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AGREEMENT

between

THE BOTKINS LOCAL SCHOOL

and

THE BOTKINS FEDERATION OF TEACHERS AFT/OFT LOCAL #44884

EFFECTIVE
August 15, 2026 - August 14, 2029

Approved March 12, 2026

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ARTICLE I

RECOGNITION

A Unit

The Botkins Board of Education recognizes the Botkins Federation of Teachers, Local #4484, AFT/OFT, as the sole and exclusive bargaining representative for all full and part-time classroom teachers, counselors, librarians, and special teachers, excluding the Superintendent, principals, supervisors, substitute teachers, any supervisory and administrative staff personnel with administrative contracts, and non-certified personnel.

B. Term of Recognition

The term of recognition shall be continuous unless the Botkins Federation of Teachers, Local #4484, AFT/OFT, is removed or replaced in accordance with the provisions of the Ohio Revised Code, Chapter 4117.

ARTICLE II

DEFINITIONS

Board - Whenever the term "Board" is used, it means the Board of Education of the Botkins Local School District that is party to this Agreement; also known as the Botkins Local Board of Education or its designated representatives.

District - Whenever the term "District" is used, it means the School District of Botkins, Ohio.

Employer - Whenever the term "Employer" is used, it means the same as District.

Principal - Whenever the term "principal" is used, it is to include the administrator of any work location, division or group and shall be defined in accordance with RC. 4117.01(F).

AFT -Whenever the term "AFT" is used, it means the American Federation of Teachers.

OFT - Whenever the term "OFT" is used, it means the Ohio Federation of Teachers.

BFT - Whenever the term "BFT" is used, it means the Botkins Federation of Teachers, Local ***#4484.***

Federation Representative - Whenever the term "Federation representative" is used, it means the Federation Building Representative, or his/her designee, a representative from the Ohio Federation of Teachers, or a representative of the office of the Botkins Federation of Teachers authorized by the president.

Employee - Whenever the term "employee" is used, it means a person who is a member if the bargaining unit as defined in Article I of this Agreement.

Teacher- Whenever the term "teacher" is used, it means the same as employee, i.e. a member of the bargaining unit. In reference to employee and teacher above, whenever the singular is used, the plural is also understood.

Days - Whenever the term "days" is used in this Agreement it shall, except in the case of an arbitrator's thirty (30) day limit, mean working school days.

Bachelor's Degree Lane - Teachers in the bargaining unit with a Bachelor's Degree will be paid on the "Bachelor's Degree" lane of the certificated/licensed salary schedule.

Bachelor's plus 150 -No Master's Lane - Teachers in the bargaining unit with at least one hundred fifty (150) semester hours of training or the quarter hour equivalent and a Bachelor's Degree will be paid on the "Five Years-No Master's" lane of the certificated/licensed salary schedule.

Master's Degree Lane - Teachers in the bargaining unit with a Mater's Degree will be paid on the "Master's Degree" lane of the certificated/licensed salary schedule.

Master's +15 Lane - Teachers in the bargaining unit with a Mater's Degree plus at least fifteen (15) semester hours of training or the quarter hour equivalent will be paid on the "Master's +15 " lane of the certificated/licensed salary schedule.

Master's +30 Lane - Effective 2010-2011 school year, the Botkins Board of Education agrees to add the following to the Salary Schedule on an ongoing basis:

Masters +30: 10 - 14 years - $ 500.00
15 - 24 years - $ 750.00
25+ - $1,000.00 per year

ARTICLE III

NEGOTIATIONS PROCEDURE

A. Statement of Principles

1. The Board of Education of the Botkins Local Schools, hereinafter referred to as the "Board", and the Botkins Federation of Teachers, hereinafter referred to as the "Federation", state that the principles stated in succeeding sections of this document shall govern the negotiations process between the Board and the Federation.

2. "Good Faith" requires that the Board and the Federation be willing to react to each other's proposals. If a proposal is unacceptable, the other side is obligated to give reasons why. Nothing in the Agreement shall compel either party to agree to a proposal or to make a concession.

B. Subjects of Negotiations

Representatives of the Board and the Federation will negotiate in good faith a salary schedule, fringe benefits, and other terms and conditions of employment covered in the Agreement.

C. Requests for Negotiations

1. If either of the parties desires to negotiate changes in salaries or other terms and conditions of employment, it shall notify the other party, in writing, not later than three (3) months and not earlier than four (4) months prior to the expiration date of any agreement of understanding reached pursuant to the terms of this negotiating procedure.
Notification in writing from the Federation shall be submitted to the Superintendent. Notification from the Board shall be addressed to the President of the Federation. The above notifications shall include a list of items from each party to be the subject of negotiations.

2. Within fifteen (15) working days after receipt of such notice, an initial meeting will be held at which the Federation and the Board will submit their proposals in writing.

3. All meetings shall be in Executive Session.

4. In the first negotiations session, proposals shall be in written form and detail specifying that to which agreement is sought.

5. The items proposed shall constitute the total negotiations. No new items may be submitted unless by mutual agreement of both parties. Any items not submitted for negotiations and in the current Agreement shall remain in full force and effect in the successor agreement.

D. Negotiation Meetings

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

2. Meetings shall be scheduled at reasonable intervals to avoid conflict and interference with school and employment schedules.

3. Either party may recess for caucuses for thirty (30) minutes or as otherwise agreed,

4. Minutes of meetings may be kept by each party if it deems necessary, and only in such form and detail as it may determine advisable.

E. Representation

1. The representatives of the Board shall consist of not more than three (3) designees.

2. The representatives of the Federation shall consist of not more than five (5) designees, one (1) being the President of the Federation.

F. Assistance and Study Committees

Either party may call upon professional and lay persons to consider and make suggestions concerning matters under discussion. Each party agrees to pay for the service of consultants which it obtains.

G. Information

The parties agree to furnish, upon request and within five (5) working days, available information concerning the financial status of the District and such other available information as will assist parties in the development and evaluation of proposals.

H. News Releases

Neither party shall make a release to the news media regarding negotiations so long as good faith negotiations are in progress.

I. Agreement

1. Tentative agreement on negotiated items shall be reduced to writing and initialed by the representatives of each party. All agreements are tentative based upon the complete resolution of all issues.

2. The purpose of "tentative agreements" is to develop a package that will be submitted to the teachers and the Board for ratification. Initialing of tentative agreements shall be done in good faith.

3. When a tentative agreement is reached, the committee of the Federation must affirm acceptance of the agreement, first by a membership vote and then the same shall be presented to the Board for its decision. If approved, the agreement shall be binding on both parties.

4. Within thirty (30) working days after the signing, the Agreement shall be made available to all members of the bargaining unit and Board members. Both a paper copy and an online version will be available for all parties.

