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NEGOTIATED AGREEMENT BETWEEN THE

NORTHEASTERN LOCAL TEACHERS' ASSOCIATION

AND THE

NORTHEASTERN LOCAL BOARD OF EDUCATION

JULY 1, 2026 – JUNE 30, 2029

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ARTICLE I

NEGOTIATION PROCEDURES

A. BOARD OBLIGATIONS

The Northeastern Board of Education, as the duly constituted representative of the people and as the agent for the State of Ohio, is legally responsible for the conduct of public education in the Northeastern Local School district. Its authority to make final decisions as provided by law may not be delegated or abdicated.

"The Northeastern Board of Education hereby retains and reserves unto itself, all powers, rights, authorities, duties and responsibilities conferred upon and vested in it by the laws and Constitution of the State of Ohio and of the United States, including those enumerated in the Ohio Revised Code 4117.08.

B. RECOGNITION

1. The Northeastern Local Board of Education, hereinafter "Employer" or "Board," recognizes the NELTA OEA/NEA Local, hereinafter the "Association" as the sole and exclusive bargaining representative for the purposes defined in Chapter 4117 Ohio Revised Code for the duration of the agreement.

2. The Association shall be comprised of all certified personnel employed full time and part time by the Board including classroom teachers, librarians, guidance counselors, school nurses and other similar certified personnel at Northeastern Local, but excluding the superintendent, principals, and all others who are determined by Chapter 4117 to be in supervisory, administrative, or management positions, and casual day to day substitutes.

"Part time" for the purposes of this section shall include only those teachers who are employed on an annual contract of 183 days with the Board for regular teaching but work fewer than five (5) full days each week.

C. ELECTIONS

Elections to determine the exclusive Association representative shall be held in accordance with Section 4117.07 of the Ohio Revised Code.

D. AREAS FOR DISCUSSION

The Board and the Association agree to negotiate all matters pertaining to wages, hours, terms and other conditions of employment and the continuation, modification, or deletion of an existing provision of the collective bargaining agreement.

E. PROCEDURES FOR CONDUCTING NEGOTIATIONS

1. Initial Meetings

   If either the Board or Association desires to negotiate changes in the negotiated contract, it shall notify the other party in writing by February 1 prior to the expiration date of the contract. Notification in writing from the Association shall be served on the superintendent, and the Board's written request shall be served on the Association president.

   Within fifteen (15) days after receipt of such notice, an initial meeting will be held for the purpose of exchanging negotiation packages and establishing a date for the next session.

2. Representations

   The Association and Board shall be represented at all negotiations meetings by a team of negotiators not to exceed three (3) members each. In addition, each team may have not more than two (2) representatives attending the meeting who act as observers.

   No other observers or participants will be allowed in the room during negotiations. Upon mutual agreement by both parties, additional observers may be allowed.

   Neither the Association nor the Board shall have any control over the selection of the negotiations team of the other party.

   While no final agreement shall be executed until ratification by both parties, it is understood that the bargaining teams of both parties will have the necessary authority to make proposals, consider proposals, and make concessions in the course of negotiations.

3. Financial Documents

   The Board agrees to furnish the Association's president, on written request, a copy of the annual budget, a copy of the annual budget expenditures, the annual appropriations resolution, and the Amended Certificate of Estimated Resources, and all necessary or related financial documents, that are considered as public information as per Ohio statute, for the purposes of negotiations, within two (2) weeks of the request or within two (2) weeks of final adoption, whichever comes later.

4. Recesses

   The chairman of either group may recess his group for an independent caucus at any time. A caucus shall be 30 minutes or less unless mutually agreed upon.

5. Item Agreement

   As items receive tentative agreement, they shall be reduced to writing and initialed by each party.

6. Schedule of Meetings

Until all negotiation meetings are completed, each meeting shall include a mutually agreed time and place for the next subsequent meeting.

F. AGREEMENT

When consensus is reached on all those matters being negotiated, such agreements shall be reduced to writing and submitted for ratification to the Association. As soon as possible but no later than ten (10) days after the Association ratifies for the agreement, the agreement shall be submitted to the Board for ratification.

G. DISAGREEMENT

1. If agreement is not reached by May 1, a state of impasse shall be declared to exist unless the parties mutually agree to negotiate beyond this date.

2. If agreement is not reached, the Association and Board shall jointly call upon the services of the Federal Mediation and Conciliation Service to help resolve the impasse.

3. The Mediator shall meet with both parties and attempt to mediate a settlement up to the expiration date of the contract.

   With mutual agreement the services of the mediator may be used following the expiration date of the contract.

4. The Association may exercise its right to strike upon expiration of the contract by serving the Board and the State Employment Relations Board with notice of its intent to do so ten (10) days prior to such action.

5. This procedure replaces and supersedes the settlement of disputes as outlined in Section 4117.14, C through C-2.

H. COMPLETED AGREEMENT

The Board will provide one (1) paper copy of the current contract for each Association member. The Association will be responsible for distributing the copies.

ARTICLE II

COMPENSATION AND REIMBURSEMENTS

A. BASIC SALARY SCHEDULES

1. The salary schedule and index will be as shown on the accompanying page. (Appendix A)

2. The salary schedule will be based on the index schedule and shall have a beginning Bachelor level as shown in Appendix A.

3. Non-degree salaries will be the state minimum salary schedule.

4. Longevity Stipend: Effective July 1, 2026 an additional $1,250 is paid to a teacher who completes fifteen (15) years of experience in the teaching profession or an additional $2,250 is paid to a teacher who completes twenty-two (22) years of experience in the teaching professional or an additional $3,250 is paid to a teacher who completes thirty-two 32 years of experience in the teaching profession. Years of experience shall be defined as years served in other public schools in Ohio, chartered non-public schools located in Ohio, chartered special education schools located in Ohio, or teaching service in the district.

5. Longevity for part-time employees will be pro-rated.

B. SALARY SCHEDULE PLACEMENT

Years of service, for salary schedule placement purposes, shall be credited according to the Ohio Revised Code Section 3317.13, and additional provisions included herein:

1. Teachers New to the System

   a. All years of experience in Ohio, including teaching and service time, may be granted for teachers who have served in other public school districts in Ohio, chartered non-public schools located in Ohio, or chartered special education schools located in Ohio, with each consisting of at least 120 days of service under a regular teacher's contract.

   b. No credits will be granted for teaching service of less than 120 days in one school year. These part years will not be cumulative.

   c. All service time up to five (5) years of credit will be granted for service in the U.S. Armed Forces regardless of when the service time was accumulated. A partial year of active service of eight (8) continuous months or more shall be counted as a full year.

   d. Re-employed retired teachers should refer to Article VIII (B.4-b).

2. In the School District

   a. A year of teaching service credit will be granted for all years of teaching service in this district for each year that consists of at least 120 days under a teacher's contract.

b. A regular teacher who is employed fewer than 120 days in a school year shall accumulate these days from one school year to the next until 120 days are reached. At that time a year of experience will be granted. Both substitute teaching days and teaching under regular contract may be used in accumulating the 120 days for the regular teacher.

On receiving the year of experience for accumulated service, any days earned exceeding 120 will be dropped, and the teacher will begin accumulating days toward another year of experience in the new contract year.

c. Part days will be considered full days for the purpose of meeting the 120 day requirement in this Section b.

3. Changes Due to Additional Training

Changes in salary due to additional college credits earned, leading to placement on a different training level on the salary schedule, will be made at the beginning of the school year and on February 1.

The salary adjustments made on February 1 will affect only the last half of the year, the last thirteen (13) pays.

Verification from the college of the additional hours must be submitted to the Superintendent two (2) weeks prior to the first day of the school year or prior to the last working day of the first semester, respectively. (See Appendix C) Official transcripts must be submitted directly from the third party/college to the Superintendent's Executive Assistant no later than September 30th (for beginning of the school year adjustment) and February 28 (for February 1 adjustment). Upon request, the Superintendent's office will provide the teacher with an unofficial copy of the transcript when the transcript is received.

To change from the Master's level to the Master's +15 or Master's +30 level on the salary schedule, plus hours must be completed after obtaining the Master's degree. Plus hours may be at the undergraduate or graduate level providing hours are relevant to teaching in the Northeastern Local School District.

C. SUPPLEMENTAL SALARY SCHEDULE

Supplemental salaries will be increased the same percent as the percent change in the beginning salary for a Bachelor teacher from the current agreement as shown in Appendix A.

1. After three (3) consecutive years of service in the same supplemental position, an additional amount will be added to the salary as follows:

   a. Varsity, assistant, freshman, and middle school coaches - $125.00

   b. All other supplemental positions - $100.00

2. After six (6) consecutive years in the same position, an additional amount will be added to the salary as follows:

   a. Varsity, assistant, freshman, and middle school coaches - $125.00

b. All other supplemental positions - $100.00

3. The Board shall be responsible to determine whether an existing position on the supplemental salary schedule will be filled. Any addition to or removal from the supplementary salary schedule will be done with prior input from the Association.

4. Representatives of the Association and Board shall meet to determine the rate of compensation for such new position.

5. Bargaining unit members contracted for two (2) supplemental contracts will receive a $150 bonus. Bargaining unit members contracted for three (3) supplemental contracts will receive a $225 bonus. Bargaining unit members contracted for four (4) supplemental contracts will receive a $300 bonus. Bonuses will be paid within thirteen (13) days of the first pay in June.

   When calculating supplemental bonuses, two half contracts will equal a whole. In the case that elementary sports sessions reach the maximum sessions (8), that will be considered a full contract for bonus purposes.

6. Bargaining unit members who have a break of one year or longer in supplemental contract service will lose experience credit specific to that position. Bargaining unit members who accept a different supplemental contract within that sport or drama program will retain their years of supplemental contract experience when moving to the different position.

7. The supplemental salary schedules shall be as shown on the accompanying pages. (Appendix B)

D. SALARY RATES FOR TUTORING

The rate of pay for tutoring adjusted according to the percent change in the beginning Bachelor salary schedule using the effective date as shown in Appendix A.

E. PAYROLL PRACTICES

1. Payroll Deduction of Dues

   Payroll deductions for Association dues will be authorized twelve (12) times a year split equally between the first and second pays of the month with a one-time adjustment being made on the first pay in September. Should an employee sever his/her relationship either voluntarily or otherwise, the Board shall deduct the remaining annual dues from the employee's last paycheck and transmit that amount to the teachers' association.

   A list of members and the amounts to be deducted shall be submitted to the treasurer no less than five (5) scheduled work days before the first pay in September.

   The district treasurer shall make payroll deductions, with written authorization of the employee, of dues for membership in the Association and FCPE (Funds for Children and Public Education) contributions.

2. Continuous Enrollment

Association membership is annual with the membership year being September 1 through August 31. Once a member enrolls such membership shall be continuous thereafter for each subsequent membership year unless the individual cancels their membership.

3. Third Party Organization

a. The Association officers paid a stipend by the Association will be paid said stipend by the Board as identified by the Association. The Association will reimburse the Board the gross amount of the stipend including, worker's compensation, Medicare and any applicable retirement cost payable to STRS.

b. By May 31 annually the treasurer of the Association will identify which Association officers receive a stipend. This information will be communicated to the school district treasurer in writing.

c. The Third-Party Organization work year is 183 days. Positions and the stipends are:

President	Full Membership Dues
Vice President	Full Membership Dues
Treasurer	One-Half Membership Dues

The District Treasurer will set a schedule for payment of the stipends and a deadline for the Association reimbursement in agreement with the Association treasurer.

4. Payroll Periods

a. Regular Salaries

All certified employees will participate in the payroll direct deposit program. Certified employees will be able to deposit salaries into three (3) separate accounts. Changes for direct deposit may occur two (2) times per calendar year. Salaries will be paid in twenty-six (26) equal installments to be paid every other Friday. The first payroll date shall be established by the treasurer for each contract year. This will avoid the possibility of twenty-seven (27) pay periods which can occur once each six (6) years.

b. Supplemental Salaries

Salaries for supplemental contracts will be paid in separate checks from regular payroll checks. Checks for fall activities will be issued within thirteen (13) days after the second pay in November. Checks for winter activities will be issued within thirteen (13) days after the second pay in March. Checks for all other activities will be issued within thirteen (13) days of the first pay in June.

Extended time supplemental contracts will be paid in twenty-six (26) equal payments as part of the payments for regular teaching contract.

5. Annuities

   Annuities will be deducted in twenty-four (24) equal payments from the first two (2) payroll checks each month.

6. Insurance Deductions

   Insurance premiums will be deducted and equally split between the first two (2) pays of each month.

7. United Way

   With written authorization of the employee, the treasurer shall make payroll deductions for the United Way.

F. FULL TIME STATUS OF SUBSTITUTES

When a teacher is substituting in one classroom and assuming the full obligations for the regular teacher, the Board shall authorize full pay on the teacher's salary schedule not later than thirty (30) consecutive work days after the teacher has begun to fill the position. This teacher will also be entitled to sick leave, personal leave, and other fringe benefits except for the various insurances.

