An evaluation cycle shall not be completed until all teachers/school counselors have been provided a written report of the results of the evaluation.

2. Only the final evaluation rubric and the final summative rating of teacher/school counselor effectiveness form are to be placed in a teacher's/school counselor's file. The forms will be signed and dated by both the administrator and the teacher/school counselor. Signatures indicate only that the forms were seen by the teacher/school counselor and administrator, not necessarily agreement with the contents.

3. Upon request, the credentialed Evaluator shall provide the teacher/school counselor with copies of all final written documentation, artifacts, evaluator notes, and evidence collected during formal observations and walkthroughs/informal observations or other substantiated factors/required events impacting the teacher's/school counselor's performance or professionalism that have impacted the performance rubric.

FINALIZATION OF EVALUATION

Written Report

1. Before the evaluation cycle is final and not later than May 10th, a copy of the formal written evaluation report shall be given to the teacher/school counselor and a conference shall be held between the teacher/school counselor and the evaluator.

Completion of Evaluation Cycle

1. The summative evaluation of a teacher/school counselor shall be based upon performance that is assessed during the walkthroughs and formal observations that are conducted for the current school year, in combination with high quality student data (for teachers). The evaluation shall acknowledge the performance strengths of the teacher evaluated as well as performance deficiencies, if any. The evaluator shall note all the data used to support the conclusions reached in the formal evaluation report. The evaluation

report shall be signed by the evaluator. The evaluation report should then be signed by the teacher/school counselor to verify notification to the teacher that the evaluation will be placed on file, but the teacher's/school counselor's signature should not be construed as evidence that the teacher/school counselor agrees with the contents of the evaluation report. The evaluation report shall be completed by May 10th, signed by both parties and sent to the Superintendent.

2. Within ten (10) calendar days of receiving the final summative rating of teacher effectiveness form, a teacher has the right to make a written response to the evaluation and to have it attached to the final summative rating of teacher effectiveness form that is placed in the teacher's personnel file.

Comparison of Evaluations

1. When comparing evaluations, only the teacher performance and school counselor performance shall be used. All teacher/school counselor performance scores above ineffective are considered comparable scores.

In the event that it becomes necessary to adapt the language of this section due to implementation of a new evaluation system accord to ORC, the evaluation committee will solicit input from the bargaining unit members and will have the authority to adapt parts of the evaluation language necessary to allow implementation of the new system.

ARTICLE 13 – REDUCTION IN FORCE

SECTION I – ATTRITION

Whenever possible, reduction in teaching staff will be accomplished through attrition. Teachers who leave the system through retirement, resignation, nonrenewal for performance reasons, or for other causes will not be replaced by new teachers, insofar as program needs and good educational practice make it possible to do so.

SECTION II – SUSPENSION OF CONTRACTS

To the extent that reductions are not achieved through attrition, reductions will be achieved in accordance with the suspension of contract procedures set forth in Sections 3319.17, and 3314.10 of the Ohio Revised Code. Contracts will be suspended by areas of certification as determined by the Board of Education. When this procedure is followed, preference will be given to bargaining unit members who are on continuing contracts.

SECTION III – SENIORITY AND LENGTH OF SERVICE

A. Seniority

The Board of Education shall not give preference to any teacher based on seniority, except when making a decision between teachers who have comparable evaluations as defined in Article 12.

B. Measuring Length of Service

Seniority shall be defined as length of continuous certificated service from the most recent date of hire. Date of hire shall be the date on which nomination is made by the Superintendent and approved by the Board of Education.

C. Length of continuous certificated service will not be interrupted nor increased by Board of Education approved leaves of absence.

D. Where two (2) or more bargaining unit members have the same seniority as determined above, the length of service shall be determined on the basis of:

1. Bargaining unit members on continuous contract,

2. Length of total certificated service in the district,

3. Date of hire by the Board of Education.

4. Lot – Drawing of numbers – Lowest number drawn will be the most senior.

SECTION IVe- RESTORATIONs

A. All bargaining unit members laid off shall remain on the seniority list as set forth in Section IV(B) below, except those non-renewed for performance reasons, and shall be offered reemployment should openings for which they have the necessary certification occur. Seniority shall not be the basis for rehiring a teacher, except when making a decision between teachers who have comparable evaluations as defined in Article 12.

B. Laid off bargaining unit members shall remain on the seniority list for a period of twenty-four (24) months beginning July 1 of the year of the layoff, after which time their names shall be removed, and they shall have no right to restoration.

C. Notice of recall shall be by registered mail to the last address given to the Board of Education by the teacher.

The bargaining unit member is obligated to keep the Superintendent advised in writing of a telephone number and mailing address where he/she can be reached.

D. A laid off bargaining unit member on the recall list who refuses a full-time assignment for which he/she is qualified shall waive all future recall rights, unless the recall was made during the school year for a position beginning during the school year, in which case the member will remain on the recall list as described in part B.

E. In absence of law to the contrary, teaching field shall refer to certification area.

F. The bargaining unit member will return to the same contract status.

SECTION V – RIGHT TO DISPLACE LESS SENIOR BARGAINING UNIT MEMBER

A. A bargaining unit member who is notified in writing by the Superintendent that he/she is to be laid off will have the right to displace any less senior bargaining unit member whose work he/she is certificated to perform and have comparable evaluations.

Written notice of intent to exercise this right must be made to the Superintendent within ten (10) calendar days after the bargaining unit member is notified that he/she is to be laid off.

B. Certification as used in V. – A. shall be defined as provisional, professional or permanent grade certificates and licenses issued pursuant to Sections 3319.22 to 3319.31, inclusive, O.R.C., or in accordance with standards, rules, regulation authorized by law, in the following types:

Pre K	Pre-kindergarten
K-3	K, 1, 2, 3
K-Elementary	K, 1, 2, 3, 4, 5, 6, 7, 8
Elementary	1-8 inclusive
4-9	4-9 inclusive
High School	subject names, grades 7-12 inclusive

Persons seeking to exercise their right to displace a less senior teacher shall have had successful teaching experience in the certificate/license area of the displaced teacher in the Ridgewood Local School District.