J. Dispute Settlement Procedures

The following constitutes a dispute settlement procedure mutually agreed to by the parties pursuant to Ohio Revised Code 4117.14 (C)(1)(f):

1. If agreement is not reached within sixty (60) days following commencement of negotiations; either party may at any time thereafter request the employment of a mediator, and the cost, if any, of such mediating service shall be shared equally by the Board and the Federation. However, after sixty (60) days from commencement of negotiation, should either side request that negotiations be extended before mediation will be extended up to thirty (30) additional days making a total number of days for any one (1) negotiating session ninety (90) days from the day of the initial meeting.

2. *Mediation:* Mediation will continue for thirty (30) days from the first meeting with the mediator unless both parties mutually agree to extend the process. The mediator shall be supplied by the Federal Mediation and Conciliation Service and be agreeable to both parties.

3. *Fact Finding:* If no agreement is reached during such mediation and if the mediator declares that an impasse still exists, a fact finder shall be mutually selected from a list of qualified Ohio residents provided by the American Arbitration Association or the State Employment Relations Board. The fact finder shall, under such rules as he/she may establish, issue findings of fact and recommendations on unresolved issues to the Board and to the Federation not later than fourteen (14) days after his/her appointment, unless the parties mutually agree to an extension. Such recommendations may be accepted or rejected according to the procedures on Ohio Revised Code Section 4117.14C.(6). Thereafter, the parties shall have the rights established by Ohio Revised Code Section 4117.14 (D).

ARTICLE IV

RIGHTS

A. Management Rights

The Board retains and reserves unto itself, without limitations, all powers, rights, authorities, duties and responsibilities as conferred upon and vested in it by the laws and the Constitution of the State of Ohio including, but, without limiting the generality of the foregoing, the right:

1. To the executive management and administrative control of the school system, its properties, facilities, and the activities of its employees.

2. To hire all employees subject to the provisions of law. To determine their qualifications, conditions for continued employment, dismissal, demotion, promotion or transfer of all such employees.

3. To establish grades and courses of instructions, including special programs, and to provide for athletic, recreational, and social events for students.

4. To decide upon the means and methods of instructions, the selection of textbooks and other teaching materials, and the use of teaching aids of every kind.

5. To determine class schedules, the hours of instruction, the duties, responsibilities and assignments of teachers, and the terms and conditions of employment.

B. Federation Rights

The Board shall accord the following privileges to the Federation:

1. The Federation may purchase and hang a bulletin board in the teachers' workroom for its use.

2. The right to place Federation materials in the Federation teachers' mailboxes in each school.

3. To schedule the use of the school building with administrative permission for professional meetings when they do not conflict with previously scheduled uses.

4. To use school district equipment for their meetings. All materials duplicated for Federation purposes will be paid by the Federation.
5. The use of school telephones. All long distance calls made for Federation purposes will be paid by the Federation.

C. Exclusivity

The Board shall accord the following privileges to the Federation as the sole and exclusive bargaining agent. These privileges shall not be provided to any other agent who has as its purpose the representation of teachers in collective bargaining until such time as a valid and lawful challenge to the certification status of the Federation is recognized by S.E.R.B.

D. Dues Deduction

1. Upon written authorization by a teacher, the Board shall withhold deduction from pay for Federation dues. This authorization shall be submitted yearly to the Board Treasurer.

2. By teacher request, on forms provided by the Federation, deductions will be made for Federation dues. The deduction shall be in equal amounts for the ten (10) consecutive paychecks beginning with the paycheck in October.

E. Leave Privileges for the Federation

1. The Board shall grant up to a maximum of five (5) teachers' days per school year for Federation members to attend Federation conventions, conferences or meetings without loss of pay. If substitutes are needed, the cost of the substitutes shall be the responsibility of the Board.

2. Requests for Federation leave shall be presented to the Superintendent at least five (5) days prior to the requested leave day, except in a case of an emergency and the Superintendent may waive the five (5) days notice. No more than two (2) staff members will be granted leave on the same day. Leaves shall not be granted on the following days:

   a. During the first five (5) days of school.

   b. During the last five (5) days of school.

   c. During state mandated testing.

3. Teachers, who for any reason, are engaged during the school day in representing the Federation in meetings with any representative of the Board or who participates in any professional grievance procedures shall be released from regular duties without pay loss or penalties. The school day shall not be used for such purposes except in very rare instances.

F. Payroll Deductions

1. Payroll deductions are a service to employees which will be honored by the Board within the limits established by law and the reasonable ability of the Board to provide such services. Forms authorizing payroll deductions will be developed by the Treasurer of the Board and will be available from that office.

2. By teacher request, payroll deductions will be made for tax-sheltered annuities and other items mutually agreed upon by the Federation and the Board. All such deductions shall be made in equal amounts per paycheck.

3. If an employee chooses to have payroll deductions, the employee will notify the Board Treasurer on the authorized form between August 15th and August 30th.

ARTICLE V

GRIEVANCE

The administrative staff of the school shall endeavor to maintain relationships with certified/licensed personnel to develop and maintain desirable working conditions and morale. The Superintendent and his/her principals shall discuss problems and concerns of employees with staff members. Appropriate lines of two-way communication shall be initiated and maintained.

The Board intends in the grievance procedure to expedite the process for all parties concerned. This procedure, therefore, has as its goal the following:

- To be used after an attempt has been made to resolve a difficulty on a face-to-face basis between the parties concerned.

- To secure proper and equitable solutions to grievances at the lowest appropriate level, and to facilitate an orderly succession of procedures within which solutions may be pursued.

A. Definition

1. A grievance is a complaint by a member of the bargaining unit involving an alleged violation, misinterpretation, or misapplication of the terms of the written Agreement entered into between the Board and the Federation.

2. A grievant shall mean either (a.) an individual employee, (b.) group of employees having the same grievance, or (c.) the Federation.

3. The term "day(s)" when used in this Article, it shall, except in the case of the arbitrator's thirty (30) day limit, mean working school days.

B. Grievance Procedure

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

2. No teacher shall file a grievance after the effective date of his/her resignation or termination of contract.

3. Processing of grievances shall be during non-school hours except as otherwise approved.

4. Forms for processing grievances shall be made available through the Federation.

5. While a grievance is in process of resolution, records of the grievance proceedings shall be confidential information.

C. Informal Procedure

Alleged grievances should be discussed in private, informal conferences between the parties involved within ten (10) days after the act or condition giving rise to the grievance. At least two (2) such meetings should take place between the parties before the grievance procedure is invoked. If the same alleged grievance is made by more than one (1) employee, only one (1) employee on behalf of self and the other complaints may process the complaint through the

adjustment procedure. Names of all aggrieved parties shall apply on all documents related to the settlement of the grievance.