The Board may authorize insurance coverage when it is deemed appropriate due to the length of the employment.

G. REIMBURSEMENT FOR COLLEGE CREDITS

1. Each year funds will be appropriated for college credits earned from September 1 of one year to August 31 of the next year.

2. To be approved, courses shall be relevant to teaching in the Northeastern Schools. This determination will be made by the Superintendent under LPDC guidelines.

3. One hundred forty-five dollars ($145.00) per semester hour may be granted as reimbursement for tuition payments not to exceed six (6) semester hours in any one year. (Excess hours may not be carried over from one year to the next.)

4. All reimbursements will be made in October covering the preceding school year. September 16 is the deadline for October payment.

5. Payments will be approved only following the verification of credits and proof of payment.

6. Teachers must be employed on a regular basis both during the year the courses are completed and during the year the payment is made.

H. SEVERANCE PAY

1. Eligibility

   All bargaining unit members who have completed at least five (5) years experience in this school system and at least ten (10) years experience in Ohio who retire from the Northeastern Local School District shall be eligible for severance pay according to the following:

   a. For purposes of severance pay, an employee shall be deemed to retire at the time the employee receives his/her first payment from the Retirement System after having left the employment of the Northeastern Local Schools. Such retirement check or a copy of the same shall be submitted to the school district treasurer for verification of receipt.

   b. To be eligible for severance pay, such receipt of the retirement check must be within ninety (90) days of the last day of employment in the Northeastern School District and no other employment involving any Ohio Public Retirement System may have been served after leaving the employment of the Northeastern School District except as a substitute.

2. Maximum Authorization

   Severance pay shall be at the daily rate of pay at the time of retirement from this school system and shall be based on one-fourth (1/4) of the employee's accumulated and unused sick leave with a maximum of sixty-two and one-fourth (62 ¼) in 2026-2027, sixty-two and one-half (62 ½) in 2027-2028, and sixty-two and three-fourths (62 ¾) in 2028-2029.

3. Death Benefit

   If an employee should die while under contract to this school system, severance pay will be paid to his/her estate.

4. Payment Procedure

   An employee shall be eligible for severance payment from the Northeastern Local School District only once.

   Severance pay for employees participating in this plan will be distributed in two (2) equal payments:

   First Payment: Thirty (30) days after the employee receives his/her first payment from the State Teacher's Retirement System after having left the employment of the Northeastern Local Schools. Such retirement check or a copy of same shall be submitted to the district treasurer for verification of receipt.

   Second Payment: One (1) year following payment of the initial installment.

I. S.T.R.S. TAX SHELTERED CLAUSE

The Board agrees to continue the current procedure of sheltering the income taxes on contributions paid to the retirement system by bargaining unit members on the salary reduction procedure.

J. RETIREMENT PAYOUT

The board shall authorize a retirement payout for no more than six (6) bargaining unit members per year who have completed at least fifteen (15) years of service in this school district according to the table below. Such payment shall be made in the month of September following the date of retirement.

Years of Service	Amount of Payout
At least 15	$1,500.00
At least 20	$3,000.00
At least 25	$4,500.00
At least 30	$6,000.00
At least 35	$7,500.00

To be considered eligible, the bargaining unit member must:

1. Notify the Superintendent of his/her intent to retire no later than March 15th of the applicable year. If more than six (6) bargaining unit members notify the Superintendent of their desire to retire, the retirement payout will be given based on seniority.

2. Retire within ninety (90) days of the last date of employment in the Northeastern Local School District and provide proof of retirement.

3. Complete the entire school year's contractual obligation (work until the end of the applicable school year).

ARTICLE III

INSURANCE PROGRAM

A. MEDICAL INSURANCE

1. For full-time employees who work thirty (30) hours or more per week for the contracted school year:

    a. The Board shall make available the benefits and services of a medical benefits plan with a choice of carrier being at the discretion of the Board. The Board shall give the employee the option between either the Access+ PPO or the High-Deductible Health Plan (HDHP) offered by the Northern Buckeye Education Council.

        1. The benefits of medical benefits plan that shall be maintained shall be defined as Access+ PPO Plan offered by the Northern Buckeye Education Council or other equal plan. Unless otherwise specified in the Plan, medical plan coverage provisions shall remain unchanged for the duration of the negotiated agreement.

        2. In lieu of the Access+ PPO plan, employees may choose the High-Deductible Health Plan (HDHP) or other equal plan. HDHP coverage will be effective January 1, 2018. Under the HDHP, employees may also elect to participate in a Health Savings Account (HSA). For a family HDHP, the Board will deposit $600 no later than January 10 and $400 no later than September 10 into the employee's HSA. For a single HDHP, the Board will deposit $300 no later than January 10 and $200 no later than September 10 into the employee's HSA. HSA amounts will be pro-rated for mid-year enrollments, changes, and terminations. The financial institution will be at the Board's discretion. Unless otherwise specified in the Plan, medical plan coverage provisions shall remain unchanged for the duration of the negotiated agreement.

        3. The Board shall pay 87% of the premium for a single or family plan per month; employee pays 13% of the premium for a single or family plan per month.

B. PROVISIONS FOR PROVIDING HEALTH-CARE BENEFITS

1. The Board of Education shall provide the health-care benefits contained herein by participating in the Employee Insurance Benefits Program of the Northern Buckeye Education Council. If insurance benefits and services are provided by a private carrier, the insurance benefits and services shall be equal to or better than those previously provided by the Employee Insurance Benefits Program of the Northern Buckeye Education Council under this collective bargaining agreement.

2. "Covered persons" means, when used with reference to a Participating Member, the employees of that Participating Member and the dependents of those employees who are eligible for benefits under the Plan of the Health Benefits Program and when used with reference to the Council shall mean all Covered Persons of all Participating Members. Any Covered Persons shall be considered third-party beneficiaries under this Agreement and deemed by each party to have standing to challenge any denial or reduction of benefits

claimed under this Agreement. All such challenges may only be brought in accordance with the dispute resolution or appeal procedure(s) under the Employee Insurance Benefits Program of the Northern Buckeye Education Council.

3. Confidentiality of Medical Information. The Board shall request the Northern Buckeye Education Council and any other business associate that may have access to individually identifiable health information to protect the confidentiality of any individually identifiable medical information of Covered Persons in a manner prescribed under state or federal laws. The names of individuals who have filed claims for health care benefits, the amount of claims filed or paid on behalf of any Covered Person, and the medical records relating to any claims shall not be public records.

4. The Board will enter the Employee Insurance Benefits Program of the Northern Buckeye Education Council on the understanding that said Program shall reserve such funds as are necessary to comply with state law and in the exercise of sound prudent actuarial judgment, cover the potential cost of health care benefits for all Covered Persons.

C. DENTAL INSURANCE

For full-time employees who work thirty (30) hours or more per week for the contracted school year, the Board shall make available a comprehensive dental insurance plan.

1. The Board shall pay 80% of the premium (single or family) and the employee shall pay 20% of the premium (single or family) via payroll deduction.

D. VISION INSURANCE

For full-time employees who work thirty (30) hours or more per week for the contracted school year, the Board shall make available a comprehensive vision insurance plan.

1. The Board shall pay 80% of the premium (single or family) and the employee shall pay 20% of the premium (single or family) via payroll deduction.

2. According to the Northern Buckeye Education Council the vision program requires 100% participation by all eligible employees within an employee classification of a participating employer.

E. LIFE INSURANCE

Term life insurance in the amount of $40,000 will be provided to all full-time employees who work thirty (30) hours or more per week for the contracted school year.

F. HUSBAND AND WIFE IN SYSTEM

Medical - When the husband and wife are both employed in this school district, either one (1) single plan for each employee or one (1) family plan for the two of them will be provided at no charge. The employees will decide which option they want the Board to provide.

Dental - When a husband and wife are both employed in the school district they will each be charged the cost of single coverage dental insurance when family coverage is elected. If both

employees wish family coverage, they will bear the cost of the difference between the single coverage deducted from each person and the total cost of the two (2) contracts.

Vision - When the husband and wife are both employed in this school district, either one (1) single plan for each employee or one (1) family plan for the two of them will be provided to the employee at 20% of the premium (single or family). The employees will decide which option they want to be provided.

G. RETIREE INSURANCE TERMINATION

Insurance benefits terminate on the last day of the month preceding retirement. Employees retiring have the option of having their contracts paid off on the first pay period of the month following their retirement. If employees choose to be paid off early, they must notify the treasurer by June 1.

ARTICLE IV

SICK LEAVE

A. EARNING AND USE

Each bargaining unit member shall be entitled to sick leave credit at one and one fourth (1 1/4) days for each month for a total of fifteen (15) days during the year. Employees may be advanced five (5) days sick leave if they are needed. The sick leave may be used by the employee for absence due to:

1. Personal illness, pregnancy, injury, exposure to contagious diseases which could be communicated to others.

2. Illness or injury in the employee's immediate family. Immediate family is defined as one's spouse or children including step-children or any relative living full time in the domicile of the employee and dependent upon the employee and/or spouse.

3. Illness or injury to immediate relative which includes, mother, father, grandmother, grandfather, sister, brother, mother-in-law, father-in-law, or grandchild, not to exceed three (3) consecutive days.

4. Death and burial of a member of the family

    a. For an immediate relative - mother, father, grandmother, grandfather, sister, brother, husband, wife, child, mother-in-law, father-in-law, son-in-law, daughter-in-law, step-mother, step-father or grandchild, five (5) consecutive working days shall be allowed, with one (1) of those days not being charged to the employee's sick leave.

    b. For less immediate relatives - uncle, aunt, nephew, niece, cousin, brother-in law, sister-in-law, pay for one (1) day plus travel time shall be allowed.

    c. If the member of the family under "b" classification above was a permanent member of the employee's home, then the allowance shall be consistent with "4a" above.

5. Funeral of a friend - One (1) day may be allowed for the funeral of a friend.

    a. The superintendent may grant additional days if needed.

6. Military obligations for a spouse/child – Association members may use sick days when a spouse and/or child is on covered active duty, called to covered active duty status, or has been notified of an impending call or order to covered active duty during the school year. Covered active duty is duty during deployment of the member with the armed forces to a foreign country. The member will provide military documentation for the leave.

    a. The member may use no more than five (5) sick days per school year for a spouse's military obligations and no more than three (3) sick days per school year for a child's military obligations. Guidelines are as follows:

        i. Deployment/Re-entry of spouse - up to five (5) days per school year.

        ii. Deployment/Re-entry of child - up to three (3) days per school year.

        iii. Ceremonies/graduations of spouse or child - up to three (3) days per school year.

B. ACCUMULATION

Unused sick leave may be accumulated up to 249 days in 2026-27, 250 days in 2027-28, and 251 days in 2028-29 school year. An employee who has accumulated unused days of sick leave in another public agency in Ohio shall present a properly certified record of these days upon employment in this school system. This number of unused days of sick leave on such record shall be accredited to his or her accumulated record while employed in this school system provided that such re-employment takes place within ten (10) years of the last termination of public service. Sick leave transfer requests must be in writing from an authorized person from the other public agency.

C. PART TIME

Bargaining unit members working half time or less shall accumulate sick leave at the rate of five eighth (5/8) days per month.

Bargaining unit members working more than half time shall accumulate sick leave at the rate of one and one fourth (1 1/4) days per month.

D. FMLA

According to the rules and regulations of the Family and Medical Leave Act of 1993, each employee is entitled to twelve (12) weeks of leave in any 12-month period. The "12-month" period shall be measured-forward from the date an employee uses any FMLA leave. The employer shall not place any employee on an FMLA leave unless such leave has either been requested by the employee or the employer provides notice to the employee of FMLA leave placement after a qualifying event has occurred.

ARTICLE V

PERSONAL LEAVE

A. PERSONAL LEAVE

1. Three (3) days of paid leave each year will be granted to bargaining unit members.

2. May not be granted the day before or the day after a non-contracted weekday except at the discretion of the Superintendent.

B. USE OF LEAVE

1. No more than five (5) teachers may be excused on any day for personal leave without the consent of the Board.

2. The granting of leave during the last five (5) scheduled student days of the school calendar shall be at the discretion of the Superintendent.

3. Employees may use only one (1) or any fractional part of one (1) personal leave day after April 30 of any school year.

4. Personal leave days shall be requested on the appropriate forms with as much advance notice as possible (a minimum of five (5) school days). In the case of personal emergencies, the five (5) day minimum request will be waived at the discretion of the building principal/superintendent.

5. Any unused personal leave days, whole or part, will be rolled into sick leave up to the maximum accumulation of sick leave days possible.

ARTICLE VI

LEAVE OF ABSENCE

The Board may grant an unpaid leave of absence for a period of up to two (2) years for good cause.

A leave of absence without pay may be granted for: (a) a semester (b) the remainder of a school year (c) a full year or for a lesser period of time at the discretion of the Board. The bargaining unit member may request the Board for a renewal of the leave.

