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NEGOTIATED AGREEMENT

between the

BOARD OF EDUCATION
BRUNSWICK CITY SCHOOL DISTRICT

and the

BRUNSWICK EDUCATION ASSOCIATION

August 1, 2026 through July 31, 2029

Table of Contents

ARTICLE 1. RECOGNITION 15
1.01 TERM OF RECOGNITION 15
1.011 Recognition Defined 15
1.012 Bargaining Unit Defined 15
1.013 Bargaining Unit Member Defined 15
1.014 Members Assigned to Auxiliary Positions 16
1.02 CHANGE IN RECOGNITION 16
ARTICLE 2. BOARD RIGHTS AND RESPONSIBILITIES 16
ARTICLE 3. NEGOTIATIONS PROCEDURE 16
3.01 GOOD FAITH BARGAINING 16
3.011 Fair and Open Dealings 16
3.012 Consideration of Issues 16
3.013 Written Proposals 16
3.02 TIMETABLE FOR NEGOTIATIONS 16
3.021 Opening Negotiations 16
3.022 Initial Meeting 16
3.023 Mediation 17
3.03 NEGOTIATION MEETINGS 17
3.031 Time of Meetings 17
3.032 Frequency of Meetings 17
3.033 Attendance at Meetings 17
3.034 Caucuses During Meetings 17
3.04 EXCHANGE OF INFORMATION 17
3.05 PROGRESS REPORTS 18
3.051 Reports To Constituents 18
3.052 Reports To Public and/or News Media 18
3.06 AGREEMENT 18
3.061 Tentative Agreement 18
3.062 Final Tentative Agreement 18
3.07 EXCLUSIVITY OF PROCEDURE 18

ARTICLE 4. GRIEVANCE PROCEDURE 19
4.01 DEFINITION OF TERMS 19
4.011 A "grievance" 19
4.012 A "grievant" 19
4.02 PURPOSE 19
4.021 Resolution At Lowest Level 19
4.022 Bypassing Immediate Supervisor 19
4.023 Disciplinary Actions 19
4.03 RIGHTS OF INDIVIDUAL 19
4.031 Representation 19
4.032 Confidentiality 19
4.04 RIGHTS OF ASSOCIATION 20
4.041 Notice of Hearings 20
4.042 Notice of Decisions 20
4.043 Association Grievances 20
4.044 Consolidated Grievances 20
4.05 TIME LIMITS 20
4.051 Maximum Limits 20
4.052 Date of Filing Grievance 20
4.053 Tolling of Days 21
4.054 Failure To Appeal 21
4.055 Failure of Administrator To Respond 21
4.06 HEARINGS 21
4.07 GRIEVANCE PROCEDURE 21
4.071 Level I: Initial Discussion 21
4.072 Level II: Supervisor 21
4.073 Level III: Superintendent 21
4.074 Level IV: Arbitration 21
ARTICLE 5. SALARIES 22
5.01 SALARY SCHEDULE 22
5.011 Base Salary 22
5.012 Compensation 22
5.013 Placement on the Salary Schedule 23

5.014 Advancement On the Salary Schedule 25
5.02 PAYROLL PRACTICES 25
5.021 Pay Periods 25
5.022 Method of Payment 25
5.023 Payday Falling On Day School Is Closed 26
5.024 Payment for Supplemental Duties 26
5.025 Lump Sum Payment During Work Year 27
5.026 Lump Sum Payment At End of Work Year 27
5.03 SUPPLEMENTAL SALARY INDEX 27
5.031 Supplemental Salary Index 27
5.032 Placement On the Supplemental Salary Index 27
5.033 Voluntary Participation In Supplemental Duties 27
5.034 Requirement of a Pupil Activity Permit for Athletics and Clubs that Involve Physical Activity 28
5.04 SUBSTITUTION IN EXCESS OF STANDARD DAY 28
5.041 Rate of Compensation 28
5.042 Voluntary Participation 28
5.05 SEVERANCE PAY 28
5.051 Right To Severance Pay 28
5.052 Calculation of Severance Pay 39
5.053 Method of Payment 39
5.054 Restrictions 39
5.055 Retirement Announcement Incentive 39
5.056 Deferred 403(b) Annuity Plan 30
5.06 MOTOR VEHICLE ALLOWANCE REIMBURSEMENT 31
5.061 Right To Reimbursement 31
5.062 Rate of Reimbursement 31
5.063 Method of Payment 31
5.064 Restrictions 32
5.07 CURRICULUM REVIEW 32
5.08 TUITION REIMBURSEMENT 32
5.09 NATIONAL BOARD CERTIFICATION 33
5.10 MASTER TEACHER STIPEND 33

ARTICLE 6. INSURANCE 33
6.01 GENERAL PROVISIONS 33
6.011 Right To Insurance Benefits 33
6.0111 Spousal Insurance Provision 34
6.012 Copy of Certificate of Insurance 35
6.013 Distribution of Explanation of Coverage(s) 35
6.02 MEDICAL INSURANCE PROGRAM 35
6.021 Right To Coverage 36
6.022 Method of Payment of Coverage 37
6.023 Right To Change Coverage Status 37
6.024 Comprehensive Major Medical, Wellness, Prescription Drugs, Dental and Vision Coverage 37
6.025 Prescription Drugs 38
6.026 Dental Insurance 38
6.03 TERM LIFE INSURANCE 39
6.031 Right To Coverage 39
6.032 Method of Payment of Coverage 39
6.033 Right To Purchase Additional Coverage 39
6.034 Specifications 39
6.04 VISION CARE 40
6.041 Specifications 40
6.05 WORKERS' COMPENSATION 41
6.051 Coverage 41
6.052 Reporting 41
ARTICLE 7. LEAVE PROVISIONS 42
7.01 SICK LEAVE 42
7.011 Accumulation 42
7.012 Notification of Accumulated Credit 42
7.013 Advance of Sick Leave Days 42
7.014 Use of Sick Leave 43
7.015 Immediate Family Defined 43
7.016 Return from Extended Sick Leave 43
7.02 PERSONAL LEAVE 43

7.021 Right To Personal Leave 43
7.022 Personal Leave 44
7.03 ASSAULT LEAVE 44
7.031 Right To Assault Leave 44
7.032 Notice For Assault Leave 44
7.033 Rights While On Leave 44
7.034 Length of Leave 44
7.035 Restrictions 44
7.036 Court Appearance 45
7.04 PROFESSIONAL LEAVE 45
7.041 Eligibility For Professional Leave 45
7.042 Rights While On Leave 45
7.043 Restrictions 45
7.044 Nonscheduled Days 45
7.045 Inservice Presenters 46
7.05 JURY LEAVE 46
7.051 Right To Leave 46
7.052 Rights While On Leave 46
7.053 Restrictions 46
7.06 PARENTAL LEAVE 46
7.061 Length of Leave 46
7.062 Eligibility For Leave 47
7.063 Right To Return From Leave 47
7.064 Leave Near End of Semester 47
7.065 Insurance Coverages While On Leave 48
7.07 SABBATICAL LEAVE 48
7.071 Right To Leave 48
7.072 Length of Leave 48
7.073 Rights While On Leave 48
7.074 Return From Leave 48
7.075 Obligations of Member 49
7.08 OTHER UNPAID LEAVES 49
7.081 Short Term Unpaid Leave 49

7.082 Unpaid Leaves of Absence 49
7.083 Right To Return From Leave 49
7.084 Rights While On Unpaid Leave 50
7.09 RELEASE TIME FOR THE BEA PRESIDENT 50
7.10 FAMILY AND MEDICAL LEAVE 50
7.11 ATTENDANCE INCENTIVE 50
7.12 DONATION OF SICK LEAVE 51
ARTICLE 8. ASSIGNMENT AND TRANSFER 51
8.01 ASSIGNMENT 51
8.011 Assignment Defined 51
8.012 Notice of Assignment 52
8.02 INVOLUNTARY TRANSFER 53
8.021 Involuntary Transfer Defined 53
8.022 Involuntary Transfer Procedure 53
8.023 Right To Resign 54
8.03 VACANCY 54
8.031 Vacancy Defined 54
8.032 Posting a Vacancy 54
8.033 Length of Posting 55
8.04 VOLUNTARY TRANSFER 55
8.041 Voluntary Transfer Defined 55
8.042 Requests For Transfer 55
8.05 TRANSFERS AND HIGHLY QUALIFIED TEACHER (HQT) STATUS 56
8.06 COLLEGE CREDIT PLUS PROGRAM 56
ARTICLE 9. REDUCTION IN FORCE 56
9.01 REDUCTION IN FORCE 56
9.02 RIF DEFINED 57
9.021 “Reduction In Force (RIF)” 57
9.022 Reasons For RIF 57
9.03 IMPLEMENTATION 57
9.031 Reasons A and C in 9.022 57
9.032 Reasons B and D in 9.022 57
9.033 RIF Notification 57

9.034 Required RIF Meeting 58
9.035 RIF Reasons and Number of Positions 58
9.036 Implementation 58
9.037 RIF Arbitration 58
9.04 EFFECTIVE DATE OF RIF 59
9.05 BARGAINING UNIT RIF LIST 59
9.051 The RIF list shall include the following: 59
9.052 If reductions are necessary 59
9.053 When RIF exceed the number of Limited Contracts 59
9.054 When choosing among teachers with comparable evaluations 49
9.055 If the full-time position of a teacher is eliminated due to RIF 60
9.056 If the full-time position of a teacher is suspended in part due to a RIF 60
9.06 NON-OTES MEMBERS 60
9.061 Certification/licensure and system-wide seniority 60
9.062 Bumping rights 60
9.07 RIF NOTIFICATION 61
9.08 RIGHTS WHILE ON SUSPENSION 61
9.081 Right To Substitute 61
9.082 Right To Insurance Benefits 61
9.09 OFFERS OF REINSTATEMENT 61
9.091 Reinstatement Defined 61
9.092 Right To Reinstatement 62
9.093 Reinstatement Procedure 62
9.094 Notice of Reinstatement 62
9.095 Waiver of Reinstatement Rights 62
9.10 RESTORATION OF BENEFITS AND LIMITED TEACHING CONTRACT 62
9.101 Benefits 62
9.102 Limited Teaching Contract 63
9.11 PRECEDENCE CLAUSE 63
9.12 MISCELLANEOUS 63
9.13 END OF A RIF SITUATION 64
9.14 INTERPRETATION 64
ARTICLE 10. WORK YEAR AND WORKDAY 64

10.01 WORK YEAR 64
10.011 Length of Work Year 64
10.012 Makeup Days 65
10.013 Reduction In Length of Work Year 65
10.014 School Calendar 65
10.02 WORKDAY 65
10.021 Length of Workday 65
10.022 Duty Free Lunch Period 66
10.023 Preparation Time 66
10.024 Scheduled Duties 67
10.025 Number of Preparations 67
10.026 IEP/MFE/IAT Writing/Meetings 68
10.027 Special Education Annual IEP Plan Conferences and Co-Planning 68
10.028 Alternate Assessments 68
10.03 MEETINGS CALLED BY ADMINISTRATORS 68
10.031 Notice 68
10.032 Length of Meeting 68
10.033 Day Restrictions 69
10.034 District-Wide Meetings 69
10.035 Scheduled Building Meetings 69
10.036 Restricted Scheduling of Meetings 69
10.04 CLASS SIZE 70
10.041 The ratio of teachers to pupils on a District-wide basis 70
10.042 The ratio of teachers to pupils in Kindergarten through First Grade 70
ARTICLE 11. INDIVIDUAL RIGHTS 70
11.01 DISCIPLINARY ACTION 70
11.011 Disciplinary Action Defined 70
11.012 Just Cause 71
11.013 Verbal Reprimands/Warnings 71
11.02 ACCESS TO PERSONNEL FILES 71
11.021 Right To Review 71
11.022 Right To Have Representative Present 71
11.023 Right To Have Copy of Material In File 71

11.024 Right To Challenge Contents of File 72
11.03 RIGHT TO REPRESENTATION 72
11.031 Representation At Conferences 72
11.032 Removal From Classroom 72
11.04 COMPLAINTS BY PARENTS, STUDENTS, AND/OR EMPLOYEES 72
11.041 A complaint against or concern about a bargaining unit member 72
11.042 If the complaint is used or referenced in the personnel file 73
11.05 PAYROLL DEDUCTIONS 73
11.06 RECOVERY OF OVERPAYMENT 73
A. 11.061 Overpayment Exceeding Five Percent of Gross Pay For A Pay Period 73
11.062 Overpayment of Less Than Five Percent of Gross Pay For A Pay Period 74
11.07 PROTECTION OF PROPERTY 74
11.08 NO REPRISAL 74
11.09 FACULTY PASSES 74
11.10 THIRD PARTY BENEFICIARY 74
11.11 RIGHT TO PERSONAL PROTECTION 74
ARTICLE 12. EVALUATION 75
12.01 EVALUATION 75
12.011 Procedures for OTES Teachers 75
12.012 OTES Committee 77
Composition 78
Operational Procedures 78
Committee Authority 78
12.013 Procedure for Non-OTES 78
12.02 OPEN APPRAISAL 81
12.021 Knowledge of Observation 81
12.022 Electronic Equipment 81
12.03 CORRECTION OF DEFICIENCIES 82
12.04 Effects of Procedures 82
ARTICLE 13. WORKING CONDITIONS 82
13.01 SENIORITY 82
13.011 Seniority Defined 82
13.012 Continuous Service Defined 82

13.013 Breaking of Seniority Ties 83
13.02 ELEMENTARY GUIDANCE 83
13.021 Description of Program 83
13.022 Implementation of Program 83
13.03 INSTRUCTIONAL MATERIALS AND SUPPLIES 84
13.04 TEACHER AIDES 84
13.041 Number of Educational Aides/Teacher 84
13.042 Administration of Educational Aides/Teacher Program 84
13.043 Role of Educational Aides/Teacher 85
13.05 SUBSTITUTE TEACHERS 85
13.06 LESSON PLANS 85
13.061 Curriculum Maps 85
13.062 Less Than Two (2) Years of Experience 85
13.063 More Than Two (2) Years of Experience 85
13.064 Outline Plans Defined 86
13.07 STUDENT DISCIPLINE 86
13.071 Student Discipline Procedures 86
13.072 Procedures: Assault/Property Damage by Students 86
13.08 SCHOOL DESIGN 87
13.09 INSTRUCTIONAL FREEDOM/RESPONSIBILITY 87
13.10 SMOKE-FREE WORKPLACE 87
13.101 Smoke free 87
13.102 Smoking Cessation Program 87
13.11 DRUG-FREE SCHOOLS 87
13.12 BUILDING SECURITY 88
13.13 ELECTRONIC GRADING SYSTEM AND PARENT COMMUNICATION 89
13.14 MOVING TO NEW BUILDING 89
13.15 JOB SHARING 89
13.151 Purpose, Establishment and Continuation 89
13.152 Definition 90
13.153 Eligibility 91
13.154 Salary 91
13.155 Insurance Premiums/Benefits 91

13.156 Reinstatement of Full Time Status 91
13.157 Written Job Sharing Plan 91
13.158 General Requirements for Job Share Arrangements 92
13.16 EMPLOYMENT RIGHTS/RE-EMPLOYMENT 93
13.161 Seniority 94
ARTICLE 14. INDIVIDUAL CONTRACTS 94
14.01 TEACHING CONTRACT(S) 94
14.011 Employment By Contract 94
14.012 Limited Teaching Contract 94
14.013 Continuing Teaching Contracts 94
14.014 Supplemental Contracts 95
14.015 Extended Contracts 96
14.02 NONRENEWAL OF LIMITED TEACHING CONTRACT 96
14.021 Notice of Intent To Recommend Nonrenewal 96
14.022 Right To Reason(s) For Recommendation of Nonrenewal 96
14.023 Rights Following Board Action To Nonrenew Subsequent To Superintendent's 97
14.024 Effects of Procedures for Nonrenewal of Limited Term Contracts 97
14.03 TERMINATION OF TEACHING CONTRACT 97
ARTICLE 15. ASSOCIATION RIGHTS 97
15.01 RIGHT TO PAYROLL DEDUCTION OF DUES 97
15.011 Authorization for Deduction 97
15.012 Length of Authorization 98
15.013 Notification of Withdrawal of Authorization 98
15.014 Schedule of Deductions 98
15.015 Transmittal of Deductions 98
15.02 RIGHT TO CONDUCT ASSOCIATION BUSINESS 98
15.021 Leave To Conduct Association Business 98
15.022 Leave To Participate In Negotiations 99
15.023 Access To Buildings To Conduct Association Business 99
15.024 Early Dismissal To Attend Association Meetings 99
15.025 Meetings With Administrators 99
15.026 Reimbursement of Stipends Paid to BEA Officers 99
15.03 RIGHT TO INFORMATION 100

15.031 Agenda and Minutes of Board Meetings 100
15.032 Newly Employed Bargaining Unit Members 100
15.033 Retiring Bargaining Unit Members 100
15.034 Board Policy 100
15.04 RIGHT TO USE SCHOOL BUILDINGS AND FACILITIES 100
15.041 Buildings 100
15.042 Mailboxes 100
15.043 Bulletin Board 100
15.05 FAIR SHARE FEE 101
15.051 Payroll Deduction of Fair Share Fee 101
15.052 Notification of the Amount of Fair Share Fee 101
15.053 Schedule of Fair Share Fee Deductions 101
15.054 Transmittal of Deductions 101
15.055 Procedure For Rebate 102
15.056 Entitlement To Rebate 102
15.057 Indemnification of the Board 102
15.06 LABOR/MANAGEMENT RELATIONS COMMITTEE 102
15.061 Purposes 102
15.062 Composition 103
15.063 Meeting Format 103
15.064 Meeting Schedule 103
ARTICLE 16. DISTRICT COMMITTEES & RESIDENT EDUCATOR 103
16.01 RESIDENT EDUCATOR 103
16.011 Definitions 104
16.012 Mentors/REPC 104
16.013 Compensation 105
16.014 General 105
16.02 LOCAL PROFESSIONAL DEVELOPMENT COMMITTEES (LPDC) 106
16.021 Purpose and Authority 106
16.022 Selection of Committee Members 106
16.023 Committee Structure 106
16.024 LPDC Procedures 106
16.025 Training and Compensation 106

16.026 Facility, Equipment and Support Services 107
16.037 Terms of Office 107
16.027 Employee Protection 107
16.028 LPDC Appeals Procedure 107
16.03 DISTRICT STAFF DEVELOPMENT COMMITTEE 107
16.031 Purpose and Authority 107
16.032 Selection of Committee Members 108
16.033 District Staff Development Committee Procedures 108
16.04 WORKING UNDER EXPIRED CERTIFICATES/LICENSES 108
ARTICLE 17. DISTRICT MASTER TEACHER COMMITTEE (DMTC) 108
17.01 PURPOSE AND AUTHORITY 108
17.02 SELECTION AND TERMS OF COMMITTEE MEMBERS 109
17.03 DISTRICT MASTER TEACHER COMMITTEE PROCEDURES 109
17.04 TRAINING AND COMPENSATION 110
17.05 FACILITY, EQUIPMENT, AND SUPPORT SERVICES 110
17.06 EMPLOYEE PROTECTION 110
ARTICLE 18. MISCELLANEOUS PROVISIONS 111
18.01 DEFINITION OF TERMS 111
18.011 Days Defined 111
18.012 Superintendent Defined 111
18.013 Treasurer Defined 111
18.02 NONDISCRIMINATION 111
18.03 IMPLEMENTATION 111
18.04 SEVERABILITY 111
18.05 AGREEMENT REPRODUCTION 111
18.06 WAIVER OF NEGOTIATIONS DURING TERM OF AGREEMENT 112
ARTICLE 19. DURATION 112
APPENDIX A - SIGNATURES 113
APPENDIX B - GRIEVANCE FORM 114
APPENDIX C - SALARY SCHEDULES 115
APPENDIX D - SUPPLEMENTAL SALARY INDEX 121
APPENDIX E - EMPLOYEE BENEFITS 128

PREAMBLE

This Master Agreement, made and entered into by and between the Board of Education of the Brunswick City School District (hereinafter referred to as the "Board") and the Brunswick Education Association/NEOEA/OEA/NEA (hereinafter referred to as the "Association") sets forth all agreements of the parties, constitutes a binding agreement between the parties and supersedes all prior written and oral understandings.

ARTICLE 1. RECOGNITION

1.01 TERM OF RECOGNITION

1.011 Recognition Defined

The Board hereby recognizes the Association as the sole and exclusive bargaining representative for the bargaining unit defined below. This recognition shall be for the purpose of bargaining about salaries, fringe benefits, and conditions of employment.

1.012 Bargaining Unit Defined

The bargaining unit represented by the Association shall consist of all classroom teachers, technology integration specialists, instructional coaches, school psychologists, guidance counselors, reading specialists, speech & hearing therapists, occupational and physical therapists, intervention specialists, Student and Family Support Specialists, school nurse and media specialists (librarians) employed by the Board on a full-time or regular part-time [anyone employed at fifty percent (50%) of a comparable full-time teacher's pay] basis.

1.013 Bargaining Unit Member Defined

A bargaining unit member shall be someone employed in a position as described in Subsection 1.012, above, and shall not have the authority and/or responsibility to hire, transfer, assign, promote, take disciplinary action against or evaluate a bargaining unit member, nor shall he/she be required to make a recommendation on the above.

1.014 Members Assigned to Auxiliary Positions

A. Effective for bargaining unit members initially employed for auxiliary service positions for the 2016-17 year, it is agreed that such positions are subject to changes in such assignments and compensation in accordance with and as the needs of the unit/school so dictate. If the unit/school eliminates the position, the affected bargaining unit member shall have no bumping rights as afforded under Article 9.

B. If a bargaining unit member (initially hired for the 2016-17 year) subsequently is placed in a non-auxiliary service position, his/her years of service shall be credited for purposes of seniority.

1.02 CHANGE IN RECOGNITION

Change in recognition shall be in accordance with the provisions of Ohio Revised Code Chapter 4117.

ARTICLE 2. BOARD RIGHTS AND RESPONSIBILITIES

The Board hereby retains and reserves unto itself all powers, rights, authority, duties and responsibilities conferred upon and vested in it by the laws and the Constitutions of the State of Ohio and of the United States limited only by the specific and express terms of this Agreement.

ARTICLE 3. NEGOTIATIONS PROCEDURE

3.01 GOOD FAITH BARGAINING

3.011 Fair and Open Dealings

The representatives of the Board and the Association are obligated to deal openly and fairly with each other on all matters and to conduct such bargaining in good faith.

3.012 Consideration of Issues

The representatives of the Board and the Association shall consider all issues of bargaining submitted in the bargaining process and shall refrain from unexplained changes in position and from raising new and additional issues calculated to avoid the reaching of an agreement. This does not, however, compel either party to agree to a proposal or require the making of a concession.

3.013 Written Proposals

All proposals and counter proposals shall be submitted in writing.

3.02 TIMETABLE FOR NEGOTIATIONS

3.021 Opening Negotiations

A letter written to open negotiations may be delivered by either party within 180 days of the date this Agreement expires. The letter from the Association shall be addressed to the Superintendent. The letter from the Board shall be addressed to the Association President.

3.022 Initial Meeting

A. A meeting date shall be set no later than fifteen (15) days after receipt of such letter, unless the representatives of the Board and the Association agree to a later date.

B. At this initial meeting, all proposals will be presented in writing. A listing of items is not acceptable for purposes of this Section. No new proposals may be added after the initial meeting without the mutual consent of the parties.

C. Any item contained in the current Agreement not submitted for negotiation at the initial meeting shall become a part of the successor Master Agreement.

3.023 Mediation

If agreement is not reached within thirty (30) days after the initial meeting provided for in Subsection 3.022, above, either party may request that the Federal Mediation and Conciliation Service provide a mediator to assist the parties.

3.03 NEGOTIATION MEETINGS

3.031 Time of Meetings

The negotiating teams shall meet at reasonable times for the purpose of effecting a free and open exchange of facts, opinions, proposals, and counterproposals in a sincere effort to reach mutual understanding and agreement on issues of bargaining submitted for negotiations.

3.032 Frequency of Meetings

Negotiation meetings shall be scheduled at the request of either party and, until negotiations are concluded, either party may require at each meeting a decision on the date, time and place of a subsequent meeting.

3.033 Attendance at Meetings

The Board and the Association shall each be represented at all negotiating meetings by a team of negotiators, not to exceed six (6) in number. While no final agreement shall be executed without ratification by the members of the Association and the Board, the parties mutually pledge that their negotiating representatives shall be granted all necessary power to make and consider proposals in the course of negotiations. Each team may have observers present at any negotiation session by mutual agreement.

3.034 Caucuses During Meetings

Upon the request of the representatives of either party, the negotiating meeting shall be recessed to permit the requesting party to caucus.

3.04 EXCHANGE OF INFORMATION

Upon request, the parties will exchange information pertinent to issues under negotiation,

where such information is normally maintained.

3.05 PROGRESS REPORTS

3.051 Reports To Constituents

Interim reports or progress reports may be made to Association members by its representatives and to the Board and Administration by the Superintendent.

3.052 Reports To Public and/or News Media

Periodic progress reports may be issued during negotiations to the public and/or news media provided that any such release shall have the prior approval of both parties.

3.06 AGREEMENT

3.061 Tentative Agreement

Tentative agreement on negotiation items shall be reduced to writing and initialed by a representative of each party, but such initialing shall not be construed as final agreement. Either party may revise an initialed agreement until all items have been agreed to by the representative negotiating teams.

3.062 Final Tentative Agreement

A. When final tentative agreement is reached on a new Master Agreement, it shall be reduced to writing.

B. The Association shall consider ratification of the new Master Agreement prior to any Board action.

C. Upon ratification by the Association membership, the new Master Agreement shall be submitted to the Board for its consideration and action.

D. The Board shall act within ten (10) calendar days of the Association's ratification vote, unless an extension is mutually agreed upon.

E. When ratified by both parties, the Master Agreement shall be signed by the designed representatives of each party and shall become a part of the official Board minutes.

3.07 EXCLUSIVITY OF PROCEDURE

The negotiations procedure set forth in this Article supersedes and takes precedence over any inconsistent time limits/procedure set forth in Ohio Revised Code Section 4117.14. Mediation, as set forth in Subsection 3.023, above, constitutes the parties mutually agreed upon, exclusive dispute settlement procedure and shall operate in lieu of the procedures in Ohio Revised Code Chapter 4117. In the event mediation does not result in an agreement by the expiration date of this Contract, Ohio Revised Code Section 4117.14(D) (2) will apply.

ARTICLE 4. GRIEVANCE PROCEDURE

4.01 DEFINITION OF TERMS

4.011 A "grievance"

Any alleged violation of this Agreement or any dispute with respect to its meaning or application and shall be subject to the procedures set forth herein.

4.012 A "grievant"

Shall mean the person(s) making the claim.

4.02 PURPOSE

4.021 Resolution At Lowest Level

The purpose of this procedure is to secure at the lowest possible administrative level equitable solution(s) to a grievance(s).

4.022 Bypassing Immediate Supervisor

If a grievant is informed at Level I or Level II that the grievance is beyond the authority of the Immediate Supervisor to resolve, the grievant may proceed immediately to Level III.

4.023 Disciplinary Actions

Only disciplinary actions beyond a verbal/oral reprimand may be grieved through Level IV (arbitration) under this procedure.

4.03 RIGHTS OF INDIVIDUAL

4.031 Representation

A grievant may, at his/her option, have an Association representative present at all levels of the grievance procedure.

4.032 Confidentiality

A. The fact that a bargaining unit member files a grievance shall not be used in any written recommendation from the Personnel Office.

B. All documents, communications and records dealing with the processing of a grievance will be filed in a separate grievance file and will not be kept in the personnel file of an individual participating in the grievance.

C. The Board and the Association agree that the proceedings at each level of the procedure will be kept as informal and confidential as may be appropriate.

4.04 RIGHTS OF ASSOCIATION

4.041 Notice of Hearings

A. The Association President shall be provided a copy of any written grievance prior to its disposition.

B. The Association President shall receive prior notice of each hearing held to resolve a grievance.

4.042 Notice of Decisions

A. Decisions rendered at each level of the grievance procedure after Level I will be in writing, on Appendix B, setting forth the decision and reason(s) therefore, and will be transmitted to the Association President, Labor Relations Consultant, and grievant within the time limits specified.

B. The resolution of a grievance where the Association does not represent the grievant shall not have any precedential value in other grievances.

4.043 Association Grievances

A grievance affecting the rights of the Association may be filed by the Association.