D. Formal Procedure

Level One:

1. If the matter is not resolved by the informal procedure, the grievant may initiate Level One of the formal procedure within ten (10) days of receiving the response following the informal meetings, and if authorized by the Federation, the grievance shall be submitted in writing to the administrator involved in the grievable incident on the Grievance Form (Appendix D).
2. The administrator shall within ten (10) days after receiving the grievance, give the aggrieved person his/her written decision, with a copy to the Federation President. Either party to the grievance shall have the right to request a personal conference in order to resolve the grievance.

Level Two:

1. Within ten (10) days after receiving in writing the decision of the administrator in Level One, the grievant may appeal the decision of Level One to the Superintendent. The appeal shall be in writing and shall be accompanied by a copy of the decision of Level One.

2. Within ten (10) days after the delivery of the appeal, the Superintendent shall meet with all persons who participated in Level One.

3. Within ten (10) days after such meeting, the Superintendent will submit his/her decision in writing together with supporting reasons to the grievant, the administrators involved, and the Federation President.

Level Three:

1. Within ten (10) days after receiving the decision of the Superintendent, the grievant, if authorized by the Federation, may appeal the decision in writing to an individual who is acceptable to both the teacher filing the grievance and the Superintendent.

2. Within ten (10) days after selecting the neutral party, a hearing shall be heard on the grievance giving all persons who participated in Level Two a reasonable opportunity to be heard.

3. Within ten (10) days after the hearing, the third party individual shall submit his/her decision in writing together with supporting reasons to the grievant and the Superintendent.

4. This decision shall be final and binding on both parties. All costs incurred in Level Three shall be shared equally between the Federation and the Board.

E. Representation in Grievance Procedures

1. The aggrieved shall have a representative(s) present at any stage of the formal grievance procedure. Such representation shall be with approval of the Federation.

2. No aggrieved person, at any stage of the formal grievance procedure, will be required to meet with any administrator concerning the grievance without Federation representation.

F. Involvement With Higher Authority

If a grievance arises from the action of authority higher than the principal of a school, the aggrieved person and/or the Federation may present such grievance at Level Two of the Grievance Procedure. Such grievance shall be filed within ten (10) days following the act or condition upon which said grievance is based.

G. Failure To Communicate A Decision

Failure at any level of the procedure to communicate the decision on the grievance within the time limit specified shall permit lodging an appeal at the next level of the procedure.

ARTICLE VI
TEACHING CONDITIONS

A. Teacher Contract Days

1. The required number of contract days for all teachers in the bargaining unit shall be one hundred and eighty-four (184) days.

2. The starting date, ending date, vacation periods, holidays, parent-teacher conference days and teachers' work days will be reviewed annually by the Board and the Federation. The Board shall consider the recommendations made by the Federation concerning the above prior to the adoption by the Board.

B. School Day

1. The teachers shall arrive no later than 7:45 AM. and remain until 2:45 P.M. Exceptions may be made as the need would arise with the approval and notification of administration.

2. Any teacher may, upon the approval of the administration, leave earlier than the set time when necessary.

3. All teachers are expected to attend no more than 2 building level monthly meetings called by their principal, not to exceed 30 minutes in length each, before or after school. The Superintendent reserves the right to call all staff emergency or informational meeting, which attendance will be mandatory for all teachers.

4. Teacher workdays shall consist of the following:

   Opening day will consist of 4.5 hours (exclusive of lunch) for faculty meetings. Attendance at Open House will be mandatory for 2 hours at a date and time established by the BOE.

   Closing day will consist of 4 hours (including lunch) for closing out the school year. Attendance at graduation will be mandatory for 2 hours at a date and time established by the BOE.

   If a teacher member is unable to attend either Open House or graduation, a written request must be submitted to the superintendent 2 weeks prior to open house or graduation stating the reason that he/she is unable to attend. The superintendent will approve/disapprove the

request on an individual basis. If the absence is excused, the staff member must make up the time at a mutually agreed upon time and date. If the absence is not excused and the staff member states that he/she will not be attending a pay deduct will be issued for those 2 hours. Sick leave will not be granted unless an emergency arises that will require documentation.

C. Early Dismissal

Whenever school is dismissed early, canceled, or delayed due to weather or other unforeseen circumstances in starting for students, teachers shall be released from duty for the same period of time. (Example: School delayed one (1) hour for students - teachers may arrive one (1) hour later than the normal arrival time.) Any time to be made up by students after five (5) school cancellations and three (3) "E-days" shall apply to teachers as well.

Scheduled early dismissals such as exam days and parent teacher conference days, teachers will work their normal hours. Exceptions can be granted by the Superintendent.

E-days - teachers will be required to work from 10:00 AM to 2:45 PM. Teachers need to be available to answer emails and questions from students. Teachers may work from home or be present in the building.

D. Planning and Preparation Time

Teachers shall have the equivalent of one (1) preparation and planning period each work day. Such time may be used for counseling individual students, for conferences with parents, for preparing for class, or for other school-related activities. School-related activities which necessitate the leaving of the building may be accomplished with the approval of the principal.

E. Substitute Teachers

Substitute teachers shall be provided for absent teachers. In the event that no substitute is available, the administrator can request that a regular teacher fill the assignment from within the staff.

F. Staff Professional Development

1. All full-time teachers shall be required to have at least twelve (12) hours of approved professional development time per year - a year being from June 15th to June 14th of the following year. The teacher shall designate professional development hours taken from May 1st to June 14th for that year or for the upcoming year.

   This twelve (12) hour requirement may be met by participation on: Board-approved professional development days, during the summer, with workshops, conferences, classes, and/or other educationally-related activities including committees and events as approved by the Superintendent. Committees and events can include but are not limited to Fall Family fun night, Spring Family fun night, Right to Read week, Evening with the Arts, Christmas program, District Leadership team, RTI meetings and other Superintendent approved committees and events, not to exceed 4 total hours. This twelve (12) hour requirement shall fulfill two (2) days of the one hundred and eighty-four (184) day total.

Teachers shall be required to attend 4 hours of mandatory in-service scheduled by the administration annually.

Prior approval of the Superintendent is required for exceptions to this process.

2. No professional days granted and/or paid by the Board shall be approved as professional development except with prior approval of the superintendent.

3. All professional development shall have the prior approval of the administration. Approval of professional development credit shall be requested and/or considered by filling out a professional development request form prior to the professional development. Teachers shall be notified in writing of approval or denial, and teachers shall be notified in writing of acceptance upon submission of completion.

4. Professional development activities shall be directly related to one's area of teaching, certification/licensure, or present extra-curricular duties unless an interest or relevance can be demonstrated to foster enrichment.

5. When teacher evaluations reflect an area of weakness, the teacher shall direct his/her professional development time to that area. Whenever a teacher so requests in writing, the administration shall assist in finding the desired professional development activities.