Upon return from leave, the teacher shall be granted the same contract status held prior to the date on which his/her leave began and will be assigned within his/her certification area and to the same position or a similar position as occupied or performed prior to the commencement of the leave of absence.

Individuals on any approved unpaid leave may continue health insurance benefits for the duration of said leave pursuant to COBRA.

ARTICLE VII

MATERNITY/PATERNITY LEAVE

The Board will provide maternity/paternity leave to eligible employees consistent with the Family and Medical Leave Act (FMLA). Eligible employees are entitled up to twelve (12) work weeks of unpaid family and medical leave in any twelve (12)-month period. The District will continue to pay the District's share of the employee's health benefits during the leave. In addition, the District will restore the employee to the same or similar position after the termination of the leave.

The employee must notify their building principal and the Superintendent in writing of the request for leave at least thirty (30) calendar days prior to the date when the leave is to begin. If foreseeable, a beginning and ending date must accompany the request for the FMLA. If the leave is to continue beyond the FMLA time period, the leave will be addressed under Article VI - Leave of Absence.

A. MATERNITY

1. The employee may elect to use eligible sick leave days for eight (8) work weeks.

2. If an employee gives birth during the months of April or May, she may elect to use eligible sick leave days to finish out the school year; however, she is to use unpaid days under the FMLA for days chosen at the beginning of the next school year.

3. If an employee gives birth during the month of June, she may elect to use eligible sick leave days for four (4) work weeks beginning with the first contract day of the upcoming school year.

4. If an employee gives birth during the month of July, she may elect to use eligible sick leave days for six (6) work weeks beginning with the first contract day of the upcoming school year.

5. If an employee gives birth during the month of August, she may elect to use eligible sick leave days for eight (8) work weeks beginning with the first contract day of the upcoming school year.

B. PATERNITY

The employee may elect to use eligible sick leave days for seven (7) work days immediately following the birth of the child.

C. COURT OBLIGATIONS

Employees on jury duty shall receive the equivalent of their normal daily compensation. Employees shall be required to remit any compensation received for jury duty to the treasurer's office. If the employee is dismissed from jury duty prior to noon, the member shall contact their building administrator to determine whether the employee should report to work.

Bargaining unit members required by subpoena to attend court proceedings on non-school related matters will be paid for up to two (2) days of required attendance in an amount equal to

the employee's regular daily rate of pay. Unpaid leave will be granted beyond the two (2) paid days.

The Board will also grant leave with pay to those members of the bargaining unit when subpoenaed or required to make a court appearance for Northeastern Local School District related matters.

ARTICLE VIII

TEACHERS' CONTRACTS

A. LIMITED CONTRACTS

1. An entry-year teacher hired into the Northeastern School District shall be granted a one (1) year contract in their first year of employment. The entry-year teacher must successfully complete the required mentoring program. The second contract shall be for one (1) year, the third contract for two (2) years, the fourth contract for four (4) years, and the fifth contract for five (5) years.

2. An experienced teacher hired into the Northeastern School District shall be granted a one (1) year contract in their first year of employment. The second contract shall be for two (2) years, the third contract for three (3) years, and the fourth contract for five (5) years.

3. If a teacher's performance is not totally acceptable, a one (1) year contract may be granted at the completion of any limited contract provided reasons are given in writing for the one year contract. When a one (1) year contract is issued, the next contract for which the teacher is eligible shall be the multi-year contract for which the teacher was eligible when the one (1) year contract was granted.

4. Re-employment of Retired Teachers: A teacher retired under STRS may be re-employed under the following conditions:

    a. The re-employed teacher will start with salary schedule placement zero (0) to four (4) years and education credit of up to and including a Master's Degree. Subsequent contracts will advance one (1) step yearly up to step four (4) maximum.

    b. The re-employed teacher will be eligible for a single Board-paid health/medical insurance plan as outlined in Article III of the Northeastern Local Teachers' Contract. If the re-employed teacher elects to carry family insurance, he/she will pay difference in total premium costs per month. The re-employed teacher will be eligible for life and other insurance offered by the Board which are not available through STRS or are available only through STRS through payment by the re-employed teacher of the full cost of such insurance. In addition, insurance eligibility for re-employed teachers who work part-time shall be governed by Article III of the Northeastern Local Teachers' Contract.

c. The contract of employment will be for one year and is automatically non-renewed at the conclusion of that year without the need for compliance with O.R.C. Sections 3319.11 and 3319.111. Re-employed teachers will be evaluated pursuant to Article XV of the Northeastern Local Teachers' Contract.

d. The re-employed teacher will not resume and is not eligible for continuing contract status during any period of re-employment with the Northeastern Local School District.

e. In the event of a reduction in force, the re-employed teacher will not have any bumping rights.

f. Subject to these provisions, re-employed teachers are part of the bargaining unit.

g. Re-employed teachers are eligible for sick leave accumulation commencing with the first year of such re-employment. There is no carryover of sick leave from previous employment.

h. Re-employed teachers are not eligible to participate in any retirement incentive program nor are they eligible for severance pay.

B. CONTINUING CONTRACTS

Teachers shall be eligible for continuing contract status in accordance with O.R.C. Sections 3319.08 and 3319.11. A teacher becomes eligible upon satisfaction of the following:

1. Teachers who received their initial teaching license/certificate prior to January 1, 2011 must meet the following requirements:

   a. A teacher must hold a permanent, professional or life certificate, or 5-year professional, senior professional, or level professional license.

   b. A teacher must have worked in the Northeastern Local School District for three (3) of the last five (5) years.

   c. A teacher must meet one of the following educational requirements:

      i. If a master's degree was held at the time of initially receiving a certificate or license, six (6) semester hours of graduate coursework in the teaching field or area of licensure;

      ii. If a master's degree was not held at the time of initially receiving a certificate or license, thirty (30) semester hours of coursework in a teaching field since the initial issuance of the certificate or license, or attainment of a master's degree in a teaching field.

2. Teachers who received their initial teaching license/certificate on or after January 1, 2011, must meet the following requirements:

   a. A teacher must hold a 5-year professional, senior professional, or lead professional license.

b. A teacher must have taught in the Northeastern Local School District for three (3) out of the last five (5) years.

c. The teacher must have one of the following educational requirements:

i. If a master's degree **was** held at the time of initially receiving a license, six (6) semester hours of graduate coursework in the teaching field or area of licensure;

ii. If a master's degree **was not** held at the time of initially receiving a license, thirty (30) semester hours of coursework in a teaching field since the initial issuance of the license, or attainment of a master's degree in a teaching field or area of licensure.

d. A teacher must hold an educator license for seven (7) years.

3. A teacher must notify the Superintendent in writing and list the prerequisites fulfilled by November 1 to be eligible for a continuing contract. If a teacher fails to notify the Superintendent of continuing contract eligibility by November 1, they waive their right to a continuing contract until the following November 1. The provisions of this section are intended to and shall supersede and replace any provisions of Ohio Revised Code governing the notification requirements prior to the issuance of a continuing contract.

C. NON-RENEWAL OF CONTRACTS

A teacher with a representative of his/her choice will have the opportunity to hear and discuss before the Board of Education recommendations and reasons regarding renewal or non-renewal of the contract.

Contract non-renewal shall be pursuant to Ohio Revised Code 3319.11.

D. SUPPLEMENTAL CONTRACTS

All supplemental contracts shall be automatically non-renewed before April 30 each year.

Administrative intent to recommend employment for the next school year under a supplemental contract shall be according to the following:

Fall Sports - No later than December 31
Winter Sports - No later than March 31
All other supplemental contracts - No later than July 31

Evaluation forms for coaches shall be adopted and implemented which include the following:

1. Space for comments from the members of the Board of Education, the superintendent, and the principal.

2. A goal statement to provide direction and priorities for improvement in the next athletic year.

ARTICLE IX

VACANCIES AND TRANSFERS

A. DEFINITIONS

Vacancy - A newly created certificated staff position or an existing position that is open and the Board determines to fill it.

Seniority - The number of continuous years of service in the system including approved leaves of absence.

Qualifications - Training, experience, specialized experience and certification.

Posting - The listing of all vacancies that is sent to each school.

Transfer - A position change.

1. Voluntary - A teacher-requested position change to a posted vacancy.

2. Involuntary - A transfer of a teacher to a different position because of redistricting, declining enrollment, changes in curriculum, return of a teacher from leave, changes in location of a program or classes, building closure or other need of the district.

B. VACANCIES

1. When a vacancy occurs and the Board determines to fill it, the following procedures shall be used in notifying bargaining unit members:

   a. Notice of the vacancy shall be emailed to faculty. The posting will end five (5) full working days after the initial email is sent.

   b. The vacancy notice shall include the position title, qualifications pursuant to this Article, certification requirements, date of initial posting, and deadline to apply for the position.

2. Interested bargaining unit members shall apply in writing to the Superintendent within the five (5) day posting period.

3. In filling the vacancy, the Board shall consider the following variables:
   a. Individual qualifications
   b. Longevity in the district
   c. Requirements of the position as established by the Superintendent
   d. Needs of the district

4. The Board will attempt to give due consideration to the applicant's longevity in the district; however, the individual's qualifications for the position, the requirements for the position, and the needs of the district shall prevail.

5. Vacancies that occur during the school year will be filled on a temporary basis and shall be posted as vacant at the end of the school year.

   Teachers hired for vacancies occurring during the school year will be automatically non-renewed by the school board at the conclusion of that school year. This action shall supersede the procedures set forth in R.C. 3319.11 and 3319.111 and shall be the sole procedure utilized by the Northeastern Schools.

6. If a teacher's request for transfer to a posted vacancy has been denied, he/she will be notified in writing and will have an opportunity to discuss the decision with the administration.

7. A voluntary transfer cannot be made to a riffed position until the riffed person declines the position.

C. INVOLUNTARY TRANSFERS

1. Procedures to be followed for an involuntary:

   a. No vacancy will be filled by means of an involuntary transfer if there is another qualified staff member willing to fill said position.

   b. Notice of an involuntary transfer will be given to teachers as soon as possible and no later than July 10, except in cases of emergency.

   c. An involuntary transfer will be made only after the teacher has been notified in writing of the reason(s). The teacher may at his/her option request a meeting with the Superintendent and have a representative of the NELTA present at such meeting.

   d. When involuntary transfers are effected for a necessary reduction in a school's staff due to reduced student enrollment or the closing and/or consolidation of a building, said transfers will be made on the basis of years of service in the district. The teacher in the affected building possessing the least amount of service and applicable certification will be transferred first.

2. After following the above listed involuntary transfer procedures, the decision of the Superintendent shall be final.

ARTICLE X

PERSONNEL FILES

Personnel files will be developed for all staff members in compliance with the Ohio Revised Code. A staff member may write a rebuttal to any information in the file and have it attached to that information. A copy of any information that reflects on the employee's personal or professional bearing that is placed in the personnel file shall be given to the affected employee with the employee present to initial the material prior to placement in the file. Initialing such documentation only represents acknowledgement that such material is being placed within the personnel file. It does not mean the employee is acknowledging guilt or agrees with the material being placed in their file.

The employee shall be permitted to review the contents of his/her file at any reasonable time and may be accompanied by an Association representative.

At the teacher's written request, letters of reprimand or any material derogatory to a teacher's conduct, service, character or person shall be removed from the employment record file at the end of three (3) years, providing the situation has been rectified.

ARTICLE XI

BOARD POLICY BOOKS

The Board Policy Manual is available in digital format on the school website. The Association President will be notified of changes in Board Policy.

ARTICLE XII

PROFESSIONAL DEVELOPMENT DAY

Classes will not be in session on one (1) scheduled Professional Development Day. Teachers will be required to participate in the Board sponsored in-service. This Professional Development Day will be a paid day for teachers.

ARTICLE XIII

TUITION FREE STATUS

The children of the employees of the Board who do not reside within the boundaries of the district will be permitted to attend Northeastern Schools without the necessity to pay the tuition normally charged to students from outside of the district. This status shall in no way cause a prejudice to any of these students as regards to activities, membership on teams and/or in clubs within the Northeastern Schools.

ARTICLE XIV

GRIEVANCE PROCEDURE

A. DEFINITIONS

1. A "grievance" is an alleged violation, misapplication or misrepresentation of a specific term of this contract.

2. The "grievant" is the employee or group of employees filing the grievance.

3. "Days" means work days.

4. If a grievance is filed after May 10 of any year, the parties to this Agreement may, upon mutual agreement, modify the time lines stated herein for the instant grievance in an attempt to expedite the process prior to the end of the school year.

B. INFORMAL PROCEDURES

In the event that a grievant believes there is a basis for a grievance, the grievant shall discuss the matter informally with immediate supervisor for the purpose of resolving the issue prior to filing a formal grievance. Such a meeting shall take place within the twenty (20) days specified in Formal Step One of Section C of this article.