4.044 Consolidated Grievances

Where different grievants have filed separate grievances involving the same factual circumstances, such grievances shall be consolidated, at the request of the Association or the Board. The consolidated grievances may then be processed by the Association as a single grievance on behalf of said members.

4.05 TIME LIMITS

4.051 Maximum Limits

The number of days indicated at each step is considered a maximum. The time limits specified, however, may be extended by written agreement of the parties. “Days” shall be defined as school days.

4.052 Date of Filing Grievance

If a written request to discuss a possible grievance is not filed within twenty-five (25) days after the occurrence of the act or condition giving rise to the grievance, the grievance shall be

considered waived.

4.053 Tolling of Days

If the administrator with whom the grievance is raised cannot identify the member's Immediate Supervisor, the time period for filing a written grievance will be tolled from the date the grievance is first raised until the Immediate Supervisor is identified.

4.054 Failure To Appeal

The failure to appeal a decision at any step of the procedure within the time limits specified shall cause the grievance to be deemed resolved on the basis of the disposition at that step.

4.055 Failure of Administrator To Respond

The failure of an administrator to respond at any step of the procedure within the time limits specified shall permit the grievant to proceed to the next step of the procedure.

4.06 HEARINGS

In the event a hearing related to a grievance is held during the normal working hours of bargaining unit members, the grievant, one (1) Association representative, and all bargaining unit members who are subpoenaed as witnesses shall be granted release time without loss of pay or benefits.

4.07 GRIEVANCE PROCEDURE

4.071 Level I: Initial Discussion

A bargaining unit member with a grievance shall first discuss it with his/her Immediate Supervisor with the objective of resolving the matter. The Level I discussion must be held within the twenty-five (25) day time limit specified in Subsection 4.052, above. The grievant/or representative is encouraged to make known the initiation of a possible grievance.

4.072 Level II: Supervisor

If the grievant is not satisfied with the result of Level I, he/she may file a written grievance, on the form attached hereto as Appendix B, with his/her Immediate Supervisor within seven (7) days following the meeting provided for in Subsection 4.071, above. Within seven (7) days after receipt of the written grievance, the Immediate Supervisor will render a written decision within five (5) days.

4.073 Level III: Superintendent

Within ten (10) days after the Level II decision is received, the grievant may file a written appeal with the Superintendent. Within seven (7) days after receipt of a grievant's appeal, the Superintendent will meet with the grievant and will render a written decision within seven (7) days after such meeting.

4.074 Level IV: Arbitration

A. Within fifteen (15) days after receipt of the Level III decision, the Association may file a demand for arbitration with the Superintendent.

B. The Arbitrator will be selected pursuant to the Voluntary Labor Arbitration Rules of the American Arbitration Association (AAA).

C. The arbitration step of the grievance procedure shall be conducted pursuant to the Voluntary Labor Arbitration Rules of the AAA.

D. The Association shall initially pay the full amount of the AAA's initial fee. The total cost of the arbitration (which shall include the fees and expenses of the arbitrator and of the AAA, including the amount of the initial fee) shall be shared. The losing party shall pay two-thirds (2/3) of the cost, the winning party shall pay one-third (1/3) of the cost.

E. The decision of the arbitrator shall be final and binding on the parties. The arbitrator shall not have the power to add to, subtract from, or modify any of the terms of the Agreement.

ARTICLE 5. SALARIES

5.01 SALARY SCHEDULE

5.011 Base Salary

August 1, 2026	(3.50%)
August 1, 2027	(3.25%)
August 1, 2028	(3.00%)

(Set forth in Appendix C)

5.012 Compensation

A. A bargaining unit member shall be compensated at the rate determined by his/her proper placement on the salary schedule (Appendix C).

B. A bargaining unit member who works more than the one hundred eighty-four (184) days provided in Section 10.01, herein, as extended time on a continuing or limited teaching contract shall be compensated at his/her per diem rate.

C. STRS "Pick-Up"

a. For purposes of this Agreement, total annual salary or salary per pay period for each bargaining unit member shall be any salary otherwise payable under this Agreement, which shall be the member's contracted annual salary determined from the current salary schedule and the current supplemental salary index. The total annual salary or salary per pay period of each member shall be payable by the Board in two (2) parts: 1) deferred salary and 2) cash salary. A member's deferred salary shall be equal to that percentage of said member's total annual salary or salary per pay period which is required from time to time by the Ohio State Teachers Retirement System (STRS) to be paid as an employee contribution by said member and shall be paid by the Board to STRS on behalf of said member as a "pick-up" of STRS employee contribution otherwise payable by said member. A member's cash salary shall be equal to said member's total annual salary or salary per pay period less the amount of the “pick-up” for said member and shall be payable, subject to applicable payroll deductions, to said member. The Board's total combined expenditures for members' total annual salaries or salaries per pay period otherwise payable under this Agreement, as amended (including “pick-up” amounts) and its employer contributions to STRS shall not be greater than the amounts it would have paid for those items had this provision not been in effect.

b. The Board shall compute and remit its employer contributions to STRS based upon total annual salary or salary per pay period, including the "pick-up." The Board shall report for Federal and Ohio income tax purposes as a member's gross income said member's total annual salary or salary per pay period, less the amount of the "pick- up." The Board shall report for Municipal income tax purposes as a member's gross income said member’s total annual salary or salary per pay period, including the amount of the “pick-up.” The Board shall compute income tax withholding based upon gross income as reported to the respective taxing authorities.

c. The deferred salary and cash salary under the portion determined from the current salary schedule shall be combined as the member's total contracted annual salary for the purpose of computing the daily rate of pay.

5.013 Placement on the Salary Schedule

A. A newly employed bargaining unit member may be credited with all years of teaching experience up to a maximum of ten (10) years.

I. Military experience and prior substitute teaching experience [of one hundred twenty (120) or more days in any one (1) school system] shall be considered in determining prior teaching experience.

B. A bargaining unit member with previous teaching experience in the District, who has left the District and who has been engaged in teaching shall, upon return to the District, be given full credit for prior teaching experience credited at the time of initial employment and teaching experience in the District. In addition, a bargaining unit member who left the bargaining unit as a result of:

   I. Reduction In Force -- shall be credited, upon recall, with teaching experience gained during his/her absence from the District; or
   II. Reasons other than Reduction In Force -- may be credited with teaching experience gained during his/her absence from the District.

C. A bargaining unit member with previous teaching experience in the District who has been engaged in teaching shall, upon return to the District, be restored to the next position on the salary schedule above that at which he/she left, provided such individual served at least one hundred twenty (120) days in the last school year during which he/she was previously employed in the District.

D. Returning teacher(s) as per conditions of Paragraph C, above, shall be restored to their previous contract status.

E. A bargaining unit member shall be placed on the proper column of the salary schedule as determined by his/her academic training. In order to qualify for horizontal movement, a bargaining unit member must have accumulated appropriate credit in semester hours after the date of his/her degree. It is recommended all courses be pre-approved due to the risk of the course being denied. The accumulated hours must be earned in courses meeting the criteria defined as High Quality in the Ohio Professional Development Standards as determined by any of the following:

   I. Courses in the teaching field of the individual;
   II. Courses in a college or department of education;
   III. Courses which can be applied to meeting the qualifications leading to additional certification; or
   IV. Courses related to subjects for which the member is certified.
   V. CEU credit approved by the LPDC. CEU's will be equivalent to a semester hour of college credit on a 3:1 ratio. Accumulation of such can begin after a Master's Degree is earned. Accumulation of post-Master's credit toward movement from one (1) level of the salary schedule to another shall be no more than fifty percent (50%) CEU credit and fifty percent (50%) semester hours.

F. Credit hours not meeting these criteria must be approved by the Superintendent. Bargaining unit members may request the Superintendent to determine acceptability of credit hours prior to the member beginning said courses. A lack of a written determination shall indicate acceptability.

G. Credit shall not be recognized for courses or degrees from professional schools such as medicine, law, etc., or to qualify for a different profession, such as real estate sales, unless they meet one of the above criteria.

H. Placement on the Occupational Therapist, Physical Therapist, Nurse and Student and Family Support Specialist will be as follows:

Level 1 - Associates Degree (ex. LPN)
Level 2 - Associates/Bachelors Degree with license (ex. RN/OT)
Level 3 - Bachelors +15 (Level 2 with a Bachelors)
Level 4 - Masters or Bachelors +30
Level 5 - Masters +15 or Bachelors +45
Level 6 - Doctorate, Masters +30 or Bachelors +60

I. Student and Family Support Specialists (SFSS), who are currently employed as of the 2025-26 contract year, shall be placed on the BEA Teacher Salary Schedule with credit for all Brunswick years of service and credit for one-half (½) of their non-District verified years of service and applicable educational attainment. Any SFSS hired after January 1, 2026 shall be placed on the BEA Teacher Salary Schedule based upon (1) experience credit only for years of service (minimum 120 days for one year) with an Ohio public school district; and (2) the employee's level of educational attainment.

5.014 Advancement On the Salary Schedule

A. After initial placement on the salary schedule, a bargaining unit member will be advanced one (1) step on the salary schedule for each work year in which he/she rendered service and/or is on paid leave for a total of at least one hundred twenty (120) days.

B. Application for salary adjustments must be made in writing, twice during the school year (by September 15 and by January 15). Copies of teaching certificates must be on file with the Personnel Office by October 15. Satisfactory evidence of all credit must be on file with the Personnel Office by September 15 and complete transcripts of such credit shall be placed on file with the Personnel Office as soon as they are available.

5.02 PAYROLL PRACTICES

5.021 Pay Periods

A bargaining unit member shall be paid in twenty-four (24) equal biweekly installments from the appropriate salary schedule(s) (Appendix C).

5.022 Method of Payment

A. BEA bargaining unit members shall be paid in twenty-four (24) equal installments from the appropriate teacher salary schedule(s) (Appendix C). A bargaining unit member shall

receive his/her pay by direct deposit to his/her financial institution.

B. Each bargaining unit member shall receive a pay stub sent electronically.

C. Payday shall be on the fifteenth (15th) day and the last day of each month for all employees. If the payday falls on a holiday or weekend, all employees shall be paid on the workday prior to the holiday or weekend.

5.023 Payday Falling On Day School Is Closed

A. In the event the scheduled payday falls on a day during the work year that school is closed, the paycheck shall be issued on the last workday before the closing.

B. In the event that payday falls on a non-banking day, the bargaining unit member's pay shall be available on the last banking day preceding the scheduled payday. Pay stubs shall be sent one (1) day prior to the scheduled payday.

5.024 Payment for Supplemental Duties

A. Individuals who fulfill the duties of any position listed on the supplemental schedule shall be issued a contract prior to the commencement of the activity and shall be paid the appropriate compensation.

B. A bargaining unit member who contracted to perform a year long supplemental duty shall be paid for his/her services in two (2) equal installments if requested by the bargaining unit member. Such request should go to the immediate supervisor.

   a. At an established midpoint of the season it will be the sole responsibility of the head varsity coach to request a ½ (.5) payment for all athletic seasonal supplementals of his/her staff.

   b. Failure to apply/complete required form by the established date will result in a one time supplemental payment as referred to in C and D of Article 5.024.

C. Said payment shall be made no later than the second pay date following the validation by the Immediate Supervisor of the completion of the supplemental duty. It shall be the responsibility of the supplemental contract holder to notify the Immediate Supervisor of the completion of the supplemental duty. Notification shall be made in writing. Validation shall be made within two (2) weeks of notification.

D. Payment for a supplemental duty shall be made in a check which is separate from the bargaining unit member's salary provided by Section 5.01, above, and shall, for purposes of withholding taxes and retirement contribution, be treated as a separate one time earnings.

5.025 Lump Sum Payment During Work Year

In the event the individual contract is terminated by either party during the work year, the total sum due the bargaining unit member, as of the date of termination, shall be paid at the next scheduled payday following the close of the payroll period during which the last day of service occurred.

5.026 Lump Sum Payment At End of Work Year

In the event the individual contract is terminated or not renewed by either party at the end of the work year, the bargaining unit member may choose to have the total sum due paid at the next scheduled payday following the close of the payroll period during which the last day of service occurred.

5.03 SUPPLEMENTAL SALARY INDEX

5.031 Supplemental Salary Index

A bargaining unit member(s) assigned supplemental duties, listed in Appendix D, shall be properly placed on the Supplemental Salary Index (Appendix D). The supplemental salary shall be increased the same percentage as the teacher salary schedule.

5.032 Placement On the Supplemental Salary Index

Supplemental contracts shall not be held by more than three (3) people unless approved by the Administration. Supplemental contract positions, listed in Appendix D, shall be paid in accordance therewith with the bargaining unit member's placement on the Supplemental Salary Index being based on years of qualified experience. The Board will grant experience credit outside the Brunswick City Schools subject to receipt of official documentation from previous school district(s). “Years of qualified experience” shall mean the following:

A. For coaches in the varsity rank: Any year(s) of experience coaching in the varsity, junior varsity, and 9th grade rank in the same sport beginning with the 2022-2023 school year.

B. For coaches in Seventh (7th), Eighth (8th) and Ninth (9th) Grades: Any year(s) of experience coaching in the Seventh (7th), Eighth (8th) or Ninth (9th) Grade or above in the same sport.

C. Non-coaching positions: Any year(s) of experience in the same position.

5.033 Voluntary Participation In Supplemental Duties

Participation of a bargaining unit member in supplemental duties will be strictly voluntary.

5.034 Requirement of a Pupil Activity Permit for Athletics and Clubs that Involve Physical Activity

Bargaining unit members must have on file with the Ohio Department of Education AND the District a valid Pupil Activity Permit (PAP) in order to engage in supplemental contract duties and no pay may be made to any member in the absence of a valid PAP.

5.04 SUBSTITUTION IN EXCESS OF STANDARD DAY

5.041 Rate of Compensation

A bargaining unit member who performs duties in excess of the standard day by substituting for an individual who is absent shall be compensated based upon the District average teacher salary in effect as of September 1 of each school year. Those teachers who perform such duties will receive compensation for the full period/unit in which they are substituting. Minimally, that teacher will be compensated for thirty (30) minutes of substitution.

5.042 Voluntary Participation

Each work year a roster will be made of all bargaining unit members who are willing to contract to perform duties as a substitute in excess of the standard day. After bargaining unit members on the roster who are available for the needed time have been requested to perform duties, the Board may assign any member to perform such duties. The number of "assigned" substitutions will not exceed two (2) in a semester.

5.05 SEVERANCE PAY

5.051 Right To Severance Pay

A. A bargaining unit member shall be eligible for severance pay in either of the following situations:

1. The member has completed twenty (20) total years of teaching service with the Brunswick City School District and separates from service with the District for any reason (except termination under 3319.16). This option shall apply to members who are on the STRS Defined Contribution, Combined Plan or STRS Defined Benefit plan.

2. The member has completed five (5) or more years of teaching service in the Brunswick City School District and resigns from the District for the purposes of retirement. In this situation, the member shall provide proof that the member is receiving post-retirement benefits through State Teachers Retirement System (STRS), prior to receipt of severance pay. This option shall apply only to those members on the STRS Defined Benefit plan.

B. In the event of death, severance pay payable under this Section shall be paid to such bargaining unit member's designated or nominated beneficiary as prevails with respect to STRS.

5.052 Calculation of Severance Pay

A. Severance pay will be based upon the daily rate of pay as determined from the individual's teaching contract, exclusive of all supplemental contracts and allowances, last in effect prior to the termination of employment.

B. A severance pay benefit will be given for one-fourth (1/4) of the first one hundred sixty (160) days of accumulated sick days, all of the next twenty-five (25) days, and one-fourth (1/4) of all remaining accumulated sick days.

5.053 Method of Payment

A. A bargaining unit member may elect to receive his/her lump sum payment at the time he/she qualifies for such payment.

(OR)

B. A bargaining unit member may elect to receive his/her severance pay benefit at the time of the first (1st) pay date in January of the calendar year following qualification for such benefit.

(OR)

C. A bargaining unit member may elect to receive his/her severance pay benefit over a three (3) calendar year period following qualification for such benefit. Three (3) equal installments will be paid the first pay date in January of each of the three (3) years. All distributions in this section and section (B.) may be considered taxable in year one of the distribution according to Internal Revenue Code.

D. Upon written request from the retiring bargaining unit member, the Treasurer will issue a check for the amount as determined by the employee. This optional distribution from the individual's severance shall be paid directly to a tax sheltered plan (403B or 457) of the individual's choosing. A bargaining unit member exercising this option may choose to have his/her retirement account credited according to options in Subsection 5.053 A, B, and C.

5.054 Restrictions

Payment for Sick Leave on this basis shall be considered to eliminate all Sick Leave credit accrued by the teacher at the time of receipt of the severance benefit.

5.055 Retirement Announcement Incentive

Bargaining unit members whose notice of resignation for retirement purposes is submitted and approved by the Board of Education at or prior to the regularly scheduled February meeting will be paid a one-time incentive stipend of $500.00. Such retirement must be effective at the close of the bargaining unit member's contract year. Payment will be made on the first pay day in March.

5.056 Deferred 403(b) Annuity Plan

A. Valic 403(b) Plan

a. Notwithstanding anything in this Agreement or Board policy to the contrary, the Board shall adopt the "Valic Tax Deferred 403(b) Annuity Plan for Government Employees" Document (the "Valic 403(b) Plan") with terms that comply with the requirements of this Paragraph 2.

b. The terms of the 403(b) Plan shall include the following:

1. Participation in the Valic 403(b) Plan shall be mandatory for any teacher actively employed on or after September 1, 2014, who would be entitled to severance pay under Article 5 and/or retirement incentive pay under Article 5, who is or will be age 55 years or older in the calendar year in which the teacher retires, or, in the case of a retired/rehired teacher, resigns.

2. If a retiring teacher is a participant in the Valic 403(b) Plan, an employer contribution shall be made on his/her behalf under the Valic 403(b) Plan in an amount equal to the total amount of the Participant's severance pay in accordance with Article 5 Section 5.05 and any retirement incentive pay in accordance with Article 5.

3. The required contribution to the 403(b) Plan shall be made within the timeframe described in Article 5 Section 5.05 regarding the payment of severance pay and shall be made within the timeframe described in Article 5 regarding the payment of retirement incentive pay; provided, however, that if the amount payable to the Valic 403(b) Plan in the calendar year of retirement would exceed the maximum amount that is permitted under the applicable federal income tax law for that year, the remaining amount shall be contributed to the Valic 403(b) Plan after the first payroll date in January of the next calendar year.

4. A teacher who is a participant in the Valic 403(b) Plan shall complete a Valic 403(b) enrollment package prior to retirement; and unless and until a teacher does so, no contribution of severance pay and/or retirement incentive pay shall be made to the Valic 403(b) Plan on behalf of the teacher.

5. If a teacher is entitled to have a contribution paid to the Valic 403(b) Plan and dies prior to such contribution being paid to the Valic 403(b) Plan, the contribution shall be paid to a Beneficiary of the teacher in accordance with the terms of the Valic 403(b) Plan. In the event no beneficiary was designated by the employee, the Severance Plan will be paid to the deceased's estate.

6. The Plan year of the Valic 403(b) Plan shall be the calendar year.

7. After adoption of the Valic 403(b) Plan, any administrative fees shall be borne by the Valic 403(b) Plan Participants.

c. Any teacher who is entitled to severance pay and/or retirement incentive pay who is not an eligible participant in the Valic 403(b) Plan will continue to be eligible for any and all severance payments and/or retirement incentive payments in accordance with Article 5, Sections 5.05 and 5.055. The teacher may elect to defer such payments to a tax-sheltered annuity that is tax qualified under Internal Revenue Code Section 403(b) (a ”TSA”) or Code Section 457(b) as permitted by law and Board policy.

d. All contributions to the Valic 403(b) Plan, all deferrals to a TSA and/or 457(b), and all check payments to teachers, shall be subject to reduction for any tax withholding or other withholding that the Treasurer, in his/her sole discretion, determines is required by law. Neither the Board nor the BEA guarantees any tax results associated with the Valic 403(b) Plan, deferrals to a TSA or check payments made to a teacher.

e. In the event a teacher is ineligible to participate in the 403(b) Plan and dies, the Severance Pay shall be paid to the employee’s estate.

5.06 MOTOR VEHICLE ALLOWANCE REIMBURSEMENT

5.061 Right To Reimbursement

A bargaining unit member who is required to use his/her own motor vehicle in the performance of his/her duties, including a member who is assigned to more than one (1) school during a workday, shall be reimbursed for all such use.

5.062 Rate of Reimbursement

The rate of reimbursement for the use of a bargaining unit member's motor vehicle shall be the "Standard Mileage Rate" as established by the IRS.

5.063 Method of Payment

Vouchers for mileage reimbursement shall be allowed to accumulate until said reimbursement equals Fifty Dollars ($50.00) or more. Mileage reimbursements will not be issued for amounts less than $50 except in the case of final vouchers. Final vouchers for school year must be submitted for payment prior to June 15th regardless of amount. Upon receipt of the voucher by the Supervisor, it shall be transmitted to the Treasurer within five (5) days. Payment shall be made within thirty (30) days of the filing of the voucher with the Treasurer's Office.

5.064 Restrictions

For purposes of mileage reimbursement for a bargaining unit member assigned to more than one (1) school, a schedule of mileage shall be established by the Board, subject to approval by the Association, for distances between schools.

5.07 CURRICULUM REVIEW

Members of the Curriculum Review Committees, as approved by the Board of Education, shall be given a stipend of Thirty-two dollars ($32.00) per hour for participation in meetings or subgroup activities pre-approved and conducted under the guidelines of the Curriculum Office outside of the workday. Participation in curriculum review shall be voluntary.

5.08 TUITION REIMBURSEMENT

The Board will reimburse a bargaining unit member's tuition cost up to a maximum lifetime amount of $5,000 or $2,500 per year with the balance available in full for the third year, when the following criteria are met:

A. The applicant is working to obtain his/her first (1st) Master's Degree or HQT for his/her current teaching assignment.

B. The courses taken are required elements of a Master's program in education or relevant academic discipline related to teaching from an accredited university.

C. Pre-approval of the courses to be reimbursed is obtained from the Assistant Superintendent, Personnel. Pre-approval means prior to the start of class.

D. Verification of payment is provided.

E. Verification of completion of coursework with a "B" or better grade (report card or transcript).

Reimbursement will be issued after the start of school for the year following the school year in which the coursework was completed if the bargaining unit member is still employed with the Brunswick City Schools.

If the member severs his/her employment within four (4) years of receiving the tuition reimbursement, the Board shall recoup from the member's pay, the amount expended on behalf of the member under this provision.

5.09 NATIONAL BOARD CERTIFICATION

Bargaining unit members who have attained a National Board Certificate shall receive a one-time stipend of $1,000.

5.10 MASTER TEACHER STIPEND

Bargaining unit members who have attained the Master Teacher designation shall receive a one-time stipend of $500.

5.11 EVENT SUPERVISON

If not otherwise covered by a supplemental, a bargaining unit member shall be compensated at a rate of Thirty-Two Dollars ($32.00) per hour for the events listed below that take place outside of the workday with administrative approval, in writing, prior to the event. Requests for pay shall be submitted to the Treasurer's Office within ten (10) workdays of the event and documented in fifteen (15) minute increments based on actual time worked.

A. Music Performances: After the first event that is a minimum of two (2) hours outside of the school day, a maximum 3 hours per preapproved event.
B. OMEA Direct led Group Performance: maximum of 5 hours per preapproved event
C. District Music Festivals - one per year: maximum of 4 hours per preapproved event
D. 5th Grade Music Recruitment Night: maximum of 3 hours per preapproved event
E. Building/District Art Show - one per year: maximum 4 hours per preapproved event
F. Elementary Fine Arts Night (instead of an Elementary Art show): maximum of 4 hours per preapproved event
G. Excellence Showcase preapproved display: maximum of 3 hours

ARTICLE 6. INSURANCE

Note: Starting October 1, 2017, we will only have one plan (Plus).

6.01 GENERAL PROVISIONS

6.011 Right To Insurance Benefits

In addition to the salary paid to a full-time bargaining unit member pursuant to Article 5, his/her compensation shall include the insurance benefits as provided herein.

6.0111 Spousal Insurance Provision

A. A bargaining unit member may choose to be covered under Section 6.0111B. If selected, the bargaining unit member will remain under the working spousal provision unless the spouse's coverage materially changes (i.e. increase in premiums). In that event, the employee can opt out of the spousal insurance coverage during the next open enrollment period. Bargaining unit members who opt out of the spousal insurance coverage and who participate in the Super Med Plus Plan will pay (no caps):

   Effective January 1, 2024, the provision for bargaining unit members to opt out of spousal insurance coverage will cease and all bargaining unit members will be required to be covered under the provisions of Section 6.0111B.

B. If an employee's spouse is eligible to participate, as a current employee or retiree in group health insurance and/or prescription drug insurance sponsored by his/her employer or any public retirement plan, the spouse must enroll in such employer (or public retirement plan) sponsored group insurance coverage(s).

   This requirement does not apply to any spouse who works less than 30 hours per week AND is required to pay more than 50% of the single premium to participate in his/her employer's group health insurance coverage and/or prescription drug insurance coverage.

   The Board shall reimburse the employee up to $125.00 per month for the cost of medical premiums for the employee's spouse who must obtain medical insurance with his/her employer.

   Upon the spouse's enrollment in any such employer (or public retirement plan) sponsored group insurance coverage, that coverage will become the primary payer of benefits and the coverage sponsored by the Board of Education will become the secondary payer of benefits.

   Any spouse who fails to enroll in any group insurance coverage sponsored by his/her employer or any public retirement plan, as required by this Section, shall be ineligible for benefits under such group insurance coverage sponsored by the Board of Education.

   Every employee whose spouse participates in the Board of Education's group health insurance coverage and/or prescription drug insurance coverage shall complete and submit to the Board of Education, upon request, a written certification verifying whether his/her spouse is eligible to participate in group health insurance coverage and/or prescription drug insurance coverage sponsored by the spouse's employer or any public retirement plan. If any

employee fails to complete and submit the certification form by the required date, such employee's spouse will be removed immediately from all health and prescription drug insurance coverages sponsored by the Board of Education. Additional documentation may be required.

If you submit false information or fail to timely advise the Plan of a change in your spouse's eligibility for employer (or public retirement plan) sponsored group health insurance and/or prescription drug insurance, and such false information or such failure by you results in the Plan providing benefits to which your spouse is not entitled, you will be personally liable to the Plan for reimbursement of benefits and expenses, including attorneys' fees and costs, incurred by the Plan. Any amount to be reimbursed by you may be deducted from the benefits to which you would otherwise be entitled. In addition, your spouse will be terminated immediately from group health insurance and/or prescription drug insurance coverage under the Plan. If you submit false information, you may be subject to disciplinary action by your school district, up to and including termination of employment.

6.012 Copy of Certificate of Insurance

A. The Board shall provide to the Association one (1) copy of each signed Contract and Certificate of Insurance entered into between the Board and the insurance company(ies) which shall provide the benefits specified in this contract.

B. Copies of contracts and certificates of insurance subsequently entered into by the Board shall be provided within one (1) month after they are received by the Board.

6.013 Distribution of Explanation of Coverage(s)

A. As amendments and/or changes in insurance coverage(s) or carriers are made, the Board and the Association shall notify the carrier that each bargaining unit member will receive a written description, prepared by the carrier, of such amendment and/or change. This written notice shall be made within thirty (30) days of the amendment and/or change and shall request that the description shall be provided to the bargaining unit member within sixty (60) days after receipt of the notice.

B. A bargaining unit member shall, at the time of the signing of his/her teaching contract, receive a written description of all insurance coverage(s) in effect at that time.

6.02 MEDICAL INSURANCE PROGRAM

(Comprehensive Major Medical, Prescription Drugs and Dental Insurance)

6.021 Right To Coverage

A. The Board shall purchase from a carrier licensed by the State of Ohio, basic hospitalization and surgical insurance, major medical insurance, prescription drugs and dental insurance coverage which meets or exceeds the specifications set forth in this Article (Comprehensive Major Medical, Section 6.024; Prescription Drugs, Section 6.025; Dental Insurance, Section 6.026) for each bargaining unit member, now or hereinafter employed, and his/her family. Any bargaining unit member hired after May 1, 2005 shall be eligible for BOE insurance and benefits based upon the number of hours worked per teacher day, five days per week or the equivalent as set forth below, subject to the monthly premium payments set forth in 6.0111 A (if applicable) or 6.022 A or B.