6. No more than four (4) hours of professional development credit shall be granted toward all assigned extra-curricular duties per year.

7. Application for professional development credit shall be submitted to the administration within one (1) week of its completion. Notification of approval, and acknowledgement of completion shall both be verified in writing within one (1) week of the submission of the respective forms.

8. No professional development credit shall be granted for any activity which is paid in full or part by the Board. (Example: A convention on Friday which extends into a Saturday or an evening.)

9. Teachers not meeting the professional development requirements shall have a deduction in pay equal to the amount of time not completed on the professional development requirements on the check following the June 14th deadline.

G. Grade Alterations

The grade of a teacher is the record of the teacher's evaluative judgment of the work of a student. The teacher shall be considered the expert in evaluating the work of his/her students, and the integrity of the teacher in grading the student will be respected. The grade given by a teacher shall not be changed by another person without consultation between the Superintendent, the teacher concerned, and other persons involved. The decision of the Superintendent is final. An error shall be corrected following a conference between the Superintendent and the teacher involved. No minimum or maximum limitation shall be set on the number of students who pass or fail.

H. Student Discipline

Both parties recognize that the primary responsibility for the maintenance of good discipline rests with the classroom teacher. The Board and the Federation agree that the adjustment of behavior problems is the joint responsibility of teachers and administrators. Administrators shall act with reasonable dispatch to render assistance to the teacher resolving behavior problems within the guidelines established by the Board in the Student Handbook.

I. Criminal Records Check

The parties acknowledge that R.C.3319.39 requires the Board to release from employment someone who has been hired subject to the condition that he or she meet the standards of R.C.3319.39, relative to records checks and fail to do so. If the records check on such a person discloses a conviction or guilty plea which disqualifies the person from employment in a position in the bargaining unit, the following procedure shall be followed:

1. Upon receipt of the report from the Bureau of Criminal Identification and Investigation, the Superintendent or designee shall give the person a copy of the report and written notice of the Superintendent's intention to release the employee from employment pursuant to O.R.C.3319.39.

2. The Superintendent shall hold a conference promptly with the person who is subject to an adverse criminal records check and provide that person with an opportunity to challenge, explain, or rebut the criminal record report as the basis for required release from employment under the law.

3. The Superintendent then shall determine whether the statute requires release of the employee and shall notify him or her of the Superintendent's decision in writing. The Superintendent's notice shall contain the effective date of the release, and the release shall become effective at the time specified by the Superintendent.

4. Botkins Local School District will pay for background checks for any teachers renewing their teaching license. All other background checks will be paid by the teacher.

This section is the exclusive procedure for release of a bargaining unit employee from employment because of an adverse criminal records check in accordance with O.R.C.3319.39.

J. Supplemental Learning Programs

Programs such as MROLA and other online programs are designed to supplement existing programs, not supplant them.

ARTICLE VII

CONTRACTS

A. Regular Contracts

Contracts are by and between the individual and the Board.

1. Beginning teachers shall be issued a one (1) year "probationary" contract.

2. If re-employed, the second contract issued to such teacher shall be a one (1) year limited contract.

3. If re-employed and evaluations are satisfactory, the third and subsequent contract issued to such teacher shall be a three (3) year limited contract.

4. If an evaluation is ineffective or written documentation in the teacher's personnel file indicate that the teacher's performance is unsatisfactory, a one (1) year probationary contract may be issued at the end of any contract period.

5. Teachers will be eligible for continuing contracts consistent with state law.

6. Teachers who have met all requirements to become eligible for a continuing contract but who have, in the opinion of the Superintendent, certain deficiencies shall, if re-employed, be placed on a probationary contract for a period not to exceed two (2) years in accordance with Section 3319.11 of the Revised Code. The teacher shall be notified in writing of such action on or before June 1st of the year in which the teacher's limited contract expires. Such notice shall be in writing with reasons directed at the professional improvement of the teacher.

7. A teacher who becomes eligible for a continuing contract during the term of a multi-year contract will be granted a continuing contract upon the recommendation of the Superintendent and approval of the Board. If the Superintendent does not recommend the teacher for a continuing contract, or the Board does not approve the same, the multi-year contract will stay in effect. Such continuing contract shall take effect immediately upon approval of the Board.

8. Supplemental Contracts

1. The Board will issue supplemental contracts for each supplemental area. Supplemental areas are those that are listed on the supplemental salary schedule. The contract will state the duties and the amount of salary for the position. All supplemental contracts shall be for one (1) year. Job descriptions will be made available to teachers upon request. All supplementals will be posted internally on an annual basis for staff.

2. Teachers shall receive supplemental salary in one lump sum or two equal payments.

3. All supplemental contracts shall be limited contracts and shall be renewed by July 15th of the year of expiration in accordance with the provisions of O.R.C. 3319.11.

4. All supplemental contracts shall be filled consistent with Ohio Revised Code 3313.53.

5. Positions on the supplemental duty salary schedule may be added or deleted by action of the Board. However, compensation for any position added by the Board will be negotiated with the Federation.

6. Years of service on the supplemental duty salary schedule shall be defined as continuous years in the District in the same or comparable position.

   Example:
   1 year Junior Class Advisor + 2 years Senior Class Advisor = 3 years experience

   1 year Girls' Varsity Basketball+ 2 years Boys J.V. Basketball=
   1 year of experience in Varsity Basketball and
   2 years of experience in Boys J.V. Basketball.

7. In a case where a supplemental contract cannot be fulfilled in full, due at no fault to the employee, the following guidelines will be implemented -

   Sports Supplemental - Prior to the first contest date as determined by the OHSAA the supplemental will be paid at 50%. After or on the first contest date the supplemental will be paid at 100%. Score Table Tech Coordinator and Concession Stand Coordinator will follow the OHSAA contest dates for Volleyball and or Basketball and be paid 100% if either date is met. Pep Band will follow OHSAA Boys Basketball first contest date.

   Event Supplemental - Prior to the event but with preparation 50%. After the event has been conducted 100%. These include -Yearbook, Academia, All Musical Supplementals, Prom, Senior Commencement, and Veteran's Day.

   Year Round Supplemental - Will follow a 90 day rule. Prior to 90 school days the supplemental will be paid out at 50%. After or on school day 90 the supplemental will be paid out at 100%. This is 90 days in session regardless of time of year.

ARTICLE VIII

NON-RENEWAL PROCEDURES

A. Non-Renewal of Limited Contracts

To supplemental statutory provisions for non-reappointment of teachers on limited contracts, the following procedures will prevail:

1. When the performance of a teacher may possibly result in the future non-renewal of the teacher's contract, the situation shall be brought promptly to the attention of the employee involved. Such notification shall be in writing.