ARTICLE 14 – SALARY PROVISIONS

SECTION I – SALARY

A. The salary schedule shall contain the following divisions: Bachelors, 150 Hours, Masters, Master + 15, Masters + 30. (Hours after the Masters' Degree must be graduate hours, unless an undergraduate course can be used to renew a certificate, license, or obtain an additional teaching area on a member's certificate). The salary schedule shall be applied to members of the instructional staff for performance of regular teaching duties and during the regular school year of one hundred eighty-three (183) days or hourly equivalent at 7.5 hours per day.

B. Members of the instructional staff shall be paid on a twenty-four (24) pay period distribution system. Payments will still be made in equal amounts.

C. Pay dates will be the fifth (5^{th}) and twentieth (20^{th}) of each month. Pay dates that fall on Saturday or Sunday will be paid on Friday. If a pay day falls on a holiday (district bank), the pay day will be the day before the holiday. In no situation will a payday be after the fifth (5^{th}) or twentieth (20^{th}) of each month. In the future, if weekend and/or holiday electronic transactions are able to be

processed, then the "conditional" pay date will be eliminated and the payments will be on the fifth (5th) and twentieth (20th) of each month. All of the members of the Ridgewood Education Association agree to receive his/her paycheck by means of direct deposit. The Ridgewood Local School District will provide payment notification to the staffs' OMERESA email address. If an additional address is desired, it must be requested in writing with the email address.

D. The Board of Education will process school year salaries from September 5th to August 20th.

E. Three (3) quarter hours shall equal two (2) semester hours for purpose of this salary schedule.

F. Course credit applicable to this section shall be any credit (undergraduate or graduate) obtained after completion of the Bachelor or Masters' Degree, as related to the bargaining unit member's field of study from an accredited institution of Ohio, any state in the United States or a recognized institution of a foreign county. Course work taken for hours to be moved on the district educational column must be taken through an accredited institution and received a letter grade of no lower than a "B".

G. Using the salary schedule index below, the base salary (BA Step 0) shall be as follows:
Effective July 1, 2025, the BA-0 experience base salary shall be $41,900
Effective July 1, 2026, the BA-0 experience base salary shall be $42,945
Effective July 1, 2027, the BA-0 experience base salary shall be $44,020

H. The salary steps will be granted during said contract.

I. Bargaining unit members acting as the van/bus driver for an activity in which they are currently under contract will waive his/her "down time" while at the activity/event. The driver will be paid only for actual drive time including pre-trip and post-trip inspections according to the negotiated agreement between the Ridgewood Board of Education and OAPSE local #671.

SECTION II – PAYROLL DEDUCTIONS

A. A bargaining unit member may at any time prior to October 1, deliver to the Treasurer of the Board of Education via the Ridgewood Education Association Treasurer, an authorization to deduct R.E.A. and affiliate dues from his/her paycheck. When a bargaining member checks the Authorized by Standard Annual Payroll Deduction, such authorization shall continue in effect for one (1) year. When a bargaining unit member checks the Authorized by Continuing Payroll Deduction Box, such authorization shall continue in effect from year to year, without further notice, unless the bargaining unit member cancels the authorization by delivering written notice to the Treasurer between September 1 and September 10 of any given year. Whereupon, the Treasurer will notify the Association of the withdrawal of membership. The Board of Education's Treasurer will automatically deduct the fair share fee in keeping with Article 3, Section I, if applicable by law.

B. Such deductions shall be made in twenty-four (24) installments beginning with the first September pay. These deductions shall be made the first two installments of each month. Total dues deducted shall be transmitted to the Treasurer of the Association following the second pay of the month. The Association Treasurer, by September 1, shall submit to the Treasurer of the Board of Education an alphabetized list of names for whom deductions are to be made when

he/she submits the authorization forms to the Treasurer for deduction. All other deductions shall be made in twenty-four (24) installments with deductions being the first two (2) pays of each month.

C. Any bargaining unit member who leaves the employment of the Ridgewood Local Board of Education prior to the end of the payroll deduction period shall submit a written request to the Association Treasurer and upon Association approval, said modifications will be made if he/she does not want the remainder to be deducted from the final check.

SECTION III – RIDGEWOOD LOCAL SCHOOL BOARD OF EDUCATION, PICK-UP OF BARGAINING UNIT MEMBERS' STRS CONTRIBUTIONS

The Board of Education herewith agrees with the Ridgewood Education Association to pick-up, utilizing the salary reduction method, contributions to the State Teachers Retirement System paid upon behalf of the bargaining unit member under the following terms and conditions:

A. The amount to be "picked-up" on behalf of each bargaining unit member shall be equal to the total STRS bargaining unit member contribution of the bargaining unit member's gross annual compensation. The bargaining unit member's annual compensation shall be reduced by an amount equal to the amount "picked-up" by the Board of Education for the purpose of State and Federal tax only.

B. The pick-up percentage shall apply uniformly to all bargaining unit members as a condition of employment. Unit members are individually responsible for reviewing the relationship between the "pick-up" and their other tax deferral arrangements, if any.

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

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

E. Payment for all paid leaves – sick leave, personal leave, severance, and supplementals, including unemployment and workers' compensation, shall be based on the bargaining unit member daily gross pay (aka - per diem) prior to reduction as basis (e.g., gross pay divided by the number of days in a teacher's contract).

SALARY SCHEDULE INDEX beginning July 2025 – June 2028

STEP	BA	150 HRS	MA	MA+ 15	MA+ 30
0	1.00000	1.05900	1.11500	1.13700	1.16500
1	1.05400	1.10800	1.16900	1.19500	1.22500
2	1.09800	1.15700	1.22300	1.25300	1.28500
3	1.14200	1.20600	1.27700	1.31100	1.34500
4	1.18600	1.25500	1.33100	1.36900	1.40500
5	1.23000	1.30400	1.38500	1.42700	1.46500
6	1.27400	1.35300	1.43900	1.48500	1.52500
7	1.31800	1.40200	1.49300	1.54300	1.58500
8	1.36200	1.45100	1.54700	1.60100	1.64500
9	1.40600	1.50000	1.60100	1.65900	1.70500
10	1.45000	1.54900	1.65500	1.71700	1.76500
11	1.49400	1.59800	1.70900	1.77500	1.82500
12	1.53800	1.64700	1.76300	1.83300	1.88500
15	1.58200	1.69600	1.81700	1.89100	1.94500
18	1.62600	1.74500	1.87100	1.94900	2.00500
21	1.67000	1.79400	1.92500	2.00700	2.06500

Course work taken for hours to be moved on the district education column must be taken through an accredited institution and received a letter grade of no lower than a "B".