B. During the term of this Contract, the Board shall purchase insurance which includes a hospital network to meet the requirements of Subsection 6.024 (Comprehensive Major Medical), below. Hospitals and doctors shall remain the same or better as in effect under this Plan. There is a possibility that individual doctors and service providers may leave the plan.

C. The Board shall establish an insurance committee to examine the District's current health benefit program, its cost implications and possible alternatives. The committee will be composed of four (4) members appointed by the President of the Association and four (4) members appointed by the Superintendent. The Association agrees that representatives of other employee groups (maximum of 4) may be invited to participate on the committee. The committee will meet by mutual agreement during the school day at least twice per year. The committee will submit meeting minutes including any recommendations concerning insurance programs to the Board and the Association.

D. A bargaining unit member may reinstate coverage during the annual open enrollment period. Applications are due prior to the coverage start date of October 1.

E. A bargaining unit member may elect to buy-out of the medical insurance program. The Board will pay Two Hundred Dollars ($200.00) per month to each bargaining unit member who buys-out of the program provided he/she certifies that they have other health insurance. Effective October 1, 2012, married couples employed by Brunswick City School District shall be eligible for either single insurance coverage or one (1) family insurance plan and shall not be eligible for the insurance buy-out incentives.

F. A bargaining unit member shall have the right to reenter the District's insurance program in the event of loss of dependent status, change of marital status, or termination of spouse's employment, or in the event of a qualifying event as specified under COBRA or as defined by the carrier.

G. In addition to the above, a bargaining unit member may reinstate coverage on October 1st of

any given year.

6.022 Method of Payment of Coverage

A. Effective October 1, 2025, each full-time teacher enrolled in the Board's insurance plan will pay 15% of their medical insurance plan. The maximum monthly employee contribution will be $206 monthly for single and $440 monthly for family.

B. Effective October 1, 2026, each full-time teacher enrolled in the Board's insurance plan will pay 15% of their medical insurance plan. The maximum monthly employee contribution will be $220 monthly for single and $471 monthly for family.

C. Effective October 1, 2027, each full-time teacher enrolled in the Board's insurance plan will pay 15% of their medical insurance plan. The maximum monthly employee contribution will be $246 monthly for single and $528 monthly for family.

D. Effective October 1, 2028, each full-time teacher enrolled in the Board's insurance plan will pay 15% of their medical insurance plan. The maximum monthly employee contribution will be $276 monthly for single and $591 monthly for family.

E. Medical Insurance Coverage includes medical, prescription/drug, dental, and vision.

F. All insurance premiums will be made in twenty-four equal installments.

G. Notwithstanding the above, any bargaining unit member hired after May 1, 2005 and who works at least four (4) but less than six (6) hours per day will pay fifty percent (50%) of the applicable premium.

6.023 Right To Change Coverage Status

A bargaining unit member may change the coverage status (single or family) effective the first (1st) of any month, subject to the rules and regulations of the carrier.

6.024 Comprehensive Major Medical, Wellness, Prescription Drugs, Dental and Vision Coverage

Specifications (*See Appendix E for changes effective January 1, 2027 For a full detailed schedule of benefits, employees should consult the District website)

Wellness
Routine pap test / Routine mammogram / Routine prostate cancer

A $125.00 wellness incentive will be paid for participation in a Health Screening or Annual Physical. Verification will be required to be submitted to the Business office not later than each

June 1 in order that the incentive be paid in the second pay in June. No incentive shall be rendered for payment if verification is not received within dates required. (Example: Health Screening/Physicals received and verified between June and the following May will be paid in the subsequent June.)

6.025 Prescription Drugs

The prescription drug coverage shall be:
Effective October 1, 2026, prescription drug coverage shall be:

$15 Generic
$25 Formulary Brand
$35 Non-Formulary Brand
$35 Generic Mail Order (90-day supply)
$50 Formulary Brand Mail Order (90-day supply)
$70 Non-Formulary Brand Mail Order (90-day supply)

On the fourth refill of any prescription, a mail-order 90-day supply is mandatory.
Prescription drug coverage includes oral contraceptives with or without medical necessity.

6.026 Dental Insurance

Class I -- Preventive & Diagnostic

Routine Oral Exams – once every six (6) months
Teeth Cleaning -- once every six (6) months
Fluoride Treatments -- once every twelve (12) months
Emergency pain treatments
Space maintainers
Diagnostic X-Rays
Tests & lab exams

Class II -- Basic Restorative

Fillings -- amalgams, silicate, acrylic
Root canal therapy
Treatment of gum diseases
Repair of bridgework and dentures
Extractions and oral surgery
General anesthesia -- only if medically necessary

Class III -- Major Restorative

Inlays, inlays, gold fillings or crown restorations
Initial installation of fixed bridgework

Installation of partial or full, removable dentures
Replacement of existing bridgework or dentures

Class IV -- Orthodontia

Full-banded orthodontia treatment
Appliances for tooth guidance
Appliances to control harmful habits
Retention appliances – not in connection with full-banded treatment

Calendar year maximum of $2,000 for Classes I, II, and III.

Class I	100%
Class II	80%
Class III	70%
Class IV	50% (Lifetime maximum, $1,750)

Calendar Year Deductible: None

6.03 TERM LIFE INSURANCE

6.031 Right To Coverage

The Board shall purchase from a carrier licensed by the State of Ohio, group term life insurance coverage which meets or exceeds the specifications set forth in Section 6.034, below, for each bargaining unit member now or hereafter employed.

6.032 Method of Payment of Coverage

The full cost of such insurance and any increases thereof shall be paid by the Board.

6.033 Right To Purchase Additional Coverage

The Board shall allow individual bargaining unit members to purchase additional amounts of coverage through payroll deduction subject to the rules and regulations imposed by the carrier.

6.034 Specifications

The face value of the term life insurance coverage shall be one and one-half (1-1/2) times the employee's salary plus an equal amount of accidental death and dismemberment coverage.

After the bargaining unit member’s 49th birthday, he/she shall have a one-time option to decrease his/her term life insurance from one and one-half times the employee’s salary to the minimum of $50,000 in term life insurance.

Due to restrictions imposed by the life insurance carrier, employees are subject to the rules, regulations and limitations of the carrier, thus the maximum coverage provided by the group life policy could be reduced. Employees are encouraged to read the policy to familiarize th

6.04 VISION CARE

6.041 Specifications

This VSP Program, as outlined below, provides an eye examination, lenses, and a frame once every calendar year.

	VSP Participating Reimbursement Benefits (Copays apply to charges)	Non-Participating Provider Doctor Schedule
Examination		
Examination for glasses		
	Covered in full after $5.00 copayment*	$ 35.00
Examination for contact lenses		
	Covered in full (excluding evaluation/fitting charges) after $5.00 copayment*	$ 35.00
Lenses		
Single Vision Lenses		$ 25.00
Bifocal Lenses	Covered in full	$ 40.00
Trifocal Lenses	after $20.00	$ 55.00
Lenticular Lenses	copayment*	$ 80.00
Frame	Covered in full** after $20.00 copayment*	$ 45.00

*There is only one (1) $5.00 copayment for the exam, and only one (1) $20.00 copayment for lenses and/or frame.

** Within *Plan limitations. If you select a frame that costs more than your Plan allowance, there will be an additional charge you will pay out-of-pocket. When you visit the VSP participating doctor, ask him/her which frames are covered in full. The allowance designated by the Brunswick City School District covers the majority of frames on the market and ensures a good*

choice.

Contact Lenses (In place of spectacle lenses and frames)

Medically Necessary	Covered in full after $20.00 copayment*	$ 210.00
Elective	$ 105.00	$ 105.00

Lens Options
The Plan is designed to cover your visual needs rather than elective materials. There will be extra costs involved if you select materials or services which are elective in nature, such as:

- Blended or Progressive Lenses
- Special Edging
- Special Lens Materials
- Oversize Lenses

Plan Discounts
Patients may now obtain additional pairs of prescription glasses at a 20% discount off usual and customary charges. In addition, the Plan now offers a 15% discount on contact lens professional services. These discounts are available for 12 months following the patient's last covered eye examination from the VSP participating doctor who provided the examination.

6.05 WORKERS' COMPENSATION

6.051 Coverage

All employees covered under this Agreement are protected under the Ohio Workers' Compensation Act in cases of injury or death incurred in the course of or arising out of their employment.

6.052 Reporting

An injury incurred while performing assigned responsibilities shall be reported to the injured employee's Supervisor/designee and an application for benefits may be filed with the Bureau of Workers' Compensation. The Administration shall assist an employee in filing a Workers' Compensation claim. An injured employee shall have the option of applying for Workers' Compensation or using accrued Sick Leave.

ARTICLE 7. LEAVE PROVISIONS

7.01 SICK LEAVE

7.011 Accumulation

A. A bargaining unit member shall earn and accumulate Sick Leave credit in accordance with Ohio Revised Code Section 3319.141. The maximum number of days allowed to accumulate shall be unlimited.

B. Sick Leave for a bargaining unit member employed for less than one hundred eighty-four (184) days per year and/or less than a full day shall be credited and deducted at the proportionate rate equal to his/her rate of compensation.

7.012 Notification of Accumulated Credit

A bargaining unit member will receive notification of his/her accumulated Sick Leave through the electronic absence system.

7.013 Advance of Sick Leave Days

A bargaining unit member in his/her first (1st) year of teaching may be advanced ten (10) days of Sick Leave as provided for in Ohio Revised Code Section 3319.08. These ten (10) days, or any portion thereof, may be used in case said bargaining unit member is unable to work because of any of the prescribed reasons for the use of Sick Leave, after the beginning of his/her employment but before he/she has accumulated that amount of Sick Leave as provided for in Ohio Revised Code Section 3319.141. In the event a bargaining unit member who has been advanced Sick Leave under this Section leaves paid employment status with the Board prior to having earned the Sick Leave previously advanced, such bargaining unit member shall reimburse the Board for unearned Sick Leave paid under this Section. The Association shall be held harmless in any litigation resulting from action(s) taken under the provisions of this Section. Nothing herein shall be considered to create an expectation that unpaid leave will be granted to any bargaining unit member who has exhausted all sick leave and advancements nor is the Board in any way limited from docking any such employee's pay and/or in taking appropriate disciplinary action for any unauthorized absence without approved leave. Bargaining unit members who have exhausted sick and other authorized leave must seek an unpaid leave from the Board pursuant to Ohio Revised Code Section 3319.13 to preserve a right to return to employment.

7.014 Use of Sick Leave

Sick Leave with pay may be used for absence due to personal illness, illness or disability due to pregnancy, injury, exposure to contagious diseases which could be communicated to others, and for absence due to illness, injury, or death in the bargaining unit member's immediate family. Sick leave can be used in ¼, ½ or full-day increments.

7.015 Immediate Family Defined

For purposes of this Agreement, "immediate family" is defined as:

A. Grandparents;
B. Brother;
C. Sister;
D. Brother-in-law;
E. Sister-in-law;
F. Daughter-in-law;
G. Son-in-law;
H. Legal guardian/ward;
I. Father;
J. Father-in-law;
K. Mother;
L. Mother-in-law;
M. Spouse;
N. Child;
O. Grandchild;
P. Stepchild;
Q: Upon approval of the Superintendent and/or the Director of Personnel, anyone who clearly stands in the same relationship with the bargaining unit member as any of those specified.

7.016 Return from Extended Sick Leave

A bargaining unit member returning after a full year's use of sick leave shall be placed in a comparable position to the one held at the time the leave commenced, if possible.

7.02 PERSONAL LEAVE

7.021 Right To Personal Leave

A. A bargaining unit member shall be granted three (3) non-cumulative days of Personal Leave per year. Personal Days shall be prorated based upon the number of days employed per year.

B. Personal leave is to be used for personal matters.

C. Three (3) or more consecutive work days must be discussed with the Superintendent or Director of Personnel prior to submission for use of personal leave. BEA will be notified of these meetings.

D. Personal leave shall be entered at least three (3) days in advance except in cases of emergency.

7.022 Personal Leave

A. A bargaining unit member's unused personal leave (up to one day) will automatically be rolled over as personal leave. All other unused personal leave will be converted to sick leave at the end of each school year.

B. Personal leave may be used in ¼, ½ or full-day increments only.

7.03 ASSAULT LEAVE

7.031 Right To Assault Leave

A bargaining unit member who is absent from work due to a physical disability resulting from an assault, which occurred in the course of Board employment while performing assigned regular or supplemental duties pursuant to a contract, shall be eligible to receive Assault Leave.

7.032 Notice For Assault Leave

A bargaining unit member desiring said Assault Leave shall file a notice with the Superintendent, which indicates the nature of the injury, the date of its occurrence, the name(s) of the individual(s), if known, causing the assault, the facts surrounding the assault, and a statement that the bargaining unit member has filed juvenile or criminal charges against the person(s) making the assault, if known.

7.033 Rights While On Leave

Leave granted under this Section shall not be charged against Sick Leave earned or earnable under Ohio Revised Code Section 3319.141 or leave granted under any other Section of this Agreement. The bargaining unit member(s) using Assault Leave as per this Section 7.03 shall receive full pay and benefits as if they were actively employed.

7.034 Length of Leave

Assault Leave may be used for the period of disability, not to exceed the remainder of the school year or one hundred twenty (120) workdays, whichever is greater.

7.035 Restrictions

A. If medical attention is required, the bargaining unit member shall supply a certificate from a licensed physician.

B. The Board may require a medical examination, at Board expense, of a bargaining unit

member requesting Assault Leave.

7.036 Court Appearance

A bargaining unit member required to appear in Court as a result of having filed charges under Subsection 7.032, above, shall be entitled to Assault Leave, in addition to those days specified in Subsection 7.034, above, for each day such appearance is required.

7.04 PROFESSIONAL LEAVE

7.041 Eligibility For Professional Leave

A. Written applications for Professional Leave must be submitted to the bargaining unit member's Building Principal or Immediate Supervisor who may forward the application to the building's Professional Development Committee for initial approval.

B. It is necessary for the Superintendent to approve, in advance, the attendance of a bargaining unit member at professional meetings. If the Superintendent does not approve a request for attendance at a professional meeting, he/she shall so notify the bargaining unit member involved stating his/her reason(s) for the denial.

7.042 Rights While On Leave

The Board shall pay the bargaining unit member's full salary during the time he/she attends the approved professional meeting. In addition, funds for conference expense purposes are budgeted based on the number of professional staff in a building. With Board approval, mileage is paid in accordance with the reimbursement procedure. Upon receipt of the reimbursement claim by the Building Principal or Immediate Supervisor, it shall be transmitted to the Treasurer's Office within five (5) days. Payment shall be made within two (2) pay periods following submission to the Treasurer of the reimbursement.

7.043 Restrictions

Prior to the Building Principal forwarding the Professional Leave Application to the Superintendent for approval, the Building Principal and bargaining unit member will discuss the Administration's expectations with regard to the form or format of the written and/or oral report which will be provided by the teacher within twenty (20) days of the teacher's return from the professional meeting.

7.044 Nonscheduled Days

Bargaining unit members participating in approved professional development activities conducted during the summer recess or non-scheduled days shall be compensated at thirty-two dollars ($32.00) per hour for no less than half of the workday and not to exceed 8 hours per day.

7.045 Inservice Presenters

Any bargaining unit member who is approved to give a formal presentation for District professional development at regularly scheduled inservice days, before/after the student day, or on non-scheduled days will receive One Hundred Eighty Dollars ($180.00) per day or Thirty Dollars ($30.00) per hour.

7.05 JURY LEAVE

7.051 Right To Leave

A bargaining unit member required by law to report for jury duty shall be entitled to Jury Leave for each day of such duty.

7.052 Rights While On Leave

A bargaining unit member using Jury Leave shall be compensated at his/her regular rate for the duration of such leave.

7.053 Restrictions

Any compensation received by the bargaining unit member for such duty shall be used to pay for appropriate expenses including, but not limited to, parking, transportation and meals.

7.06 PARENTAL LEAVE

Effective with leaves scheduled to begin on or after August 1, 2022:

7.061 Length of Leave

A. All or any portion of the absence by a bargaining unit member because of 1) the employee or spouse's pregnancy; (2) the employee or spouse's medical disability connected with or resulting from pregnancy and/or (3) the employee's provision of child care may, at the employee's option, be charged to accumulated Sick Leave. Such use shall be defined as Parental Leave. Immediately following the birth of the child, a maximum of forty-five (45) days of accrued sick leave may be used. After this time, additional sick leave may be used if the employee provides medical documentation verifying the need for additional sick leave. FMLA will run concurrently for the sixty (60) days with sick leave.

B. In addition, a Parental Leave of Absence shall not exceed the remainder of the school year in which it begins and the succeeding year. The first twelve (12) weeks of such parental leave will be under FMLA.

C. During applicable FMLA leave periods the Board will maintain the medical coverage under the group health plan in accordance with section 7.10 of this agreement.

D. Use of sick leave for parental leave can be continued beyond forty-five (45) days with

proper medical documentation of need on the part of the parent or child.

7.062 Eligibility For Leave

All or any portion of a Parental Leave of Absence will be granted to a bargaining unit member for the purpose of child bearing and/or child rearing as set forth below:

A. A bargaining unit member who is pregnant will be entitled, upon request, to a Parental Leave to begin at any time between commencement of her pregnancy and one (1) year after a child is born to her. Said bargaining unit member will notify the Superintendent, in writing, of her desire to take such leave and, except in cases of emergency, shall give such notice at least thirty (30) days prior to the date on which her leave is to begin. She will include with such notice either a physician's statement certifying her pregnancy or a copy of the birth certificate of her child, whichever is applicable. A bargaining unit member who is pregnant will continue in active employment as late into her pregnancy as she desires, provided she is able to properly perform her required duties.

B. A bargaining unit member who becomes a parent shall be entitled, upon request, to Parental Leave beginning with the birth of their child.

C. A bargaining unit member adopting a child will be entitled, upon request, to a Parental Leave to commence at any time during the first year after receiving de facto custody of said child, or prior to receiving such custody, if necessary, in order to fulfill the requirements for adoption.

7.063 Right To Return From Leave

A. A bargaining unit member who is granted a Parental Leave of absence may be returned to duty at other than the beginning of a new school year only at the discretion of the Board and Administration.

B. A bargaining unit member returning from a Parental Leave shall be placed in a comparable position to the one held at the time the leave commenced, if possible.

7.064 Leave Near End of Semester

A. If an employee begins any FMLA Leave more than five (5) weeks prior to the end of a semester, the Board may require the employee to continue taking leave until the end of the semester if:

    a. The leave is of at least three (3) weeks duration; and
    b. The return to employment would occur during the three (3) week period before the end of the semester.

B. If an employee begins FMLA Leave for purposes of the birth or placement of a child or in order to care for a spouse, child or parent during the period that commences five (5) weeks prior to the end of the semester, the Board may require the employee to continue taking FMLA Leave until the end of the semester, if:

   a. The FMLA Leave is of greater than two (2) weeks duration; and
   b. The return to employment would occur during the two (2) week period before the end of the semester.

C. If an employee begins FMLA Leave because of the birth or placement of a child or in order to care for a spouse, child or parent during the period that commences three (3) weeks prior to the end of the semester and the duration of the leave is greater than five (5) working days, the Board may require the employee to continue to take leave until the end of the semester.

7.065 Insurance Coverages While On Leave

Insurance coverage(s) shall be continued for a bargaining unit member on unpaid Parental Leave, who at the beginning of each month makes payment of the premium(s) for such coverage(s) to the Treasurer's Office.

7.07 SABBATICAL LEAVE

7.071 Right To Leave

Any bargaining unit member who has been employed five (5) years or more in the Brunswick City Schools may be entitled to Sabbatical Leave.

7.072 Length of Leave

Upon written request, to the Superintendent, a bargaining unit member may be granted a leave of absence for up to one (1) school year to further the professional studies of the individual member. The written request shall include a description of the proposed program that the member will follow.

7.073 Rights While On Leave

The bargaining unit member on leave shall be granted the difference between the salary schedule amount due to him/her and the salary paid to the replacement for his/her position. The member on leave shall have the right to purchase insurance benefits by paying the appropriate monthly premium, in advance, to the Treasurer's Office.

7.074 Return From Leave

Upon return from leave, the bargaining unit member shall be reinstated to the same or comparable position held prior to the commencement of the leave. Upon completion of the proposed program, a bargaining unit member shall be granted one (1) year of credit on the

salary schedule for salary purposes.

7.075 Obligations of Member

While on Sabbatical Leave, the bargaining unit member may be required to submit periodic interim reports of his/her status. The member may be required, as a condition of receiving the Sabbatical Leave, to return to employment with the Board for a period not to exceed one (1) year. If the member is physically able to return to employment and if the Board is able to offer the member a comparable position and if the individual fails to return to employment for that initial year with the Board, the individual shall reimburse the Board for all salary paid to him/her by the Board while on such leave.

7.08 OTHER UNPAID LEAVES

7.081 Short Term Unpaid Leave

A. A member may elect to accumulate unused Personal Leave days to be used in accordance with this Section. Unused Personal Leave days that are not "banked" at the end of the school year will convert to Sick Leave per Subsection 7.022B above. This option includes banked days that have previously accumulated.

B. Notwithstanding the leaves provided in other sections of this Article, the Superintendent will grant unpaid leave up to the amount accumulated in Subsection 7.081A.1.

C. Members must apply in writing for unpaid leave stating the reason for the request and the dates requested.

D. Notwithstanding the leaves provided in other sections of this Article, the Board may grant unpaid leaves pursuant to applicable provisions of the Ohio Revised Code.

7.082 Unpaid Leaves of Absence

Bargaining unit members who have exhausted sick and all other authorized leave must seek an unpaid leave from the Board.

7.083 Right To Return From Leave

A. A bargaining unit member who is granted an unpaid leave of absence may be returned to duty at other than the beginning of a new school year only at the discretion of the Board.

B. A bargaining unit member returning from an unpaid leave shall be placed in a comparable position to the one held at the time the leave commenced, if possible.

C. Bargaining unit members taking unpaid leaves of less than ten (10) school days shall

return to the same position he/she left with no loss of Board paid benefits.

7.084 Rights While On Unpaid Leave

A. A bargaining unit member who completed at least one hundred twenty (120) days of teaching and/or paid leave(s) in the school year in which unpaid leave began shall, upon his/her return, retain all seniority in the District and be placed on the salary schedule on the step above that at which he/she left.

B. Insurance coverage(s) shall be continued for a bargaining unit member on unpaid leave who, at the beginning of each month, makes payment of the premium(s) for such coverage(s) to the Treasurer's Office.

7.09 RELEASE TIME FOR THE BEA PRESIDENT

A. The Association President, upon request of the Association by May 15, shall be granted paid release time for the subsequent year. The release time shall be no more than one-half (1/2) of the day. The specific individual and the amount of release time shall not be changed during the school year. The Association President shall be given full experience credit on the salary schedule for the period of such release time and will retain the rights of a full-time bargaining unit member.

B. The cost for part-time release will be determined at an hourly rate. The cost will be jointly shared by the Board at 0.50 and the BEA at 0.50. The amount will be based on the BA-0 teaching salary.

7.10 FAMILY AND MEDICAL LEAVE

A. Bargaining unit members who meet the eligibility requirements under law are entitled to leave as provided in the Family and Medical Leave Act (FMLA) and its associated regulations, as amended. For purposes of this section, "12-month period" is defined as July 1 to June 30.

7.11 ATTENDANCE INCENTIVE

Any bargaining unit member will be provided a merit incentive for attendance based on the following:

A. No use of personal leave, sick leave, FMLA, assignment to home or unpaid leave shall be compensated as outlined below:

August	$20
September, October	$40 each month
November, December	$50 each month
January, February	$40 each month
March, April	$60 each month
May	$100

Max Total $500

B. Payment of the attendance incentive shall be made to eligible members in the second (2nd) pay in June.

7.12 DONATION OF SICK LEAVE

A. If an individual is currently absent due to an officially documented catastrophic or long term illness or accident of the individual or any member of his/her immediate family as defined in 7.015 of this Agreement, and he/she has exhausted all of his/her accumulated leave (sick and personal), he/she may request up to forty-five (45) days of donated sick leave to be used either consecutively or intermittently.

B. Donated sick leave shall be added to the accumulated sick leave of the absent individual and deducted from the donating individual.

C. Upon request for sick days donation, the Superintendent shall meet with the Association President to discuss eligibility of the claim on the individual's behalf, and if the request is to be approved, the process by which the donation of sick leave will take place. The Superintendent retains sole and final authority to deny a request for donated days.

D. Only the Association President or designee shall solicit sick leave donations from bargaining unit members on forms developed by the Association. The Association shall inform the Board of the need to donate sick leave to a bargaining unit member. The Board shall confirm to the Association, the bargaining unit member's eligibility to donate sick leave. (The Association will provide a master list to the Board; the Board will then confirm the eligibility of each member and return the authenticated list to the Association. The Association will notify their members of the acceptance of the sick leave donation and subsequent deduction from their accrued sick leave balance.)

ARTICLE 8. ASSIGNMENT AND TRANSFER

8.01 ASSIGNMENT

8.011 Assignment Defined

A. The assignment of a bargaining unit member employed at the Elementary level shall include the grade level and building(s) to which the individual is assigned.

B. The assignment of a bargaining unit member employed at the Middle School shall

include the grade(s), subject(s), level(s), course(s) and building(s) to which the individual is assigned.

C. The assignment of a bargaining unit member employed at the High School shall include the grade(s), subject(s), level(s), course(s) and building(s) to which the individual is assigned.

D. The assignment of a bargaining unit member employed in a position requiring performance of duties in more than one (1) building shall include their specific title, area of responsibility, the building(s) and supervisor to which the individual is assigned.

E. Except for supervision assignments, no bargaining unit member shall be given a full-time teaching assignment outside his/her area(s) of certification.

8.012 Notice of Assignment

A. The Superintendent will give notice of assignment to a newly appointed bargaining unit member as soon as practical.

B. All other bargaining unit members, exclusive of those who will be on leave of absence, will be given written notice of their specific assignment anticipated for the forthcoming year by not later than May 30. Notification of High School assignments shall be given not later than three (3) weeks after the last workday as indicated on the school calendar for all teachers.

C. During the school year, teachers being considered for a change in assignment shall be notified by and have the opportunity to discuss with the building principal or immediate supervisor the possible change in assignment and the reasons for the change. In the case of high school assignments, after the close of the school year, an attempt will be made to contact the teacher before the assignment is finalized.

D. Factors to be considered in the reassignment of staff may include but are not limited to areas of certification, HQT status, teaching experience, levels of performance, training, program needs, and length of service in the district and/or building.

E. In the event of an anticipated change in grade level, subject assignment or building assignment after the initial assignment is received, the bargaining unit member affected will be promptly sent written notification. Upon request, said member may have the change in assignment reviewed in a conference with the Superintendent. The bargaining unit member may be accompanied at such conference by an Association representative.

F. Every effort will be made to avoid teachers being transferred two years in a row.

G. Teaching assignments shall be made consistent with Ohio law.

H. Whenever a teacher initiates or requests a change in assignment for the next school year, the change will be considered a voluntary transfer.

8.02 INVOLUNTARY TRANSFER

8.021 Involuntary Transfer Defined

An "involuntary transfer" shall be defined as an unrequested change of assignment.

8.022 Involuntary Transfer Procedure

A. Upon effectuating the involuntary transfer of a bargaining unit member, the Superintendent will contact the affected bargaining unit member in writing to give him/her an opportunity for a conference to discuss the reasons for the involuntary transfer. The bargaining unit member may be accompanied at such conference by an Association representative.

B. Upon request, the bargaining unit member will be given the written reason(s) for the involuntary transfer.

C. Factors to be considered in an involuntary transfer include areas of certification, HQT status, teaching experience, levels of performance, training, program needs, and length of service in the District and/or building.

D. No bargaining unit member will be transferred arbitrarily, capriciously or without a rational basis in fact.

E. Every effort will be made to avoid teachers being transferred two years in a row.

F. Any teacher who is involuntarily transferred to a position which involves a change in grade levels (between primary and intermediate levels or between elementary and secondary levels) or a change in curricular areas, will receive a reimbursement of up to $200 for the purchase of materials and supplies for the new assignment. An art, music, or physical education teacher will only receive the $200 reimbursement if the involuntary transfer moves him/her to a level of students (elementary, middle school or high school) which he/she was not instructing during the preceding school year.