C. FORMAL PROCEDURES

Formal Step One: The grievant may file a grievance in writing with the building principal with a copy sent to the NELTA President. If such grievance is not filed within twenty (20) days following the act or condition upon which said grievance is based, the grievance shall no longer exist. The principal shall within ten (10) days after receipt of the grievance give the grievant a written answer; a copy will also be given to the NELTA President and the Superintendent of Schools.

Formal Step Two: If the grievant believes that the grievance has not been resolved satisfactorily, the grievant may, within five (5) days after receipt of the written answer as required in Formal Step One, refer the grievance in writing to the Superintendent. The Superintendent shall within five (5) days after receipt of the grievance meet with the grievant to discuss the grievance. Within five (5) days after such meeting, the Superintendent shall give to the grievant, the principal, and the NELTA President a written answer.

Formal Step Three: If the grievant believes that the grievance has not been resolved satisfactorily, the grievant may, within five (5) days after receipt of the written answer as required in Formal Step Two, refer the grievance in writing to the Board of Education. The Board shall within fifteen (15) days after receipt of the grievance meet with the grievant to discuss the grievance. Within five (5) days after such meeting, the President of the Board shall give to the grievant, the principal, the Superintendent and NELTA President a written answer.

Formal Step Four:

1. The grievant and the NELTA may appeal from Formal Step III to arbitration by submitting a demand for arbitration to the American Arbitration Association (AAA) within ten (10) days of receipt of the Formal Step III disposition. The demand for arbitration shall include a copy of the grievance form and the contract.

   Copies of the demand will be mailed to the Superintendent at the same time as to the AAA with return receipt requested or hand delivered with date of receipt noted. The mailing or delivery shall be done so that date of receipt will comply with the ten (10) days limit for submission to arbitration. The NELTA shall have the exclusive right to determine whether to proceed to the arbitration step of the procedure.

2. The AAA shall supply to the parties a list of nine (9) possible arbitrators who shall be selected according to the AAA's Voluntary Rules. A second list may be requested by either party.

3. The arbitrator shall have no power to alter, add to, or subtract from the terms of the contract or make any decision contrary to law or the contract. The arbitrator shall expressly confine himself/herself to the precise issue(s) submitted for arbitration and shall have no authority to decide any other issue(s) not so submitted to him/her or to submit observations or declaration of opinion which are not directly essential in reaching his/her decision.

4. The decisions and awards of the arbitrator shall be final and binding on the parties.

5. The cost of the arbitration and the services of the American Arbitration Association shall be borne by the losing party. If the arbitrator recommends that the grievance be denied, then the grievant shall pay the cost of the proceeding. If the arbitrator recommends the grievance be sustained, the Board shall pay the cost of the proceeding. If the grievance is sustained in part and denied in part, the parties shall bear such costs equally.

6. Each party shall bear its own costs of representation and witnesses at the arbitration hearing including the cost of any stenographic transcript ordered by that party.

D. GENERAL PROVISIONS

1. The grievant's failure to comply with any time limit or procedure specified in this article shall constitute a waiver of his/her right to pursue the grievance at the next step.

2. All notices, answers, and decisions shall be sent to all parties involved at each step.

3. The failure of the administration or Board to comply with the time limit or procedure specified in this article shall permit the lodging of the grievance to the next step.

4. At any stage of the grievance procedure, the grieved person shall be permitted, for meetings with any administrator and/or with the Board, to be accompanied by NELTA representatives, including representatives of the NELTA's affiliate on the state and/or national level. The Board and any of its administrators may also have representatives of their affiliated group on a local, state, and/or national level at any stage of the grievance procedure.

5. Time limits of this article shall be considered as maximum but may be extended in writing by mutual agreement of the parties.

6. There shall be no reprisals against a person or persons who initiate or participate in a grievance.

7. A grievance may be withdrawn at any level without prejudice.

ARTICLE XV

CONTRARY TO LAW

If any provision(s) of this agreement are contrary to law, then such provision(s) shall be deemed invalid except to the extent permitted by law. All other provisions shall continue in full force and effect.

If, during the term of this contract, a mandatory state or federal law or regulation is passed that makes a part of this contract invalid, representatives of the Board and the Association shall meet within sixty (60) days of a written request by either party to resolve the differences between the new mandatory state or federal law or regulation and the existing contract.

ARTICLE XVI

OHIO TEACHER EVALUATION SYSTEM (OTES)

A. PURPOSE OF EVALUATION

1. The purpose of the Northeastern Local teacher evaluation system is to provide a tool for teachers to improve instructional skills and classroom management in the educational process based upon standards-based evidence.

2. ORC 3319.112 and 3319.111 requires each licensed teacher to be evaluated every one (1) to three (3) years following Ohio Department of Education (ODE) Evaluation Framework. The following evaluation process shall apply to any bargaining unit member subject to the Ohio Teacher Evaluation System (OTES). Guidance counselors will be evaluated under the Ohio School Counselors Evaluation System. Psychologists, speech pathologists, and teachers who spend less than 50 (fifty) percent of their time teaching shall be observed and evaluated using the same timelines and frequency of the OTES teachers as set forth in Board adopted evaluation policy and this agreement. ODE rubrics will be used for OTES and OSCES. The terms and requirements of this evaluation system are subject to the collective bargaining law ORC 4117.

B. OHIO TEACHER EVALUATION SYSTEM FRAMEWORK

The teacher evaluation system is under section 3319.111 and 3319.112 of the Ohio Revised Code (ORC) and includes the following components.

1. A teacher receiving a rating of "Accomplished" on his/ her most recent evaluation will be evaluated every three (3) years or whatever is required by current law. A teacher receiving

a rating of "skilled" on his/her most recent evaluation will be evaluated every two (2) years, or whatever is required by current law.

2. A teacher who is not on a full OTES evaluation cycle is required to complete a professional growth plan each year and show evidence of making progress toward the goals set forth on the professional growth plan. These teachers shall be observed once per school year and have one conference.

3. A teacher with a Final Holistic Rating of Developing will develop a Professional Growth Plan that is guided by the assigned credentialed evaluator.

4. A teacher with a Final Holistic Rating of Ineffective will be placed on an Improvement Plan developed by the assigned credentialed evaluator with input of the affected teacher.

5. Teacher of Record

   a. Is/Are responsible for assigning the grade to the student.
   b. Is/Are required to have the proper credentials to teach the particular subject for which he/she has been designated "teacher(s)" of record(s)".
   c. Is/Are responsible for a significant portion of a student's instructional time within a given subject or course.

      i. Minimum of 51% co-teaching;
      ii. Minimum of 31% team teaching (classroom teacher(s));
      iii. Minimum of 31% interventionist(s); (example: Title One and Special Education)

C. EVALUATORS

1. The evaluator shall be an administrator who is the teacher's direct supervisor that holds an appropriate administrator license from the Ohio Department of Education. In the event of a long-term absence of three weeks or longer of a principal, an evaluator mutually agreed upon between the administration and association will perform the evaluation.

2. Evaluators will use all forms approved by the Evaluation Committee during the OTES 2.0 process.

3. The Superintendent will evaluate the school nurse.

D. TEACHER PERFORMANCE

1. EVALUATION GUIDELINES

   a. All evaluations will include one Formal Holistic Observation followed by a conference and one Formal Focused Observation with an emphasis on identified focus areas on the teacher's professional growth plan followed by a conference.

   b. Evaluators will not be permitted to use audio or video recording devices during any type of evaluation.

   c. All meetings/conferences between the evaluator and teacher must occur during the contractual school day or a mutually agreed upon time.

d. No observations, either formal or walkthrough, will occur on the day before a vacation/holiday period or during the first or last week of the semester.

e. All evaluations will be completed by May 1. The teachers shall be provided with a written copy of the evaluation results by May 10.

f. The teacher may write a rebuttal to any evaluation. Such rebuttal will be attached to the evaluation and placed in the personnel file.

g. No teacher self-assessments or student and parent surveys will be used as reference to giving a teacher an evaluation rating.

h. Should a teacher not be evaluated under contract guidelines, the teacher may notify the Superintendent.

2. FORMAL OBSERVATIONS

a. Teachers will be formally observed two times per year, one observation per semester. The first semester observation must be completed by the end of first semester and the second semester observation shall be completed no later than May 1.

b. Formal observations for grades K-6 will be for a minimum of forty (40) minutes. For grades 7-12, the observation will be an entire forty (40) minute class period.

c. At least four (4) days prior to an observation, the teacher will receive a written notice of an upcoming observation from the evaluator. The teacher will be responsible for completing the pre-observation form once he or she is notified of the evaluation. The teacher will give the evaluator the completed pre-conference form two (2) days prior to the scheduled observation. Either party can request a pre-conference meeting in order to discuss the pre-observation form and provide the teacher with opportunity to present more evidence to be used in the evaluation process.

d. The evaluator and teacher will hold a conference within five (5) school days after the post observation paperwork is received by the evaluator. The teacher shall submit all post observation paperwork to the evaluator within five (5) school days after the observation. The conference will be held during the contracted school day or a mutually agreed upon time. At this time, data from observation will be reviewed with the teacher. In the event that the evaluator is missing necessary evidence, the teacher can present additional evidence at this time.

3. WALKTHROUGH

a. For those teachers on a full evaluation cycle, an official walkthrough will occur at least two (2) times per year, but no more than ten (10) times per year, at least one (1) per semester. All walkthroughs will be completed by May 1.

b. A walkthrough will be at least five minutes but no longer than fifteen (15) minutes in duration.

c. Walkthroughs can be requested by a teacher in addition to employer-initiated

walkthroughs.

d. Teachers will be delivered a copy of the walkthrough form no later than three (3) school days following the walkthrough.

e. Walkthroughs will be focused on specific area(s) to support growth.

f. The teacher may write a rebuttal to any walkthrough. Such rebuttal will be attached to the walkthrough and placed in the personnel file.

E. HIGH QUALITY STUDENT DATA

1. Each evaluation shall contain two (2) measures of high quality student data (HQSD). When applicable to the grade level or subject area taught by the teacher being evaluated, HQSD shall include the value-added progress dimension as only one (1) source of HQSD.

2. When utilizing vendor assessments to construct HQSD, all related teaching, student, and other educational materials shall be purchased, and all affected staff shall be trained on utilization of the assessment program. All vendor assessments shall be selected from the state approved list of vendor assessments.

3. HQSD shall be used as evidence in any component of the teacher's evaluation related to the following:

   a. Knowledge of the students to whom the teacher provides instruction;
   b. The teacher's use of differentiated instruction practices
   c. Assessment of student learning;
   d. The use of assessment data;
   e. Professional responsibility and growth.

4. No Evaluation Factor shall be impacted by student performance on a test or tests.

5. HQSD shall not be aggregated to provide "shared attribution" among teachers in a District, building, grade, content area, or other group.

F. HIGH QUALITY STUDENT DATA COMMITTEE

1. Members serving on the High Quality Student Data Committee will be paid current tutor rate for all meetings held outside of contracted school hours. Building principals will be responsible for hiring substitutes to cover classes for members who have Student Growth Measures Committee meetings during school hours.

2. Two High Quality Student Data Committees will be created. The first committee will consist of at least three (3) members representing the K-4 grade levels. The second Student Growth Measures Committee will consist of at least three (3) members and represent the 5-12 grade levels. Each committee will include one (1) administrator and at least two (2) association members.

3. The employer will provide proper training for all High Quality Student Data Committee members.

G. EVALUATION COMMITTEE

1. The evaluation committee will consist of association members who represent each building and an administrator. If a building is not represented by a member, then NELTA's Executive Committee will approve the member(s) to fill the vacancy on the committee.

2. All forms used during the OTES process will be approved by the Evaluation Committee. The committee will meet every spring if necessary to review the current forms and make changes.

3. The committee will be jointly chaired by a member of the association and an administrative team member. The co-chairs of the committee shall be responsible for providing a copy of all forms to all teachers and evaluators.

4. Members serving on the Evaluation Committee will be paid current tutor rate for all meetings held outside of contracted school hours. Building principals will be responsible for hiring substitutes to cover classes for members who have Evaluation Committee meetings during school hours.

H. TEACHER EVALUATION RATING

1. In accordance with ORC 3319.111 and ORC (G) 3333.0411, the administration and/or the Northeastern Local School District reports the summative teacher evaluation ratings which will include the number of teachers for whom an evaluation was conducted and the number of teachers assigned to each evaluation rating.

I. PROFESSIONAL GROWTH AND IMPROVEMENT PLANS

1. Professional growth and improvement plans shall be developed as follows:

   a. Teachers whose evaluation rating is Accomplished shall develop a self-directed plan for continuing professional growth.

   b. Teachers whose evaluation rating is Skilled shall develop a professional growth plan collaboratively with his/her credentialed evaluator and shall have input on the selection of the credentialed evaluator for their next evaluation cycle as set forth in this agreement.

   c. Teachers whose evaluation rating is Developing shall develop a professional growth plan with their assigned evaluator, pursuant to the terms of this agreement.

   d. Teachers whose evaluation rating is Ineffective shall develop a professional improvement plan with their assigned evaluator, pursuant to the terms of this agreement.

   e. If a teacher and evaluator are unable to agree on the evaluator's expectations for the improvement plan, the teacher may request a teacher mentor/coach or another mutually agreed upon teacher of the District to facilitate further discussion between the teacher and the evaluator toward development of the improvement plan.