Official Transcript must be submitted to the Administrative Office by September 15th to be moved up on the district education column.

SALARY SCHEDULE

Effective July 1, 2025

STEP	BA	BA+ 150	MA	MA+ 15	MA+ 30
0	$41,900	$44,372	$46,719	$47,640	$48,814
1	$44,163	$46,425	$48,981	$50,071	$51,328
2	$46,006	$48,478	$51,244	$52,501	$53,842
3	$47,850	$50,531	$53,506	$54,931	$56,356
4	$49,693	$52,585	$55,769	$57,361	$58,870
5	$51,537	$54,638	$58,032	$59,791	$61,384
6	$53,381	$56,691	$60,294	$62,222	$63,898
7	$55,224	$58,744	$62,557	$64,652	$66,412
8	$57,068	$60,797	$64,819	$67,082	$68,926
9	$58,911	$62,850	$67,082	$69,512	$71,440
10	$60,755	$64,903	$69,345	$71,942	$73,954
11	$62,599	$66,956	$71,607	$74,373	$76,468
12	$64,442	$69,009	$73,870	$76,803	$78,982
15	$66,286	$71,062	$76,132	$79,233	$81,496
18	$68,129	$73,116	$78,395	$81,663	$84,010
21	$69,973	$75,169	$80,658	$84,093	$86,524

Salary amounts are rounded to the nearest dollar

SALARY SCHEDULE

Effective July 1, 2026

STEP	BA	BA + 150	MA	MA + 15	MA + 30
0	$42,945	$45,479	$47,884	$48,828	$50,031
1	$45,264	$47,583	$50,203	$51,319	$52,608
2	$47,154	$49,687	$52,522	$53,810	$55,184
3	$49,043	$51,792	$54,841	$56,301	$57,761
4	$50,933	$53,896	$57,160	$58,792	$60,338
5	$52,822	$56,000	$59,479	$61,283	$62,914
6	$54,712	$58,105	$61,798	$63,773	$65,491
7	$56,602	$60,209	$64,117	$66,264	$68,068
8	$58,491	$62,313	$66,436	$68,755	$70,645
9	$60,381	$64,418	$68,755	$71,246	$73,221
10	$62,270	$66,522	$71,074	$73,737	$75,798
11	$64,160	$68,626	$73,393	$76,227	$78,375
12	$66,049	$70,730	$75,712	$78,718	$80,951
15	$67,939	$72,835	$78,031	$81,209	$83,528
18	$69,829	$74,939	$80,350	$83,700	$86,105
21	$71,718	$77,043	$82,669	$86,191	$88,681

Salary amounts are rounded to the nearest dollar

SALARY SCHEDULE

Effective July 1, 2027

STEP	BA	BA + 150	MA	MA + 15	MA + 30
0	$44,020	$46,617	$49,082	$50,051	$51,283
1	$46,397	$48,774	$51,459	$52,604	$53,925
2	$48,334	$50,931	$53,836	$55,157	$56,566
3	$50,271	$53,088	$56,214	$57,710	$59,207
4	$52,208	$55,245	$58,591	$60,263	$61,848
5	$54,145	$57,402	$60,968	$62,817	$64,489
6	$56,081	$59,559	$63,345	$65,370	$67,131
7	$58,018	$61,716	$65,722	$67,923	$69,772
8	$59,955	$63,873	$68,099	$70,476	$72,413
9	$61,892	$66,030	$70,476	$73,029	$75,054
10	$63,829	$68,187	$72,853	$75,582	$77,695
11	$65,766	$70,344	$75,230	$78,136	$80,337
12	$67,703	$72,501	$77,607	$80,689	$82,978
15	$69,640	$74,658	$79,984	$83,242	$85,619
18	$71,577	$76,815	$82,361	$85,795	$88,260
21	$73,513	$78,972	$84,739	$88,348	$90,901

Salary amounts are rounded to the nearest dollar

ARTICLE 15 – SUPPLEMENTAL SALARY

An individual must have a pupil-activity permit in order to be eligible to be employed in any supplemental position if required by O.R.C. or ODE. All requirements must be met before being an active participant and will not take part in any activities, practices or events until completion of said requirements. If the requirements are not met and the individual participates, the individual/coach/advisor/director WILL NOT be covered by the district's liability insurance, worker's compensation or any other protections through the district. All supplemental pay will be paid after completion with the payroll covering the pay period when the Treasurer receives the Superintendent's approval for payment. The pay will be in a separate check and shall not be included in the regular payroll check. The "base salary," which determines the compensation of supplemental position holders, shall be the current BA (0) amount of current school year.

Supplemental contracts shall be paid as follows:

A.	Fall Supplemental	-	1st pay in November
B.	Winter Supplemental	-	1st pay in March
C.	Spring & School Year Supplementals	-	Last pay in May

SUPPLEMENTAL SALARY SCHEDULE

Effective July 1, 2025 = $41,900
Effective July 1, 2026 = $42,945
Effective July 1, 2027 = $44,020
(Figures indicate percentage of BA-0 at which bargaining unit member will be compensated.)