G. Any teacher who is required to relocate to a new building due to the closing of a building or the moving of an entire program, where released time is not provided, will receive a $200.00 moving supplemental. This supplemental is for packing, unpacking, and room preparation. Redistricting, which results in students moving from one building to another, causing the relocation of the teachers to another building, with the curricular program

continuing at both buildings, would not qualify for payment under this provision.

H. Any bargaining unit member who is being involuntarily transferred will be notified of the transfer prior to his/her current position being posted.

8.023 Right To Resign

A bargaining unit member being involuntarily transferred may choose to resign and seek employment elsewhere. If the bargaining unit member makes such a decision and gives the Board at least two (2) weeks' notice, the Board shall hold said individual harmless of Ohio Revised Code Section 3319.15.

8.03 VACANCY

8.031 Vacancy Defined

A. Unless the provisions of Article IX (Reduction in Force) are implemented, a vacancy in a bargaining unit position shall exist when:
   a. A bargaining unit member dies;
   b. A bargaining unit member resigns;
   c. A bargaining unit member retires;
   d. A bargaining unit member has his/her limited teaching contract non-renewed;
   e. A bargaining unit member has his/her teaching contract terminated;
   f. A bargaining unit member is transferred;
   g. A bargaining unit member is promoted;
   h. A new position is created within the bargaining unit; and
   i. A bargaining unit member is on a long term leave (a minimum of one (1) full school year). Each long term leave shall create a minimum of one (1) vacancy. Any open position(s) created by the filling of said vacancy(ies) may be filled by a qualified substitute.

B. Any vacancy which occurs on or after July 10 which the Board intends to fill may be filled by a one-year limited contract that automatically expires upon completion of the one-year term without any further action by the board. If filled for the subsequent year, the position will be posted no later than May 15 of the school year for the following year.

8.032 Posting a Vacancy

A. All posted vacancies in existing and new licensed positions will be emailed to all certified staff and accessed through the Brunswick City Schools website.

B. Said notice of vacancy shall specify the position, by assignment that is vacant, the rate of compensation and qualifications of the position. Qualifications shall include certification/licensure and such other requirements as set forth in the notice of vacancy.

8.033 Length of Posting

A. A bargaining unit member desiring to be reassigned for such vacancy shall file an electronic application within the time specified in the notice.

B. The time limit to apply for a vacancy shall not be less than five (5) days unless the vacancy occurs less than three (3) weeks prior to the first day of the work year and the posting shall be for three (3) days.

8.04 VOLUNTARY TRANSFER

8.041 Voluntary Transfer Defined

A "voluntary transfer" shall be defined as a voluntary change in assignment.

8.042 Requests For Transfer

A. Individuals wishing to transfer within their building for the subsequent school year will notify the Principal by the first day of the second semester, electronically.

B. When vacancies (including Supplemental positions) occur for which the bargaining unit member has expressed an interest, the following will occur:

   a. The first interview will be scheduled by the Administration within fourteen (14) days of the posting deadline.
   b. The member shall be given an interview.
   c. The interview may be conducted in person or by phone.
   d. At the conclusion of the scheduled interviews, the position may be filled.
   e. When the membership on the interview team remains constant for multiple open positions, bargaining unit members shall be granted one (1) interview for all such positions.

C. Bargaining unit members not selected for a vacancy shall receive an individual written notice prior to the announcement of a filled position.

D. In filling vacancies, factors to be considered include the necessary certification, prior experience, competency, building and program needs.

E. If the request of a bargaining unit member for a transfer is denied, upon his/her request, the Superintendent and/or Building Principal will meet with the bargaining unit member to explain why he/she was not assigned to the vacancy. The bargaining unit member may be accompanied at such meeting by an Association representative.

8.05 TRANSFERS AND HIGHLY QUALIFIED TEACHER (HQT) STATUS

A. Whenever a teacher is transferred to a position which results in a change in the teacher's HQT status, where HQT is required, the Board of Education shall reimburse the teacher for approved expenses incurred to become HQT, including Praxis II. Such expenses will be reimbursed in addition to the provisions for tuition reimbursement 5.08, provided HQT is attained within two years of the transfer, except for extenuating circumstances which are approved by the Superintendent or designee.

B. Any teacher who is involuntarily transferred to a position during their last four (4) years prior to retirement will not be obligated to reimburse the Board of Education for approved reimbursement paid to become HQT.

8.06 COLLEGE CREDIT PLUS PROGRAM

College Credit Plus is a program in which college ready students, grades 7-12 may enroll in a college; and, upon successful completion of the college-level course, receives transcripted credit from the college, which is reflected on the student's official college record. To be qualified to teach a college credit plus course, a bargaining unit member must be an adjunct professor at a college or university.

A. To be qualified to teach a College Credit Plus course, a bargaining unit member must be an adjunct professor at a college or university.

B. Any evaluation done by the Higher Education institution of a bargaining unit member teaching a College Credit Plus class will not have that evaluation impact the teacher's individual OTES evaluation.

C. Any teacher who teaches a course that qualifies for College Credit Plus shall be afforded an in-service day to visit the participating institution of higher education to engage in planning with cooperating college instructor. The teacher shall be paid the non-instructional work rate if it falls outside of the scheduled workday/work year, plus mileage.

D. No existing bargaining unit member shall have his or her contract suspended as a result of the district's participation in College Credit Plus of those CCP courses that are taught in-district.

ARTICLE 9. REDUCTION IN FORCE

9.01 REDUCTION IN FORCE

For the reasons set forth in Subsection 9.022, below, the Board may make a reasonable Reduction In

Force. No Reduction In Force shall result in class sizes below that required by Section 10.04, herein.

9.02 RIF DEFINED

9.021 "Reduction In Force (RIF)"

Shall mean the suspension of teacher contracts after attrition (e.g., not replacing teachers who resign, retire, or are otherwise not returning to the District) and as a result of the elimination of bargaining unit positions in whole or in part in keeping with the provisions of law and this Article. The provisions of this Article do not apply to supplemental contracts as set forth in Subsection 5.085, herein.

9.022 Reasons For RIF

A RIF may be for the following reasons and in keeping with the related provisions set forth in this Article:

A. Decreased enrollment of pupils;

B. Return of a bargaining unit member from leave of absence to a bargaining unit position or return from part-time job share to full-time status having held full-time status prior to the job share and no vacancies exist in a position for which the bargaining unit member is qualified.

C. Suspension of schools or territorial changes affecting the District;

D. Loss of funding for position(s) for special programs or grants, provided that the position(s) had not been in place prior to the funding from the special program or grant.

E. District finances.

9.03 IMPLEMENTATION

9.031 Reasons A and C in 9.022

If the Board determines a RIF situation may exist in the coming school year for reasons "A" and "C" in Subsection 9.022, above, the Association and affected bargaining unit members shall be notified in writing not later than May 15 in the year prior to the year the RIF is to be considered.

9.032 Reasons B and D in 9.022

If the Board determines a RIF situation may exist in the coming school year for reasons "B" and "D" in Subsection 9.022, above, the Association and affected bargaining unit members shall be notified in writing not later than June 15 in the year prior to the year the RIF is to be considered.

9.033 RIF Notification

Such notification shall include reasons for the RIF, the positions to be eliminated, the names of the affected bargaining unit members, and the date of implementing the RIF.

9.034 Required RIF Meeting

Within ten (10) days of receipt of said notification, representatives of the Board and the Association shall meet to review the proposed RIF.

9.035 RIF Reasons and Number of Positions

If the parties agree to the reasons, number of positions, affected bargaining unit members and the effective date, RIF notification and implementation will be in keeping with further provisions of this Article.

9.036 Implementation

A. When the Board determines a RIF situation to exist under reason E in subsection 9.022 above, a team comprised of the Superintendent and one (1) other administrator, the Brunswick Education Association (BEA) President and one (1) member selected by the BEA President, and the Brunswick Educational Support Personnel Association (BESPA) President (if requested by the BEA President), and one (1) other member selected by the BESPA President, will meet to discuss the necessity and review reasons for a possible RIF along with possible alternate plans of resolution and other cost saving measures.

B. Notification of RIF for financial reasons will be sent to the BEA President no later than May 15th in the year prior to the year the RIF is to be considered.

C. Retention of bargaining unit members and recall of eligible teachers whose contracts have been suspended pursuant to a reduction in force will not be based upon seniority, except in circumstances when choosing between teachers with comparable evaluations. The application of the term “comparable” as applied to teacher evaluations, shall occur in accordance with Article 9.036 D.

D. Comparable evaluations of teachers will be based upon teacher performance evaluation ratings with teachers placed in one of three (3) categories: (1) Accomplished and Skilled, (2) Developing, and (3) Ineffective.

9.037 RIF Arbitration

If the parties do not agree with the affected bargaining unit members, either party may demand the matter be submitted to arbitration in keeping with the following:

A. The parties agree to an arbitrator within five (5) days of the RIF meeting review or either party may demand through the American Arbitration Association an arbitrator using the expedited rules.

B. The arbitrator shall be available and hold a hearing between fifteen (15) and thirty (30) days of appointment and shall render a decision to the parties within fifteen (15) days of

the hearing.

9.04 EFFECTIVE DATE OF RIF

The effective date of any RIF shall be the first day of the effected bargaining unit member's contract for the succeeding school year.

9.05 BARGAINING UNIT RIF LIST

9.051 The RIF list shall include the following:

A. Name of bargaining unit member;
B. Limited or continuing contract;
C. Date of initial employment;
D. Subject area(s) of certification, for bargaining unit positions, on file with the employer as of the preceding January 1;
E. Current position;
F. Employment status (full-time, regular part-time, hourly, etc.).

9.052 If reductions are necessary

Limited contract teachers shall first be reduced in the affected teaching fields (certification/licensure) utilizing the following order:

A. Comparable evaluations.
B. When evaluations are comparable, seniority in the District shall prevail, with the contract of the least senior limited contract teacher in the affected teaching field the first to be suspended.

9.053 When RIF exceed the number of Limited Contracts

Should the necessary reduction of staff required exceed the number of limited contract teachers in the affected field, continuing contract teachers shall be reduced in the affected teaching fields (certification/licensure) utilizing the following order:

A. Comparable evaluations.
B. When evaluations are comparable, seniority in the District shall prevail, with the contract of the least senior continuing contract teacher in the affected teaching field the first to be suspended.

9.054 When choosing among teachers with comparable evaluations

When choosing among teachers with comparable evaluations, if the position of a teacher in one "teaching field affected" is eliminated due to reduction in force, and the teacher in that position is also certified/licensed in another teaching field or fields, the teacher may move to the seniority list of any other area of his/her certification/licensure as long as the teacher reduced is

displacing a teacher with a comparable evaluation. The least senior teacher in that area of certification/licensure shall then be the teacher whose contract is suspended.

If the teacher in this second area of certification/licensure is also certified/licensed in another teaching field, that teacher shall then have the same option stated above. The process shall continue until all available bumping rights are exhausted.

9.055 If the full-time position of a teacher is eliminated due to RIF

If the full-time position of a teacher is eliminated due to RIF, and a part-time position in that same teaching field is available, the teacher whose full-time position is eliminated may elect to accept the part-time position. In that event, such teacher is not placed on the recall list. However, in the event a full-time position subsequently becomes available in that teacher's area of certification/licensure, the teacher who had accepted the part-time position shall have the right to transfer into the then available full-time position unless there is a more senior teacher, in the affected field, on the recall list so long as the decision to fill the full-time position is made as between teachers with comparable evaluations. Under these circumstances, if the recall list contains a teacher more senior in the affected field than the part-time teacher, the most senior of the two shall receive the full-time position. The other teacher in that teaching field shall be offered the part-time position.

9.056 If the full-time position of a teacher is suspended in part due to a RIF

If the full-time position of a teacher is suspended in part due to a RIF, the teacher whose full-time position is suspended in part may elect to reject the part-time position and be placed on the recall list. In the event a full-time position subsequently becomes available in that teacher's area of certification/licensure, the teacher who had rejected the part-time position shall have the right to transfer into the then available full-time position unless there is a more senior teacher, in the affected field, on the recall list, when selecting among teachers with comparable evaluations. If the recall list contains a teacher more senior in the affected field than the teacher whose position was suspended in part, the most senior of the two shall receive the full-time position, when choosing between teachers with comparable evaluations.

9.06 NON-OTES MEMBERS

For bargaining unit members not subject to the Board's standards-based evaluation policy (non-OTES teachers), the following will apply:

9.061 Certification/licensure and system-wide seniority

Certification/licensure and system-wide seniority shall be the exclusive criteria of any layoff.

9.062 Bumping rights

Unit members who are subject to being laid off have the right to bump unit members with less seniority in other teaching areas subject to the following stipulations:

A. The unit member who bumps must be properly certificated/licensed in the teaching area which he/she intends to bump into.
B. The unit member who bumps must bump the least senior unit member in the teaching area which he/she intends to bump into.

9.07 RIF NOTIFICATION

A bargaining unit member whose teaching contract is to be suspended by reason of a Reduction In Force shall be notified in writing at least fifteen (15) days prior to the date of Board action implementing such suspension. Said notice will state the action is a suspension of the individual contract, reason for the RIF, effective date of the suspension and will include a description of layoff and recall rights of the bargaining unit member.

9.08 RIGHTS WHILE ON SUSPENSION

9.081 Right To Substitute

A. A bargaining unit member whose teaching contract has been suspended by reason of a Reduction In Force will be placed on the substitute rolls of the District. Except in instances where a specific request is made for a particular substitute teacher, the Board will attempt to call first for casual substitution those bargaining unit members who have a right to an offer of reinstatement.

B. A bargaining unit member whose teaching contract has been suspended by reason of a Reduction In Force and who is certified for the position will be given preference in long-term substitute assignments.

C. The refusal of a bargaining unit member, whose teaching contract has been suspended by reason of a Reduction In Force, to accept an offer to substitute or accept an offer to a part-time position shall not waive his/ her recall rights under Section 9.09, below, nor his/her right to preference in future assignments as a substitute.

9.082 Right To Insurance Benefits

A. Insurance coverage(s) shall be continued for a bargaining unit member whose teaching contract has been suspended by reason of Reduction In Force upon his/her payment of the premium(s) in accordance with the procedure established by the Treasurer.

B. Said premium(s) will be payable at the beginning of each month at the Treasurer's Office.

9.09 OFFERS OF REINSTATEMENT

9.091 Reinstatement Defined

A. A bargaining unit member whose continuing teaching contract is suspended shall have the right to an offer of reinstatement in any teaching field in which such member is

certified/licensed prior to any offer of reinstatement to a similarly certificated/licensed bargaining unit member with a suspended limited teaching contract.

B. A bargaining unit member whose limited teaching contract has been suspended will be offered reinstatement should an opening occur in a teaching field for which he/she is certificated/licensed, if such opening occurs in the course of the school year during which the suspension of the limited teaching contract of the member became effective or in the two (2) successive school years. After all bargaining unit members who have been reduced in a teaching field have been reinstated pursuant to this Section, any reduced bargaining unit member who is certified/licensed in a teaching field in which an opening occurs in the course of the school year during which the suspension of the limited teaching contract became effective or during two (2) successive school years, such member shall be given first consideration for such position.

9.092 Right To Reinstatement

A. To be eligible for an offer of reinstatement, the bargaining member must keep the Board informed of his/her current address and telephone number.

B. However, should the Board decide to nonrenew a suspended limited teaching contract of a bargaining unit member for reasons other than the Reduction In Force, such member will lose all reinstatement rights at the expiration of such contract. The notice of intent to recommend nonrenewal shall notify such member that he/she will lose all recall rights.

9.093 Reinstatement Procedure

Offers of reinstatement shall be made in order of seniority of those teachers with comparable evaluations in each area of teaching contract status.

9.094 Notice of Reinstatement

A notice of offer of reinstatement shall be made by certified United States Mail, return receipt requested.

9.095 Waiver of Reinstatement Rights

Rejection of an offer of reinstatement to a full-time position, failure to accept such an offer within two (2) weeks of its receipt, or the return of the offer by the Postal Department because of an incorrect address, or the failure of the bargaining unit member to pick it up, shall result in a waiver of all rights under this Article.

9.10 RESTORATION OF BENEFITS AND LIMITED TEACHING CONTRACT

9.101 Benefits

All benefits to which a bargaining unit member was entitled at the time of the suspension of his/her teaching contract, will be restored to him/her upon his/her reinstatement. He/She will be placed on the proper step of the salary schedule for his/her current position according to his/her experience and education. A bargaining unit member will not receive increment credit for a time spent on suspension, except as provided in Subsection 5.012B, herein.

9.102 Limited Teaching Contract

A. Where a bargaining unit member has had a multi-year limited teaching contract suspended prior to its expiration and he/she is reinstated prior to the expiration of such contract, he/she shall hold a limited teaching contract for the remainder of the term of that contract.

B. Where a bargaining unit member is suspended at the expiration of a limited teaching contract, or where such contract expires during a suspension and the bargaining unit member is subsequently reinstated, such reinstatement shall be on the basis of a limited teaching contract for one year. Thereafter, the bargaining unit member will return to the contract schedule in Subsection 14.012, herein.

9.11 PRECEDENCE CLAUSE

Notwithstanding any other provision of this Agreement, no vacancy or new position in the bargaining unit will be filled by the Board, until the procedure set forth in this Article has been complied with.

9.12 MISCELLANEOUS

A. No new hire shall be employed for a bargaining unit position until after all laid-off bargaining unit members on the recall list who are certificated for such position have been offered such position.

B. If the Board determines a RIF situation may exist in the coming school year, every reasonable effort will be made to reassign existing bargaining unit members to minimize the impact of the RIF; however nothing in this Section shall violate member(s) rights under Article 8.

C. No non-bargaining unit member shall be assigned to fill a bargaining unit position until after all laid-off bargaining unit members on the recall list who are certificated for such position have been offered such position.

D. No subcontracting of RIF positions will occur until after all laid-off bargaining unit members on the recall list who are certificated for such position have been offered such position.

9.13 END OF A RIF SITUATION

A RIF situation will end when all bargaining unit members laid off are returned to active employment, or no names remain on the recall list referred to above.

9.14 INTERPRETATION

This Article is to be interpreted consistent with O.R.C. 3319.17.

ARTICLE 10. WORK YEAR AND WORKDAY

10.01 WORK YEAR

10.011 Length of Work Year

The regular work year for a bargaining unit member shall not exceed a total of one hundred eighty-four (184) days. The work year for bargaining unit members will be divided as follows:

A. Not to exceed one hundred eighty (180) days for instruction, which shall include one and a half (1 ½) days in which classes (Grades Pre K-12) are dismissed, for the purpose of individual parent conferences.

B. Two days of Professional inservice for bargaining unit members and two days of teacher workdays. These days can be configured the following way: one half (½) day inservice, one half (½) day teacher work day or in full day increments spread throughout the year.

C. NEOEA Day shall not be a scheduled workday for a bargaining unit member unless an NEOEA Day inservice activity is scheduled by the Board. In such instances, the bargaining unit member shall have the option to select which activity he/she attends.

D. One (1) day at the beginning of the year dedicated to District and/or Building Meetings. One (1) day at the beginning of the year dedicated to student information and safety. One (1) workday, without students and meetings, at the beginning of the school year, to be used as a teacher workday. A bargaining unit member may choose to work one (1) additional full workday, within ten (10) weekdays prior to the beginning of the teacher work year shall be paid a three hundred dollar ($300.00) stipend to be paid by September 30th of each year. Any BEA member who has Extended Days is not entitled to the stipend.

E. One-half (1/2) workday, without students, at the end of the first semester;

F. One half (½) workday, without students, at the end of the school year for the preparation of reports;

G. The Board shall not schedule, as a regular workday, any of the following days:

a. New Year's Day;
b. Martin Luther King Day;
c. Presidents' Day;
d. Good Friday;
e. Memorial Day;
f. Labor Day;
g. Wednesday before Thanksgiving
h. Thanksgiving Day; or
i. Christmas Day.

H. Newly hired bargaining unit members will have up to two (2) additional days at the beginning of the school year for orientation and/or in-service for the Resident Educator/Mentor Program and/or district programs (need for district programs to be determined by district administration based on number and type of new certified staff). Participants will be paid the District in-service rate of pay for up to two (2) days.

10.012 Makeup Days

A. As part of the school calendar, the Board shall include make-up days in order of priority.

B. If, after the Board has adopted the school calendar for any given school year, it is necessary for the Board to revise the calendar, Association representatives will be given an opportunity for input as to the calendar revision.

10.013 Reduction In Length of Work Year

If, during this contract, the work year is reduced below one hundred eighty-four (184) days, there will be no reduction in the annual salary as shown in Appendix B.

10.014 School Calendar

The Board shall adopt the district calendar subject to input from the Brunswick Education Association.

10.02 WORKDAY

10.021 Length of Workday

A. The workday for each bargaining unit member shall be seven and one-half (7-1/2) hours devoted to in-class instruction, student conferences, lesson preparation, parent conferences, curriculum development, student supervision, collaborative teaming, and performance of other functions as defined in the job description for teachers.

B. The nature and responsibility of a bargaining unit member's assignments require a certain portion of preparatory work to be performed at home.

C. Bargaining unit members are required to attend one (1) Open House held within the school year. Open House held prior to the first workday of the school year will require 100% agreement/consent of all voting bargaining unit members assigned to the specific building (building assignment). A closed ballot process will be initiated and the vote tally will be overseen/observed by a BEA representative and the building principal. This ballot process requires no less than 100% agreement. The BEA representative will notify the BEA President of the ballot and the results. The ballot process for the following year will take place prior to the end of the current school year. Once the date is set it will apply for all building employees for the subsequent school year. Employees assigned to the building after the Open House date is set may make alternate arrangements with the building principal. Title 1 teachers are not required to attend Open House, since they are required to provide two (2) family engagement nights. Should federal law requirements change, the Association and the Administration shall meet to determine the Open House expectations of Title 1 teachers.

D. Any bargaining unit member who does not attend Open House will be deducted one-quarter (¼) personal day unless other arrangements have been approved by the building principal.

E. Open Houses cannot exceed one-fourth (1/4) of the bargaining unit member's workday.

10.022 Duty Free Lunch Period

Included in the workday of a bargaining unit member shall be a duty-free lunch of at least thirty (30) consecutive minutes.

10.023 Preparation Time

A bargaining unit member who has a classroom teaching assignment shall have preparation time during which he/she will not be assigned duties other than planning, lesson preparation, or conference duties. This time shall be during regular student school hours and shall, as a minimum, be as follows:

A. Elementary School/Pre-School: An average of two hundred (200) minutes per five (5) day week.

B. Middle School: One (1) regular class period per day; and

C. High School: One (1) regular class period per day.

D. No bargaining unit member shall have less than two hundred (200) minutes, within the student day, per five (5) day week.

E. Within the minimum two hundred (200) minutes, preparation time for all bargaining unit members shall be in blocks of no less than twenty (20) minute periods.

10.024 Scheduled Duties

A. The workday of a bargaining unit member employed as a High School teacher shall not exceed three hundred seventy (370) minutes per day for classroom instruction and supervision.

B. The workday of a bargaining unit member employed as a Middle School teacher shall not exceed three hundred seventy (370) minutes per day for classroom instruction, team planning and supervision. This time must include a structured team planning period in addition to an individual planning period for those assigned to a team.

C. The work day of a bargaining unit member employed at the Elementary level (K-5) shall not exceed three hundred seventy (370) minutes of classroom instruction, supervision, 30 minutes of their preparation time (as in Subsection 10.023A) and 30 minutes of structured grade level or department time. In the event of alteration in the transportation schedule, this maximum may be exceeded. It is understood that such instances shall be occasional exceptions to the normal workday schedule.

10.025 Number of Preparations

A. A bargaining unit member assigned to the High School shall be assigned no more than three (3) class preparations or two (2) different subject preparations during any given grading period, if possible. If it becomes necessary to assign more than three (3) different class preparations or two (2) subject preparations or more than five (5) classes during a grading period to a bargaining unit member, that member will not be given an assignment of non-instructional duties.

B. A bargaining unit member assigned to the Middle School shall be assigned no more than three (3) different class preparations during any given grading period. If it becomes necessary to assign more than three (3) different class preparations, that member will not be given an assignment of non-instructional duties.

C. When student enrollment necessitates six (6) instructional periods per teacher, bargaining unit members will not be required to carry six (6) periods of instruction for a period exceeding two (2) consecutive years (starting with the 2004-2005 school year).

D. The bargaining unit member opting to volunteer for a 6th period of instruction will be given first consideration by the building administrator and if assigned it will not be counted as one of the consecutive years.

E. Middle School bargaining unit members assigned to a non-core class schedule may teach six (6) periods of instruction under the current teaming model as of 2025-2026,

provided their P&C and lunch takes place during the student lunch and intervention and enrichment block.

10.026 IEP/MFE/IAT Writing/Meetings

IEP/MFE/IAT meetings will be held within the teacher workday and according to length of meetings as defined in 10.032, when possible. Teachers will be provided twenty-four (24) hour notice of IEP/MFE/IAT meetings. When such meetings are held outside these parameters the bargaining unit member shall be compensated at the rate of Forty Dollars ($40.00) per hour.

10.027 Special Education Annual IEP Plan Conferences and Co-Planning

A. Each special education teacher required to prepare a minimum of one (1) IEP plan shall be given up to the equivalent of two (2) full days of preparation time per school year. Additional days may be granted upon request by the Director of Student Services. IEP writing days must be requested one week in advance. Teacher release restricted to building assignment.

B. An opportunity for co-planning (no less than a single 30 minute block per week), in coordination with the building principal, will be provided when a co-teaching and/or inclusion model is present. Every effort will be made to provide a common planning period for a co-teaching environment during the student day.

10.028 Alternate Assessments

Each teacher required to prepare/produce more than one (1) alternate assessment will be granted one-quarter (1/4) of a day of release time. Each assessment over one is equal to one-quarter (1/4) day release time. A maximum of two (2) days per teacher of release time will be granted. Teachers with the same building and teaching assignment will be given the same release time for the specific purpose of completing alternate assessments.

10.03 MEETINGS CALLED BY ADMINISTRATORS

10.031 Notice

No staff meetings shall be scheduled without at least three (3) days' notice, except in cases of emergency. Emergency is defined as an act or event that requires immediate corrective action, compliance or reaction to protect the welfare of a stakeholder (student, parent, teacher, support staff member, the District or public).

10.032 Length of Meeting

A bargaining unit member will not be required to remain longer than one (1) hour beyond his/her normal scheduled departure time to attend a parent, staff, or other meeting called by administrators, nor be required to arrive more than one-half (1/2) hour before their normal arrival time.

10.033 Day Restrictions

Except in case of emergency (as defined in 10.031), no member shall be required to attend any meeting or event after the end of the student day of the last workday of any workweek, or on any day in which parent-teacher conferences are scheduled.

10.034 District-Wide Meetings

The district may hold mandatory meetings for proficiency, grade level or subject area issues to accommodate program needs. Notice of such meetings will be published at least three (3) weeks in advance and identified as "a district meeting with mandatory status". No bargaining unit member shall be required to attend more than three (3) of these meetings per year. Meetings will be scheduled to begin so that all affected teachers may participate regardless of their building's dismissal times and will not last more than one hour in length. Bargaining unit members who are directly responsible for supervision at a school-sponsored performance or competition may be excused from the district meeting with pre-approval from the administrator calling the meeting. The bargaining unit member may be required to attend a make-up meeting or secure the shared materials through a means prescribed by the administrator. If a bargaining unit member is in attendance at work that day and does not attend a required district-wide meeting, his/her pay will be reduced by one (1) hour's pay calculated at the per diem rate.

10.035 Scheduled Building Meetings

A. No more than four (4) building level meetings shall be required before or after the teacher workday during a calendar month except for MFE, IEP, IAT or 504 meetings. Bargaining unit members will not be required to attend more than one (1) MFE, IEP, IAT or 504 meeting before or after the workday on the same day.

B. Not including MFE, IEP, IAT, or 504 meetings, a teacher will not be required to attend more than eight (8) building meetings per month within the teacher workday.

10.036 Restricted Scheduling of Meetings

A. No meetings shall be scheduled before or after the student school day two (2) school days prior to and two (2) days after the last day of the grading period with the exceptions below.

B. No meetings shall be scheduled on the 2nd Monday of each month with the exceptions below:
   i. Meetings where bargaining unit members receive additional compensation.
   ii. IEP/IAT/MFE meetings required to comply with mandatory special education timelines.
   iii. Except for emergencies, meetings routinely scheduled before or after the student day, but cancelled per this provision will not be rescheduled during the student school day.