2. Reasonable effort by the principal must be made to aid the teacher to correct whatever appears to be cause for potential dismissal.

3. Upon recommendation by the principal, that a teacher not be re-employed, the teacher shall, upon request, be granted a conference with the Superintendent. The teacher shall have the right to be represented at such conference.

4. Any action by the Board to non-_renew an employee's limited contract shall be upon the recommendation of the Superintendent. Written notice of the Board's intention not to renew an employee's contract shall be given to the employee on or before June 1st of the year in which the contract expires, and shall include a statement describing the circumstances leading to the Board's non-renewal decision.

5. Applications of this section shall be congruent with the Evaluation Procedures. The Board shall have conducted evaluations as set forth in Article IX, Section A. to E. of this Agreement before giving notice to an employee of its intention not to renew his or her limited contract.

6. Statutory due process for non-renewal of an employee's contract shall be governed by Ohio Revised Code Section 3319.11 and for the termination of an employee's contract by Ohio Revised Code Section 3319.16.

7. Any notice given under this Article shall be by certified mail or hand delivery.

B. Non-Renewal of Supplemental Contracts

Non-Renewal of supplemental contracts shall take place automatically for the following year without Board action. Employees holding these contracts need not be notified either verbally or in writing.

ARTICLE IX
EVALUATIONS

A Purpose.
The purpose of this evaluation procedure is three-fold.

1. ***Improving instruction in the classroom*** - Our ultimate goal is always to improve instruction in the classroom.

2. ***Improving performance*** - This can be accomplished in two way:

   a. Emphasizing and improving the teacher's strong attributes.

   b. Helping teachers' correct noticeable weaknesses.

3. ***Contract status*** - Using information collected on the evaluation to determine the contract status of each teacher.

B. Procedure.

All procedures will follow the Ohio Department of Education's OTES 2.0 evaluation system beginning with the 2021-2022 school year.

OTES 2.0 guidelines as agreed upon by BLS and BFT -

1. A full evaluation cycle will consist of (2) 30 minute formal observations with the first being holistic and the second being on an identified area of focus, a minimum of (2) classroom walkthroughs, (2) required conferences, and a Professional Growth Plan or Improvement Plan.

2. A non-full evaluation cycle will consist of (1) formal observation, walkthroughs at the administrator's discretion, (1) required conference and a Professional Growth Plan.

   Teachers who have a previous year's holistic rating of ACCOMPLISHED will be formally evaluated every three years.

   Teachers who have a previous year's holistic rating of SKILLED will be formally evaluated every two years.

   Teachers who are "up for contract" or "in a contract year" will be formally evaluated.

Teachers with a final holistic rating of DEVELOPING or INEFFECTIVE will be placed on a improvement plan developed by the assigned credentialed evaluator.

3. Teachers will use at a minimum (2) measures of district determined high-quality student data to provide evidence of student learning attributable to the teacher being evaluated. When applicable to the grade level or subject area taught by the teacher, high quality student data shall include the value-added progress dimension and the teacher the teacher shall use at least one other measure of HQSD to demonstrate student learning.
4. All observations must be completed no later than April 15th and teachers must be provided with a written report of the results of their evaluation no later than May 1st.
5. The principal and or certified / credentialed administrator within the district, is responsible for the actual evaluation. The Superintendent is responsible for making contract recommendations to the Board of Education. All information resulting from the evaluation process must be considered in the Superintendent's recommendation to the Board of Education.
6. Teachers will be informed at the beginning of the school year who their evaluator will be and what the process will be for them for that year with their current evaluation status. This can be done face to face with the principals or in letter/email format.
7. In a year when a teacher is on full evaluation, the first observation will be unannounced and the second observation will be announced. Teachers on a non-full evaluation year will have one observation and it will be unannounced.
8. Teachers who are on a full evaluation year will have one observation completed during the first semester and one observation completed during the second semester.

C. Written Evaluation Reports

1. Written evaluation reports and the OTES 2.0 rubric shall point out the various strengths of the teacher and will inform the teacher of those areas that are in need of improvement. The duty of the evaluator will be to assist the employee in achieving goals by listing specific recommendations for necessary improvements in their job performance and the means by which the teacher may obtain assistance in making such improvements. Each teacher shall be provided assistance to correct professional difficulties and the time to incorporate the recommended changes. The OTES 2.0 Professional Growth Plans and OTES 2.0 Improvement Plans will be used to assist teachers in reaching their goals.

2. A copy of the dated final summative rating shall be given to the teacher for signing before being placed in his/her personnel file. The final summative rating shall include a place for the employee's signature which indicates that he/she has seen but does not necessarily agree in total or in part with its contents. Teachers may make written comments, in addition to the evaluator's conclusions, which will be included with the evaluation.

3. The OTES 2.0 final summative rating shall be used uniformly in the teacher's area of assignment. It shall be the only form used for evaluation and shall cover a teacher's performance in the classroom and in the system.

4. If the administration and *I* or BFT request a change in the forms used for evaluation those changes will be presented to the BFT executive committee and the superintendent of school no later than January 30th of the preceding year in which the document for evaluation would be

changed and implemented. All changes would then be agreed upon no later than May 1st of the preceding year.

D. This evaluation procedure shall supplement the statutory procedure outlined in Ohio Revised Code,Section 3319.11.

E. Provisions of this Article shall not apply to extra-curricular or other supplemental contracts.

ARTICLEX

COMPLAINTS

A. Teachers

Any complaint arising from a teacher's instructional performance of duties as an employee of the Board shall not become a part of the teacher's personnel file without the following:

1. Teachers shall receive written notice of all complaints regarding their work performance, if such complaints could result in disciplinary action or be reflected in a teacher's evaluation by the administration, within three (3) working days of the time such a complaint is received by the principal and/or Superintendent.

2. No anonymous or hearsay complaints or concerns against a teacher shall be used as a basis for termination of employment or disciplinary action, or be reflected in an employee's evaluation, or become a matter of written record.

3. Upon receipt of the above notice, the teacher shall have the opportunity to settle the complaint.

4. A meeting involving the teacher(s), the principal, and the complainant will be arranged at the discretion of the principal to discuss the complaint.

5. If the complainant or teacher(s) is dissatisfied with the principal's disposition of the complaint, the matter may be appealed to the Superintendent. The principal shall attach a statement describing the manner in which the complaint was handled and forward the complaint to the Superintendent. The teacher may attach his/her own statement to the complaint.

6. If the complaint or teacher(s) is dissatisfied with the principal's disposition of the complaint, the matter may be appealed to the Superintendent who shall hold a hearing in which the participants shall include the involved teacher(s) and the teacher's principal. The complaining party may be present if the party desires.

7. In each of the steps above, a teacher may be accompanied by a Federation representative.

8. Conferences regarding such matters shall be in private.

9. Nothing shall prohibit the Board from acting on its own to investigate a non-instructional complaint by a complainant.