ATHLETICS

Baseball		
	Head Baseball Coach	15%
	JV Baseball Coach	10%
#	Asst Baseball	7%
Basketball (Boys)		
	Head Boys Basketball Coach	21%
	JV Boys Basketball Coach	14%
	Freshmen Boys Basketball Coach	10%
	8th Grade Boys Basketball Coach	9%
	7th Grade Boys Basketball Coach	9%
Basketball (Girls)		
	Head Girls Basketball Coach	21%
	JV Girls Basketball Coach	14%
	Freshmen Girls Basketball Coach	10%
	8th Grade Girls Basketball Coach	9%
	7th Grade Girls Basketball Coach	9%
Cheerleaders		
	RHS Cheerleading Advisor	14%
	RMS Cheerleading	9%

Conditioning/ Weight Room		
	Fall Conditioning/Weight Room Coach	3%
	Winter Conditioning/Weight Room Coach	3%
	Spring Conditioning/Weight Room Coach	3%
	Summer Conditioning/Weight Room Coach	3%
Cross Country		
	Head Cross Country Coach	14%
	Assistant Cross Country	10%
Football		
	Head Football Coach	21%
	Asst Varsity Football	14%
	Asst Varsity Football	14%
	Asst Varsity Football	14%
	Freshmen Football	10%
	Freshmen Football	10%
	8th Grade Head Football Coach	9%
	7th Grade Head Football Coach	9%
	RMS Asst Football Coach	5%
Golf		
	Head Boys Golf Coach	14%
	Head Girls Golf Coach	14%
	RMS Head Golf Coach	8%
Soccer		
	Head Soccer Coach	14%
	Asst Soccer Coach	10%
Softball		
	Head Softball Coach	15%
	JV Softball Coach	10%
#	Asst Softball	7%
Track		
	Head Boys Track Coach	15%
	Head Girls Track Coach	15%
	Assistant Boys Track Coach	10%
	Assistant Girls Track Coach	10%
	RMS Boys Track Coach	9%
	RMS Girls Track Coach	9%
*	RMS Asst Track	5%

Volleyball

	Head Volleyball Coach	17%
	JV Volleyball Coach	11%
	Freshmen Volleyball Coach	9%
	8th Grade Head Volleyball Coach	9%
	7th Grade Head Volleyball Coach	9%

Wrestling

%	Head Wrestling Coach	17%
	Asst RHS Wrestling Coach	11%
	RMS Head Wrestling Coach	9%

\# *20 Participants and/or JV Schedule*

* *20 Participants*

% 20 Participants - Add 4% - to be used for an additional assistant coach or to be split among the current list of coaches – TBD by the Head Coach

ARTS / MUSIC

Drama

Drama Advisor	14%
Musical Coordinator/ Drama Asst.	8%
Musical Asst./ Set Designer	4%

Music

RLSD Marching Band/ Concert Band Director	18%
RHS Asst. Band Director	10%
RHS Auxiliary Band Director	8%
Choir Ensemble	8%
RHS Jazz Band Director	5%

ACADEMIC / STUDENT ACTIVITY

RHS Yearbook Advisor	8%
RMS Yearbook Advisor	4%
RES Yearbook Advisor	3%
RHS Student Council Advisor	6%
RMS Student Council Advisor	5%
Teen Institute Advisor	5%
RHS Quiz Team Advisor	4%
Senior Class Advisor	4%
Junior Co-Class Advisor	4%
Junior Co-Class Advisor	4%
Sophomore Class Advisor	4%
Freshman Class Advisor	4%
Washington DC Trip Advisor	4%
RHS Foreign Language Advisor	3%
RHS National Honor Society Advisor	3%
RMS National Honor Society Advisor	3%

PROFESSIONAL

LPDC	5%
LPDC	5%
LPDC	5%
Mentor Coordinator	5%
Mentor (TBD)	5%

LPDC supplemental has an attendance requirements. At least eighty percent (80%) attendance is required to receive the entire supplemental payment. If attendance is below eighty percent (80%), the payment will be prorated using the attendance percentage for that individual.

Mentor supplemental is subjective each school year and is determined by the number of teacher in the district that are required to have a mentor under the Resident Educator Program.

If requirements are not met before the start of the supplemental (Academic – start of the school year, Athletice- OHSAA approved season start date, Arts / Musice- start of the school year or beginning practice date whichever comes first):

Day 1 – 15% Reduction of Supplemental Payment (includes mid-year certification(s) that have expired)
Exception to the Day 1 Rule – hiring of position takes place in the month of the start date of contracted supplemental. Individual is not permitted to participate in supplemental activities until credentials are completed.

After 10 Calendar Days – Contract is can be voided at the discretion of the Superintendent

If a certification expires during the middle of a season/school year, the holder of the supplemental contract will have ten (10) days after the expiration date to meet the certification requirements. During this time, participation is not allowed. If those requirements are not met during this time period supplemental will be paid at a per diem rate of the supplemental.

Supplemental paperwork that has been completed and submitted but has not yet been returned from ODE and the participant misses the supplemental payment will either be paid during the next regular pay period by normal payroll procedures or be paid on the next supplement payment (if paper check is desired) once the Board of Education receives the required permits.

ARTICLE 16 – EXTENDED SERVICE

Extended service will be calculated by dividing the number of regular teaching days in the contract into the regular salary and multiplying by the number of days of extended service:

1 week extended service	5 days
1/12 month extended service	10 days
1 month extended service	20 days

Extended service shall be determined by the Board of Education.

ARTICLE 17 – PAYMENT FOR COLLEGE CREDIT

A. Any teacher who is employed by the Board of Education and who is fully qualified by certification for the position he/she now holds may apply.

B. The course must be related to the professional improvement of the teacher, be from an accredited university, and must have prior approval by the Superintendent.

C. Applications shall be made on forms provided by the Board of Education.

D. Reimbursement will be on the basis of an equal sharing of the total dollars budgeted for each period. Reimbursement for each approved semester hour taken shall be determined by dividing the total number of semester hours approved and completed in accordance with the requirements of this article into the dollar amount budgeted for each period. (Example: 15 staff members' requests were approved and completed a total of 90 semester hours of college during the period. Period budget of $1,500 divided by 90 = $16.67 reimbursement per approved semester hour). In no case shall reimbursement exceed ninety percent (90%) of the total cost of tuition for the teacher's approved semester hours for the period. Quarter (1/4) hours shall be converted to semester hours on the basis of two-third (2/3) ratio. (Example: 12-quarter hours equal 8 semester hours).

E. There will be a limit of twelve (12) semester hours or eighteen (18) quarter hours per teacher per year that may be claimed for reimbursement.