10.04 CLASS SIZE

10.041 The ratio of teachers to pupils on a District-wide basis

The ratio of teachers to pupils on a District-wide basis shall be at least one (1) full-time equivalent classroom teacher per twenty-four (24) pupils in average daily membership. Said ratio shall be calculated in accordance with Ohio Revised Code Sections 3317.02 and 3317.023.

10.042 The ratio of teachers to pupils in Kindergarten through First Grade

The ratio of teachers to pupils in Kindergarten through First Grade on a District-wide basis shall be at least one (1) full-time equivalent classroom teacher per twenty-two (22) pupils in average daily membership. The ratio of teachers to pupils in Second Grade through Fourth Grade on a District-wide basis shall be at least one (1) full-time equivalent classroom teacher per twenty-four (24) pupils in average daily membership. Said ratios shall be calculated in accordance with Ohio Revised Code Sections 3317.02 and 3317.023.

ARTICLE 11. INDIVIDUAL RIGHTS

11.01 DISCIPLINARY ACTION

11.011 Disciplinary Action Defined

A. Disciplinary action shall include verbal reprimands, written reprimands, suspension with or without pay, and termination. Verbal and written reprimands may be issued by the building or central office administrators.

B. The grievance procedure may not be used to challenge a discharge where the bargaining unit member elects to follow the statutory procedure to challenge a termination.

C. Prior to issuing reprimands, the Administration will thoroughly investigate alleged inappropriate conduct or policy or law violation.

   A. Pre-Discipline Notification
   The administrator shall notify the employee of the concern(s) in writing/email at least twenty-four (24) hours prior to the scheduled conference except for emergencies.

   B. Conference
   After the Board's investigation of charges, the bargaining unit member shall be given the opportunity to review the evidence, present evidence and respond during the conference prior to the administrator formulating employee discipline.

   C. Resolution

The bargaining unit member shall be informed of the administrator's decision regarding the concern(s). The bargaining unit member shall have the right to union representation in all matters that may result in disciplinary action.

11.012 Just Cause

No disciplinary action against a bargaining unit member will be taken without just cause.

11.013 Verbal Reprimands/Warnings

Confirmation of verbal warnings will be provided in writing.

11.02 ACCESS TO PERSONNEL FILES

11.021 Right To Review

A. A bargaining unit member may review his/her personnel file within a reasonable, agreed upon time, not to exceed one (1) week after filing a request to review such file. Such request shall be in writing and shall be made to the Superintendent.

B. In the event any person, other than the employee's Supervisor or other Administrator, seeks to review the personnel file of a bargaining unit member, the member and the Association shall be notified at least five (5) days in advance of such review. Such notice shall include the name of the person making the request, the date the request was made and, if scheduled, the date and time of the review. The employee shall have the right to be present at the time of the review and shall have the right to be accompanied by a representative of his/her choice.

11.022 Right To Have Representative Present

A bargaining unit member shall have the right to have an Association representative present during all meetings related to his/her personnel file.

11.023 Right To Have Copy of Material In File

A. A bargaining unit member shall be given a copy of any material placed in his/her personnel file after initial employment. If the member requests additional copies of such material, he/she shall pay Five Cents ($.05) per page for copies beyond two (2).

B. No material derogatory to an individual's conduct, service, character, or personality will be placed in his/her personnel file unless the bargaining unit member has had an opportunity to review the material. The individual will acknowledge that he/she has had the opportunity to review such material by affixing his/her signature to the copy to be filed, with the express understanding that such signature in no way indicates agreement with the contents thereof. The bargaining unit member will also have the

right to submit a written answer to such material and his/her answer will be attached to the file copy. Should the bargaining unit member refuse to sign the file copy, such refusal shall be noted and the material may then be placed in the file.

11.024 Right To Challenge Contents of File

After such review, a bargaining unit member shall have the right to indicate those items which, in his/her opinion, lack the accuracy, relevance, timeliness, or completeness that is necessary to assure fairness in any determination made with respect to him/her on the basis of the information. The member shall further have the right to submit written and/or verbal evidence to the Superintendent to substantiate his/her claim.

11.03 RIGHT TO REPRESENTATION

11.031 Representation At Conferences

A bargaining unit member, upon his/her request, has the right to be represented by the Association at any conferences with a member of the Administration; provided, that the representative selected by said member is sufficiently conveniently available as to not unduly delay the disciplinary conference.

11.032 Removal From Classroom

It is not the intention of the parties that the foregoing provision will prohibit the Board from removing a bargaining unit member from a classroom in extraordinary circumstances; provided, that a disciplinary conference with a representative available, if requested, is arranged within a reasonable time after the action is taken.

11.04 COMPLAINTS BY PARENTS, STUDENTS, AND/OR EMPLOYEES

11.041 A complaint against or concern about a bargaining unit member

A complaint against or concern about a bargaining unit member cannot be referenced in an evaluation or discipline unless all of the following conditions are met:

A. An administrative investigation substantiates the complaint or concern or reveals other misconduct which the administrator wishes to address.
B. The member is made aware of the complaint or concern no later than ten (10) school days after it is brought to the administrator.
C. The bargaining unit member is given the opportunity to respond to the complaint

Any complaints received will not be placed in a bargaining unit member's personnel file unless the complaint is signed by the complaining party and the above conditions have been met.

11.042 If the complaint is used or referenced in the personnel file

If the complaint is used or referenced in the personnel file, the provisions of Article 11 pertaining

to personnel files shall be followed. Nothing contained in this Article prohibits the Board or members of the administrative staff from maintaining working files, which are not to be used for purposes of evaluation or discipline. The parties agree that the only files used for purposes of evaluation and discipline will be those to which the right to be notified of a complaint and to receive a copy apply.

11.05 PAYROLL DEDUCTIONS

In addition to those deductions required by law, upon proper authorization the following payroll deductions shall be made and shall be forwarded in a prompt and timely manner to the proper authorities. When there are no limitations or constraints imposed by third parties, the Treasurer shall distribute payroll deductions to the receiving parties with the distribution of the payroll. The parties may mutually agree to add to this list or subtract from this list of deductions at any time during the term of the contract upon the signing of a Memorandum of Understanding.

A. Medina County Federal Credit Union: two (2) deductions per month;
B. Tax Sheltered Annuities: two (2) deductions per month;
C. Income Protection Insurance through Washington National Insurance Company: one (1) deduction per month;
D. Association Dues: ten (10) equal deductions beginning with the first pay November;
E. Fund for Children in Public Education: a uniform system of deductions to be agreed upon by the Association and the Board by the fifteenth of the month preceding the month in which the deductions would begin; and
F. Additional life insurance deductions in compliance with the carrier's rules and regulations.
G. Fair Share Fees: two (2) deductions per month for ten (10) equal installments beginning within fifteen (15) days of the end of the rebate filing period as determined by the Association.
H. Charities
I. Group Medical Insurance
J. Brunswick Education Association
K. IRS Section 125 Plan: The Board will add availability of an IRS Section 125 program to all interested employees. The Board will pay for all initial startup expenses to initiate the program. Monthly participation fees will be paid by the bargaining unit members using the program.
L. Citizens for Excellence in Brunswick Schools

11.06 RECOVERY OF OVERPAYMENT

A. <u>11.061 Overpayment Exceeding Five Percent of Gross Pay For A Pay Period</u>

A. Where a check(s) to a bargaining unit member results in total overpayment in gross wages which exceed five percent (5%) of the bargaining unit member's gross for a pay period, such overpayment shall be recovered by reducing the gross biweekly salary in equal amounts, for each remaining pay period for completion of salary payment for the

current school year, except:

A. Full repayment to be made by the bargaining unit member upon termination of employment, whether such termination is voluntary or involuntary;
B. Full repayment to be made by the bargaining unit member upon receiving any unpaid leave of absence for more than one (1) month's duration; and
C. Full repayment to be made by the bargaining unit member if there is any finding by the State Auditor's Office against the Board or any agent of the Board that the agreed upon repayment plan is improper.
D. The bargaining unit member may agree to a shorter period of time for recovery of the overpayment.

11.062 Overpayment of Less Than Five Percent of Gross Pay For A Pay Period

Where the total overpayment in gross wages is five percent (5%) or less of the bargaining unit member's gross pay for a pay period, the full amount of overpayment shall be collected through salary reduction at the earliest date.

11.07 PROTECTION OF PROPERTY

While not accepting the responsibility for items, the Board will work through the building principal to provide a secure place for a bargaining unit member to place his/her personal effects which are necessary in the performance of his/her duty.

11.08 NO REPRISAL

There will be no reprisal of any kind taken against a bargaining unit member by reason of his/her membership or non-membership in the Association or by reason of his/her participation in any of its legal activities.

11.09 FACULTY PASSES

One (1) individual pass to each home athletic contest will be issued to a bargaining unit member upon the agreement of said member to be available for supervisory duty upon request during the course of the event for which the pass is issued. This pass shall not be transferable.

11.10 THIRD PARTY BENEFICIARY

A bargaining unit member is a third party beneficiary of this Agreement and as such is entitled to all benefits and rights provided herein and is obligated to perform all duties and obligations provided herein.

11.11 RIGHT TO PERSONAL PROTECTION

A. The Board shall comply with all applicable Federal and State health and safety laws and regulations.

B. In the event a student physically assaults a bargaining unit member, subject to rights of due process the student shall be removed immediately from the member's classroom and shall be suspended or expelled. Upon the student's return from suspension or expulsion, the Administration shall make all reasonable efforts to see that the student is not assigned to any class conducted by the member the student assaulted, unless the bargaining unit member agrees to the assignment.

C. In the event of repeated incidents of menacing by a student toward bargaining unit member where no effective remediation has occurred, the member shall reserve the right to invoke the procedure set forth in Section 11.11B.

ARTICLE 12. EVALUATION

12.01 EVALUATION

12.011 Procedures for OTES Teachers

For teachers whose evaluations fall within the scope of the Ohio Teacher Evaluation System ("OTES"), the District will utilize the Board's Standards-Based Teacher Evaluation System which has been mutually developed by the parties and is set forth in Board policy. Implementation of the standards contained within the System shall be considered grievable under the grievance procedure contained within this contract, however assignment of particular evaluation ratings will not be grievable under the grievance procedure contained within this contract.

Any revisions to the Board's Standards-Based Teacher Evaluation System must be bargained prior to implementation to the extent required by law.

A. **Evaluation Cycles**

All OTES 2.0 Evaluations are based on individual educator overall Evaluation Rating.

a. Accomplished Rating (Every 3 years, if evaluator determines making progress on the PGP)*

i. Less- Frequent - Evaluation for Year 1 and Year 2:

1. Self- assessment (Optional, Recommended)
2. PGP
3. Pre-Conference (Optional, Recommended)
4. Focused Observation (Based on PGP, minimum of 30 minutes, must include beginning, middle and end of instruction, completed by January 31)
5. Post-Conference (within 10 days of observation, with written feedback)
6. Submit HQSD by the end of the 1st semester.
7. Rating carried forward in OhioES

ii. On-Cycle or a Full Evaluation - Year 3:

1. Semester 1:

a. Self-assessment (Optional, Recommended)
b. PGP
c. Pre-Conference
d. Holistic Observation (Minimum of 30 minutes, must include beginning, middle and end of instruction)
e. Post-Conference (within 10 days of observation, with written feedback)
f. Walkthrough - must be minimum of one walkthrough for a minimum of 10 minutes in length, feedback must be shared within 5 days of walkthrough
g. Submit HQSD by the end of the 1st semester.

2. Semester 2:
   a. Pre-Conference
   b. Focused Observation (Based on PGP Goal or Area of Growth, minimum of 30 minutes, must include beginning, middle and end of instruction)
   c. Post-Conference
   d. Walkthrough - must be minimum of one walkthrough for a minimum of 10 minutes in length, feedback must be shared within 5 days of walkthrough)
   e. Rating entered in OhioES

b. Skilled Rating (once every other years, if evaluator determines making progress on your PGP)*

i. Less- Frequent - Evaluation for Year 1:
   1. Self- assessment (Optional, Recommended)
   2. PGP
   3. Pre-Conference (Optional, Recommended)
   4. Focused Observation (Based on PGP, minimum of 30 minutes, must include beginning, middle and end of instruction, completed by January 31)
   5. Post-Conference (within 10 days of observation, with written feedback)
   6. Submit HQSD by end of 1st semester
   7. Rating carried forward in OhioES

ii. On-Cycle or a Full Evaluation - Year 2:
   1. Semester 1:
      a. Self-assessment (Optional, Recommended)
      b. PGP
      c. Pre-Conference
      d. Holistic Observation (Minimum of 30 minutes, must include beginning, middle and end of instruction)
      e. Post-Conference (within 10 days of observation, with written feedback)
      f. Walkthrough - must be minimum of one walkthrough for a minimum of 10 minutes in length, feedback must be shared within 5 days of walkthrough)
      g. Submit HQSD by end of 1st semester
   2. Semester 2:
      a. Pre-Conference
      b. Focused Observation (Based on PGP Goal or Area of Growth, minimum of 30 minutes, must include beginning, middle, and end of instruction)
      c. Post-Conference

d. Walkthrough - must be minimum one walkthrough for a minimum of 10 minutes in length, feedback must be shared within 5 days of walkthrough)
e. Rating entered in OhioES

c. Developing, Ineffective, or New Teacher (every year)
i. On-Cycle or a Full Evaluation
1. Semester 1:
a. Self-assessment (Optional, Recommended)
b. PGP
c. Pre-Conference
d. Holistic Observation (Minimum of 30 minutes, must include beginning, middle and end of instruction)
e. Post-Conference (within 10 days of observation, with written feedback)
f. Walkthrough - must be minimum of one walkthrough for a minimum of 10 minutes in length, feedback must be shared within 5 days of walkthrough
g. Submit HQSD by end of 1st semester
2. Semester 2:
a. Pre-Conference
b. Focused Observation (Based on PGP/PIP Goal or Area of Growth, minimum of 30 minutes, must include beginning, middle, and end of instruction)
c. Post-Conference
d. Walkthrough - must be minimum of one walkthrough for a minimum of 10 minutes in length, feedback must be shared within 5 days of walkthrough
e. Rating entered in OhioES

B. Full Evaluation REQUIRED for the following:
a. New Teacher to District
b. Contract Recommendation Year
c. Teacher returning to OhioES
d. Tenure Recommendations

* If you are in an off-cycle and you receive an On-cycle Evaluation due to a one of the circumstances for which a full, on-cycle evaluation is required as noted herein, the rating will be reported in OhioES. The rubric/evaluation will be used for the contract recommendation and the cycle will start over.

**RESA teachers, without a contract recommendation needed, will be EXEMPT from the evaluation process during the year they complete their RESA assessment.

12.012 OTES Committee

The OTES Committee will continue to review the OTES process, monitor the evaluation process, provide professional development and support, and make potential recommendations for changes.

Composition

The OTES Committee shall be comprised of six (6) representatives appointed by the BEA and six (6) representatives appointed by the Superintendent/designee. The Committee will meet at least 3 times throughout the school year to evaluate the OTES process, procedures and forms, and make appropriate recommendations for the change of Board policy and contract language.

Operational Procedures

A. The Committee shall be chaired jointly by a bargaining unit Committee member and an administrator.
B. The Committee will develop the ground rules by which the Committee will operate.
C. The Committee may establish subcommittees to assist with their work ~~D.~~ whose members will be jointly appointed by the Committee co-chairs.
D. All decisions of the Committee and any subcommittees established by the Committee will be achieved by consensus.
E. The Committee will establish by mutual agreement a meeting calendar, tasks for the committee to complete, and timelines for the completion of specific tasks.

One (1) task of the Committee shall be to determine those conditions that would likely have an adverse impact on the evaluation rubric.

The Committee will also work to align the non-OTES staff with the OTES framework. The Board will provide necessary clerical support and assistance to the Committee.

Committee Authority

The Committee shall not have the authority to negotiate wages, hours or terms and conditions of employment.

12.013 Procedure for Non-OTES

A written evaluation using observations, artifacts, inputs and conferences shall be made annually for all non-OTES bargaining unit members in the following manner:

A. **Evaluation Cycles**

All Non-OTES Evaluations are based on the bargaining unit member's Overall Evaluation Rating.

a. Accomplished Rating (Every 3 years, if evaluator determines making progress on the PGP)
   i. Less - Frequent - Evaluation for Year 1 and Year 2:
      1. PGP
      2. Pre-Conference (Optional, Recommended)
      3. Focused Observation (Based on PGP~~;~~ must include beginning, middle and end of instruction/session, completed by January 31)
      4. Post-Conference (within 10 days of observation, with written feedback)

5. Rating carried forward on signed Non-OTES form

i. On-Cycle or a Full Evaluation - Year 3:
   1. Semester 1:
      a. PGP
      b. Pre-Conference
      c. Holistic Observation, must include beginning, middle and end of instruction/session)
      d. Post-Conference (within 10 days of observation, with written feedback)
      e. Walkthrough (must be minimum of one walkthrough for a minimum of 10 minutes in length, feedback must be shared within 5 days of walkthrough)

   2. Semester 2:
      a. Pre-Conference
      b. Focused Observation (Based on PGP Goal or Area of Growth, must include beginning, middle, and end of instruction/session)
      c. Post-Conference
      d. Walkthrough (must be minimum of one walkthrough for a minimum of 10 minutes in length, feedback must be shared within 5 days of walkthrough)
      e. Completed and signed Non-OTES Rubric

b. Skilled Rating (once every other years, if evaluator determines making progress on your PGP)
   i. Less Frequent – Evaluation for Year 1:
      1. PGP
      2. Pre-Conference (Optional, Recommended)
      3. Focused Observation (Based on PGP, must include beginning, middle and end of instruction/session, completed by January 31)
      4. Post-Conference (within 10 days of observation, with written feedback)
      5. Rating carried forward on signed Non-OTES form

ii. On-Cycle or a Full Evaluation - Year 2:

1. Semester 1:
    a. PGP
    b. Pre-Conference
    c. Holistic Observation (must include beginning, middle and end of instruction/session)
    d. Post-Conference (within 10 days of observation, with written feedback)
    e. Walkthrough (must be minimum of one walkthrough for a minimum of 10 minutes in length, feedback must be shared within 5 days of walkthrough)

2. Semester 2:
    a. Pre-Conference
    b. Focused Observation (Based on PGP Goal or Area of Growth, must include beginning, middle, and end of instruction/session)
    c. Post-Conference
    d. Walkthrough (must be minimum of one walkthrough fora minimum of 10 minutes in length, feedback must be shared within 5 days of walkthrough)
    e. Completed and signed Non-OTES Rubric

c. Developing. Ineffective, or New Bargaining Unit Member (every year)

i. On-Cycle or a Full Evaluation

1. Semester 1:
    a. PGP/PIP
    b. Pre-Conference
    c. Holistic Observation (must include beginning. middle and end of instruction/session)
    d. Post-Conference (within 10 days of observation, with written feedback)
    e. Walkthrough (must be minimum of one walkthrough for a minimum of 10 minutes in length, feedback must be shared within 5 days of walkthrough.

2. Semester 2:
    a. Pre-conference
    b. Focused Observation (Based on PGP/PIP Goal or Area of Growth, must include beginning, middle, and end of instruction/session)
    c. Post-Conference
    d. Walkthrough (must be minimum of one walkthrough for a minimum of 10 minutes in length, feedback must be shared within 5 days of walkthrough.

e. Completed and signed Non-OTES Rubric.

B. Full Evaluation REQUIRED for the following:
   a. New Bargaining Unit Member to District
   b. Contract Recommendation Year
   c. Tenure Recommendations

C. Evaluations shall be conducted by certified/licensed employees of the Board of Education that have a role in supervision of the bargaining unit member in his/her performance of duties. When input from administrators other than the evaluating administrator is provided, the input must be based on direct observation and, if negative, the administrator(s) must have shared the information with the bargaining unit member and must have submitted it in writing to the bargaining unit member and evaluating administrator prior to its inclusion on an evaluation.

D. No bargaining unit member will be required to evaluate another bargaining unit member.

E.. Notification of Evaluator:

A written notification for evaluation identifying the primary evaluator shall be made no later than September 1st of the evaluation year. Bargaining unit members whose notice of resignation/retirement is submitted by December 1st, or bargaining unit members who are out on leave for 50% or more of the school year, shall be exempt from the evaluation process.

F. Evaluations shall be done in writing and may include narrative comments on areas of strengths and weaknesses, as well as suggestions for improvement. Such evaluations shall be recorded on forms consistent throughout the district for similar categories of bargaining unit members. Evaluations will be completed by May 1st and a copy of the evaluation will be shared with the member by May 10th. Written notice of nonrenewal will be provided by June 1st.

G. A bargaining unit member shall sign a completed copy of his/her written evaluation. A copy of all written evaluations shall become part of the personnel file of the bargaining unit member. Signing acknowledges receipt of the evaluation and that the conference took place.

H. All non-OTES staff will be responsible for submitting in either a Professional Growth Plan or a Professional Improvement Plan based on evaluation rating and/or identified deficiencies. All Plans are due to the evaluator no later than September 30th.

12.02 OPEN APPRAISAL

12.021 Knowledge of Observation

All monitoring or observation of a bargaining unit member shall be conducted openly and with full knowledge of said bargaining unit member.

12.022 Electronic Equipment

Electronic equipment shall not be used in gathering data for evaluation without prior written consent of the bargaining unit member.

12.03 CORRECTION OF DEFICIENCIES

A. A bargaining unit member whose last regular evaluation, as per Section 12.011 and 12.013, above, indicates that the bargaining unit member is deficient (rated as ineffective on any component of the rubric on the holistic observation) in any way in the area of classroom performance shall be evaluated two (2) additional times during the school year, unless the regular evaluation occurs after April 1. These additional evaluations shall consist of a minimum of two (2) observations each. All such observations cover the beginning, middle, and end of instruction/session.

B. Deficiencies in classroom performance occurring in a regular evaluation performed after April 1 may be addressed in the bargaining unit member's individual assistance plan for the following school year.

C. Deficiencies in areas not affecting classroom performance shall not be the sole criteria for decisions concerning continued employment. This limitation does not apply to proceedings for termination under Ohio Revised Code Section 3319.16.

D. The provisions of Section 12.03. A. shall be applied no later than April 1, to allow for correction of deficiencies prior to any nonrenewal.

12.04 Effects of Procedures

These evaluation provisions will prevail over the statutory procedures and requirements of Ohio Revised Code section 3319.111.

ARTICLE 13. WORKING CONDITIONS

13.01 SENIORITY

13.011 Seniority Defined

A. "Seniority," as used in this Agreement, shall mean length of continuous service in the District as determined from the most recent date of hire (effective starting date) into a bargaining unit position.

B. For all members hired subsequent to January 1, 1988, the most recent date of hire shall be defined as the member's actual first workday.

13.012 Continuous Service Defined

A. Seniority will not be broken by authorized leaves of absence or employment by the Board in a position outside the bargaining unit, or as a result of a planned reduction from which the employee is recalled, but such time will not be counted in computing seniority. Additionally, seniority will not be broken when a bargaining unit member's contract is not renewed at the end of one school year and the individual is then rehired for the subsequent school year. When seniority is equal, the ties will be broken in accordance with 13.013.

B. Seniority for Individual/Small Group Instructors shall not be broken if they are employed in the District during a subsequent school year.

13.013 Breaking of Seniority Ties

A. When seniority is equal, the tie will be broken by placing the names of the bargaining unit members with equal seniority in a container and the Superintendent shall draw one name at a time. The first name drawn shall be considered the least senior; the second name drawn shall be the next senior, etc., until all names are drawn.

B. A bargaining unit member involved in a seniority tie shall be given the opportunity to attend the drawing. Said drawing shall be scheduled at such a time as to permit the member's attendance or he/she shall be given released time to attend. A representative of the Association shall be in attendance at such drawing.

C. Once seniority has been determined by the tie breaking procedure, the order determined shall remain in effect throughout the employee's unbroken relationship with the District.

D. Re-employed retirees from STRS will remain at zero (0) year's seniority. Retired/re-employed individuals shall be issued a one (1) year limited term contract and shall have no bumping rights.

13.02 ELEMENTARY GUIDANCE

13.021 Description of Program

There shall be an elementary guidance program in each school comprised of individual and group services designed to give systematic aid to all pupils in achieving development in educational, personal, social and health concerns. Out-of-school resources, in accordance with established Board policy and procedures, shall be used to implement the guidance program.

13.022 Implementation of Program

The Principal and all of the bargaining unit members employed as elementary teachers shall be involved in the guidance program. The Principal is responsible for coordinating the program. Each bargaining unit member is directly involved in the implementation of guidance practices and activities. Attention is directed to this aspect of the teaching act during orientation day and recurring in the inservice study, planned by administrators and bargaining unit members.

13.03 INSTRUCTIONAL MATERIALS AND SUPPLIES

A bargaining unit member may consult with his/her Building Principal or Department Chairperson regarding supply requests for the following school year. Departmental Chair-persons or other designated bargaining unit members shall meet with the Building Principal to help develop the proposed building supply budget. Budgetary matters (e.g., supplies), including the opportunity for input, shall be developed/distributed to all bargaining unit members through the principal in collaboration with the building leadership (grade bands, team leaders, and department heads) no later than March 1.

A. Requisitions may be initiated by a bargaining unit member. All such requisitions are to be processed through the Immediate Supervisor and bears said Supervisor's signature to receive Central Office consideration.
B. When a requisition is submitted, item one should always be considered as top priority, with other items following according to importance. Approval will be granted based on monies available and priorities.

C. Supervisors will be notified of deletions and shall communicate such to the bargaining unit member(s) involved. Any such deletions are not subject to a grievance under the grievance procedure.

13.04 TEACHER AIDES

13.041 Number of Educational Aides/Teacher

The Board agrees to maintain a minimal Educational Aides/Teacher program as follows:

A. Three (3), six (6) hour Educational Aides/Teacher each school day in each elementary building; and

B. Six (6), six (6) hour Educational Aides/Teacher each school day in the Middle School.

C. The Board reserves the right to implement RIF when conditions identified and established in 9.022 (E.) have been met.

13.042 Administration of Educational Aides/Teacher Program

The administration of the program is the responsibility of each Building Principal in cooperation

with the Superintendent. Where a procedural change concerning the administration of the educational program has a direct effect on the building teacher staff, bargaining unit members shall be consulted prior to formation of the procedure under consideration. Recommendation for expansion of the program shall be by the Building Principals through the Administrative Council, to the Superintendent.

13.043 Role of Educational Aides/Teacher

The role of the Educational Aides/Teacher shall be in support of the teacher which may include duties such as: daily lunch, recess, attendance, and other non-teaching assignments. Specific job duties shall be listed by the building administrator prior to the start of the school year with teacher input. List of said duties shall be accessible to the building teachers.

13.05 SUBSTITUTE TEACHERS

Fully certificated/licensed substitutes will be employed for absent teachers and nurses at all levels.

13.06 LESSON PLANS

13.061 Curriculum Maps

Bargaining unit members may be required by building principals to develop, co-develop or revise a curriculum map for any course/subject taught. All bargaining unit members will be accountable for following an approved curriculum map for each course/subject taught. Maps will be due by the end of the sixth week of school of each school year.

Maps will serve as overviews of instruction and pacing guides for the teachers whose names they bear. Principals may request revisions with respect to the formats, guidelines and sample maps provided in the district faculty guide or to building goals and district initiatives to improve student learning. Building and district goals and those maps for which a teacher is responsible to develop or revise, will be assigned in writing within the first ten (10) school days of each school year. Principals will provide feedback to assist teachers whose maps must be revised.
Maps may be developed or revised by individual teachers or in teams. In most cases, maps will be revisions of existing maps. In no case will an individual teacher be required to develop or revise more than two maps in any year. The exception is that Special Education and Intervention teachers will prioritize key standards for individual students, via lesson plans and records of student progress.

13.062 Less Than Two (2) Years of Experience

A bargaining unit member in the first two (2) years of service in the District shall file detailed lesson plans with the Immediate Supervisor by the last school day of each week for the following week.

13.063 More Than Two (2) Years of Experience

A bargaining unit member with more than two (2) years of service shall file outline lesson plans on the same schedule as provided in Subsection 13.062, above.

13.064 Outline Plans Defined

Outline plans will provide adequate information for giving assignments to absent students and/or directions to substitute teachers. These outline plans should include materials to be used, i.e. films, video, supplemental materials, websites, etc.

13.07 STUDENT DISCIPLINE

The building Discipline Guidelines with consequences will be shared annually with staff. Administrators will work with teachers to implement these building guidelines. Once a teacher involves the administration, the final disposition is the responsibility of the administrator in accordance with the Board of Education approved Student Code of Conduct. The tone of discipline in the school shall be positive and based upon the purposeful development of self-discipline as a function of the learning process. Most discipline problems should be solved within the framework of the classroom.