2. The Board shall provide support to poorly performing teachers which may include professional development, mentoring/coaching, the allocation of financial resources to accelerate teacher growth and improvement.

3. A teacher in their first year of employment with the District shall not be placed on an improvement plan.

4. The improvement plan shall include:

   a. Specific, measurable instructional practices to be observed;

   b. Specific, evidence-based resources, and assistance to be provided;

   c. Clearly articulated timelines for the completion of the plan; and

   d. Monetary, time, material, and human resources sufficient to realize the expectations set forth in the plan.

5. Professional growth and improvement plans shall be aligned to the teacher's evaluation and, if applicable, include one (1) component of the District's or Building level improvement plan required under the "Elementary and Secondary Education Act on 1965", as amended.

6. No Improvement Plan or Professional Growth Plan will have more than two (2) achievable goals per Evaluation Cycle.

J. CONTRACT RENEWAL/SENIORITY

1. ORC 3319.111(F) constitutes no seniority when pertaining to decisions in retention, promotion. Seniority shall not be the basis for a decision to retain a teacher, except when making a decision between teachers who have comparable evaluations. Ratings are considered comparable unless the teacher is rated ineffective or on an improvement plan.

2. Until three (3) years of data have been collected and three evaluation cycles have been completed, all decisions concerning the retention, promotion, removal, reduction, or recall of any teacher shall be governed by the terms set forth in Article XVIII of this agreement.

ARTICLE XVII

EVALUATION FOR BARGAINING UNIT MEMBERS NOT EVALUATED UNDER THE OHIO TEACHER EVALUATION SYSTEM (OTES)/OHIO SCHOOL COUNSELOR EVALUATION SYSTEM (OSCES)

A. PURPOSE OF EVALUATION

The purpose of an on-going evaluation system is to provide for the improvement of the educational process and to provide data for contract recommendations of bargaining unit members who are not evaluated under the OTES/OSCES.

B. SCOPE OF EVALUATION

The evaluation of teachers will be based on the administrator's daily contact and interaction with the staff member throughout the year along with the formal observation process. The evaluation process will include all characteristics of a professional educator and use the Board adopted job description.

C. EVALUATOR

All evaluations shall be performed only by properly certificated administrators as defined in the Ohio Revised Code.

D. PROCEDURES

1. The principal will make oral and/or written suggestions or requests throughout the year as may be necessary to improve the teacher's performance in meeting the Board's job description and District's competency goals.

2. Official evaluations for the personnel file shall include information from the ongoing daily contact with the administrator and the formal observation process. The teacher being evaluated shall be observed by the evaluator for two (2) twenty minute (20) or one forty (40) minute observation(s) for each written evaluation. The dates and times of the formal observations shall be noted on the evaluation.

   Formal evaluations will not be done on the day before a vacation/holiday period.

   Informal observations to facilitate instructional supervision may occur anytime during the year and for any length of time.

3. Official evaluations shall be in writing and placed in the teacher's personnel file with a copy given to the teacher.

4. The teacher may write a rebuttal to any written evaluation. Such rebuttal shall be attached to the evaluation for placement in the personnel file.

5. Evaluations shall point out strengths as well as perceived weakness that may need to be corrected.

6. The principal and teacher shall determine and reduce to writing specific reasonable procedures to be followed in an effort to improve the instructional effectiveness of the teacher.

7. Official written evaluations shall be completed once each year for all teachers. A minimum of two (2) evaluations shall be completed for all teachers in the year the teacher is eligible for a new contract. The first evaluation will be completed by the end of the first semester. All evaluations will be completed by May 1.

8. The principal and teacher shall hold a conference within five (5) school days after the final observation to be used in the official evaluation. At this time the data from the evaluation process shall be reviewed along with any suggestions for improvement.

9. Additional written evaluations may be completed at any time throughout the year if deemed necessary by the principal.

E. SOLE PROCEDURES

The procedures set forth in this Article shall supersede the procedures set forth in O.R.C. 3319.111 and shall be the sole procedures utilized by the Northeastern Schools.

ARTICLE XVIII

REDUCTION IN FORCE

A. STAFF REDUCTION

The following procedures shall govern the reduction of certified staff made necessary as a result of lack of sufficient operating funds, decreased enrollment of pupils, return to duty of regular teachers after leaves of absence, suspension of schools, or territorial changes affecting the district. O.R.C. 3319.11 and 3319.17 shall not be used for the purposes covered by this section.

B. ATTRITION

To the extent possible, the number of persons affected by a reduction in force will be kept to a minimum by not employing replacements for employees who retire or resign or whose limited contracts are not renewed in accordance with Ohio Revised Code 3319.11 and other related sections of this master agreement.

C. REDUCTION OTHER THAN BY ATTRITION

To the extent that reductions under "A" above are not achieved through attrition or the non-renewal of limited contracts, reductions will be achieved by layoff. Layoff shall mean that a teacher's contract will be suspended.

Areas of certification, contract status, comparable summative evaluations, and seniority shall be the determining factors in determining such layoffs. All teachers on limited contracts within the affected area(s) of certification will be laid off before any teacher with a continuing contract in the affected area(s). In addition, all teacher evaluations are comparable for the purposes of

reduction in force, except in situations where a teacher has a summative evaluation rating of ineffective or is on an improvement plan.

Any teacher who has been laid off shall have his/her name placed on a recall list.

D. SENIORITY AND CERTIFICATION

A seniority list shall be established listing all members of the bargaining unit, the date of employment, and the areas of certification held by each teacher. The association president is to receive a copy of the list by January 31 of each year.

Seniority shall be determined by the length of continuous service in the school system. Among those with the same length of continuous service, seniority shall be determined by the date of the board meeting in which the teacher was hired. If two (2) or more teachers were hired at the same Board meeting, then seniority shall be determined by an agreed upon method of chance in which all affected parties have an equal opportunity.

E. RECALL

1. Teachers on the reduction in force list shall be returned to active employment to fill vacancies in the reverse order of reduction for any position that becomes available for which they are or have become certified before any permanent teacher full, part-time, or substitute is hired. Teachers whose contracts are suspended shall have the right of restoration to previous contract status.

2. In the event, a vacancy(cies) become available, the Board shall recall the teacher to active employment status by giving written notice to the teacher.

   Said written notice shall be sent to the teacher by registered or certified letter addressed to the teacher's last known address. It shall be the responsibility of each teacher to notify the Board of any change in address.

3. A teacher on the reduction in force list has the right to accept or refuse a position which is offered. If the teacher refuses a position, then the offer of the position shall go to the next certified teacher on the recall list.

4. A teacher's name shall remain on the reduction in force list for two (2) school years (July 1 to June 30) following the date he/she is first placed on the list.

5. No transfer or reassignment shall be made during a period of RIF that prevents the recall of an employee on layoff status.

6. A teacher shall waive his/her right to recall if he/she resigns. If a teacher fails to respond in writing within ten (10) days after receiving written notification of recall by registered or certified mail, he/she shall waive their right to recall.

F. NOTIFICATION

If the Board determines a RIF may occur, the Board shall notify the NELTA in writing of the proposed RIF. The notification shall include the reason(s) for the RIF; the position(s) to be

RIFed; the name(s) of the employees to be affected; and the anticipated effective date of the RIF.

ARTICLE XIX

CLASS SIZE

The Board and Association agree that class size is a factor in the quality of educational services. The Board and the Association therefore agree that:

1. Assignment of pupils and teachers to buildings and classrooms is the responsibility of the Superintendent. In making such decisions, the Superintendent shall give consideration to the overall needs of the district, including facility limitations, financial considerations, transportation requirements, and educational or curricular consideration.

2. The pupil to classroom teacher ratio shall meet or exceed the state minimum standards. The pupil to classroom teacher ratio shall be maintained at 25-1 as described and calculated per ORC 3317.023.

   The reason for this exception of class size in Article XIX, Number 2 pertaining to the pupil to classroom teacher ratio 25 to 1 (in grades K-4) is to reach an agreement when the student population in the classroom exceeds 25 students per one teacher. An agreement will be reached among the affected classroom teachers, the administration, and the NELTA President within 60 days immediately following the teacher/principal's knowledge of more than 25 students per classroom at any time during the school year. If an agreement cannot be reached within 60 days, both parties may mutually agree to extend the time to resolve the situation.

   By the last teacher workday of the school year, teachers in grades 5-12 will be notified of their class schedule and tentative number of students per class period for the following school year. If any class period (excluding band, choir and study hall) exceeds 25 students, the member can request to meet with the NELTA president and administration to explore options regarding reducing the class size to 25 or less students per one teacher.

3. Classroom enrollment will be equally distributed among all sections of each grade level, K-4, at the start of the school year. Every effort will be made to keep the maximum number of special needs students at four (4) per section. If more than four (4) special needs students are in *any* section, the administrative team and teacher will evaluate the need for an aide in the classroom when the special needs students are scheduled to be in the regular education classroom.

   For grades 5-12, special needs students will be offered priority scheduling to obtain the best possible balance of special needs students in each section for an optimum learning environment for all students.

   If the Northeastern Local Administrative Team or the Northeastern Local Teachers' Association are not satisfied with the distribution of pupils among grade level sections at the start of the year, more discussion between both parties will take place.

ARTICLE XX

PLANNING PERIOD

Certified staff will receive a minimum two hundred (200) minutes of preparation/ planning conference time during the student day, per week, as currently practiced. Teachers will not be required to teach any part of another teacher's regular schedule. Teachers will not be required to do another teacher's regular supervision except in the case of an emergency.

ARTICLE XXI

ASSAULT LEAVE

A. DEFINITION

1. Notwithstanding the provisions of Section 3319.141 of the Ohio Revised Code the employer will grant assault leave to members of the bargaining unit absent due to disability received for serving under the following conditions:

   Any bargaining unit member who is absent from his/her duties due to disability resulting from an assault which occurs in the course of the employee's Board employment, on or off school premises before, during or after school hours in a school related Board approved function or activity will be paid his/her compensation until said employee is able to return to duty. This period of absence as defined in this provision shall be termed "assault leave."

B. CONDITIONS

1. Before assault leave can be approved, the bargaining unit member shall meet the following conditions:

   a. Furnish the Superintendent a written, signed statement describing the circumstances and events surrounding the assault, the cause thereof including the location, the time of the assault, the names and addresses of the victims and witnesses, and a description of the injuries sustained by each victim of the assault unless physically impossible to do so.

   b. A written medical report shall be filed with the Superintendent by a state licensed physician stating the nature of the disability and its duration.

   c. The leave shall be limited to a maximum of ten (10) days unless additional time is granted by the Superintendent.

   d. Assaultee must be willing to testify on the Board's behalf if charges are filed against the assaulter.

   e. In order to qualify for assault leave, the assault must be reported to the appropriate law enforcement agency by either the employee seeking leave or by the building administrator.

ARTICLE XXII

LOCAL PROFESSIONAL DEVELOPMENT COMMITTEE

The Northeastern Local Professional Development Committee (NLPDC) will evaluate, advise and approve staff development plans for licensure and professional development.

The committee will be comprised of three (3) teachers and two (2) administrators for a total of five (5) members. The exclusive bargaining representative shall have the discretion in choosing and filling any vacancies of the three (3) teacher members to serve on the NLPDC. The Superintendent will designate the two (2) administrators. When an administrator's professional plan is being reviewed, one (1) of the teachers will step aside and will be replaced with another administrator, who will be designated by the Superintendent.

NLPDC members will serve three (3) year terms.

All committee members of the NLPDC will receive financial compensation for serving on this committee at the district's tutoring rate, not to exceed $600.00 per year for the duration of this contract.

ARTICLE XXIII

MEDICAL NEEDS OF STUDENTS

No certified staff member shall be required to dress wounds, change, adjust, or monitor any medical apparatus or attend to personal hygiene. Staff will be expected to act in a prudent manner in terms of student emergencies in accordance with medical training and employee background.

ARTICLE XXIV

WORK DAY/WORK YEAR

A. LENGTH OF TEACHING YEAR

The teaching year shall be 183 days. The length of day will be 8:00 A.M. to 3:30 P.M. with the exception of delays and calamity days. For the duration of this contract, the Superintendent shall receive input from teachers in the district to organize up to four (4) staff in-services yearly where school is delayed two (2) hours or dismissed one (1) hour early. In the case of one (1) hour early dismissals, the teacher work day will be extended to 4:00 P.M.

B. CALAMITY DAYS

Seven (7) full-day cancellations per school year due to calamity will not be made up. After seven (7) calamity days, the days shall be made up as teacher workday(s) or student day(s) as determined by the Superintendent.