B. Board Policies/Administrative Procedures

Teachers with complaints and/or problems related to Board policies and/or administrative procedures, and such matters, are not part of this contract nor subject to use under the grievance procedure herein, shall have access to the following, in order of the listing, to attempt to resolve such problems and/or complaints.

1. First, the matter should be discussed with the building principal.

2. If the matter is not resolved in discussions with the building principal, the teacher may request and will be offered the opportunity to discuss the issue with the Superintendent.

3. If the matter is not resolved in discussion with the Superintendent, the teacher may request and will be offered an opportunity to discuss the matter with the Board.

A teacher may have a Federation representative at all levels, at the teacher's request.

ARTICLE XI

TEACHING QUALIFICATIONS, ASSIGNMENTS TRANSFERS AND VACANCIES

A Qualifications

1. The Board shall employ on the instructional staff only those persons who are certified/licensed to teach in the appropriate subject field.

2. Non-degree teachers shall not be employed by the Board except in emergency situations.

B. Teaching Assignments

1. Teachers shall not be assigned outside the scope of their teaching certificates/licenses in the elementary school or their major or minor fields of study in the secondary school except in emergency situations.

2. All teachers in the employ of the Board shall be notified of his/her assigned grade level and subject for the ensuing year before the end of the school year or as soon as possible.

3. Teachers who will be affected by a change in grade assignments in the elementary school grades and by changes in subject assignments in the secondary grades will be notified and consulted by their principals as soon as possible.

C. Transfers

1. The teacher seeking transfer will be fully certified/licensed in the areas where the vacancy occurs.

2. The Superintendent will keep a file of teachers interested in transferring to other positions for use when vacancies arise during times when school is not in session.

3. Teachers will give Superintendent written notice by the end of the year indicating that they are interested in transferring to other positions if they become available.

D. Vacancies

1. Whenever a vacancy occurs or a new position is created in the teaching staff, present faculty members who are qualified will be given notice concerning that position. Applications for that position must be received within one (1) week of notification.

2. If the vacancy occurs during the school year, notice of such vacancy will be posted. Present faculty members may then apply for transfer to that position.

3. *Posting of Vacancies*

   All vacancies shall be posted and all interviews shall be completed prior to a vacancy or new position being filled.

   Teachers shall be kept informed of vacancies through action of the administration by:
   a. Including a list of existing vacancies on the teachers' email as they occur.

   b. Posting on the office bulletin board a list of vacancies as they occur throughout the school year.

   c. Giving a copy of this list to the Federation President.

4. Vacancies shall include:

   a. Teaching positions.

   b. Extra-curricular positions.

5. Vacancies need not be posted for positions that will be filled by a teacher on the Reduction-In-Force list.

ARTICLE XII

REDUCTION IN STAFF

Reduction in force will follow Ohio Revised Code 3319.17 as outlined below-

3319.17 Reduction in number of teachers - restoration.

(A) As used in this section, "interdistrict contract" means any contract or agreement entered into by an educational service center governing board and another board or other public entity pursuant to section 3313.17, 3313.841, 3313.842, 3313.843, 3313.844, 3313.845, 3313.91, or 3323.08 of the Revised Code, including any such contract or agreement for the provision of services funded under division (E) of section 3317.024 of the Revised Code.

(B) When, for any of the following reasons that apply to any city, exempted village, local, or joint vocational school district or any educational service center, the board decides that it will be necessary to reduce the number of teachers it employs, it may make a reasonable reduction:

(1) In the case of any district or service center, return to duty of regular teachers after leaves of absence including suspension of schools, territorial changes affecting the district or center, or financial reasons;

(2) In the case of any city, exempted village, local, or joint vocational school district, decreased enrollment of pupils in the district;

(3) In the case of any governing board of a service center providing any particular service directly to pupils pursuant to one or more interdistrict contracts requiring such service, reduction in the total number of pupils the governing board is required to provide with the service under all interdistrict contracts as a result of the termination or nonrenewal of one or more of these interdistrict contracts;

(4) In the case of any governing board providing any particular service that it does not provide directly to pupils pursuant to one or more interdistrict contracts requiring such service, reduction in the total level of the service the governing board is required to provide under all interdistrict contracts as a result of the termination or nonrenewal of one or more of these interdistrict contracts.

(C) In making any such reduction, any city, exempted village, local, or joint vocational school board shall proceed to suspend contracts in accordance with the recommendation of the superintendent of schools who shall, within each teaching field affected, give preference to teachers on continuing contracts. The board shall not give preference to any teacher based on seniority, except when making a decision between teachers who have comparable evaluations.

On a case-by-case basis, in lieu of suspending a contract in whole, a board may suspend a contract in part, so that an individual is required to work a percentage of the time the employee otherwise is required to work under the contract and receives a commensurate percentage of the full compensation the employee otherwise would receive under the contract.

The teachers whose continuing contracts are suspended by any board pursuant to this section shall have the right of restoration to continuing service status by that board if and when teaching positions become vacant or are created for which any of such teachers are or become qualified. No teacher whose continuing contract has been suspended pursuant to this section shall lose that right of restoration to continuing service status by reason of having declined recall to a position that is less than full-time or, if the teacher was not employed full-time just prior to suspension of the teacher's continuing contract, to a position requiring a lesser percentage of full-time employment than the position the teacher last held while employed in the district or service center. Seniority shall not be the basis for rehiring a teacher, except when making a decision between teachers who have comparable evaluations.

(D) Notwithstanding any provision to the contrary in Chapter 4117. of the Revised Code:

(1) The requirements of this section, as it existed prior to September 29, 2011, prevail over any conflicting provisions of agreements between employee organizations and public employers entered into between September 29, 2005, and September 29, 2011;

(2) The requirements of this section, as it exists on and after September 29, 2011, prevail over any conflicting provisions of agreements between employee organizations and public employers entered into on or after September 29, 2011.

Amended by 130th General Assembly File No. 25, HB 59, §101.01, eff. 9/29/2013.

Amended by 129th General Assembly File No.28, HB 153, §101.01. See act for effective dates.

Effective Date: 07-01-1998; 09-29-2005; 06-30-2006; 09-28-2006.

ARTICLE XIII
LEAVES OF ABSENCE

A Rules Governing

1. The Board may grant a leave of absence upon written request for the following reasons:
   a. Illness
   b. Disability
   c. Pregnancy
   d. Education/Professional

2. If requested, an extension of the leave of absence may be considered by the Board.

3. If extended leave is used, it is the teacher's (employee's if applicable) responsibility (and cost) to convert his/her hospitalization coverage to a direct-payment plan.

4. Upon return to service of an employee, at the expiration of a leave of absence, he/she shall resume the contract status which he/she held prior to such leave.