13.071 Student Discipline Procedures

The basic responsibility for procedures for maintaining classroom discipline lies with the teacher.

A. The teacher shall be prepared with several levels of disciplinary measures to remedy the situation.
B. Corrective measures for behavioral problems shall relate to the severity or frequency of the problem.
C. The teacher shall use the strongest consequences infrequently.
D. Immediate attention to discipline problems is most effective; the teacher must follow through quickly with disciplinary action, which shall include documented attempts to contact parents/guardians when appropriate.
E. The teacher should consult with other teachers, counselors, and principals on common behavioral problems.
F. When a Middle School/High School pupil has not responded satisfactorily to normal classroom disciplinary procedures, the pupil is to be referred to the proper administrator. When the teacher sends a written disciplinary referral, the administrator shall advise the teacher in writing of the disposition of the referral within five normal work days. The referral from the teacher will consist of a complete report of all related incidents, as well as corrective measures taken.
G. The interruption of a student's education for a minor disciplinary reason is not recommended. When the actions of a Middle School/High School student are clearly disruptive to the educational process, exclusion from class may be necessary. If a teacher requests an administrator to remove a student for a major disruption of the educational process, the student will not be returned to the teacher's class for the

remainder of the period.

13.072 Procedures: Assault/Property Damage by Students

All cases of assault and property damage by pupils against a staff member of the Brunswick City Schools shall be considered for appropriate action.

All serious cases of verbal or written threat of physical harm to the teacher, teacher's family members or teacher's property or physical assault against any Brunswick school employee which takes place on school property or at school events shall be reported to the principal. The assaulted person and the principal will discuss further action to be taken.

Similar threats which occur off school property will be reported to the local authorities. Every effort shall be made by the administration to remove the student from the teacher's class or supervisory assignment.

13.08 SCHOOL DESIGN

Bargaining unit members will be given the opportunity for input in the drawing of educational specifications and the review of plans in consultation with the Superintendent and architect, when a new building is planned.

13.09 INSTRUCTIONAL FREEDOM/RESPONSIBILITY

The Board and the Association agree that instructional freedom and responsibility are essential to the fulfillment of the purposes of the School District, and they acknowledge the fundamental need to protect a bargaining unit member from unreasonable censorship or restraint which might interfere with his/her obligation to pursue truth in the performance of his/her teaching functions. The classroom is not a forum to advance an individual's personal or political agenda.

13.10 SMOKE-FREE WORKPLACE

13.101 Smoke free

All Brunswick City School property shall be designated smoke free, vape free, and any tobacco-product free.

13.102 Smoking Cessation Program

The District insurance plan shall cover the employee cost of participation in any Smoking Cessation Program that is approved by the District's insurance program.

13.11 DRUG-FREE SCHOOLS

A. No member of the Brunswick Education Association of the Brunswick City School District shall unlawfully manufacture, distribute, dispense, possess or use on or in the workplace any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana or any other controlled substance as defined in Schedules I through V of Section 202 of the

Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation at 21 C.R.F. 1300.11 through 1300.15.

B. Workplace includes any Brunswick City School District building or any school premises; any school-owned vehicle or any other school-approved vehicle used to transport students to and from school or school activities; off-school property during any school sponsored or school-approved activity, event or function including but not limited to field trips or athletic events, where students are under the jurisdiction of the Brunswick City School District.

C. As a condition of employment, each employee shall notify his or her Supervisor of his/her conviction of a criminal drug statute for a violation occurring in the workplace as defined above. Such notification shall be provided no later than five (5) days after conviction. The term "conviction" means a finding of guilt (including a plea of Nolo Contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes. The term "criminal drug statute" means a criminal statute involving the manufacture, distribution, dispensation, use or possession of any controlled substance.

D. The Brunswick City School District is required to take appropriate personnel action against an employee convicted under a criminal drug statute, within thirty (30) days after receiving notice from an employee of such a conviction, the Act directs the School District to take appropriate disciplinary action up to and including termination or to require the employee to satisfactorily participate in a drug abuse assistance or rehabilitation program approved by the Board of Education. Any personnel action taken will be at the discretion of the Board.

E. As a condition of employment, each employee shall abide by the terms of the written statement.

F. Each employee shall be given a copy of this policy statement.

G. Sanctions against employees, including nonrenewal, suspension and termination, shall be in accordance with the Negotiated Agreements between the Brunswick Board of Education and the Brunswick Education Association and applicable State laws.

13.12 BUILDING SECURITY

A. The Board shall take precautions so that all bargaining unit members have the opportunity to work in an environment in which reasonable and prudent measures have been taken to ensure the safety of members while engaged in professional responsibilities.

B. Toward this end, a Security Committee will be formed with representatives from each

building, the objective of which will be to collaboratively design building security plans. Building security audits will be completed in each school building in the District. Results of each audit will be examined/evaluated by the security committee and incorporated into security plans where appropriate. Additionally, the Board will install a call button or phone in each classroom or work site. This installation will be completed by September 1999.

13.13 ELECTRONIC GRADING SYSTEM AND PARENT COMMUNICATION

A teacher shall create a learning environment that allows for communication and engagement of families. A bargaining unit member, who serves as teacher of record, will be required to post weekly student progress in the electronic grading system. Parent communication is required between weeks 4 and 6 of the grading period when a student's grade is averaging below 65%. Teachers will maintain a log and/or email contact with parents of students receiving these grades. This log will include parent responses to the notification.

Submission of Grades:

A. After the completion of the grading period, teachers shall be afforded two (2) workdays to submit grades. Grades will be submitted by the end of the second workday.
B. Fourth Quarter Grades
    a. All grades will be submitted by 8 a.m. on the Teacher Workday.

13.14 MOVING TO NEW BUILDING

A. Bargaining unit members moving to new buildings will be responsible for packing and unpacking of items to be moved.
B. Moving of all items will be the responsibility of persons outside the BEA bargaining unit.

13.15 JOB SHARING

13.151 Purpose, Establishment and Continuation

There will be job sharing as to any position only as specifically agreed to in concept by the building principal and approved by the Superintendent. Approval of a job sharing arrangement for any one (1) year shall not constitute approval of such arrangement of the subsequent year.

Job sharing shall be utilized to allow bargaining unit members to continue working while meeting other personal or professional commitments such as but not limited to child raising, care of an elderly or ill family member, professional study directly related to the bargaining unit member's growth or advancement as an educator. (Hours of study must be in the teaching field or an area of licensure of the individual or in a college or department of education or applicable to meeting the qualifications leading to additional licensure. Study may not be in professional schools such as medicine or law or to qualify for a different profession.)

Job sharing participants may not be alternately employed except as such work is directly related to the individual's employment with the Brunswick City School District (e.g.: substituting, supplemental contracts, etc.) or to the individual's pursuit of an advanced degree or additional licensure (e.g.: a graduate assistantship).

There will be job sharing as to any position only as specifically proposed through the process outlined in this Article and approved by the Superintendent. Approval of a job sharing arrangement for any one (1) year shall not constitute approval of such arrangement for any subsequent year.

13.152 Definition

Job sharing shall be defined as two (2) individuals sharing the same job such that each has one-half (1/2) of the duties/responsibilities and one-half (1/2) of the salary/monetary benefits of the job. Any such arrangement will result in the two individuals receiving salary and benefits equal to those available to one (1) FTE. Thus, health, vision, and life insurances will be paid by the district up to an amount equal to the Board's share of one family plan, regardless of how the benefits are assigned to the parties involved. Options include but are not limited to arrangements in which

Each participant receives half of the Board's share of a family plan at district expense, and each pays the difference required to cover the remaining cost of their receiving a full plan.
One participant receives the Board's share of a full family plan at district expense, and the other waives out and receives no district insurance and no stipend for waiving out.

Both participants waive out of district insurance coverage and each receives half of the total stipend usually offered for doing so.

Each participant receives the Board's share of a single plan at district expense. This option is valid as long as the cost to the Board for two single plans is equal to or less than the cost incurred for one family plan.

In cases where a job share partner is not part of the district insurance plan, coverage can only be gained through a qualifying event (e.g.: loss of spouse, loss of spousal coverage, etc.) as defined by COBRA or during open enrollment periods.

In the event that both sharing partners choose to opt out and receive the stipend, and one (1) partner experiences a qualifying event, that partner is eligible for up to an amount equal to the Board's share of one family plan at district expense. The other partner is still eligible to receive their share of the stipend as initially agreed upon for the remainder of the job sharing plan.

In the event that one of the job share partners (Partner A) opts out and Partner B has full family

coverage, if Partner A experiences a qualifying event, he or she has the option to purchase insurance coverage at 100% of the Board's share of one family plan. Partner B's coverage and cost will not be changed as a result of Partner A's qualifying event.

13.153 Eligibility

A. Any member of the bargaining unit is eligible to write a job share proposal for the next school year under the terms defined below.

B. A vacancy created by a job share proposal submitted by a single bargaining member will be posted and filled in accordance with Article 8.03. A teacher from outside the bargaining unit is eligible to be considered for a job sharing opportunity with a current bargaining unit member only in the event that there are no qualified internal candidates for the position. A bargaining unit member seeking a job share partner will be included in the interview and selection process for that partner.

13.154 Salary

A. Each person in the job sharing situation is to receive one-half (1/2) of the salary he/she would have received if he/she had been employed full time in the position.

B. Advancement on the Salary Schedule shall be according to Article V, Section 5.01, Subsection 5.015.

13.155 Insurance Premiums/Benefits

Unless other arrangements are approved by the Superintendent per 13.152 above, each person shall be eligible for the insurance benefits defined in Article V, but each will be responsible for payments of one-half (1/2) of the costs of the monthly insurance premiums for the insurance benefits.

13.156 Reinstatement of Full Time Status

A. Any individual wishing to return to full time employment must notify the Superintendent by the first day of the second semester.

B. A bargaining unit member returning to full time employment from job sharing shall be placed in a comparable position to that held prior to or during the job share. A bargaining unit member not employed with the district prior to the job share will be placed in a comparable position whenever possible. Placement of any bargaining unit member moving to full-time status from a job share will be done in accordance with Article 8 and 9.022B.

13.157 Written Job Sharing Plan

Any teachers interested in a job sharing will submit a written job sharing plan, showing in detail

all particulars with respect to the proposed job sharing arrangement including the duties and responsibilities to be shared and the manner in which such duties and responsibilities are to be shared., The job share proposal/schedule must be submitted on standardized district forms.

Job share proposals are to be submitted to the Personnel Office on or before April 1 of each school year. The proposals will be read by the Assistant Superintendent (Personnel) and the BEA President and recommended to the Superintendent for approval or returned to the author(s) for revision.

13.158 General Requirements for Job Share Arrangements

A. Both job share partners may be required by the building principal or a central office administrator to attend district, building, grade span, grade level, department, and staff meetings as well as the professional development portions of in-service/early release days at no additional cost to the district. Requests to attend meetings/staff development outside the job share calendar will be limited to occasions when the teacher's presence is necessary for his/her professional development or for him/her to take part in IEP, IAT, or other student-related meetings.

B. Job share partners are encouraged to substitute for one another. Absence outside the schedule submitted with the job share proposal will count against the perfect attendance incentive. (Each job share partner is eligible for only 50% of the value of the perfect attendance incentive.) Absence outside the schedule submitted for the job share will be handled in one of the following three ways as requested by the job share partners.

    a. A job share teacher may substitute for his/her partner. After the substitution occurs, the partners will adjust the remaining days of attendance so that neither partner works more than the number of days originally scheduled in their job share calendar. In making this adjustment, the absence will not be deducted from either partner's sick or personal time. Absence related to making the adjustment will count only against the perfect attendance incentive for the job share partner who initiated the absence.

    b. Job share partners may choose to substitute for one another for pay. In this case, the absence will be deducted from sick or personal leave time for the partner who originates the absence and will count against his/her perfect attendance incentive. No adjustment will be made to the job share calendar. The partner who works as the "substitute" will be paid in accordance with the district salary schedule for substitute teachers.

    c. Job share partners may opt not to substitute for each other and, instead, follow the district procedure for obtaining a substitute for the period of the absence. In this case, the absence will be deducted from sick or personal leave time for the

partner who originates the absence and will count against his/her perfect attendance incentive. No adjustment will be made to the job share calendar.

C. The job share calendar and division of instructional responsibilities shall reflect a pattern of on-duty days/partial days and a division of duties for the partners that supports continuity of instruction and allows for timely feedback, reteaching, intervention, and enrichment for students. The calendar shall establish a pattern of attendance for job share partners that is followed consistently throughout the school year (e.g.: a.m./p.m., MWF/TWTh, etc.). Interruption of the attendance pattern in the job share calendar will be charged to sick or personal leave as appropriate. The annual job share calendar cannot include variations from established patterns of attendance to allow for travel, vacation, or attention to other personal needs, except for documented medical necessities and in the case of coordinating with partners' children's school calendar(s).

D. Job share partners will accumulate ½ year's sick leave and personal leave.

E. In order for job share partners to earn a full year's service requirement credit with STRS, the job share arrangement must be a 50/50 split with each partner working one-half (1/2) day every work day. Job share arrangements requiring the partners to work fewer than one hundred twenty (120) days may result in less than a full year's retirement service credit as determined by STRS regulations. Job share partners will receive a full year's credit on the district seniority list.

F. Job share authors shall review the job share plan with the building principal in whose building the job share is being proposed, seeking input and approval. Job share proposals without the building principal's signature indicating approval will not be recommended to the Superintendent for implementation.

G. Criteria for approval of job share proposals at the building level and at the Superintendent's level will include but are not limited to the following: adherence to the guidelines set forth in this article, building and district staffing considerations including the number of job shares at a building or grade level, and the authors' areas of certification, HQT status, teaching experience, levels of performance, training, length of service in the district and/or building.

H. Job share partners whose proposals are not approved may submit a written request for a meeting with the building principal and/or superintendent who will then meet with the bargaining unit member to explain why the job share proposal was not approved.

I. Job share partners will be evaluated in accordance with Article 12 of this Agreement. Job share plans will be evaluated with reference to student progress based on standardized data, parent/student feedback, and the criteria established in this article.

13.16 EMPLOYMENT RIGHTS/RE-EMPLOYMENT

The Board is under no obligation to employ any retired teacher and the parties hereto explicitly agree that there is no expectation of continued employment or re-employment when a teacher retires from the Brunswick City Schools.

13.161 Seniority

Seniority for retired teachers (including re-employed retired Brunswick teachers) will be zero upon such employment and will remain at zero upon subsequent employment.

ARTICLE 14. INDIVIDUAL CONTRACTS

14.01 TEACHING CONTRACT(S)

14.011 Employment By Contract

A. The Board shall enter into a written teaching contract for the employment and reemployment of a bargaining unit member.

B. An individual teaching contract or salary notice will be issued annually to each bargaining unit member and shall contain the following:
   a. The number of workdays in the school year;
   b. The annual salary rate as of the beginning of the school year.

14.012 Limited Teaching Contract

A. The first two (2) limited teaching contracts issued to a bargaining unit member shall be for a term of one (1) year each.

B. After two (2) consecutive years in the Brunswick schools, a bargaining unit member with successful teaching experience, holding provisional or higher certification, and recommended for reemployment will be awarded a two (2) year limited teaching contract.

C. Thereafter, upon continued reemployment, three (3) year limited teaching contracts will be awarded.

D. Should a Reduction In Force be implemented under Article 9, the provisions of Subsection 14.012 A, B and C shall be inapplicable to an individual whose suspended limited teaching contract is to be renewed.

14.013 Continuing Teaching Contracts

A. A bargaining unit member eligible to be considered for a continuing contract shall, upon recommendation of the Superintendent and approval of the Board, be granted within thirty (30) days, a continuing teaching contract, regardless of the length of time remaining on the limited teaching contract.

B. A tenure-eligible bargaining unit member who does not receive written notification of evaluation by December 15 must contact his/her building principal and the Assistant Superintendent in writing no later than the last day of school prior to winter break to confirm such eligibility. Failure to do so will result in delay of consideration for and rewarding of tenure until the following school year. In the meantime, the teacher will maintain his/her regular contract status per Subsection 14.012. Such teachers may be issued a regular, non-probationary one-year limited contract to allow the Board an adequate period of time to conduct an evaluation.

   In such cases where deficiencies are identified in an evaluation prior to April 1 for a tenure eligible teacher and the limited contract is up for renewal, a two year extended limited contract will be issued. An administrator will conduct the evaluation in both years of the contract.

C. Tenure-eligible bargaining unit members must have completed all course work, obtained official transcripts, filed necessary license applications, and made all related payments prior to April 1. Failure to do so may result in delay of consideration for tenure until the following school year.

D. Such teachers, if at the end of a limited contract, or who have only one year remaining on their contract, will be issued a one or two-year extended limited contract to allow the Board two years for evaluation. An administrator will conduct the evaluation in the second year of that period.

14.014 Supplemental Contracts

A. A supplemental contract shall be issued to a bargaining unit member who is to perform a supplemental duty under Appendix D.

B. Such contract will be issued prior to the performance of such duty, except where the Board has attempted to hire a bargaining unit member qualified for such vacant supplemental duty and has been unable to do so prior to the commencement of the performance of such duty.

C. The Board shall not employ a non-bargaining unit member to a supplemental contract position unless there are no qualified, certificated bargaining unit members who have

applied for said position(s). The qualifications for the position shall be posted with the vacancy.

D. Head Varsity Coaches fulfilling supplemental contracts will be evaluated within forty-five (45) days after the completion of their season. This evaluation shall be given in writing at a conference with the Athletic Director and/or the High School Principal.

E. Supplemental contracts shall automatically expire at the end of their one (1) year term and shall not be subject to non-renewal procedures and requirements outlined in Section 14.02, below.

F. Supplemental contracts that are held by bargaining unit members are not required to be posted each year. Such contracts will be posted if:

   i. The bargaining unit member who most recently held the contract no longer wishes to hold such contract;
      OR
   ii. The Principal or Administrator wishes to open the position for posting.

G. A committee comprised of four (4) bargaining unit members and four (4) administrators may meet to consider revisions to job descriptions and the evaluation process consistent with the District's instructional philosophy and goals. The committee will meet once every three (3) years, unless there is a mutual agreement to convene the committee on a more frequent basis. The committee will meet at mutually agreed-upon dates and times.

14.015 Extended Contracts

All extended contracts are to be considered supplemental contracts and will be paid based on the per diem rate of the bargaining unit member.

14.02 NONRENEWAL OF LIMITED TEACHING CONTRACT

14.021 Notice of Intent To Recommend Nonrenewal

A bargaining unit member whose limited teaching contract is not recommended for renewal shall be notified by the Superintendent on or before April 15 of the year of intended recommendation for nonrenewal.

14.022 Right To Reason(s) For Recommendation of Nonrenewal

A. No bargaining unit member shall be non-renewed for arbitrary or capricious reasons or without a rational basis in fact.

B. A bargaining unit member receiving notice of the Superintendent's intention not to recommend the renewal of his/her limited teaching contract for the succeeding school year may, within ten (10) days of receipt of such notice, request a meeting with the

Superintendent to receive the reason(s) for the intended recommendation. If requested, such reason(s) shall be in writing. At such a meeting, the bargaining unit member may be accompanied by a representative of the Association.

14.023 Rights Following Board Action To Nonrenew Subsequent To Superintendent's

Recommendation for Reemployment

A. No bargaining unit member shall be non-renewed for arbitrary or capricious reasons or without a rational basis in fact.

B. A bargaining unit member whose limited teaching contract has been non-renewed by the Board after said member was recommended for reemployment by the Superintendent may request a meeting with the Board, in executive session, to discuss such nonrenewal. The request will be made within ten (10) days of the Board's action and shall be addressed to the Treasurer. The meeting will be held within two (2) weeks of receipt of the request by the Treasurer. The bargaining unit member may be accompanied at such a meeting by an Association representative.

14.024 Effects of Procedures for Nonrenewal of Limited Term Contracts

Any non-renewals under Article 14 will be governed strictly by these procedures which supersede and prevail over Ohio Revised Code Sections 3319.11 and 3319.111. Only alleged procedural violations under Article 14 may be grieved to binding arbitration. Otherwise, absent procedural violations, the final determination to non-renew the teacher's contract is not grievable or subject to challenge. All notifications under Article 14 shall be in writing by certified mail or hand delivery within two (2) days of Superintendent or Board action.

14.03 TERMINATION OF TEACHING CONTRACT

Termination of a teaching contract shall be made according to the statutes of Ohio and not through the grievance/arbitration provisions of this Master Agreement.

ARTICLE 15. ASSOCIATION RIGHTS

15.01 RIGHT TO PAYROLL DEDUCTION OF DUES

15.011 Authorization for Deduction

A. Upon the written authorization of a bargaining unit member, the Board shall cause to have deducted from said individual's wages the prescribed amount of Association dues.

B. The enrollment period for such deductions shall be from September 1 to October 20 each year. The Association will forward to the Treasurer all such authorizations at one time by the October 20th date.

15.012 Length of Authorization

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

15.013 Notification of Withdrawal of Authorization

A. Such deduction shall be irrevocable for periods of one (1) year except that authorization may be withdrawn during the period beginning with the first day of school and ending September 15.

B. Notification of desire to withdraw payroll deduction authorization shall be submitted, in writing, by the bargaining unit member to the Treasurer during such period. The bargaining unit member shall furnish the Association President with a copy of such notification.

15.014 Schedule of Deductions

A. The deductions shall be made in ten (10) equal consecutive payments beginning with the first pay in November.

B. The balance of the annual deduction shall be deducted from the final paycheck of a bargaining unit member resigning his/her position, receiving a leave of absence, or having his/her employment terminated after October 20 of any school year during the duration of this Agreement.

15.015 Transmittal of Deductions

Deductions so made shall be promptly forwarded to the Association Treasurer at his/her home address.

15.02 RIGHT TO CONDUCT ASSOCIATION BUSINESS

15.021 Leave To Conduct Association Business

A. The Superintendent shall grant an accumulative total of up to forty (40) days paid leave per school year, to be divided among Association members, selected by the Association, to conduct Association business. An additional twenty-five (25) days shall be granted, however, the Association shall reimburse the Board for the cost of substitutes employed for absent members using any of these additional days. No member, with the exception

of Association officers, shall use more than five (5) days of leave under this Section during any school year.

B. Whenever possible, the Association President shall notify the Superintendent at least seven (7) days in advance of the date(s) such bargaining unit member(s) shall be absent. These days shall be considered professional leave days for EMIS reporting purposes.

15.022 Leave To Participate In Negotiations

Whenever a negotiating meeting is scheduled between the representatives of the Board and the Association during work hours, members of the Association's team will be excused from duties without loss in pay or benefits to participate in such meeting and the Board will provide substitutes in the classroom, if necessary.

15.023 Access To Buildings To Conduct Association Business

Association representatives will have access to all school buildings for meetings with bargaining unit members, provided that the representative checks in with the Building Principal and that the exercise of this right does not interfere with the educational program.

15.024 Early Dismissal To Attend Association Meetings

Upon prior notification to the Building Principal, duly-elected Association representatives and officers shall be granted early dismissal after the instructional day has ended, if necessary, without loss of pay to attend one (1) monthly Association meeting.

15.025 Meetings With Administrators

A. Any meeting scheduled with an Association representative(s) by the Board or its representative(s) during the school day may be attended by the Association representative(s) without loss of pay.

B. Upon request, the Association officers may meet with the Superintendent at a mutually convenient time.

15.026 Reimbursement of Stipends Paid to BEA Officers

The Association President, Vice President, Secretaries and Treasurer will be paid a stipend by the Board as identified by the BEA. The Treasurer of the BEA will notify the Treasurer of the District of the total stipend amount due to each officer by January 1, following the beginning of the president's term. The BEA shall reimburse the Board for the cost of the stipends, all appropriate levels of taxation, and any applicable retirement costs in one lump sum payment. The Treasurer of the District shall send a bill to the BEA identifying the specific charges related to the payments by approximately February 1. The District will receive payment from the BEA within 30 days of receipt of bill. Payment to each officer shall be made on March 15 in the form of a separate payroll check.

15.03 RIGHT TO INFORMATION

15.031 Agenda and Minutes of Board Meetings

The complete Board agenda and financial report, as available, shall be made available to the Association President on the District website, or similar online platform, prior to each Board meeting. The official Board minutes shall be made available to the Association President on the District website, or similar online platform.

15.032 Newly Employed Bargaining Unit Members

The Association will be provided the name and address of a new bargaining unit member after the Board has acted upon his/her teaching contract.

15.033 Retiring Bargaining Unit Members

Upon request of the Association, the Board will provide a list of known retirees.

15.034 Board Policy

A copy of the current Board policy will be provided on the District's website.

15.04 RIGHT TO USE SCHOOL BUILDINGS AND FACILITIES

15.041 Buildings

A. The Association will have the right to use school buildings without cost, at reasonable times, for meetings.

B. The Superintendent and the principal of the building used for meetings by the Association, will be notified by the Association in advance of the time and place of such meetings.

C. The Association will be provided a designated workspace within the District.

15.042 Mailboxes

A. The Association shall have use of staff mailboxes, e-mail, and building fax machines for Association news material, and may designate the boxes of Association members.

B. The Association will have the right to use the inter-school mail system to communicate with Association representatives.

C. The Association shall have the right to annually designate the boxes of faculty representatives and officers in each building.

15.043 Bulletin Board

The Association shall have the use of bulletin board in staff lounges or workrooms.

15.05 FAIR SHARE FEE

15.051 Payroll Deduction of Fair Share Fee

The Board shall deduct from the pay of bargaining unit members who elect not to become or to remain members of the Brunswick Education Association, a Fair Share Fee for the Association's representation of such non-members during the term of this Contract. No nonmember 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.

15.052 Notification of the Amount of Fair Share Fee

Notice of the amount of the annual Fair Share Fee, which shall not be more than one hundred percent (100%) of the unified dues of the Association, shall be transmitted by the Association to the Board Treasurer on or about September 15 of each year during the term of this Contract for the purpose of determining amounts to be payroll deducted, and the Board agrees to promptly transmit all amounts deducted to the Association.

15.053 Schedule of Fair Share Fee Deductions

A. All Fair Share Fee Payers
   Payroll deduction of such Fair Share Fees shall begin in accordance with Section 11.05G, herein, except that no Fair Share Fee deductions shall be made for bargaining unit members employed after October 31 until the second paycheck, which period shall be the required probationary period of newly employed bargaining unit members.

B. Termination of Membership During the Membership Year
   The Board Treasurer shall, upon notification from the Association that a member has terminated membership, commence the deduction of the Fair Share Fee with respect to the former member, and the amount of the fee yet to be deducted shall be the annual Fair Share Fee less the amount previously paid through payroll deduction.

C. The balance of the annual Fair Share Fee shall be deducted from the final paycheck of the bargaining unit fee payor resigning his/her position, receiving a leave of absence or having his/her employment terminated after January 1 of any school year during the duration of this Agreement.

15.054 Transmittal of Deductions

The Board further agrees to accompany each such transmittal with a list of the names of the bargaining unit members for whom all such Fair Share Fee deductions were made, the period covered, and the amounts deducted for each.

15.055 Procedure For Rebate

The Association represents to the Board that an internal rebate procedure has been established in accordance with Ohio Revised Code Section 4117.09(C) and that a procedure for challenging the amount of the representation fee has been established and will be given to each bargaining unit member 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 Constitutions of the United States and the State of Ohio.

15.056 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.

15.057 Indemnification of the Board

The Association agrees to indemnify the Board for any cost of liability incurred as a result of the implementation and enforcement of this provision provided that:

A. The Board shall give ten (10) days' written notice of any claim made or action filed against the employer by a nonmember for which indemnification may be claimed;

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

C. The Board 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;

D. The Board acted in good faith compliance with the Fair Share Fee provision of this Agreement; however, there shall be no indemnification of the Board if the Board intentionally or willfully fails to apply (except due to Court order) or misapplies such Fair Share Fee provision herein.

15.06 LABOR/MANAGEMENT RELATIONS COMMITTEE

15.061 Purposes

In an effort to solve problems before they become formal grievances, the Administration agrees to establish a Labor/Management Relations Committee consisting of representatives of both the Association and the Administration. Its main functions shall be: to confer on all matters of

mutual concern; to keep both parties to this Contract informed of changes and developments caused by conditions other than covered by this Contract; to keep the staff of all departments working at peak efficiency; and to confer over potential problems in an effort to keep such matters from becoming major in scope.