F. The periods will be divided into three (3) as follows:

1.	September 1 – December 31	30%
	January 1 – May 31	30%
	June 1 – August 31	40%

2. Payment will be made when all approved participants for each period submit evidence verifying that the work was successfully completed. A passing grade of "B" or higher for undergraduate courses and graduate courses. Course work that is pass/fail do not qualify.

3. Satisfactory evidence shall be an official transcript, official grade report, or a letter from the appropriate college official certifying the number of hours and course grade. In addition, a paid tuition receipt must accompany the grade report. Satisfactory evidence must be submitted to the Treasurer no later than forty-five (45) days after the ending date of each period. If the course taken begins in one period and ends in the next, for the purpose of funds available, the course beginning period will be considered the period of reimbursement. However, the reimbursement payment will be made during the next processing of tuition reimbursements.

4. Leftover monies from the first period shall be added to the funds available the second period, and left over monies-from the second period shall be added to the funds available the third period. If the course taken begins in one period and ends in the next, for the purpose of funds available, the course beginning period will be used for the period of reimbursement. For the purpose of "leftover" monies, it will be assumed that these funds will be expended as a reimbursement and will be deducted for calculation purposes.

G. The Board of Education shall appropriate an amount equal to the BA-0 step of the salary schedule for Payment of college credit for the life of this contract.

H. Applications for course approval and reimbursement shall be submitted no earlier than two (2) months prior to the beginning date of each period. Applications submitted after the beginning date of a specific reimbursement period will only be paid if there is money left over from the applications submitted before the period began. Applications submitted after the period begins will be paid on a first come serve basis. If class has started, no application for reimbursement will be accepted.

I. Within the first two weeks of each period, the Treasurer shall compile a tentative list of those who were approved and may be eligible for reimbursement and the tentative amount of reimbursement available for each credit.

J. A teacher will not receive reimbursement for courses taken which are being reimbursed by another agency.

K. A teacher may submit an application for approval and reimbursement each period.

L. Approval is subject to the availability of funds.

M. To be eligible for reimbursement, hours earned after the Master's Degree must be graduate hours unless an undergraduate course can be used to renew a license or obtain an additional teaching area on the member's license.

N. Any bargaining unit member receiving reimbursement from the Board of Education must agree to remain in the employ of the Board of Education, if the Board of Education, so desires, for the following school year unless the bargaining unit member-is unable to do so due to unforeseen circumstances as determined by the Superintendent. Members not remaining in the Board of Education's employ after the Board of Education, has expressed its desire for the bargaining unit member to do so and who has not been excused due to unforeseen circumstances must reimburse the Board of Education, for any and all tuition reimbursement received the previous year.

* UNFORSEEN – Does not mean seeking and/or accepting employment with another employer.

O. Course work must be from an accredited institution and a teacher must earn a passing grade of "B" or higher to be reimbursed (including hours counting towards moving up on the district's salary schedule).

ARTICLE 18e- SEVERANCE PAY

SECTION I – ELIGIBILITY

Severance pay shall be a one-time, lump sum payment to eligible bargaining unit member according to the following provisions.

A bargaining unit member's eligibility for severance shall be determined as the final date of employment. The criteria are as follows:

A. The individual retires from the school system;

B. Retirement= disability or service retirement under any state or municipal retirement system in this state;

C. The individual must be eligible for disability or service retirement as of the last day of employment;

D. The individual must, within 120 days of the last day of employment, prove acceptance into the retirement system by having received and cashed his/her retirement check;

E. The individual must have not less than ten (10) years of service with this school district, the state, or its political subdivision;

F. The individual must sign for severance check certifying all eligibility criteria have been met.

SECTION II – BENEFIT CALCULATION

The amount of the benefit due bargaining unit member shall be calculated by one of the following:

A. Bargaining unit members who at the start of the school year are first year retirement eligibility and who submit a letter of resignation for the purpose of retirement to the Superintendent by April 1st of the current school year will have their accrued but unused sick leave multiplied by one third (.33). (STRS mid-year retirement earlier eligibility changes Jan 1st and after – the April 1st deadline extended to May 1st if wanting to retire in the current school year or the bargaining unit member can choose to retire the following school year).

B. Bargaining Unit member who are past STRS first year retirement eligible, multiplying the bargaining unit member's accrued but unused sick leave by one-fourth (.25).

C. Multiplying the product times the per diem rate of pay appropriate for that individual's placement on the base salary schedule

D. The severance pay shall be made payable to the bargaining unit member's beneficiary or estate of the bargaining unit member who has submitted a dated Letter of Resignation for the Purpose of Retirement with the effective date of retirement during or by the end of the current school year (Aug 1st – July 31st) to the Superintendent and has been/or to be Board of Education, approved but who dies while actively employed by the Ridgewood Local School District.

SECTION III – RETIREMENT INCENTIVE

The Board of Education shall have the right to offer a retirement incentive at any time during the length of this contract.

ARTICLE 19 – TEACHER ASSIGNMENT DURING PREPARATION/CONFERENCE PERIOD

A bargaining unit member asked to substitute during their preparation or conference period shall be reimbursed at a rate of twenty dollars ($20.00) per classroom period.

When a teacher accepts employment on a regular basis for their planning period time, the rate of pay will be their regular hourly rate of pay which is calculated by taking their annual regular teacher's salary divided by the number of required hours in a work year (183 days x 7.5 hours = 1,372.5 hours)

Example: *MA Degree at STEP 21 for the 2022-2023 school year = $74,532*

$74,532 divided by 1,372.5 hours = $54.30 per hour

$54.30 divided by 60 minutes = $.91 per minute

$.91 per minute x 42 minute period = $38.22 per period

$38.22 per period x 178 teaching days = $6,803.16 per year

No more than five (5) teachers shall be employed in this manner. Participating teachers shall be offered a one (1) year contract. Upon completion of said contract, the bargaining unit member's salary will revert back to the original salary/schedule as agreed upon in this Agreement.