B. Sick Leave

1. Sick leave will be granted according to O.R.C. 3319.141 enacted by the Ohio Legislature and policies established by the Board. The law provides one and one-fourth (1 ¼) days per month each calendar year of employment.

   The maximum accumulation of sick leave shall be two hundred twenty four (224) days. A teacher with the maximum of 224 days on July 1 of any year may accumulate additional days during that year at the rate indicated above. If the teacher takes sick leave during the year, those days above 224 days will be taken first. The maximum accumulation as of June 30 of any year shall be 224 days.

2. For absence of the employee due to personal illness, injury, pregnancy, or exposure to contagious disease which could be communicated to other employees.

3. For absence of the employee due to illness or injury of someone in the employee's immediate family. In this section, the employee's immediate family is defined to mean:
   The husband, wife, children and any other relative permanently living in the home of the employee.

Teachers shall be allowed up to six (6) sick leave days of the annual fifteen (15) sick days for illness of their father, mother, father-in-law, mother-in-law, relative that the employee has power of attorney over and non-dependent child. (For POA situations staff member will have to present POA documentation to the Superintendent)

For absence of the employee due to death in the immediate family of an employee. In this section, the employee's immediate family is defined to mean:

A maximum of 5 days of paid sick leave will be granted for a death in the family of the father, mother, brother, sister, son, daughter, husband, wife, grandchild or any other relative permanently living in the home of the employee.

A maximum of 3 days of paid sick leave will be granted for a death in the family of the father-in-law, mother-in-law, son-in-law, daughter-in-law.

A maximum of 1 day of paid sick leave will be granted for a death in the family of the brother-in-law, sister-in-law, grandparents or grandparents-in-law, aunt, uncle, cousin, cousin-in-law, aunt-in-law, uncle-in-law, niece or nephew.

Unpaid days can be granted if special circumstances are presented.

Employees must call an administrator or immediate supervisor a minimum of one (1) hour prior to their scheduled work time if they are sick. Employees who need to leave work early due to a illness or family illness must notify an administrator before leaving.

An online sick leave form must be completed and signed when returning to work.

An employee requesting a full day of sick leave for a doctor's appointment needs to offer an explanation on the leave request form as to why a full day of sick leave is required for a Doctor's appointment.

Employees will use sick leave in quarter (1/4) day increments for doctor's appointments. An employee requesting more than one-quarter day for a doctor's appointment must provide an explanation on the leave request form as to why more than one-quarter day of sick leave is required for the doctor's appointment. If sufficient documentation is not provided, then a pay deduct will be issued in quarter (1/4) day increments.

4. Each beginning employee shall be allowed a minimum of five (5) days sick leave credit per year. This is included in the maximum fifteen (15) days per year which may be accumulated. This in effect advances an employee five (5) days of sick leave credit at the beginning of the school year, providing that the employee has less than five (5) days accumulated at that time.

5. Teachers will be notified via email with each pay notification of their total amount of accumulated sick leave.

6. A request for sick leave, extending beyond a six (6) week period, must be accompanied by a written statement from the teacher's physician in charge stating the reasons for the request.

7. Leave requests must be put into the online leave system in a timely manner. Any leave request that is not placed in the leave system within 72 hours of the absence will be transferred to dock time.

C. Personal Leave - Non-Restricted

1. Each teacher shall be entitled to three (3) days of personal leave with full pay and employment status to be taken at the teacher's discretion.

2. Requests for personal leave shall be presented to the Superintendent at least two (2) days prior to the requested leave day, except in a case of an emergency and the Superintendent may waive the two (2) days notice. No more than (2) staff members will be granted personal leave on the same day. No more than four (4) teachers will be out on a given day for personal/professional leave unless substitutes can be found. Approvals will be made on a first come first serve basis.

   Personal leave shall not be granted on the following days:

   a. During the first five (5) days of school.

   b. During the last five (5) days of school.

   c. On any professional conference days.

   d. During the individual teacher's scheduled days of State mandated testing including rescheduled tests. (The Superintendent may grant if special circumstances exist.)

3. All requests for personal leave must be approved by the Superintendent. Written notice of approval or disapproval will be given to the teacher requesting such leave. Teachers may apply for a partial personal day (1/2 day).

D. Professional Leave

1. All employees of the Board are expected to participate in professional activities which operate for the benefit of the School District.

2. Teachers shall have the opportunity of applying to the Superintendent for released time to attend professional meetings (to include acceptable visitation). This leave must be approved by the Superintendent.

3. The school administration shall attempt to supply a substitute for the employee who is released for professional leave.

4. Each member of the bargaining unit may request two (2) professional days per year for professional growth activities. Additional days may be granted upon approval of the Superintendent.

5. in order to apply said leave, the employees must:

   a. Submit a request on the designated form ten (10) calendar days in advance of said leave.

   b. Secure the signed approval of the building principal.

6. Each application of said leave shall include the following:

a. Date, location, title of event (when available) and total cost estimate.

b. Signed approval of the building principal.

7. Employees granted said leave will be notified in writing within five (5) working days of the filing of the request. Any requests not granted shall be returned to the employee within the same said time frame with a written explanation for the denial.

8. While on professional leave, the employee will receive the regular rate of pay, and a substitute will be employed by the Board. No taxes will be paid by the Board of Education if incurred due to the failure of an employee to file tax exempt forms or failure to use the business credit card. Employees on said leave will be reimbursed according to the following rate schedule:

Registration Fees:	100% - If the employee fails to register before the deadline and does not receive the conference rate, the employee will be responsible for the additional charges. Proof of conference rates must be provided to the Superintendent.
Meals:	$25.00 per day for multiple day trip.
Lodging:	100% of the single rate at the conference hotel per night with a purchase order.
Travel:	Rate established by the Board of Education annually.

9. For reimbursement, employees must complete the travel expense form and provide the Board office with all receipts within ten (10) days after conclusion of said leave.

10. Employees must submit a brief summary of the conference or workshop. This summary must be submitted with the request for payment.

E. Pregnancy Leave

If requested in writing prior to childbirth, employees shall be granted a leave of absence without pay due to pregnancy. The leave of absence will not be extended beyond the current school year in which it is given and in which childbirth takes place. Where applicable, this leave may be considered a Family Medical Leave in which case the terms set forth under that section will apply.

F. Court Leave

Teachers who serve on jury duty or are subpoenaed to testify under circumstances which are not in the control of the teacher will receive full salary during the period of such service subject to their remittance to the Board an amount equal to the amount of compensation paid them for such service.