A. All issues shall first be discussed at the building level with the building administrator.

B. Upon the request of either party, administrator or head building representative, will schedule a meeting as needed to discuss building BEA issues collaboratively.

15.062 Composition

The Labor/Management Relations Committee shall consist of no more than four (4) representatives from each party, unless the parties mutually agree that additional representatives may attend a specified session.

15.063 Meeting Format

The meetings of the Labor/Management Relations Committee are intended to be informal in nature. In an effort to maintain an atmosphere of free exchange of ideas and concerns, formal minutes of meetings shall not be kept; however, any agreements reached shall be reduced to writing. Each month, the Administration will provide a written response to issues raised by the Association the preceding month, and the Association will provide written response to issues raised by the Administration the preceding month.

15.064 Meeting Schedule

There shall be regularly scheduled meetings of the Labor/Management Relations Committee. In addition, either party may request that the Labor/Management Relations Committee meet fto discuss matters of imminent concern. Meetings of the Labor/Management Relations Committee shall be held from Monday through Friday between 8:00 a.m. and 5:00 p.m., unless a different time is agreed to by the parties.

ARTICLE 16. DISTRICT COMMITTEES & RESIDENT EDUCATOR

16.01 RESIDENT EDUCATOR

The Resident Educator Program for beginning teachers is intended to guide and support teachers just entering the profession and promote teacher leadership by more experienced teachers by providing educators new to the profession with coaching, mentoring and guidance that are critical to improving their skills and knowledge and student achievement from experienced educators. The Resident Educator Program will be a Program administered and funded by the Board.

This program shall be separate from and shall not replace the negotiated employee evaluation system.

16.011 Definitions

A. Resident Educator Program
The two-year program is designed to provide newly licensed Ohio educators quality mentoring and guidance. Successful completion of the residency program is required to advance from a resident educator or alternative resident educator license to a five-year professional educator license.

B. Mentor
A Mentor is a teacher trained and assigned to provide professional support to a Resident Educator following the guidelines and protocols of the Resident Educator Program.

C. Resident Educator
A Resident Educator is a teacher employed under a resident educator license or an alternative resident educator license who meets the requirements of Ohio Administrative Code Section 3301-24-04.

D. Resident Educator Program Coordinator (REPC)
The Resident Educator Program Coordinator shall be appointed by the Superintendent to coordinate the District's Resident Educator program. (Effective with the 2015-2016 school year, the REPC will be a bargaining unit member).

16.012 Mentors/REPC

A. Qualifications
   a. The REPC and/or Mentor Teacher must have a five-year Professional License or a Permanent Certificate, five years of teaching experience; and recent classroom experience within the last five years.
   b. The REPC and/or Mentor Teacher must be trained to act as a mentor through the Ohio State Board of Education Instructional Mentoring program.
   c. The REPC and/or Mentor Teacher must hold a valid teaching certificate/license and may be assigned to Resident Educators with the same area of certification/license.
   d. The REPC and/or Mentor must have demonstrated the ability to work cooperatively and effectively with the professional staff members and have extensive knowledge of and proven experience in implementing a variety of classroom management and instructional techniques.

B. Selection of Mentor Teachers

Selection for Mentor Teacher positions shall be made by a recommendation by the Building Principal based on an application and interview process and approval by the Superintendent in consultation with the REPC. Should no Mentor be available in the area of certification/licensure, the Superintendent may assign a Mentor from within the subject area most closely related to that of the Resident Educator.

16.013 Compensation

In addition to mutually agreed upon and approved release time, the REPC and each Mentor Teacher shall receive an annual supplemental stipend in the following amounts:

REPC – $4500

Mentor Teacher – $1500

In addition, the Board will pay all training fees required for Mentor Teachers to receive the mandatory ODE State mentor training.

16.014 General

A. Other than a notation to the effect that a teacher served as a Mentor Teacher, the teacher's activities as a Mentor Teacher shall not be part of that staff member's evaluation.

B. No Resident Educator shall be required to remain in a resident educator program after advancing to a professional educator license.

C. Neither the REPC nor any Mentor Teacher will participate in the District's evaluation of any Resident Educator.

D. Neither the REPC nor any Mentor Teacher will be requested or directed to make any recommendation regarding the continued employment of the Resident Educator.

E. Neither the REPC nor any Mentor Teacher will be requested or directed to divulge information from the written documentation or confidential Mentor/Resident Educator discussions as it relates to the evaluation process and potential rating/assessment of the Resident Educator. However, a Mentor Teacher may be required to divulge information in order for the Board to comply with its legal obligations. Any violation of this tenet by the Mentor Teacher shall constitute grounds for immediate removal from his/her role as Mentor Teacher.

F. All members of the Committee, the REPC, Mentor Teachers, and Resident Educators shall keep confidential all discussions, actions, materials and other information to the extent permitted by law.

G. Mentor Teachers shall communicate directly with the Resident Educators and shall not discuss/report the performance and progress of the Resident Educator with any administrator, assessor, or other teacher, with the exception of the REPC.

16.02 LOCAL PROFESSIONAL DEVELOPMENT COMMITTEES (LPDC)

16.021 Purpose and Authority

A. The purpose of the LPDC is limited to the review and approval of individual professional development plans and professional development activities for recertification and licensure as specified by Ohio Revised Code 3319.22 and OAC 3301-24.

B. The LPDC shall have no authority or affect to revise, delete, add to or modify any article or section of this Negotiated Agreement. Actions of the LPDC are not to be contrary to the Negotiated Agreement or law.

16.022 Selection of Committee Members

The Committee shall be comprised of seven (7) members as follows:

A. For Bargaining Unit Members
   a. Four (4) teachers selected by the BEA;
   b. Three (3) Administrators and/or other District employee appointed by the Superintendent.
B. For Administrators
   a. Four (4) Administrators and/or other District Employees appointed by the Superintendent
   b. Three (3) teachers selected by the BEA

16.023 Committee Structure

B. There shall be one (1) LPDC.
C. The scope of the LPDC shall be District.

16.024 LPDC Procedures

A. The Board shall determine the time, location, and number of committee meetings.
B. In the event of an in-term vacancy or removal, the teacher member shall be replaced by the Association.

16.025 Training and Compensation

A. The LPDC member shall be provided with on-going training as determined by the committee with the approval of the Superintendent.
B. LPDC members shall be compensated according to the Supplemental Salary Index indicated in Appendix D.

C. The LPDC member shall be provided release time for work pertaining to LPDC duties.

16.026 Facility, Equipment and Support Services

A. The LPDC shall be provided with adequate and secure space for the safe and secure storage of records, files, IPDP's and any other work requiring storage and/or file space.
B. The LPDC shall be provided with secretarial support.

16.037 Terms of Office

A. The term of office for the LPDC member shall be two (2) years.
B. Nothing in the LPDC process shall have an adverse impact on the educator's performance evaluation as established in the Collective Bargaining Agreement. Such protection of performance evaluation extends even to the point of an LPDC member being removed.

16.027 Employee Protection

A. Under no circumstances is the involvement in the activities of the LPDC process to be used for employment decisions by the Board.
B. Nothing in the LPDC process shall have an adverse impact on the educator's performance evaluation as established in the Collective Bargaining Agreement. Such protection of performance evaluation extends even to the point of an LPDC member being removed.

16.028 LPDC Appeals Procedure

A. All appeals shall use the appeals procedure described in the existing District LPDC resource guide.

B. The LPDC appeals procedure is not subject to the grievance/arbitration procedure outlined in the Collective Bargaining Agreement.

C. The LPDC's decision is appealable to the State level (if a State level process is developed) for those individuals who have been adversely impacted or disagree with the decision of the LPDC.

NOTE: Issues for appeal are limited to procedural matters in the LPDC appeals process.

16.03 DISTRICT STAFF DEVELOPMENT COMMITTEE

16.031 Purpose and Authority

H. The purpose of the District Staff Development Committee is limited to the review and approval of professional development offerings in the district on designated

Professional Development days.

I. The District Staff Development Committee shall have no authority or effect to revise, delete, add to, or modify any article or section of this Negotiated Agreement.

16.032 Selection of Committee Members

The Committee shall be comprised of eight (8) members as follows:
Four (4) teachers selected by the BEA;
Four (4) Administrators and/or other District employees appointed by the Superintendent.

16.033 District Staff Development Committee Procedures

A. The Committee shall agree upon the time and location of committee meetings.
B. The Committee shall meet a minimum of four (4) times a year.
C. In the event of an in-term vacancy or removal, the teacher member shall be replaced by the Association.
D. District Staff Development Committee members shall be compensated according to the Supplemental Salary Index indicated in Appendix D.

16.04 WORKING UNDER EXPIRED CERTIFICATES/LICENSES

A bargaining unit member whose IPDP is unable to provide a valid certificate/license by the beginning of the school year will be without a valid license and may teach for 30 school days (in his/her assigned position) with a valid substitute license. The teacher will be paid at the sub rate of pay and must self pay for insurance from the district if they so choose. After 30 school days without a valid certificate/license the employee will be referred to the Board of Education for action as it deems appropriate.

ARTICLE 17. DISTRICT MASTER TEACHER COMMITTEE (DMTC)

17.01 PURPOSE AND AUTHORITY

A. The purpose of the DMTC is limited to the following specific duties:
    a. Publicizing and communicating about the Master Teacher Program
    b. Reviewing and approving applications for designation of eligible employees as Master Teachers in accordance with Ohio Revised Code 3319.61 F. 5. And 3301.0714 B.2.d., and in accordance with the processes and procedures set forth by the Ohio Department of Education Office of Educator Standards.
    c. Facilitating the application process

d. Confirming the eligibility of applicants by verifying their years of experience and type of licensure with the Personnel Office
e. Establishing requirements for the formatting, assembling and submitting of Master Teacher applications
f. Establishing and carrying out an appeals process
g. Submitting the names of Master Teachers to the district EMIS coordinator as required for timely ODE/EMIS reporting
h. Maintaining records including the annual EMIS Reporting Form, the Candidate's Score Report forms, and each candidates written narrative
i. Complying with Ohio's Sunshine Laws and adhering to the Open Meetings Act and Public Records Act including the preparation of minutes for and public notice of meetings
j. Creating and maintaining a Brunswick City Schools Master Teacher Resource Manual for reference by the DMTC and employees.

B. The DMTC shall have no authority or affect to revise, delete, add to or modify any article or section of this Negotiated Agreement. Actions of the DMTC are not to be contrary to the Negotiated Agreement or law.
C. There shall be one DMTC, the scope of which shall be the Brunswick City Schools.

17.02 SELECTION AND TERMS OF COMMITTEE MEMBERS

A. The committee shall be comprised of seven (7) members as follows:
    a. Four (4) teachers selected by the BEA from the pool of teachers holding current Master Teacher designations (requirements to be a M.T. effective Fall, 2010).
    b. Three (3) administrators and/or other District employees appointed by the Superintendent.
    c. In the event of a mid-term vacancy, teacher members shall be replaced by BEA appointment and administrative members shall be replaced by appointment by the Superintendent.
B. The chairmanship of the committee shall rotate annually between the BEA and the administration, except in years of co-chairs representing both organizations.
C. The term of office for a DMTC member shall be no more than two (2) years. If necessary to assure consistency in the operation of the DMTC through the presence of experienced members on the committee, members may be reappointed to no more than three consecutive terms (for a total of no more than six consecutive years).
D. Nothing related to membership on the DMTC shall have an adverse impact on the educator's performance evaluation. Such protection extends even to the point of a DMTC member being removed.

17.03 DISTRICT MASTER TEACHER COMMITTEE PROCEDURES

A. Meetings
    a. The DMTC members shall determine and publish the times and locations of the

committee meetings annually.

b. The meetings shall include an organizational meeting to establish the calendar and to elect a chairperson (or co-chairs as agreed upon).
c. The meetings will also provide for at least two reading dates on or about January 15 and April 1 for the purpose of reading and scoring Master Teacher applications.

B. Master Teacher Application Process
   a. The application procedure will follow ODE guidelines as set forth by the Office of Educator Standards.
   b. All forms and processes published by ODE will be utilized.
C. Master Teacher Appeals Process
   a. Employees who believe that the processes and procedures outlined in the ODE Application for Master Teacher were not followed may appeal to the DMTC following the procedures established by the Committee.
   b. No appeals will be considered based on scoring of a candidate's application.
   c. The DMTC decision is not subject to the grievance/arbitration procedure outlined in the Negotiated Agreement.

17.04 TRAINING AND COMPENSATION

A. DMTC members will be provided with training as determined by the committee and approved by the Superintendent.

B. DMTC members shall be compensated according to the Supplemental Salary Index indicated in Appendix D.

C. The DMTC will be provided with release time for work pertaining to DMTC duties.

17.05 FACILITY, EQUIPMENT, AND SUPPORT SERVICES

A. The DMTC shall be provided with adequate and secure space for the safe and secure storage of records, files, etc.
B. The DMTC shall be provided with secretarial support as needed.

17.06 EMPLOYEE PROTECTION

A. Involvement in either the activities of the DMTC or the Master Teacher application process shall not be used for employment decisions by the Board.
B. Nothing in the Master Teacher Process shall have an adverse impact on an educator's performance evaluation.

ARTICLE 18. MISCELLANEOUS PROVISIONS

18.01 DEFINITION OF TERMS

18.011 Days Defined

When used in this Agreement, "days" shall mean when the Central Office of the Board is open, unless otherwise defined in this contract.

18.012 Superintendent Defined

Unless otherwise indicated, the term "Superintendent," when used in this Agreement, is understood to mean the Superintendent or designee.

18.013 Treasurer Defined

Unless otherwise indicated, the term "Treasurer," when used in this Agreement, is understood to mean the Board Treasurer or designee.

18.02 NONDISCRIMINATION

No bargaining unit member shall be discriminated against by the Board or Association in violation of any Federal or State law prohibiting employment discrimination based on race, color, religion, sex, national origin, handicap, age or domicile.

18.03 IMPLEMENTATION

Upon adoption of this Agreement by the Board, the provisions thereof shall take precedence over any prior Board policy, rules or regulations which may be inconsistent with this Agreement.

18.04 SEVERABILITY

A. If a provision of this Agreement, or the application of a provision of this Agreement, is found to be contrary to law by a court of competent jurisdiction, then such provision of the Agreement or its application shall be inoperative, but the remaining provisions thereof shall remain in effect.

B. Upon request of either the Association or the Board, within ten (10) days after such finding, the parties will meet solely for the purpose of negotiating the provision(s) affected.

18.05 AGREEMENT REPRODUCTION

The Board will prepare copies of this Contract, at its expense, for distribution to each bargaining unit member. The Association President will be provided with twenty (20) additional copies. Cost of

reproduction, excluding secretarial costs, shall be shared equally between the parties. The Association shall be provided the opportunity to "proof" the Contract before reproduction.

18.06 WAIVER OF NEGOTIATIONS DURING TERM OF AGREEMENT

The Board and the Association acknowledge that during negotiations resulting in this Agreement, each party had the right and the opportunity to make demands and proposals with respect to any matter and that this Agreement was arrived at by the parties after the exercise of that right and opportunity. Any other negotiations, as deemed necessary by Ohio Revised Code Chapter 4117, shall be handled in accordance with Revised Code Chapter 4117.

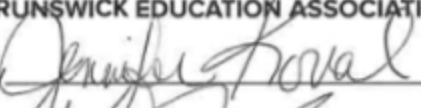
ARTICLE 19. DURATION

This Agreement shall become effective upon ratification by the Association and adoption by the Board August 1, 2026 and will continue in full force and effect until 12:00 midnight, July 31, 2029.

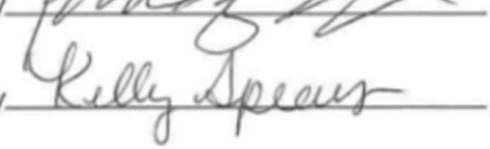
APPENDIX A - SIGNATURES

SIGNATURES

BRUNSWICK EDUCATION ASSOCIATION

By 

By 

By 

BRUNSWICK BOARD OF EDUCATION

By 

By 

By 

APPENDIX B - GRIEVANCE FORM

GRIEVANCE FORM

GRIEVANT_____

ADDRESS_____

SCHOOL_____

IMMEDIATE SUPERVISOR_____

DATE OF OCCURRENCE OF THE ACT OR CONDITION GIVING RISE TO GRIEVANCE_____

_____

SECTION(S) OF AGREEMENT THAT IS THE SUBJECT OF THE GRIEVANCE _____

_____

PERSON(S) TO WHOM GRIEVANCE IS DIRECTED_____

INITIATED ON LEVEL_____

STATEMENT OF GRIEVANCE

ACTION REQUESTED

Have you discussed this with your Immediate Supervisor?_____

If yes, what action has been taken so far_____

_____

_____

_____

GRIEVANT

APPENDIX C - SALARY SCHEDULES

Brunswick City Schools
Teacher Salary Schedule Amounts

FY 2027 **August 1, 2026** **3.50%**

$ 46,115 Base

Step No.	Bachelor	BA+15	BA+30	Master's	MA+15	MA+30
0	46,115	48,421	50,727	52,571	54,877	57,183
1	48,421	50,727	52,571	54,877	57,183	59,488
2	50,727	52,571	54,877	57,183	59,488	61,333
3	52,571	54,877	57,183	59,488	61,333	63,639
4	54,877	57,183	59,488	61,333	63,639	65,944
5	57,183	59,488	61,333	63,639	65,944	68,250
6	59,488	61,333	63,639	65,944	68,250	70,095
7	61,333	63,639	65,944	68,250	70,095	72,401
8	63,639	65,944	68,250	70,095	72,401	74,706
9	65,944	68,250	70,095	72,401	74,706	77,012
10	68,250	70,095	72,401	76,551	78,396	80,701
11	70,095	72,401	74,706	78,396	80,701	83,007
12	70,556	74,706	77,012	80,701	83,007	85,313
13	71,017	75,167	78,857	83,007	85,313	87,619
14	74,245	75,629	79,318	85,313	87,619	89,463
15	74,245	76,551	79,779	85,774	89,463	91,769
16	74,245	77,012	81,162	86,235	91,769	94,075
17	74,245	77,473	81,624	87,157	92,230	96,380
18	74,245	79,779	82,085	87,619	92,691	98,225
19	74,245	79,779	84,852	88,080	94,075	98,686
20	74,245	79,779	84,852	89,002	94,536	99,147
21	74,245	79,779	84,852	91,308	94,997	100,531
22	74,245	79,779	84,852	93,613	95,919	100,992
23	74,245	79,779	84,852	95,919	98,225	101,453
24	74,245	79,779	84,852	98,225	100,531	102,375
25	74,245	79,779	84,852	98,225	100,531	104,681
26	74,245	79,779	84,852	98,225	100,531	104,681
27	74,245	79,779	84,852	98,225	100,531	104,681
28	74,245	79,779	84,852	98,225	100,531	104,681
29	74,245	79,779	84,852	98,225	100,531	104,681
30	74,245	79,779	84,852	98,225	100,531	104,681
31	74,245	79,779	84,852	98,225	100,531	106,987
32	74,245	79,779	84,852	98,225	100,531	106,987
33	74,245	79,779	84,852	98,225	100,531	106,987
34	74,245	79,779	84,852	98,225	100,531	106,987
35	74,245	79,779	84,852	98,225	100,531	106,987
36	74,245	79,779	84,852	98,225	100,531	106,987
37	74,245	79,779	84,852	98,225	100,531	106,987
38	74,245	79,779	84,852	98,225	100,531	106,987
39	74,245	79,779	84,852	98,225	100,531	106,987
40	74,245	79,779	84,852	98,225	100,531	106,987

Brunswick City Schools
O/T & P/T Salary Schedule - FY 2027
August 1, 2026

$ 52,571 Base Level 3

Step No.	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6
0	42,057	47,315	52,571	55,201	57,829	60,457
1	44,160	49,680	55,201	57,829	59,932	62,035
2	46,263	52,046	57,829	59,932	62,561	65,189
3	47,945	53,939	59,932	62,561	65,189	67,817
4	50,048	56,304	62,561	65,189	67,817	70,446
5	52,152	58,670	65,189	67,817	69,920	72,024
6	54,254	61,036	67,817	69,923	72,549	75,177
7	55,937	62,928	69,920	72,549	75,177	77,806
8	58,040	65,294	72,549	75,177	77,806	80,435
9	60,142	67,660	75,177	77,806	79,909	82,012
10	62,245	70,026	77,806	79,909	82,538	85,166
11	63,928	71,918	79,909	82,538	85,166	87,795
12	64,348	72,391	80,435	85,166	87,795	90,424
13	64,768	72,864	80,961	85,692	89,898	94,103
14	67,713	76,177	84,640	86,218	90,445	94,629
15	67,713	76,177	84,640	87,269	90,950	94,629
16	67,713	76,177	84,640	87,795	92,526	97,258
17	67,713	76,177	84,640	88,321	93,052	97,784
18	67,713	76,177	84,640	90,950	93,577	98,309
19	67,713	76,177	84,640	90,950	96,732	102,515
20	67,713	76,177	84,640	90,950	96,732	102,515
21	67,713	76,177	84,640	90,950	96,732	102,515
22	67,713	76,177	84,640	90,950	96,732	102,515
23	67,713	76,177	84,640	90,950	96,732	102,515
24	67,713	76,177	84,640	90,950	96,732	102,515
25	67,713	76,177	84,640	90,950	96,732	102,515
26	67,713	76,177	84,640	90,950	96,732	102,515
27	67,713	76,177	84,640	90,950	96,732	102,515
28	67,713	76,177	84,640	90,950	96,732	102,515
29	67,713	76,177	84,640	90,950	96,732	102,515
30	67,713	76,177	84,640	90,950	96,732	102,515
31	67,713	76,177	84,640	90,950	96,732	102,515
32	67,713	76,177	84,640	90,950	96,732	102,515
33	67,713	76,177	84,640	90,950	96,732	102,515
34	67,713	76,177	84,640	90,950	96,732	102,515
35	67,713	76,177	84,640	90,950	96,732	102,515
36	67,713	76,177	84,640	90,950	96,732	102,515
37	67,713	76,177	84,640	90,950	96,732	102,515
38	67,713	76,177	84,640	90,950	96,732	102,515
39	67,713	76,177	84,640	90,950	96,732	102,515
40	67,713	76,177	84,640	90,950	96,732	102,515

Brunswick City Schools
Teacher Salary Schedule Amounts

FY 2028 **August 1, 2027** **3.25%**

$ 47,614 Base

Step No.	Bachelor	BA+15	BA+30	Master's	MA+15	MA+30
0	47,614	49,995	52,375	54,280	56,661	59,041
1	49,995	52,375	54,280	56,661	59,041	61,422
2	52,375	54,280	56,661	59,041	61,422	63,327
3	54,280	56,661	59,041	61,422	63,327	65,707
4	56,661	59,041	61,422	63,327	65,707	68,088
5	59,041	61,422	63,327	65,707	68,088	70,469
6	61,422	63,327	65,707	68,088	70,469	72,373
7	63,327	65,707	68,088	70,469	72,373	74,754
8	65,707	68,088	70,469	72,373	74,754	77,135
9	68,088	70,469	72,373	74,754	77,135	79,515
10	70,469	72,373	74,754	79,039	80,944	83,325
11	72,373	74,754	77,135	80,944	83,325	85,705
12	72,849	77,135	79,515	83,325	85,705	88,086
13	73,326	77,611	81,420	85,705	88,086	90,467
14	76,659	78,087	81,896	88,086	90,467	92,371
15	76,659	79,039	82,372	88,562	92,371	94,752
16	76,659	79,515	83,801	89,038	94,752	97,133
17	76,659	79,992	84,277	89,990	95,228	99,513
18	76,659	82,372	84,753	90,467	95,704	101,418
19	76,659	82,372	87,610	90,943	97,133	101,894
20	76,659	82,372	87,610	91,895	97,609	102,370
21	76,659	82,372	87,610	94,276	98,085	103,799
22	76,659	82,372	87,610	96,656	99,037	104,275
23	76,659	82,372	87,610	99,037	101,418	104,751
24	76,659	82,372	87,610	101,418	103,799	105,703
25	76,659	82,372	87,610	101,418	103,799	108,084
26	76,659	82,372	87,610	101,418	103,799	108,084
27	76,659	82,372	87,610	101,418	103,799	108,084
28	76,659	82,372	87,610	101,418	103,799	108,084
29	76,659	82,372	87,610	101,418	103,799	108,084
30	76,659	82,372	87,610	101,418	103,799	108,084
31	76,659	82,372	87,610	101,418	103,799	110,464
32	76,659	82,372	87,610	101,418	103,799	110,464
33	76,659	82,372	87,610	101,418	103,799	110,464
34	76,659	82,372	87,610	101,418	103,799	110,464
35	76,659	82,372	87,610	101,418	103,799	110,464
36	76,659	82,372	87,610	101,418	103,799	110,464
37	76,659	82,372	87,610	101,418	103,799	110,464
38	76,659	82,372	87,610	101,418	103,799	110,464
39	76,659	82,372	87,610	101,418	103,799	110,464
40	76,659	82,372	87,610	101,418	103,799	110,464

Brunswick City Schools
O/T & P/T Salary Schedule - FY 2028
August 1, 2027

$ 54,280 Base Level 3

Step No.	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6
0	43,424	48,853	54,280	56,995	59,708	62,422
1	45,595	51,295	56,995	59,708	61,880	64,051
2	48,138	53,737	59,708	61,880	64,594	67,308
3	49,503	55,692	61,880	64,594	67,308	70,021
4	51,675	58,134	64,594	67,308	70,021	72,735
5	53,847	60,577	67,308	70,021	72,192	74,365
6	56,017	63,020	70,021	72,195	74,907	77,620
7	57,755	64,973	72,192	74,907	77,620	80,335
8	59,926	67,416	74,907	77,620	80,335	83,049
9	62,097	69,859	77,620	80,335	82,506	84,677
10	64,268	72,302	80,335	82,506	85,220	87,934
11	66,006	74,255	82,506	85,220	87,934	90,648
12	66,439	74,744	83,049	87,934	90,648	93,363
13	66,873	75,232	83,592	88,477	92,820	97,161
14	69,914	78,653	87,391	89,020	93,384	97,704
15	69,914	78,653	87,391	90,105	93,906	97,704
16	69,914	78,653	87,391	90,648	95,533	100,419
17	69,914	78,653	87,391	91,191	96,076	100,962
18	69,914	78,653	87,391	93,906	96,618	101,504
19	69,914	78,653	87,391	93,906	99,876	105,847
20	69,914	78,653	87,391	93,906	99,876	105,847
21	69,914	78,653	87,391	93,906	99,876	105,847
22	69,914	78,653	87,391	93,906	99,876	105,847
23	69,914	78,653	87,391	93,906	99,876	105,847
24	69,914	78,653	87,391	93,906	99,876	105,847
25	69,914	78,653	87,391	93,906	99,876	105,847
26	69,914	78,653	87,391	93,906	99,876	105,847
27	69,914	78,653	87,391	93,906	99,876	105,847
28	69,914	78,653	87,391	93,906	99,876	105,847
29	69,914	78,653	87,391	93,906	99,876	105,847
30	69,914	78,653	87,391	93,906	99,876	105,847
31	69,914	78,653	87,391	93,906	99,876	105,847
32	69,914	78,653	87,391	93,906	99,876	105,847
33	69,914	78,653	87,391	93,906	99,876	105,847
34	69,914	78,653	87,391	93,906	99,876	105,847
35	69,914	78,653	87,391	93,906	99,876	105,847
36	69,914	78,653	87,391	93,906	99,876	105,847
37	69,914	78,653	87,391	93,906	99,876	105,847
38	69,914	78,653	87,391	93,906	99,876	105,847
39	69,914	78,653	87,391	93,906	99,876	105,847
40	69,914	78,653	87,391	93,906	99,876	105,847