ARTICLE 20 – INSURANCE

SECTION I – GROUP LIFE INSURANCE

The Ridgewood Board of Education will provide fifty thousand dollars (50,000) group life protection for each bargaining unit member of the district from a licensed carrier in the State of Ohio, which to be one hundred percent (100%) paid by the Board of Education.

As long as the term life insurance carrier permits and the minimum number participate, the Board of Education will allow, through payroll deduction, each full-time certificated staff to purchase an additional twenty-five thousand dollars ($25,000) in term life insurance from the carrier at the Board of Education's cost per month.

Any bargaining unit member who leaves the system will no longer be covered for insurance after his/her resignation becomes effective. If any bargaining unit member completes the school year with RLSD, and then resigns with a resignation date after August 1st, he/she will have insurance benefits carried through July 31st.

Retirees will have insurance benefits through the end of the Month in which he/she retires.

Bargaining unit member on leave of absence approved by the Board of Education or otherwise provided for under COBRA shall be carried on payroll records for insurance purposes and the premium shall be paid by the bargaining unit member at the group rate for the specified time of the leave approved by the Board of Education.

SECTION II – GROUP INSURANCE PLAN

The Board of Education will offer medical (including prescription drug) coverage. The following plans will be offered:

"Premier PPO"
"Classic PPO" (Beginning Jan 1, 2026)
High Deductible Health Plan with Health Savings Account (HDHP) (Beginning Jan 1, 2026)

A bargaining unit member hired after July 1, 2026 will have the option of selecting either the "Classic PPO" or HDHP offered by the Board of Education.

A bargaining unit member who is enrolled in the HDHP and wishes to return to the PPO will be able to enroll back into the "Classic PPO" during the district's open enrollment period.

The bargaining unit member shall pay a percentage of their health and dental insurance premiums. The premium contributions shall be as follows:

Effective July 1, 2025 – Fifteen Percent (15%)
Effective July 1, 2026 – Fifteen Percent (15%)
Effective July 1, 2027 – Fifteen Percent (15%)

Bargaining unit members who elect to enroll in the HDHP, will have premium contributions based off "Premier PPO" FY2026 renewal rate rounded to (single= $190.00 and family= $385.00). This contribution amount will remain the baseline until the HDHP premium is in excess of these figures and then will be calculated at fifteen percent (15%) of the premium.

A new bargaining unit member hired after July 24, 1996, whose spouses are also a bargaining unit member of the district shall each be offered single insurance coverage (spouse and bargaining unit member) or one party shall receive family insurance coverage. In no event shall coverage exceed two (2) single plans or one (1) family plan for the new bargaining unit member.

A bargaining unit member who leaves the system will no longer be covered for insurance after his/her resignation becomes effective.

If any bargaining unit member completes the school year with RLSD and then resigns with a resignation date after August 1st, he/she will have insurance benefits carried through July 31st. The bargaining unit member can elect to drop the coverage before July 31st if he/she provides the Treasurer with an insurance change form.

Retirees will have insurance benefits through the end of the Month in which he/she retires.

Any newly hired individual shall have the opportunity to enroll for group coverage effective August 1st for the school year hired. The premiums collected for the month of August will be collected in the month of September.

Bargaining unit member on leave of absence approved by the Board of Education or otherwise provided for under COBRA shall be carried on payroll records for insurance purposes and the premium shall be paid by the bargaining unit member at the group rate for the specified time of the leave approved by the Board of Education.

Bargaining unit members on maternity leave who do not have enough sick days to cover up to eight (8) weeks of leave will remain on the district insurance, paying the negotiated monthly premium.

SECTION II B

Prescription Drugs

Tier	Rx Co-pay	Mail-in
I	$5.00	$20.00 = 90 days
II*	$25.00	$50.00 = 90 days
III*	$50.00	$100.00 = 90 days
IV	25%	25%

*Generic Driven: Tier 2 (II) and Tier 3 (III) Rx members pay Copay + 20% of cost difference if the member chooses a brand or non-formulary Rx over a generic Rx over a generic Rx (if available).

Retail and Mail Order Rx Annual Out of Pocket Maximume=
"Premier PPO" $2,500/$5,000 (single/family)
"Classic PPO" $3,000/$6,000 (single/family)

Tier 4 (IV) Specialty Drug Annual Out of Pocket Maximume= $5,000/$10,000 (single/family)

Medical

1. "Premier Plan" - Deductible in network shall be $500 single and $1000 family. Out of Network shall be $1,000 single and $2,000 family. Specialist Co-Pay - $40.00

2. "Classic Plan" - Deductible in network shall be $1,000 single and $2,000 family. Out of Network shall be $2,000 single and $4,000 family.

3. High Deductible Health Plan with Health Savings Account (HDHP) - Deductible in network shall be $3,500 single and $7,000 family. Out of Network shall be $7,000 single and $14,000 family.

4. Inclusion of 125 Plans for premiums, with debit cards paid at the Board of Education's expense.

5. $2 million dollars lifetime cap per person.

A new bargaining unit member hired after July 24, 1996, whose spouses are also bargaining unit member of the district shall each be offered single insurance coverage (spouse and new bargaining unit member) or one party shall receive family insurance coverage. In no event shall coverage exceed two (2) single plans or one (1) family plan for the new bargaining unit member.

A bargaining unit member who leaves the system will no longer be covered for insurance after his/her resignation becomes effective.

If any bargaining unit member completes the school year with RLSD and then resigns with a resignation date after August 1st, he/she will have insurance benefits carried through July 31st. The bargaining unit member can elect to drop the coverage before July 31st if he/she provides the Treasurer with an insurance change form.

Retirees will have insurance benefits through the end of the Month in which he/she retires.

Any newly hired individual shall have the opportunity to enroll for group coverage effective August 1st for the school year hired. The premiums collected for the month of August will be collected in the month of September.

Bargaining unit member on leave of absence approved by the Board of Education or otherwise provided under COBRA shall be carried on payroll records for insurance purposes and the premium shall be paid by the bargaining unit member at the group rate for the specified time of the leave approved by the Board of Education.