ARTICLE XXV

INTERVENTION SPECIALIST PROFESSIONAL DAYS

Allow intervention specialists to take two (2) professional days for writing IEPs and related duties. Intervention specialists will work with their building principal to schedule the days. Days may be taken in half or full day increments. The professional days will be spent on campus.

ARTICLE XXVI

CREDIT FLEXIBLITY PROGRAM

Upon any Tinora High School student applicant fulfilling all requirements of Northeastern Local School District's terms and conditions of the CFP program administrator approval, the teacher assisting the student will be assigned on a volunteer basis; part of the student's evaluation team; compensated by a stipend (listed below) for work completed outside of the "teacher workday" (including conference and lunch period) and choosing their own work schedule to assist the student to complete CFP. Any teacher participating in the CFP will refer to the Negotiated Agreement mentioned above to resolve any issues that occur.

1. Compensation:
   a. $200 stipend for per subject per semester per student (1/2 credit).
   b. $400 stipend for per subject per year per student (full credit).
   c. Provide CFP training if required by the administration and/or district's CFP policy

2. Student Evaluation Team
   a. The assisting CFP teacher, as part of the evaluation team, will determine whether credit is/is not granted and what grade is assigned, if applicable, or level of mastery achieved, if applicable.
   b. The assisting CFP teacher and student identify and agree on learning outcomes that align with the district's CFP curriculum policy in the context of the student's plan and how those outcomes will be assessed.

ARTICLE XXVII

NELTA SURVEY

A representative of NELTA and the Northeastern Local Schools Administrative team, when necessary, will meet by March 1 to develop a school year appraisal steering committee to construct a survey instrument that will look back on the school year to ascertain perceived successes and/or concerns. This committee should, at minimum, be made up of one (1) person from each elementary, middle school, and high school level, and one (1) administrator.

This survey will be given to staff no later than April 15 and returned no later than May 1. Completed surveys will be given to the president of NELTA. The NELTA president will assess the results and send a summarized report to the Superintendent with recommendations for the next school year by May 15. The Superintendent will provide feedback on recommendations to the NELTA president. This process should conclude no later than the end of school year.

ARTICLE XXVIII

NELTA OFFICER PROFESSIONAL DAYS

The Northeastern Local Teachers Association (NELTA) officers or designated member will share a total of two (2) professional days to attend any association related meetings, conferences and/or workshops during the school year. The Board will be responsible for the cost for the substitute teacher for that professional day. Any additional professional days will be at the discretion of the Superintendent.

ARTICLE XXIX

RESIDENT EDUCATOR PROGRAM

A. Purpose

1. The Resident Educator Program is a two-year induction program required by the Ohio Department of Education that provides ongoing support to Ohio's new teachers throughout their residency.

B. Mentors/District Mentor Program Coordinator

1. The District Mentor Program Coordinator and Mentors shall be teachers from the Northeastern Local School District. Mentor and District Mentor Program Coordinator positions will be filled via a posted supplemental position following the negotiated agreement guidelines. In the event that there are no applicants for these positions from teachers within the district, the administration and association will mutually agree upon an assigned Mentor or Mentor Program Coordinator.

2. If possible, Mentors shall teach the same subject area or grade level as the Resident Educator and be located in the same building. Resident Educators and Mentors shall have time to collaborate during the school day at a mutually agreed upon time determined by the building principals, Resident Educators, and Mentors.

3. Mentors shall communicate directly with assigned Resident Educators and shall hold all information in strict confidence. All interaction, written or verbal, between the mentor teacher and Resident Educator shall be confidential.

    a. No mentor shall participate in any formal or informal contractual evaluation of a Resident Educator.

    b. No mentor shall be directed, required or requested to make any recommendation regarding the employment of a Resident Educator.

C. Resident Educators

1. Resident Educators, as defined by ODE, are an entry level teacher in their first or second year of teaching.

2. The Resident Educators shall be included in the OTES process and all evaluations will be

conducted according to the negotiated agreement.

3. Resident Educators own all tools, evidence, and artifacts completed while participating in the Resident Educator Program. Resident Educator Program documents shall not be collected for use by the employer for evaluation purposes.

D. Resident Educator Program Protocol

1. The employer shall provide the District Mentor Program Coordinator, Mentors, and Resident Educators with all opportunities and release time to attend Resident Educator Program Training in order to establish and maintain an effective program. All required training will be funded by the employer.

2. Building principals shall be responsible for granting release time and providing substitutes in order for the Resident Educator, District Mentor Program Coordinator and Mentor to complete required reciprocal observations, observations of exemplary teachers, professional development, and other ODE program requirements that will be done during the school day.

3. All Mentors and Resident Educators shall cooperate, report and collaborate with the District Mentor Program Coordinator to successfully complete the Resident Educator Program.

4. If a conflict arises between a Mentor and their Resident Educator and cannot be resolved between said parties, then either party may make a request to the District Mentor Coordinator for reassignment. The District Mentor Program Coordinator and the building principal shall work cooperatively to make another appropriate assignment.

5. The Resident Educator Program and all participants shall follow all required ODE guidelines and as per negotiated contract.

ARTICLE XXX

ONLINE LEARNING PLATFORM

No classes will be offered on NOVA or any online learning platform that is currently offered by a teacher on Tinora's campus. Exceptions may be made on a case-by-case basis only after consultation with the NELTA President. However, the Superintendent shall be responsible for final approval of any requested exception. No teaching positions will be reduced, eliminated, or terminated as the result of NOVA or any other online learning platform.

ARTICLE XXXI

DURATION CLAUSE

This contract shall remain in full force and effect until June 30, 2029.

This agreement supersedes and cancels all previous agreements verbal or written or based on alleged past practice between the Board and the Association, and constitutes the entire agreement between the parties. Any amendment or agreement supplemental hereto shall not be binding upon either party unless executed in writing by the parties to this agreement.

FOR THE ASSOCIATION

Stephanie Canales, President
Northeastern Local Teachers' Association

7-21-26
Date

FOR THE BOARD

Brad Sines, President
Northeastern Local Board of Education

7-22-26
Date

APPENDIX A
SALARY SCHEDULE
2026-2027 - 4.0%

Experience	B.A.	B.A. w/ 150	Masters	Masters + 15	Masters + 30
0	$46,098	$48,126	$50,708	$53,105	$55,548
1	$48,126	$50,339	$53,105	$55,548	$58,037
2	$50,155	$52,552	$55,502	$57,991	$60,527
3	$52,183	$54,764	$57,899	$60,434	$63,016
4	$54,211	$56,977	$60,296	$62,878	$65,505
5	$56,240	$59,190	$62,693	$65,321	$67,995
6	$58,268	$61,403	$65,090	$67,764	$70,484
7	$60,296	$63,615	$67,487	$70,207	$72,973
8	$62,324	$65,828	$69,885	$72,650	$75,462
9	$64,353	$68,041	$72,282	$75,094	$77,952
10	$66,381	$70,253	$74,679	$77,537	$80,441
11	$68,409	$72,466	$77,076	$79,980	$82,930
12	$70,438	$74,679	$79,473	$82,423	$85,420
13	$72,466	$76,891	$81,870	$84,866	$87,909
20	$74,494	$79,104	$84,267	$87,310	$90,398
24	$76,523	$81,317	$86,664	$89,753	$92,887
27	$78,551	$83,530	$89,061	$92,196	$95,377

0	1.000	1.044	1.100	1.152	1.205
1	1.044	1.092	1.152	1.205	1.259
2	1.088	1.140	1.204	1.258	1.313
3	1.132	1.188	1.256	1.311	1.367
4	1.176	1.236	1.308	1.364	1.421
5	1.220	1.284	1.360	1.417	1.475
6	1.264	1.332	1.412	1.470	1.529
7	1.308	1.380	1.464	1.523	1.583
8	1.352	1.428	1.516	1.576	1.637
9	1.396	1.476	1.568	1.629	1.691
10	1.440	1.524	1.620	1.682	1.745
11	1.484	1.572	1.672	1.735	1.799
12	1.528	1.620	1.724	1.788	1.853
13	1.572	1.668	1.776	1.841	1.907
20	1.616	1.716	1.828	1.894	1.961
24	1.660	1.764	1.880	1.947	2.015
27	1.704	1.812	1.932	2.000	2.069

Longevity Stipend: Effective July 1, 2026, stipends are calculated per salary placement guidelines outlined in Article II of the Negotiated Agreement.

Years 16-22	$1,250
Years 23-32	$2,250
Years 33+	$3,250

APPENDIX A
SALARY SCHEDULE
2027-2028 - 4.0%

Experience	B.A.	B.A. + 150	Masters	Masters + 15	Masters + 30
0	$47,942	$50,051	$52,736	$55,229	$57,770
1	$50,051	$52,353	$55,229	$57,770	$60,359
2	$52,161	$54,654	$57,722	$60,311	$62,948
3	$54,270	$56,955	$60,215	$62,852	$65,537
4	$56,380	$59,256	$62,708	$65,393	$68,126
5	$58,489	$61,558	$65,201	$67,934	$70,714
6	$60,599	$63,859	$67,694	$70,475	$73,303
7	$62,708	$66,160	$70,187	$73,016	$75,892
8	$64,818	$68,461	$72,680	$75,557	$78,481
9	$66,927	$70,762	$75,173	$78,098	$81,070
10	$69,036	$73,064	$77,666	$80,638	$83,659
11	$71,146	$75,365	$80,159	$83,179	$86,248
12	$73,255	$77,666	$82,652	$85,720	$88,837
13	$75,365	$79,967	$85,145	$88,261	$91,425
20	$77,474	$82,268	$87,638	$90,802	$94,014
24	$79,584	$84,570	$90,131	$93,343	$96,603
27	$81,693	$86,871	$92,624	$95,884	$99,192

0	1.000	1.044	1.100	1.152	1.205
1	1.044	1.092	1.152	1.205	1.259
2	1.088	1.140	1.204	1.258	1.313
3	1.132	1.188	1.256	1.311	1.367
4	1.176	1.236	1.308	1.364	1.421
5	1.220	1.284	1.360	1.417	1.475
6	1.264	1.332	1.412	1.470	1.529
7	1.308	1.380	1.464	1.523	1.583
8	1.352	1.428	1.516	1.576	1.637
9	1.396	1.476	1.568	1.629	1.691
10	1.440	1.524	1.620	1.682	1.745
11	1.484	1.572	1.672	1.735	1.799
12	1.528	1.620	1.724	1.788	1.853
13	1.572	1.668	1.776	1.841	1.907
20	1.616	1.716	1.828	1.894	1.961
24	1.660	1.764	1.880	1.947	2.015
27	1.704	1.812	1.932	2.000	2.069

Longevity Stipend: Effective July 1, 2026, stipends are calculated per salary placement guidelines outlined in Article II of the Negotiated Agreement.

Years 16-22	$1,250
Years 23-32	$2,250
Years 33+	$3,250

APPENDIX A
SALARY SCHEDULE
2028-2029 - 4.0%

Experience	B.A.	B.A. + 150	Masters	Masters + 15	Masters + 30
0	$49,860	$52,054	$54,846	$57,439	$60,081
1	$52,054	$54,447	$57,439	$60,081	$62,774
2	$54,248	$56,840	$60,031	$62,724	$65,466
3	$56,442	$59,234	$62,624	$65,366	$68,159
4	$58,635	$61,627	$65,217	$68,009	$70,851
5	$60,829	$64,020	$67,810	$70,652	$73,544
6	$63,023	$66,414	$70,402	$73,294	$76,236
7	$65,217	$68,807	$72,995	$75,937	$78,928
8	$67,411	$71,200	$75,588	$78,579	$81,621
9	$69,605	$73,593	$78,180	$81,222	$84,313
10	$71,798	$75,987	$80,773	$83,865	$87,006
11	$73,992	$78,380	$83,366	$86,507	$89,698
12	$76,186	$80,773	$85,959	$89,150	$92,391
13	$78,380	$83,166	$88,551	$91,792	$95,083
20	$80,574	$85,560	$91,144	$94,435	$97,775
24	$82,768	$87,953	$93,737	$97,077	$100,468
27	$84,961	$90,346	$96,330	$99,720	$103,160

0	1.000	1.044	1.100	1.152	1.205
1	1.044	1.092	1.152	1.205	1.259
2	1.088	1.140	1.204	1.258	1.313
3	1.132	1.188	1.256	1.311	1.367
4	1.176	1.236	1.308	1.364	1.421
5	1.220	1.284	1.360	1.417	1.475
6	1.264	1.332	1.412	1.470	1.529
7	1.308	1.380	1.464	1.523	1.583
8	1.352	1.428	1.516	1.576	1.637
9	1.396	1.476	1.568	1.629	1.691
10	1.440	1.524	1.620	1.682	1.745
11	1.484	1.572	1.672	1.735	1.799
12	1.528	1.620	1.724	1.788	1.853
13	1.572	1.668	1.776	1.841	1.907
20	1.616	1.716	1.828	1.894	1.961
24	1.660	1.764	1.880	1.947	2.015
27	1.704	1.812	1.932	2.000	2.069

Longevity Stipend: Effective July 1, 2026; stipends are calculated per salary placement guidelines outlined in Article II of the Negotiated Agreement.