Brunswick City Schools
Teacher Salary Schedule Amounts

FY 2029 — **August 1, 2028** — **3.00%**

$ 49,042 Base

Step No.	Bachelor	BA+15	BA+30	Master's	MA+15	MA+30
0	49,042	51,494	53,946	55,908	58,360	60,812
1	51,494	53,946	55,908	58,360	60,812	63,264
2	53,946	55,908	58,360	60,812	63,264	65,226
3	55,908	58,360	60,812	63,264	65,226	67,678
4	58,360	60,812	63,264	65,226	67,678	70,130
5	60,812	63,264	65,226	67,678	70,130	72,582
6	63,264	65,226	67,678	70,130	72,582	74,544
7	65,226	67,678	70,130	72,582	74,544	76,996
8	67,678	70,130	72,582	74,544	76,996	79,448
9	70,130	72,582	74,544	76,996	79,448	81,900
10	72,582	74,544	76,996	81,410	83,371	85,824
11	74,544	76,996	79,448	83,371	85,824	88,276
12	75,034	79,448	81,900	85,824	88,276	90,728
13	75,525	79,938	83,862	88,276	90,728	93,180
14	78,958	80,429	84,352	90,728	93,180	95,141
15	78,958	81,410	84,843	91,218	95,141	97,594
16	78,958	81,900	86,314	91,709	97,594	100,046
17	78,958	82,391	86,804	92,689	98,084	102,498
18	78,958	84,843	87,295	93,180	98,574	104,459
19	78,958	84,843	90,237	93,670	100,046	104,950
20	78,958	84,843	90,237	94,651	100,536	105,440
21	78,958	84,843	90,237	97,103	101,027	106,912
22	78,958	84,843	90,237	99,555	102,007	107,402
23	78,958	84,843	90,237	102,007	104,459	107,892
24	78,958	84,843	90,237	104,459	106,912	108,873
25	78,958	84,843	90,237	104,459	106,912	111,325
26	78,958	84,843	90,237	104,459	106,912	111,325
27	78,958	84,843	90,237	104,459	106,912	111,325
28	78,958	84,843	90,237	104,459	106,912	111,325
29	78,958	84,843	90,237	104,459	106,912	111,325
30	78,958	84,843	90,237	104,459	106,912	111,325
31	78,958	84,843	90,237	104,459	106,912	113,777
32	78,958	84,843	90,237	104,459	106,912	113,777
33	78,958	84,843	90,237	104,459	106,912	113,777
34	78,958	84,843	90,237	104,459	106,912	113,777
35	78,958	84,843	90,237	104,459	106,912	113,777
36	78,958	84,843	90,237	104,459	106,912	113,777
37	78,958	84,843	90,237	104,459	106,912	113,777
38	78,958	84,843	90,237	104,459	106,912	113,777
39	78,958	84,843	90,237	104,459	106,912	113,777
40	78,958	84,843	90,237	104,459	106,912	113,777

Brunswick City Schools
O/T & P/T Salary Schedule - FY 2029
August 1, 2028

$ 55,908 Base Level 3

Step No.	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6
0	44,727	50,319	55,908	58,705	61,499	64,295
1	46,963	52,834	58,705	61,499	63,736	65,973
2	49,582	55,349	61,499	63,736	66,532	69,327
3	50,988	57,363	63,736	66,532	69,327	72,122
4	53,225	59,878	66,532	69,327	72,122	74,917
5	55,462	62,394	69,327	72,122	74,358	76,596
6	57,698	64,911	72,122	74,361	77,154	79,949
7	59,488	66,922	74,358	77,154	79,949	82,745
8	61,724	69,438	77,154	79,949	82,745	85,540
9	63,960	71,955	79,949	82,745	84,981	87,217
10	66,196	74,471	82,745	84,981	87,777	90,572
11	67,986	76,483	84,981	87,777	90,572	93,367
12	68,432	76,986	85,540	90,572	93,367	96,164
13	68,879	77,489	86,100	91,131	95,605	100,076
14	72,011	81,013	90,013	91,691	96,186	100,635
15	72,011	81,013	90,013	92,808	96,723	100,635
16	72,011	81,013	90,013	93,367	98,399	103,432
17	72,011	81,013	90,013	93,927	98,958	103,991
18	72,011	81,013	90,013	96,723	99,517	104,549
19	72,011	81,013	90,013	96,723	102,872	109,022
20	72,011	81,013	90,013	96,723	102,872	109,022
21	72,011	81,013	90,013	96,723	102,872	109,022
22	72,011	81,013	90,013	96,723	102,872	109,022
23	72,011	81,013	90,013	96,723	102,872	109,022
24	72,011	81,013	90,013	96,723	102,872	109,022
25	72,011	81,013	90,013	96,723	102,872	109,022
26	72,011	81,013	90,013	96,723	102,872	109,022
27	72,011	81,013	90,013	96,723	102,872	109,022
28	72,011	81,013	90,013	96,723	102,872	109,022
29	72,011	81,013	90,013	96,723	102,872	109,022
30	72,011	81,013	90,013	96,723	102,872	109,022
31	72,011	81,013	90,013	96,723	102,872	109,022
32	72,011	81,013	90,013	96,723	102,872	109,022
33	72,011	81,013	90,013	96,723	102,872	109,022
34	72,011	81,013	90,013	96,723	102,872	109,022
35	72,011	81,013	90,013	96,723	102,872	109,022
36	72,011	81,013	90,013	96,723	102,872	109,022
37	72,011	81,013	90,013	96,723	102,872	109,022
38	72,011	81,013	90,013	96,723	102,872	109,022
39	72,011	81,013	90,013	96,723	102,872	109,022
40	72,011	81,013	90,013	96,723	102,872	109,022

APPENDIX D - SUPPLEMENTAL SALARY INDEX

A bargaining unit member assigned a supplemental duty by the Board of Education listed in this Appendix shall be paid the percentage listed in the appropriate column, depending upon placement under Section 5.032, on the base salary in effect at the beginning of the school year during which the supplemental duty is to be performed. Credit for placement on this schedule, as defined in Section 5.032, shall include experience in a position regardless of whether or not that position has been a previously paid or titled position. Any unpaid position where experience credit is given must be approved by Brunswick City Schools. Individuals who fulfill the duties of any position listed on the supplemental schedule shall be issued contracts prior and paid the appropriate compensation.

	Years in the Position or Comparable Position						
ATHLETICS FALL	**Years 0,1**	**2,3,4**	**5,6**	**7,8,9**	**10,11**	**12,13,14**	**15+**
Cheerleading Advisor, Head Varsity	0.10	0.11	0.12	0.13	0.14	0.15	0.16
Cheerleading Advisor, Junior Varsity	0.09	0.1	0.11	0.12	0.13	0.14	0.15
Cheerleading Advisor, 9th Grade	0.08	0.09	0.1	0.11	0.12	0.13	0.14
Cheerleading Advisor, Middle School	0.05	0.06	0.07	0.08	0.09	0.1	0.11
Cross Country, Head Varsity, Boys & Girls	0.16	0.17	0.18	0.19	0.2	0.21	0.22
Cross Country, Assistant Varsity	0.125	0.135	0.145	0.155	0.165	0.175	0.185
Cross Country, Middle School, Boys	0.09	0.1	0.11	0.12	0.13	0.14	0.15
Cross Country, Middle School, Girls	0.09	0.1	0.11	0.12	0.13	0.14	0.15
Football, Head Varsity	0.20	0.21	0.22	0.23	0.24	0.25	0.26
Football, Assistant Varsity	0.15	0.16	0.17	0.18	0.19	0.20	0.21
Football, Head 9th Grade	0.125	0.135	0.145	0.155	0.165	0.175	0.185
Football, 9th Grade	0.10	0.11	0.12	0.13	0.14	0.15	0.16
Football, 8th Grade	0.10	0.11	0.12	0.13	0.14	0.15	0.16
Football, 7th Grade	0.10	0.11	0.12	0.13	0.14	0.15	0.16
Golf, Head Varsity, Boys	0.11	0.12	0.13	0.14	0.15	0.16	0.17
Golf, Junior Varsity, Boys	0.08	0.09	0.10	0.11	0.12	0.13	0.14
Golf, Head Varsity, Girls	0.11	0.12	0.13	0.14	0.15	0.16	0.17
Golf, Junior Varsity, Girls	0.08	0.09	0.10	0.11	0.12	0.13	0.14
Soccer, Head Varsity, Boys	0.16	0.17	0.18	0.19	0.20	0.21	0.22
Soccer, Assistant Varsity, Boys	0.125	0.135	0.145	0.155	0.165	0.175	0.185
Soccer, Junior Varsity, Boys	0.125	0.135	0.145	0.155	0.165	0.175	0.185
Soccer, 9th Grade, Boys	0.09	0.10	0.11	0.12	0.13	0.14	0.15

Soccer, Head Varsity, Girls	0.16	0.17	0.18	0.19	0.20	0.21	0.22
Soccer, Assistant Varsity, Girls	0.125	0.135	0.145	0.155	0.165	0.175	0.185
Soccer, Junior Varsity, Girls	0.125	0.135	0.145	0.155	0.165	0.175	0.185
Soccer, 9th Grade, Girls	0.09	0.10	0.11	0.12	0.13	0.14	0.15
Tennis, Head, Varsity, Girls	0.11	0.12	0.13	0.14	0.15	0.16	0.17
Tennis, Junior Varsity, Girls	0.08	0.09	0.10	0.11	0.12	0.13	0.14
Volleyball, Head Varsity, Girls	0.16	0.17	0.18	0.19	0.20	0.21	0.22
Volleyball, Assistant Varsity, Girls	0.125	0.135	0.145	0.155	0.165	0.175	0.185
Volleyball, Junior Varsity, Girls	0.125	0.135	0.145	0.155	0.165	0.175	0.185
Volleyball, Grade 9, Girls	0.09	0.10	0.11	0.12	0.13	0.14	0.15
Volleyball, Grade 8, Girls	0.09	0.10	0.11	0.12	0.13	0.14	0.15
Volleyball, Grade 7, Girls	0.09	0.10	0.11	0.12	0.13	0.14	0.15
ATHLETICS WINTER	**Years 0,1**	**2,3,4**	**5,6**	**7,8,9**	**10,11**	**12,13,14**	**15+**
Basketball, Head Varsity Boys	0.18	0.19	0.20	0.21	0.22	0.23	0.24
Basketball, Assistant Varsity Boys	0.13	0.14	0.15	0.16	0.17	0.18	0.19
Basketball, Junior Varsity Boys	0.13	0.14	0.15	0.16	0.17	0.18	0.19
Basketball, 9th Grade Boys	0.10	0.11	0.12	0.13	0.14	0.15	0.16
Basketball, 8th Grade Boys	0.10	0.11	0.12	0.13	0.14	0.15	0.16
Basketball 7th Grade Boys	0.10	0.11	0.12	0.13	0.14	0.15	0.16
Basketball, Head Varsity Girls	0.18	0.19	0.20	0.21	0.22	0.23	0.24
Basketball, Assistant Varsity Girls	0.13	0.14	0.15	0.16	0.17	0.18	0.19
Basketball, Junior Varsity Girls	0.13	0.14	0.15	0.16	0.17	0.18	0.19
Basketball, 9th Grade Girls	0.10	0.11	0.12	0.13	0.14	0.15	0.16
Basketball, 8th Grade Girls	0.10	0.11	0.12	0.13	0.14	0.15	0.16
Basketball 7th Grade Girls	0.10	0.11	0.12	0.13	0.14	0.15	0.16
Bowling, Head Varsity, Boys	0.11	0.12	0.13	0.14	0.15	0.16	0.17
Bowling, Head Varsity, Girls	0.11	0.12	0.13	0.14	0.15	0.16	0.17
Bowling, Junior Varsity, Boys	0.08	0.09	0.10	0.11	0.12	0.13	0.14
Bowling, Junior Varsity, Girls	0.08	0.09	0.10	0.11	0.12	0.13	0.14
Cheerleading Advisor, Head Varsity	0.10	0.11	0.12	0.13	0.14	0.15	0.16
Cheerleading Advisor, Junior Varsity	0.09	0.1	0.11	0.12	0.13	0.14	0.15
Cheerleading Advisor, 9th Grade	0.08	0.09	0.1	0.11	0.12	0.13	0.14
Cheerleading Advisor, Middle School	0.05	0.06	0.07	0.08	0.09	0.1	0.11

Gymnastics, Head Varsity, Girls	0.16	0.17	0.18	0.19	0.2	0.21	0.22
Gymnastics, Assistant Varsity, Girls	0.125	0.135	0.145	0.155	0.165	0.175	0.185
Swimming, Head Varsity	0.16	0.17	0.18	0.19	0.20	0.21	0.22
Swimming, Assistant Varsity	0.125	0.135	0.145	0.155	0.165	0.175	0.185
Wrestling, Head Varsity, Boys	0.18	0.19	0.20	0.21	0.22	0.23	0.24
Wrestling, Assistant Varsity, Boys	0.13	0.14	0.15	0.16	0.17	0.18	0.19
Wrestling, Junior Varsity, Boys	0.13	0.14	0.15	0.16	0.17	0.18	0.19
Wrestling, Head Varsity, Girls	0.18	0.19	0.20	0.21	0.22	0.23	0.24
Wrestling, Assistant Varsity, Girls	0.13	0.14	0.15	0.16	0.17	0.18	0.19
Wrestling, Junior Varsity, Girls	0.13	0.14	0.15	0.16	0.17	0.18	0.19
Wrestling, Middle School	0.10	0.11	0.12	0.13	0.14	0.15	0.16
ATHLETICS SPRING	**Years 0,1**	**2,3,4**	**5,6**	**7,8,9**	**10,11**	**12,13,14**	**15+**
Baseball, Head Varsity	0.16	0.17	0.18	0.19	0.20	0.21	0.22
Baseball, Assistant Varsity	0.125	0.135	0.145	0.155	0.165	0.175	0.185
Baseball, Junior Varsity	0.125	0.135	0.145	0.155	0.165	0.175	0.185
Baseball, 9th Grade	0.09	0.10	0.11	0.12	0.13	0.14	0.15
Lacrosse, Head Varsity, Boys	0.16	0.17	0.18	0.19	0.20	0.21	0.22
Lacrosse, Assistant Varsity, Boys	0.125	0.135	0.145	0.155	0.17	0.175	0.185
Lacrosse, Junior Varsity, Boys	0.125	0.135	0.145	0.155	0.17	0.175	0.185
Lacrosse, 9th Grade, Boys	0.09	0.10	0.11	0.12	0.13	0.14	0.15
Lacrosse, Head Varsity, Girls	0.16	0.17	0.18	0.19	0.20	0.21	0.22
Lacrosse, Assistant Varsity, Girls	0.125	0.135	0.145	0.155	0.17	0.175	0.185
Lacrosse, Junior Varsity, Girls	0.125	0.135	0.145	0.155	0.17	0.175	0.185
Lacrosse, 9th Grade, Girls	0.09	0.10	0.11	0.12	0.13	0.14	0.15
Softball, Head Varsity	0.16	0.17	0.18	0.19	0.20	0.21	0.22
Softball, Assistant Varsity	0.125	0.135	0.145	0.155	0.165	0.175	0.185
Softball, Junior Varsity	0.125	0.135	0.145	0.155	0.165	0.175	0.185
Softball, 9th Grade	0.09	0.10	0.11	0.12	0.13	0.14	0.15
Tennis, Head, Varsity, Boys	0.11	0.12	0.13	0.14	0.15	0.16	0.17
Tennis, Junior Varsity, Boys	0.08	0.09	0.10	0.11	0.12	0.13	0.14
Track & Field, Head Varsity, Boys	0.16	0.17	0.18	0.19	0.20	0.21	0.22
Track & Field, Head Varsity, Girls	0.16	0.17	0.18	0.19	0.20	0.21	0.22
Track & Field, Assistant Varsity	0.125	0.135	0.145	0.155	0.165	0.175	0.185

Track & Field, Middle School	0.09	0.10	0.11	0.12	0.13	0.14	0.15
Volleyball, Head Varsity, Boys	0.16	0.17	0.18	0.19	0.20	0.21	0.22
Volleyball, Assistant Varsity, Boys	0.125	0.135	0.145	0.155	0.165	0.175	0.185
Volleyball, Junior Varsity, Boys	0.125	0.135	0.145	0.155	0.165	0.175	0.185
Volleyball, Grade 9, Boys	0.09	0.10	0.11	0.12	0.13	0.14	0.15
ATHLETICS MULTI-SEASON	**Years 0,1**	**2,3,4**	**5,6**	**7,8,9**	**10,11**	**12,13,14**	**15+**
Cheerleading Advisor, Sparkle (Fall/Winter)	0.09	0.10	0.11	0.12	0.13	0.14	0.15
Strength/Conditioning Coach: Fall Winter Spring Summer	.075 .075 .075 .075	.0825 .0825 .0825 .0825	.09 .09 .09 .09	.975 .975 .975 .975	.105 .105 .105 .105	 .1125 .1125 .1125 .1125	.12 .12 .12 .12
ATHLETIC RENTAL							
Stadium Site Manager/Rental Events	.0007 of base hourly rate						
ATHLETIC EXTENDED SEASON							
Varsity level coaches will receive an additional .01 per full week of an extended season due to the state tournaments. Sports that are automatically entered into the state playoffs will not receive the additional compensation until after their initial competition of the state playoffs has occurred. The decision of who is eligible for this compensation will be made by the high school principal with head coach input.							

INTRAMURALS							
Intramural Coordinator, High School	0.04	0.05	0.06	0.07	0.08	0.09	0.10
Intramural Coordinator, Middle School	0.04	0.05	0.06	0.07	0.08	0.09	0.10
Intramural Coordinator, Elementary	0.04	0.05	0.06	0.07	0.08	0.09	0.10
FULL YEAR SUPPLEMENTALS	**Years 0,1**	**2,3,4**	**5,6**	**7,8,9**	**10,11**	**12,13,14**	**15+**
MUSIC - INSTRUMENTAL							
Pep Band Director	0.03	0.04	0.05	0.06	0.07	0.08	0.09
Pit Orchestra Director	0.03	0.04	0.05	0.06	0.07	0.08	0.09
Marching Band Director	0.20	0.21	0.22	0.23	0.24	0.25	0.26
Assistant Marching Band Director	0.15	0.16	0.17	0.18	0.19	0.20	0.21
Marching Band Instructor	0.07	0.08	0.09	0.10	0.11	0.12	0.13
Marching Percussion Director	0.15	0.16	0.17	0.18	0.19	0.20	0.21
Percussion Instructor	0.08	0.09	0.10	0.11	0.12	0.13	0.14
Color Guard Director	0.15	0.16	0.17	0.18	0.19	0.20	0.21
Color Guard Instructor	0.08	0.09	0.10	0.11	0.12	0.13	0.14
High School Concert Percussion Instructor	0.08	0.09	0.10	0.11	0.12	0.13	0.14
Middle School Percussion Instructor	0.07	0.08	0.09	0.10	0.11	0.12	0.13
Middle School Color Guard Instructor	0.05	0.06	0.07	0.08	0.09	0.10	0.11
Middle School Jazz Band	0.05	0.06	0.07	0.08	0.09	0.10	0.11
MUSIC – VOCAL							
Associated Music Functions, Vocal	0.20	0.21	0.22	0.23	0.24	0.25	0.26
Middle School Jazz Choir	0.05	0.06	0.07	0.08	0.09	0.10	0.11
Vocal Music Choreographer, High School	$30.00 per rehearsal, up to 50 rehearsals						
Coordinators, Advisors, and Other Positions							
Club Advisor (K-12)	0.03	0.04	0.05	0.06	0.07	0.08	0.09
Curriculum Related Field Trips Scheduled Outside the School Year will be paid a flat per diem rate of .0125 of the base for each overnight stay							
Elementary/Middle School Yearbook	Flat rate of 0.04						
S.A.D.D. Advisor	0.03	0.04	0.05	0.06	0.07	0.08	0.09
Safety Patrol Advisor	0.03	0.04	0.05	0.06	0.07	0.08	0.09
Ski Club Coordinator	0.05	0.06	0.07	0.08	0.09	0.10	0.11

Student Government Middle School	0.03	0.04	0.05	0.06	0.07	0.08	0.09
Student Government High School	0.04	0.05	0.06	0.07	0.08	0.09	0.10
Class Advisors High School	0.04	0.05	0.06	0.07	0.08	0.09	0.10
Link Crew Advisor	0.03	0.04	0.05	0.06	0.07	0.08	0.09
Academic Advisor	0.04	0.05	0.06	0.07	0.08	0.09	0.10
VOFT Advisor	0.04	0.05	0.06	0.07	0.08	0.09	0.10
Dance Team Advisor	0.07	0.08	0.09	0.10	0.11	0.12	0.13
Home Instruction Provider	$35 PER HOUR						
SPEECH AND DRAMA							
Choreographer, Musical	0.03	0.04	0.05	0.06	0.07	0.08	0.09
Choreographer, Middle School Musical	0.02	0.03	0.04	0.05	0.06	0.07	0.08
Coordinator, Freshman One Acts	0.02	0.03	0.04	0.05	0.06	0.07	0.08
Director, Major Production	0.08	0.09	0.10	0.11	0.12	0.13	0.14
Director, Musical	0.095	0.105	0.115	0.125	0.135	0.145	0.155
Director, Middle School Musical	0.07	0.08	0.09	0.10	0.11	0.12	0.13
Director, Traveling Children's Production	0.06	0.07	0.08	0.09	0.10	0.11	0.12
Forensic Coach	0.07	0.08	0.09	0.10	0.11	0.12	0.13
Musical Vocal Direct/Accompanist, High School	0.05	0.06	0.07	0.08	0.09	0.10	0.11
PAC Director, High School	$1500 per year						
PAC Director, Middle School	$1500 per year						
PAC Technician/Rental Events	.0007 of base hourly rate						
Technical Director, Major Production	0.035	0.045	0.055	0.065	0.075	0.085	0.095
Technical Director, Middle School Major Production	0.03	0.04	0.05	0.06	0.07	0.08	0.09
Technical Director, Minor/Children's Production	0.0135	0.0145	0.0155	0.0165	0.0175	0.0185	0.0195
Technical Director, Musical	0.035	0.045	0.055	0.065	0.075	0.085	0.095
Theatre Department Coordinator	.03	.04	.05	.06	.07	.08	.09
TEACHER LEADERSHIP	**Years 0,1**	**2,3,4**	**5,6**	**7,8,9**	**10,11**	**12,13,14**	**15+**
Afterschool Detention	$25 per hour						
Dance Supervision	$25 per hour						
Assistive Technology Team	0.02	0.03	0.04	0.05	0.06	0.07	0.08

BLT Elementary & Middle School	0.03	0.04	0.05	0.06	0.07	0.08	0.09
Department Coordinator, High School Guidance	0.12	0.13	0.14	0.15	0.16	0.17	0.18
Department Coordinator (Core Subjects) 3-10 teachers in department 11-15 teachers in department 16+ teachers in department	 0.06 0.07 0.08	 0.07 0.08 0.09	 0.08 0.09 0.10	 0.09 0.10 0.11	 0.10 0.11 0.12	 0.11 0.12 0.13	 0.12 0.13 0.14
Department Coordinator (Art, PE, Music) 3-10 teachers in department	0.03	.035	0.04	.045	0.05	.055	0.06
Nursing Department Chair	0.07	0.08	0.09	0.10	0.11	0.12	0.13
District Staff Development	0.03	0.04	0.05	0.06	0.07	0.08	0.09
Resident Educator Mentor Coordinator	$4500 per year						
Resident Educator Mentor	$1500 per resident educator						
Speech Clinical Fellowship Participant Mentor	$1500 per participant						
Extended Field Trips (per teacher)	Flat per diem paid at .01 of the base for each overnight stay.						
MTSS Coordinator	0.02	0.03	0.04	0.05	0.06	0.07	0.08
Local Professional Development Committee	0.03	0.04	0.05	0.06	0.07	0.08	0.09
Middle School Team Leader	0.05	0.06	0.07	0.08	0.09	0.10	0.11
Facility Manager, High School Athletic	0.05	0.06	0.07	0.08	0.09	0.1	0.11
Facility Manager, Middle School Athletics	0.05	0.06	0.07	0.08	0.09	0.1	0.11
Parent-Teacher Organization Advisor	0.02	0.03	0.04	0.05	0.06	0.07	0.08
Vocational Coordinator, High School	0.08	0.09	0.10	0.11	0.12	0.13	0.14
District Master Teacher Committee	$100 for initial MT application. $50 for renewal MT application						

APPENDIX E - EMPLOYEE BENEFITS

BRUNSWICK CITY SCHOOL SUMMARY OF INSURANCE PLAN

This is a summary listing of the Medical Insurance Program effective as of October 1, 2026 (Rx) or January 1,2027 (Medical). Please note there may be benefit changes after this date due to legal/compliance requirements so it is best to consult the complete Schedule of Benefits located on the District's website for the most current plan design information.

Benefits (Effective 1-1-2027)	**Network**	**Non-Network Facility Charges**
Benefit Period	January 1st through December 31st	
Dependent Age Limit	26; Removal upon Birthdate	
Pre-Existing Condition Waiting Period	None	
Blood Pint Deductible	0 pints	
Lifetime Maximum	Unlimited	
Benefit Period Deductible - Single / Family	$350/$700	$700/$1,400
Coinsurance	90%	70%
Coinsurance Out-of-Pocket Maximum (Excluding Deductible) - Single / Family	$350/$700	$700/$1,400
Maximum Out-of-Pocket Including Deductible - Single / Family	$700/$1,400	$1,400/$2,800
Physician/Office Services		
Office Visit (Illness/Injury)	$15 copay	$15 copay, then 70% after deductible
Office Visit (Specialty Care Provider)	$20 copay	$20 copay, then 70% after deductible

Urgent Care Office Visit	$35 copay	$35 copay, then 70% afterdeductible
All Immunizations (Preventative)	100%	70% after deductible
Preventative Services		
Office Visit / Routine Physical Exam (Age 21 and older)	100%	70% after deductible
Well Child Care Services including Exam and Immunizations (To age 21)	100%	70% after deductible
Well Child Care Laboratory Tests (To age 21)	100%	70% after deductible
Routine Mammogram (One per benefit period)	100%	70% after deductible
Routine Pap Test (One per benefit period)	100%	70% after deductible
Routine Lab, X-rays and Medical Tests (All ages)	100%	70% after deductible
Routine Colonoscopy and Sigmoidoscopy Services (All ages)	100%	70% after deductible
Outpatient Services		
Surgical Services	90% after deductible	70% after deductible
Diagnostic Services	90% after deductible	70% after deductible

Benefits	**Network**	**Non-Network Facility Charges**

Physical Therapy, Occupational Therapy and Chiropractic Therapy - Facility and Professional (Professional subject to medical review after 20 visits per benefit period)	$15 copay	70% after deductible
Speech Therapy - Facility and Professional (Professional subject to medical review after 20 visits per benefit period)	90% after deductible	70% after deductible
Cardiac Rehabilitation	90% after deductible	70% after deductible
Emergency use of an Emergency Room	$100 copay, then 100%	
Non-Emergency use of an Emergency Room	$100copay, then 90%	$100copay, then 70%
Inpatient Facility		
Semi-Private Room and Board	90% afterdeductible	70% after deductible
Maternity	90% after deductible	70% after deductible
Skilled Nursing Facility	90% after deductible	70% after deductible
Additional Services		
Ambulance	$25 copay	70% after deductible
Durable Medical Equipment including Prosthetics Appliances and Orthotic Devices	90% after deductible	70% after deductible
Home Healthcare	90% after deductible	70% after deductible
Hospice	90% after deductible	70% after deductible

Organ Transplants	90% after deductible	70% after deductible
Private Duty Nursing	90% after deductible	70% after deductible
Mental Health and Substance Abuse – Federal Mental Health Parity		
Inpatient Mental Health and Substance Abuse Services	Benefits paid are based on corresponding medical benefits	
Outpatient Mental Health and Substance Abuse Services		
Prescription Drug (Effective 10-1-2026)		
Retail Program without Oral Contraceptive Coverage (Additional Covered Benefits: Anorexiants (Weight Loss Medications); Exclusions: Immunization Agents)- 34 Day Supply	$15 Generic $25 Formulary Brand $35 Non Formulary Brand	
Mail Order Program 90 Day Supply. On fourth refill of any Rx, a Mail-order 90 supply is mandatory	$35 Generic $50 Formulary Brand $70 Non Formulary Brand	

Non-Contracting and Facility Other Providers will pay the same as Non-Network.

Benefits will be determined based on Anthem Blue Cross/Blue Shield's medical and administrative policies and procedures.

This document is only a partial listing of benefits. This is not a contract of insurance. No person other than an officer of Anthem Blue Cross/Blue Shield may agree, orally or in writing, to change the benefits listed here. The contract or certification will contain the complete listing of covered services.

In certain instances, Anthem Blue Cross/Blue Shield's payment may not equal the percentage listed above. However, the covered person's coinsurance will always be based on the lesser of the provider's billed charges or Anthem Blue Cross/Blue Shield's negotiated rate with the provider.