SECTION III – FLEXIBLE SPENDING ACCOUNT

The Board of Education will contribute to a flexible spending account (FSA) for each bargaining unit member who is eligible for health insurance benefits. The contribution amounts are as follows:

"Premier PPO"	"Classic PPO"
$250 for a single plan	$500 for a single plan
$500 for a family plan	$1,000 for a family plan

Bargaining unit member who are eligible for the Board of Education's insurance coverage, but decline such coverage are eligible to receive a two hundred fifty dollar [$250] (single plan) or five hundred dollar [$500] (family plan) FSA payment.

Bargaining Unit Members must meet with the company representative during the scheduled appointment period with the district for the upcoming calendar year. Failure to meet with the company representative will result in forfeiture of the district's contribution into your FSA. In the event of a scheduling conflict, alternative scheduling (i.e. scheduling a different time/date/location other than your assign building, teleconference or other electronic methods) is allowable to meet the enrollment deadline.

Bargaining unit member who is enrolled in the HDHP or whose spouse is also employed by the Ridgewood Local School District and are covered under one of the Board of Education's family PPO plans will not be eligible for a FSA payment.

SECTION-IV – HEALTH SAVINGS ACCOUNT

The Board of Education will contribute to a Health Savings Account (HSA) for each bargaining unit member who is enrolled in the High Deductible Health Plan. The contribution amounts are as follows:

2025 - 2026 Board Contributions		
3,500 / 7,000 Deductible	January HSA Contribution	August HSA Contribution
Single	$2,100.00	$1,400.00
Family	$4,200.00	$2,800.00

2026 - 2027 & 2027 - 2028 Board Contributions		
3,500 / 7,000 Deductible	January HSA Contribution	August HSA Contribution
Single	$1,800.00	$1,200.00
Family	$3,600.00	$2,400.00

Both contributions are based on the employee's enrollment status as of January 1st.

In addition, an August contribution (Aug 1st) will be issued for employees who are committed to returning for the upcoming school year and enrolled in the HDHP.

Bargaining unit members who join the RLSD and qualify for benefits mid-year will receive a prorated HSA contribution.

SECTION- V – LIABILITY INSURANCE

The employer shall purchase and pay the full premium for liability insurance covering each bargaining unit member now or hereinafter employed. Such liability insurance coverage shall become effective immediately and continue for the duration of the current agreement.

ARTICLE 21e- TOBACCO FREE WORKPLACE

The Board of Education and Association agree that bargaining unit members shall not use any tobacco products in school buildings or on school property during student hours. Bargaining unit members violating this article shall be subject to the following disciplinary action:

A. First Violation — Verbal reprimand

B. Second Violation — Written reprimand

C. Third and subsequent violation 1 day suspension w/o pay

ARTICLE 22 – HIRING/REHIRING RETIREES

The Board of Education may, in its sole discretion, choose to hire/rehire individuals who have retired. If such individual is hired/rehired, the following terms and conditions shall govern:

1. The individual shall be issued a one (1)-year limited contract, which shall automatically expire, and as a condition of employment, the bargaining unit member waives his/her right to a continuing contract under Ohio law.

2. Neither 3319.11 O.R.C., 3319.111 O.R.C. or 3319.17 O.R.C. shall apply.

3. The individual has the right to a Family/Single Plan of insurance for retired/rehire individuals based on coverage provided prior to retirement.

4. The bargaining unit member waives any rights he/she may have to accrue severance pay either under Ohio law or Board of Education policy.

5. It is the Board of Education's discretion to place the bargaining unit member at Step 4 in the Appropriate Educational column (BA, 150 hours, MA, MA+15, MA+30) on the salary schedule. No additional step increase will be given.

6. Sick leave shall accrue at a rate of one and one-quarter (1.25) days per month, but shall not accumulate beyond the length of the contract.

7. The following articles of the collective bargaining agreement shall not be applicable to individuals hired/rehired under this Article:
   Reduction in Force
   Severance Pay
   Vacancies and Transfers

ARTICLE 23 – COMMITTEES

SECTION I – LABOR MANAGEMENT COMMITTEE

A. There shall be Labor Management Committee established. The purpose of this committee is to provide a forum for discussion of matters or concerns to unit members or the Administration and to further develop positive working relationships. Meetings shall not deal with implementation or administration of the negotiated agreement. Neither these meetings, the discussion which take place, nor resolution of issues shall in any way be construed as negotiations. This Committee will not be empowered to address matters pertaining to grievances or litigation.

B. The Labor Management Committee shall consist of representatives of the teachers (limit 6) and the Building Principal(s) and/or Superintendent. The Labor Management Committee shall develop operational bylaws and shall meet once per month unless both parties agree to cancel. Consistency in membership of the team is suggested. Agenda items shall be submitted to the other party at least three (3) days in advance of the meeting.

C. All committee members shall complete Federal Mediation and Conciliation Service (FMCS) training prior to scheduling the first committee meeting. Subject to the availability of the appropriate FMCS instructor, the training shall be conducted during the term of this Agreement.

D. The meeting dates shall be by mutual agreement and scheduled so as not to interfere with the teachers' day. Meetings shall be convened before or after the normal school day for teachers. At each meeting, matters of mutual concern or requests shall be discussed.

SECTION II – BUILDING LEADERSHIP COMMITTEE

Building Committees shall be created in an effort to foster Communication between the Administration and bargaining unit members at the building level; the Committees shall consist of representatives from within each building and their respective building principal. The Superintendent may from time to time participate in such Committee meetings. The main functions of the Committee shall be to confer on matters of mutual concern; to keep both parties to this contract informed of changes and developments caused by conditions other than those covered by this contract; to discuss matters pertaining to education related issues; to confer over potential problems in an effort to keep such matters from becoming major in scope.

SECTION III – LOCAL PROFESSIONAL DEVELOPMENT COMMITTEE

A. Purpose

A Local Professional Development Committee (LPDC) shall be established to oversee and review professional development plans for course work, continuing education units, and/or other equivalent activities.

E. Term of Office

The term of office for members serving on the committee shall be for three (3) years on a rotating basis.

F. Committee Compositions and Selection

1. The committee shall be comprised of five (5) members as follows:
   a. One (1) elementary teacher (K-3), one (1) middle school teacher (4-7), and one (1) high school teacher (8-12), selected by the Association executive committee.
   b. One (1) principal selected by the school district's principals.
   c. One (1) other representative selected by the Superintendent.