Years 16-22	$1,250
Years 23-32	$2,250
Years 33+	$3,250

APPENDIX B
SUPPLEMENTAL SALARIES
Effective July 1, 2026

2026-2027	46,098.00	After 3 Consecutive Years	After 6 Consecutive Years
BOYS			
Head Football	7,832.00	7,957.00	8,082.00
Assistant Football (4)	5,071.00	5,196.00	5,321.00
8th Grade Football	3,571.00	3,696.00	3,821.00
7th Grade Football	3,571.00	3,696.00	3,821.00
Summer Weight	1,539.00	1,664.00	1,789.00
Golf	3,921.00	4,046.00	4,171.00
Head Basketball	7,832.00	7,957.00	8,082.00
Reserve Basketball	5,071.00	5,196.00	5,321.00
Assistant Basketball	4,150.00	4,275.00	4,400.00
Freshman Basketball	3,687.00	3,812.00	3,937.00
7th and 8th Grade or	3,954.00	4,079.00	4,204.00
8th Grade	3,115.00	3,240.00	3,365.00
7th Grade	3,115.00	3,240.00	3,365.00
Elementary per Session - Max 8	131.00	256.00	381.00
Head Wrestling	7,832.00	7,957.00	8,082.00
Assistant Wrestling - Girls	5,183.00	5,308.00	5,433.00
Assistant Wrestling	4,052.00	4,177.00	4,302.00
Assistant Wrestling	4,052.00	4,177.00	4,302.00
7th and 8th Grade Wrestling	3,450.00	3,575.00	3,700.00
Wrestlerette Advisor	1,492.00	1,617.00	1,742.00
Elementary per session - Max 8	131.00	256.00	381.00
Head Track	4,883.00	5,008.00	5,133.00
7th and 8th Grade Track	3,227.00	3,352.00	3,477.00
Head Baseball	4,883.00	5,008.00	5,133.00
Reserve Baseball	3,341.00	3,466.00	3,591.00
Assistant Baseball	2,994.00	3,119.00	3,244.00

2026-2027	46,098.00	After 3 consecutive Years	After 6 Consecutive Years
Girls			
Head Volleyball	5,417.00	5,542.00	5,667.00
Reserve Volleyball	3,571.00	3,696.00	3,821.00
Freshmen Volleyball	3,253.00	3,378.00	3,503.00
8th Grade Volleyball	2,931.00	3,056.00	3,181.00
7th Grade Volleyball	2,931.00	3,056.00	3,181.00
Elementary per Session - Max 8	131.00	256.00	381.00
Golf	3,921.00	4,046.00	4,171.00
Head Basketball	7,832.00	7,957.00	8,082.00
Reserve Basketball	5,071.00	5,196.00	5,321.00
Assistant Basketball	4,150.00	4,275.00	4,400.00
Freshman Basketball	3,687.00	3,812.00	3,937.00
7th and 8th Grade or	3,954.00	4,079.00	4,204.00
8th Grade	3,115.00	3,240.00	3,365.00
7th Grade	3,115.00	3,240.00	3,365.00
Elementary per Session - Max 8	131.00	256.00	381.00
HS Cheerleading Fall	2,294.00	2,356.00	2,419.00
HS Cheerleading Winter	2,294.00	2,356.00	2,419.00
7th & 8th Gr. Cheerleading Fall	1,266.00	1,328.00	1,391.00
7th & 8th Gr. Cheerleading Winter	1,266.00	1,328.00	1,391.00
Assistant Cheerleading Fall	736.00	799.00	861.50
Assistant Cheerleading Winter	736.00	799.00	861.50
Head Track	4,883.00	5,008.00	5,133.00
7th and 8th Grade Track	3,227.00	3,352.00	3,477.00
Head Softball	4,883.00	5,008.00	5,133.00
Reserve Softball	3,341.00	3,466.00	3,591.00
Assistant Softball	2,994.00	3,119.00	3,244.00
Boys & Girls Mixed			
HS Cross Country	3,921.00	4,046.00	4,171.00
7th & 8th Grade Cross Country	2,636.00	2,761.00	2,886.00
Assistant Track	3,571.00	3,696.00	3,821.00
Assistant Track	3,571.00	3,696.00	3,821.00
Bowling	2,487.00	2,612.00	2,737.00
Archery Club	2,487.00	2,612.00	2,737.00

2026-2027	46,098.00	After 3 consecutive Years	After 6 Consecutive Years
Junior Class Advisor (2)	1,031.00	1,131.00	1,231.00
Yearbook Advisor	1,703.00	1,803.00	1,903.00
Choir Concerts, Contests,Sensations	2,061.00	2,161.00	2,261.00
Band Concerts, Marching Band, Contests, Jazz Band, Pep Band	4,127.00	4,227.00	4,327.00
Majorette Advisor	981.00	1,081.00	1,181.00
Flag Corps	1,491.00	1,591.00	1,691.00
Assistant for Music Programs-Band	1,814.00	1,914.00	2,014.00
Elementary Music Programs	6,861.00	786.00	886.00.
MS Music Program	686.00	786.00	886.00
HS Student Council	1,031.00	1,131.00	1,231.00
Art Club (2)	1,031.00	1,131.00	1,231.00
Science Club	1,031.00	1,131.00	1,231.00
Spanish Club	1,031.00	1,131.00	1,231.00
German Club	1,031.00	1,131.00	1,231.00
National Honor Society	1,031.00	1,131.00	1,231.00
Rambunctious Radicals	1,031.00	1,131.00	1,231.00
HS Quiz Team Advisor (2)	1,031.00	1,131.00	1,231.00
FFA Advisor	1,560.00	1,660.00	1,760.00
Play Director	1,371.00	1,471.00	1,571.00
Play Assistant	594.00	694.00	794.00
Musical Director	3,574.00	3,674.00	3,774.00
Musical Assistant Director	1,384.00	1,484.00	1,584.00
Musical Production Assistant (2)	692.00	792.00	892.00
MS Quiz Team Advisor	512.00	612.00	712.00
MS Yearbook Advisor	684.00	784.00	884.00
MS Student Council Advisor	519.00	619.00	719.00
District Mentor Coordinator	1,685.00	1,785.00	1,885.00
If no RE Teachers	684.00	784.00	884.00
Mentors	912.00	1,012.00	1,112.00
RE Teachers	258.00	358.00	///////
Wellness Coordinator	326.00	426.00	526.00
Summer School	3,636.00	3,736.00	3,836.00

2026-2027	46,098.00	After 3 consecutive Years	After 6 Consecutive Years
Tutoring Rate	$29.97	///////	////////
Over Night Trip Stipend 5th Grade Camp & 8th Grade Class Trips	$100.00 per night	////////	/////////

Contracts for extended time will be prorated from the annual salary for regular teaching contracts.

Bargaining unit members contracted for two (2) supplemental contracts will receive a $150 bonus. Bargaining unit members contracted for three (3) supplemental contracts will receive a $225 bonus. Bargaining unit members contracted for four (4) supplemental contracts will receive a $300 bonus.

When calculating supplemental bonuses, two half contracts will equal a whole. In the case that elementary sports sessions reach the maximum sessions (8), that will be considered a full contract for bonus purposes.

Bargaining unit members who have a break of one year or longer in supplemental contract service will lose experience credit specific to that position.

Bargaining unit members who accept a different supplemental contract within that sport or drama program will retain their years of supplemental contract experience when moving to the different position.

Bonuses will be paid within thirteen (13) days of the first pay in June.

APPENDIX B
SUPPLEMENTAL SALARIES
Effective July 1, 2027

2027-2028	47,942.00	After 3 Consecutive Years	After 6 Consecutive Years
BOYS			
Head Football	8,146.00	8,271.00	8,396.00
Assistant Football (4)	5,274.00	5,399.00	5,524.00
8th Grade Football	3,714.00	3,839.00	3,964.00
7th Grade Football	3,714.00	3,839.00	3,964.00
Summer Weight	1,601.00	1,726.00	1,851.00
Golf	4,078.00	4,203	4,328
Head Basketball	8,146.00	8,271.00	8,396.00
Reserve Basketball	5,274.00	5,399.00	5,524.00
Assistant Basketball	4,316.00	4,441.00	4,566.00
Freshman Basketball	3,835.00	3,960.00	4,085.00
7th and 8th Grade or	4,112.00	4,237.00	4,362.00
8th Grade	3,240.00	3,365.00	3,490.00
7th Grade	3,240.00	3,365.00	3,490.00
Elementary per Session - Max 8	137.00	262.00	387.00
Head Wrestling	8,146.00	8,271.00	8,396.00
Assistant Wrestling - Girls	5,390.00	5,515.00	5,640.00
Assistant Wrestling	4,214.00	4,339.00	4,464.00
Assistant Wrestling	4,214.00	4,339.00	4,464.00
7th & 8th Grade Wrestling	3,588.00	3,713.00	3,838.00
Wrestlerette Advisor	1,551.00	1,676.00	1,801.00
Elementary per session - Max 8	137.00	262.00	387.00
Head Track	5,078.00	5,203.00	5,328.00
7th & 8th Grade Track	3,356.00	3,481.00	3,606.00
Head Baseball	5,078.00	5,203.00	5,328.00
Reserve Baseball	3,475.00	3,600.00	3,725.00
Asst Baseball	3,114.00	3,239.00	3,364.00

2027-2028	47,942.00	After 3 consecutive Years	After 6 Consecutive Years
Girls			
Head Volleyball	5,633.00	5,758.00	5,883.00
Reserve Volleyball	3,714.00	3,839.00	3,964.00
Freshmen Volleyball	3,383.00	3,508.00	3,633.00
8th Grade Volleyball	3,048.00	3,173.00	3,298.00
7th Grade Volleyball	3,048.00	3,173.00	3,298.00
Elementary per Session - Max 8	137.00	262.00	387.00
Golf	4,078	4,203	4,328
Head Basketball	8,146.00	8,271.00	8,396.00
Reserve Basketball	5,274.00	5,399.00	5,524.00
Assistant Basketball	4,316.00	4,441.00	4,566.00
Freshman Basketball	3,835.00	3,960.00	4,085.00
7th and 8th Grade or	4,112.00	4,237.00	4,362.00
8th Grade	3,240.00	3,365.00	3,490.00
7th Grade	3,240.00	3,365.00	3,490.00
Elementary per Session - Max 8	137.00	262.00	387.00
HS Cheerleading Fall	2,385.50	2,448.00	2,510.50
HS Cheerleading Winter	2,385.50	2,448.00	2,510.50
7th & 8th Gr. Cheerleading Fall	1,316.50	1,379.00	1,441.50
7th & 8th Gr. Cheerleading Winter	1,316.50	1,379.00	1,441.50
Assistant Cheerleading Fall	766.00	828.50	891.00
Assistant Cheerleading Winter	766.00	828.50	891.00
Head Track	5,078.00	5,203.00	5,328.00
7th and 8th Grade Track	3,356.00	3,481.00	3,606.00
Head Softball	5,078.00	5,203.00	5,328.00
Reserve Softball	3,475.00	3,600.00	3,725.00
Assistant Softball	3,114.00	3,239.00	3,364.00
Boys & Girls Mixed			
HS Cross Country	4,078.00	4,203.00	4,328.00
7th & 8th Grade Cross Country	2,741.00	2,866.00	2,991.00
Assistant Track	3,714.00	3,839.00	3,964.00
Assistant Track	3,714.00	3,839.00	3,964.00
Bowling	2,586.00	2,711.00	2,836.00
Archery Club	2,586.00	2,711.00	2,836.00

2027-2028	47,942.00	After 3 consecutive Years	After 6 Consecutive Years
Junior Class Advisor (2)	1,072.00	1,172.00	1,272.00
Yearbook Advisor	1,771.00	1,871.00	1,971.00
Choir Concerts, Contests, Sensations	2,143.00	2,243.00	2,343.00
Band Concerts, Marching Band, Contests, Jazz Band, Pep Band	4,292.00	4,392.00	4,492.00
Majorette Advisor	1,021.00	1,121.00	1,221.00
Flag Corps	1,551.00	1,651.00	1,751.00
Assistant for Music Programs-Band	1,886.00	1,986.00	2,086.00
Elementary Music Programs	714.00	814.00	914.00
MS Music Program	714.00	814.00	914.00
HS Student Council	1,072.00	1,172.00	1,272.00
Art Club (2)	1,072.00	1,172.00	1,272.00
Science Club	1,072.00	1,172.00	1,272.00
Spanish Club	1,072.00	1,172.00	1,272.00
German Club	1,072.00	1,172.00	1,272.00
National Honor Society	1,072.00	1,172.00	1,272.00
Rambunctious Radicals	1,072.00	1,172.00	1,272.00
HS Quiz Team Advisor (2)	1,072.00	1,172.00	1,272.00
FFA Advisor	1,622.00	1,722.00	1,822.00
Play Director	1,426.00	1,526.00	1,626.00
Play Assistant	618.00	718.00	818.00
Musical Director	3,717.00	3,817.00	3,917.00
Musical Assistant Director	1,439.00	1,539.00	1,639.00
Musical Production Assistant (2)	720.00	820.00	920.00
MS Quiz Team Advisor	532.00	632.00	732.00
MS Yearbook Advisor	711.00	811.00	911.00
MS Student Council Advisor	540.00	640.00	740.00
District Mentor Coordinator	1,752.00	1,852.00	1,952.00
If no RE Teachers	711.00	811.00	911.00
Mentors	949.00	1,049.00	1,149.00
RE Teachers	269.00	369.00	///////
Wellness Coordinator	339.00	439.00	539.00
Summer School	3,781.00	3,881.00	3,981.00

2027-2028	47,942.00	After 3 consecutive Years	After 6 Consecutive Years
Tutoring Rate	$31.17	////////	////////
Over Night Trip Stipend 5th Grade Camp & 8th Grade Class Trips	$100.00 per night	///////	////////

Contracts for extended time will be prorated from the annual salary for regular teaching contracts.

Bargaining unit members contracted for two (2) supplemental contracts will receive a $150 bonus. Bargaining unit members contracted for three (3) supplemental contracts will receive a $225 bonus. Bargaining unit members contracted for four (4) supplemental contracts will receive a $300 bonus.

When calculating supplemental bonuses, two half contracts will equal a whole. In the case that elementary sports sessions reach the maximum sessions (8), that will be considered a full contract for bonus purposes.

Bargaining unit members who have a break of one year or longer in supplemental contract service will lose experience credit specific to that position.

Bargaining unit members who accept a different supplemental contract within that sport or drama program will retain their years of supplemental contract experience when moving to the different position.

Bonuses will be paid within thirteen (13) days of the first pay in June.

APPENDIX B
SUPPLEMENTAL SALARIES
Effective July 1, 2028

2028-2029	49,860.00	After 3 Consecutive Years	After 6 Consecutive Years
BOYS			
Head Football	8,472.00	8,597.00	8,722.00
Assistant Football (4)	5,485.00	5,610.00	5,735.00
8th Grade Football	3,862.00	3,987.00	4,112.00
7th Grade Football	3,862.00	3,987.00	4,112.00
Summer Weight	1,665.00	1,790.00	1,915.00
Golf	4,241	4,366	4,491
Head Basketball	8,472.00	8,597.00	8,722.00
Reserve Basketball	5,485.00	5,610.00	5,735.00
Assistant Basketball	4,488.00	4,613.00	4,738.00
Freshman Basketball	3,988.00	4,113.00	4,238.00
7th and 8th Grade or	4,276.00	4,401.00	4,526.00
8th Grade	3,370.00	3,495.00	3,620.00
7th Grade	3,370.00	3,495.00	3,620.00
Elementary per Session - Max 8	142.00	267.00	392.00
Head Wrestling	8,472.00	8,597.00	8,722.00
Assistant Wrestling - Girls	5,606.00	5,731.00	5,856.00
Assistant Wrestling	4,382.00	4,507.00	4,632.00
Assistant Wrestling	4,382.00	4,507.00	4,632.00
7th and 8th Grade Wrestling	3,731.00	3,856.00	3,981.00
Wrestlerette Advisor	1,614.00	1,739.00	1,864.00
Elementary per session - Max 8	142.00	267.00	392.00
Head Track	5,281.00	5,406.00	5,531.00
7th and 8th Grade Track	3,491.00	3,616.00	3,741.00
Head Baseball	5,281.00	5,406.00	5,531.00
Reserve Baseball	3,614.00	3,739.00	3,864.00
Assistant Baseball	3,239.00	3,364.00	3,489.00

2027-2028	49,860.00	After 3 consecutive Years	After 6 Consecutive Years
Girls			
Head Volleyball	5,859.00	5,984.00	6,109.00
Reserve Volleyball	3,862.00	3,987.00	4,112.00
Freshmen Volleyball	3,518.00	3,643.00	3,768.00
8th Grade Volleyball	3,170.00	3,295.00	3,420.00
7th Grade Volleyball	3,170.00	3,295.00	3,420.00
Elementary per Session - Max 8	142.00	267.00	392.00
Golf	4,241.00	4,366.00	4,491.00
Head Basketball	8,472.00	8,597.00	8,722.00
Reserve Basketball	5,485.00	5,610.00	5,735.00
Assistant Basketball	4,488.00	4,613.00	4,738.00
Freshman Basketball	3,988.00	4,113.00	4,238.00
7th and 8th Grade or	4,276.00	4,401.00	4,526.00
8th Grade	3,370.00	3,495.00	3,620.00
7th Grade	3,370.00	3,495.00	3,620.00
Elementary per Session - Max 8	142.00	267.00	392.00
HS Cheerleading Fall	2,481.00	2,543.50	2,606.00
HS Cheerleading Winter	2,481.00	2,543.50	2,606.00
7th & 8th Gr. Cheerleading Fall	1,369.00	1,431.50	1,494.00
7th & 8th Gr. Cheerleading Winter	1,369.00	1,431.50	1,494.00
Assistant Cheerleading Fall	797.00	859.50	922.00
Assistant Cheerleading Winter	797.00	859.50	922.00
Head Track	5,281.00	5,406.00	5,531.00
7th and 8th Grade Track	3,491.00	3,616.00	3,741.00
Head Softball	5,281.00	5,406.00	5,531.00
Reserve Softball	3,614.00	3,739.00	3,864.00
Assistant Softball	3,239.00	3,364.00	3,489.00
Boys & Girls Mixed			
HS Cross Country	4,241.00	4,366.00	4,491.00
7th & 8th Grade Cross Country	2,851.00	2,976.00	3,101.00
Assistant Track	3,862.00	3,987.00	4,112.00
Assistant Track	3,862.00	3,987.00	4,112.00
Bowling	2,690.00	2,815.00	2,940.00
Archery Club	2,690.00	2,815.00	2,940.00

2028-2029	49,860.00	After 3 consecutive Years	After 6 Consecutive Years
Junior Class Advisor (2)	1,115.00	1,215.00	1,315.00
Yearbook Advisor	1,842.00	1,942.00	2,042.00
Choir Concerts,Contests,Sensations	2,229.00	2,329.00	2,429.00
Band Concerts, Marching Band, Contests, Jazz Band, Pep Band	4,464.00	4,564.00	4,664.00
Majorette Advisor	1,061.00	1,161.00	1,261.00
Flag Corps	1,613.00	1,713.00	1,813.00
Assistant for Music Programs-Band	1,962.00	2,062.00	2,162.00
Elementary Music Programs	742.00	842.00	942.00
MS Music Program	742.00	842.00	942.00
HS Student Council	1,115.00	1,215.00	1,315.00
Art Club (2)	1,115.00	1,215.00	1,315.00
Science Club	1,115.00	1,215.00	1,315.00
Spanish Club	1,115.00	1,215.00	1,315.00
German Club	1,115.00	1,215.00	1,315.00
National Honor Society	1,115.00	1,215.00	1,315.00
Rambunctious Radicals	1,115.00	1,215.00	1,315.00
HS Quiz Team Advisor (2)	1,115.00	1,215.00	1,315.00
FFA Advisor	1,687.00	1,787.00	1,887.00
Play Director	1,483.00	1,583.00	1,683.00
Play Assistant	642.00	742.00	842.00
Musical Director	3,866.00	3,966.00	4,066.00
Musical Assistant Director	1,497.00	1,597.00	1,697.00
Musical Production Assistant (2)	748.00	848.00	948.00
MS Quiz Team Advisor	554.00	654.00	754.00
MS Yearbook Advisor	740.00	840.00	940.00
MS Student Council Advisor	561.00	661.00	761.00
District Mentor Coordinator	1,822.00	1,922.00	2,022.00
If no RE Teachers	740.00	840.00	940.00
Mentors	987.00	1,087.00	1,187.00
RE Teachers	279.00	379.00	//////
Wellness Coordinator	353.00	453.00	553.00
Summer School	3,932.00	4,032.00	4,132.00

2028-2029	49,860.00	After 3 consecutive Years	After 6 Consecutive Years
Tutoring Rate	$32.41	//////	///////
Over Night Trip Stipend 5th Grade Camp & 8th Grade Class Trips	$100.00 per night	/////	///////

Contracts for extended time will be prorated from the annual salary for regular teaching contracts.

Bargaining unit members contracted for two (2) supplemental contracts will receive a $150 bonus. Bargaining unit members contracted for three (3) supplemental contracts will receive a $225 bonus. Bargaining unit members contracted for four (4) supplemental contracts will receive a $300 bonus.

When calculating supplemental bonuses, two half contracts will equal a whole. In the case that elementary sports sessions reach the maximum sessions (8), that will be considered a full contract for bonus purposes.

Bargaining unit members who have a break of one year or longer in supplemental contract service will lose experience credit specific to that position.

Bargaining unit members who accept a different supplemental contract within that sport or drama program will retain their years of supplemental contract experience when moving to the different position.

Bonuses will be paid within thirteen (13) days of the first pay in June.

APPENDIX C

Salary Advancement Form

August Salary Advancement:

At least two weeks prior to the first teacher workday:

- ☐ Letter (can be in email form) to the secretary of the superintendent stating necessary coursework has been completed.

- ☐ Documentation from the college stating that the coursework has been completed (this can be an email from the college, unofficial transcript, or grade sheets)

By September 30:

- ☐ An official transcript from the college must be sent directly to the secretary of the superintendent.

August adjustment will be effective the first pay of the school year.

February Salary Advancement:

At least two weeks prior to the last working day of first semester:

- ☐ Letter (can be in email form) to the secretary of the superintendent stating necessary coursework has been completed.

- ☐ Documentation from the college stating that the coursework has been completed (this can be an email from the college, unofficial transcript, or grade sheets)

By February 28:

- ☐ An official transcript from the college must be sent directly to the secretary of the superintendent.

Mid-year changes will be reflected on the last thirteen (13) pay dates of the contracted year. This is typically the first pay in March.

APPENDIX D

Northeastern Local Schools - Tinora
Program Support Evaluation– Nurse

Evaluation of: **Position: Nurse** **Date:**

Please use the following scale for your review:

5	**An Exceptional Skill**	Consistently exceeds behavior and skill expectations in this area.
4	**A Strength**	Meets most and exceeds some of the behavior and skill expectations in this area.
3	**Appropriate Skill Level**	Meets a majority of the behavior and skill expectations in this area.
2	**Not a Strength**	Meets some of the behavior and skill expectations in this area but sometimes falls short.
1	**Least Skilled**	Consistently fails to reach the behavior and skill expectations in this area.

Students/Content/Assessment:

1 2 3 4 5	A. Knowledgeable of students in planning and delivery of service.
1 2 3 4 5	B. Holds high expectations for all students.
1 2 3 4 5	C. Uses knowledge in an applicable field to carry out components of position.
1 2 3 4 5	D. Able to analyze and utilize data appropriately for position.

Communication/Collaboration/Service:

1 2 3 4 5	E. Identifies, understands, and responds to needs of customers and coworkers.
1 2 3 4 5	F. Listens actively to customers and coworkers.
1 2 3 4 5	G. Demonstrates consideration and cooperation in providing service.
1 2 3 4 5	H. Develops and maintains a smooth working relationship with associates.
1 2 3 4 5	I. Keeps customers informed.
1 2 3 4 5	J. Demonstrates shared responsibility with team members in carrying out job duties.
1 2 3 4 5	K. Uses clear communication with students, parents, district personnel, and ESC administration.
1 2 3 4 5	L. Recognizes problems and identifies underlying causes.
1 2 3 4 5	M. Makes well-reasoned, timely decisions.

Professional Responsibility and Growth:

1 2 3 4 5	N. Acts to add value to the organization.
1 2 3 4 5	O. Understands and adheres to professional ethics, policies, and legal codes.
1 2 3 4 5	P. Follows organization's policies, procedures, and guidelines.
1 2 3 4 5	Q. Acquires new skills that will serve the mission and growth of the organization.
1 2 3 4 5	R. Very professional - customers and work associates can rely on performance.
1 2 3 4 5	S. Demonstrates professional and technical expertise.
1 2 3 4 5	T. Completes tasks accurately and on time.
1 2 3 4 5	U. Demonstrates punctuality to work, meetings, and appointments.
1 2 3 4 5	V. Is accountable in regards to schedule, required trainings, and other jobresponsibilities.
1 2 3 4 5	W. Responds to requests positively and in a timely manner.

Comments:

I have been given the opportunity to review the contents of this evaluation. My signature does not necessarily indicate my concurrence with its contents.

Employee Signature _____ Date _____

Evaluator Signature _____ Date _____

cc Employee file
Evaluator file