G. Chairperson

The committee chairperson shall be determined by a majority vote of the committee members.

H. Decision Making

Decisions shall be made by majority vote of the committee members present. A quorum shall consist of three (3) people.

I. Training

Members of the LPDC shall be afforded the opportunity to attend training on the purpose, responsibilities, functioning, and legal requirements of LPDCs. Such training will be on release time, if possible, and shall be considered as school business.

J. Meetings and Compensation

1. The LPDC shall meet as often as the members deem necessary to complete their work. Not later than August 31 each year, the committee shall post their meeting schedule in each building. Additional meetings may be scheduled as necessary.

2. Committee members shall receive a supplementary salary contract for committee work. Committee members shall submit a voucher by May 1 of each year indicating completion of the year's work.

3. The committee members shall present a comprehensive report and time sheets to the Board of Education and Association at their respective meetings in May.

4. The committee meetings shall be conducted under Robert's Rules of Order.

K. Committee Responsibility

The committee's responsibilities shall include, but not be limited to, approval of individual professional development plans for all bargaining unit member, and approval of all CEU's, coursework, workshops, etc. that could be used for professional growth.

L. Appeals Process

Within thirty (30) days of publication of the Ohio State Department of Education regulations/guidelines on LPDC appeals, the Ridgewood Education Association and the Board of Education shall meet to bargain the appeals procedure.

SECTION IV – EVALUATIONS COMMITTEE

A. Meetings & Compensation

1. The evaluations committee shall meet as often as the members deem necessary to complete their work. No later than August 31st each year, the committee shall post their meeting schedule in each building. Additional meetings may be scheduled as necessary.

2. A scribe will be selected.

3. Minutes of the meetings will be distributed to committee members, REA president, Superintendent and Treasurer within five (5) days of the meeting.

4. Committee members shall receive payment calculated at the bargaining unit member's hourly rate for their working attendance at each meeting.

Example: *Payment for Evaluation Committee: (183 days X 7.5 hours= 1,372.5 hours*

MA Degree at STEP 21 for the 2022-2023 school year= $74,532

$74,532 divided by 1,372.5 hours= $54.30 per hour

$54.30 divided by 60 minutes= $.91 per minute

$.91 per minute x 90 minutes for committee meeting= $81.90

To be processed and paid through the Board of Education's normal payroll procedures.

B. Committee Authority/Other Bargaining Unit Member

1. The committee is responsible for input for jointly developing, reviewing, and recommending the policy, procedure and process.

2. The committee is responsible for input for jointly recommending the policies and procedures for the student growth measures.

3. The committee does not have the authority to negotiate wages, hours, or terms and conditions for employment.

4. The committee will develop, review, and make recommendations for evaluations systems for Non OTES/OSCES bargaining unit member.

SECTION V – AD HOC INSURANCE COMMITTEE

The Board of Education and the Association mutually agree that an insurance committee is created consisting of the following: two (2) Board of Education members, the Superintendent, and the Treasurer of the Board of Education; one (1) elementary teacher, one (1) middle school teacher; and one (1) high school teacher (all selected by the Association president), and the Association president.

The committee members shall be named no later than September 30 of each year. The committee shall meet a minimum of four (4) times between September and May 1 of each year of the master agreement. The committee members shall select a chairperson from the membership of the committee at the first meeting.

Responsibilities of the committee include management and monitoring of the 024 fund (self-insurance fund). The 024 fund money shall be used exclusively for the maintenance of the health insurance coverage.

No transfer from the 024 fund shall be made to another fund without majority recommendation of the Ad Hoc Insurance Committee and approval by the Board of Education. Any report from the committee shall be released to all members of the Board of Education and the Association.

ARTICLE 24 – NON-CONTRACTUAL DAYS

Days directed by administration outside of the one hundred eighty-three (183) contracted days will be compensated at the members hourly per diem rate.

ARTICLE 25 – GENERAL PROVISIONS

A. Waiver of Negotiations

The parties acknowledge that during the negotiations which resulted in this contract, each had the opportunity to make proposals, and that the understandings and arrangements arrived at by the parties after the exercise of this opportunity are set forth in this contract. Therefore, for the life of this contract, the Board of Education and the Association each voluntarily and unqualifiedly waives the right and each agrees that the other shall not be obligated to negotiate with respect to any subject or matter, other than the right of the Board of Education to open negotiations in order to present a retirement incentive package for bargaining unit member referred to or covered in this contract and with respect to any subject matter not specifically referred to or covered in this contract, except that which may be specifically ordered by the State Employment Relations Board of Education, by statute, or by a court of law or otherwise mutually agreed to.

B. Contrary to Law Provisions

Issues resolved in this Agreement were arrived at in good faith and with the understanding of both parties that all provisions are in keeping with stated statutes of the State of Ohio. If it is determined by a court of law with jurisdiction to this school district or an act of the legislature that all or part of any provision is contrary to law, that part shall be deemed null and void to the extent prohibited with the rest of the Agreement remaining in effect.

C. Entire Agreement Clause

Any amendment or agreement supplemental hereto shall not be binding upon either party unless executed in writing by the parties hereto. This contract constitutes the entire contract between the parties and it supersedes all prior and contemporaneous understandings (written or oral) not specifically incorporated herein.

D. Duration

This agreement shall remain in full force and effect beginning at 12:01 AM, July 1, 2022, until 12:00 PM, midnight, June 30, 2025.

FOR THE ASSOCIATION

Date 11/11/2025

FOR THE BOARD of Education

Date

APPENDIX A – CONFIRMATION OF VERBAL WARNING FORM

Name of Staff Member _____

Date of Oral Warning _____

Topic of Oral Warning _____

_____ _____

Bargaining Unit Member Signature Administrator Signature

*Signatures on this form acknowledge an oral warning was conducted. However, the bargaining unit member's signature should not be construed as evidence that the bargaining unit member agrees with the discipline. A bargaining unit member has the right to make a written response to the Oral warning and to have it attached to this form.