G. Family and Medical Leave

An employee's request for unpaid leave pursuant to the Family Medical Leave Act ("FMLA") shall be granted so long as (1) the employee is eligible for FMLA as defined by law; and (2) the requested leave is for a qualifying reason as defined by law. Employees who are granted an unpaid leave under FMLA must use paid leave ranted by other provisions of this Master Agreement concurrently with unpaid leave provide by the FMLA until such time as all accrued paid leave is exhausted. An eligible employee's exhaustion of accrued paid leave will not prohibit the employee from using unpaid leave under FMLA. In general, the act requires eligible employees to give at least 30 days advance notice of the need to take FMLA leave; this advance notice shall be submitted to the District Treasurer on the FMLA form. Forms may be obtained from the Treasurer.

H. Unpaid Leave

Teachers may, upon the Superintendent's advance approval, use unpaid leave days (up to two per school year) for circumstances not covered under personal leave or sick leave. The teacher must identify the reason for the leave to the Superintendent, and such days may not be used for vacation, to seek employment, for other employment, or other income producing activity.

ARTICLE XIV
PERSONNEL FILES

A Personnel Files

1. Employees may periodically review their official central office personnel files or personnel files maintained in the building principal's office. Either the principal, the Superintendent, or his/her designated representative shall be present during such review. The employee shall have the right to bring a member of the Executive Committee to the review.

2. The employee shall have the right to copy at his/her own expense, any and all materials contained in the file. The employee shall also have the right to reply in writing to any material contained in the file, which concerns the conduct, personality, character, or performance of the employee, and have the reply attached to the material in the file.

3. No material shall be placed in a teacher's file without identification of the author or source and the date of such material.

B. Release of Personnel Information

A major responsibility of the Botkins Local School System with respect to its entire staff is to protect the privacy of personnel information.

Release of personnel information can be most effectively achieved under the following operational guidelines.

1. Any person seeking to examine a public record maintained by the Botkins Local School District shall submit a request in writing to the Superintendent.

2. A date and time shall be set by the Superintendent for the person making the request to conduct the examination, which shall be scheduled consistent with public records laws. If multiple records or records involving multiple employees are sought to be examined, the examinations may be set for multiple days and/or times, giving consideration to balancing the rights of the public to access the public records and the rights of the employees as provided by appropriate collective bargaining agreements and the administrative time involved in complying with the requests to examine public records.

3. The Superintendent, or his/her designee, must be physically present during the examination of any public record.

4. If there is a request by a member of the public to review a teacher's personnel file, the teacher shall be given notice of the time and date when the person will review the file. If there is a request by a member of the public to copy a teacher's personnel file, the teacher shall be given notice of that request.

5. Copies of records shall be made available to any person who has examined that record at a cost established by the district.

6. The public will not have access to the following personnel records:

   a. Medical Records

   b. Records pertaining to adoption, probation, or parole proceedings

   c. Trial Preparation Records

   d. Confidential Law Enforcement Investigatory Records

   e. Records the release of which is prohibited by State or Federal law

   f. Pre-Employment Records

ARTICLE XV

PUBLIC RECORDS REQUEST

If a public records request is made which involves any certified staff member the staff member needs to be notified prior to any records being released. The employee may also request to see what documents are provided.

ARTICLE XVI

SALARY AND FRINGE BENEFITS

A. Payment of Salaries

Annual salaries shall be paid in equal installments. Payments will be made bi-weekly on Friday, beginning with the first pay period of the school year in September. The first pay date shall be no later than the third Friday after school begins. Teachers will have their salary pro-rated over twelve (12) months. Salaries of all employees will be directly deposited into a financial institution of his/her choice. Each teacher will be issued a statement every pay period

with the appropriate pay information. Direct deposit can be made into a maximum of 2 separate accounts/institutions. Each teacher has a right to make 1 change per school year.

8. Rules and Regulations of the Salary Schedule

   1. The Certified and Supplemental salary schedule for teachers shall be attached to this Agreement.

   2. Teachers who earn additional credits to qualify for a higher salary level shall file an official transcript from an accredited college or university or submit an official communication from the registrar of the respective institution. Advancement from one training level to another will be made only at the beginning of the school year or by August 15th.

   3. Years of experience shall include only those years spent in professional employment of accredited schools, including up to five (5) years of full-time military service. Up to ten (10) years experience credit shall be given for service outside the Botkins Local School System.

   4. Partial year must consist of at least one hundred and twenty (120) days as an elementary or secondary teacher or eight (8) continuous months of military service in order to be credited on a full year.

   5. Statement of wage earnings will be emailed to an email account provided by the employee to the Treasurer's office.

C. Retirement Pay

Retirement pay shall be a one time, lump sum payment according to the following provisions:

1. *Eligibility-* An employee's eligibility for retirement pay shall be determined as the final date of employment.
   The criteria are:
   a. The individual retires from the Botkins Local School System.

   b. Retirement - disability or service retirement under STRS in Ohio.

   c. The individual must be eligible for disability or service retirement within one hundred and eighty (180) days of the last date of employment.

   d. The individual must, within one hundred and eighty (180) days of the last day of employment, prove acceptance into the State Teachers Retirement System.
   e. Must have not less than five (5) years of service with the Botkins Local School District.

   f. Must sign certifying all eligibility criteria have been met.

   g. Retirement shall include death in which case the retirement payment shall be made to the estate of the deceased.

2. *Benefit Calculation*

   a. The number of days received shall be based upon twenty-five (25%) of unused accumulated sick leave, fifty-five (56) days maximum.

b. The dollar amount will be calculated by multiplying the number of days (as determined by the above formula) times the employee's daily rate at the time of retirement minus additional duties or supplemental pay. The divisor for determining the daily base rate shall be the number of contract days.

3. *Payment*

For a Retiring teacher attaining the age of 55 or older in the year of separation of service:

In lieu of accumulated sick, the Botkins School Board will make a contribution in an amount equal to the afore mentioned accumulated sick pay to the Botkins Schools Employer 403(b) Plan adopted by the school board on May 13, 2009. All sick leave will be eliminated.

For any employee not included in this group, one lump sum payment will be made paying this accumulated sick and all accumulated sick leave will be eliminated.

D. Group Insurance

1. Medical/Hospitalization, Prescription and Dental Plans

In order to be eligible for health insurance an employee must work the equivalent of 75% of a teacher contract or the equivalent of 25+ hours a week.

The Board agrees to pay 90% of the premiums for the HSA plan for medical/ hospitalization, vision, and dental group insurance for a period of twelve (12) months on behalf of each employee each school year.

Each school year, $2,200 for family plan and $1,800 for single plan will be deposited in the Health Savings Account for each employee enrolled in the HSA insurance option. This board contribution will be deposited quarterly. These deposits will be made on the 1st pay in September, December, March, and June.

Note:
The Treasurer's office needs to be notified of any health insurance changes by August 13. Anyone wanting to enroll in health/dental insurance must do so in November for a January 1 qualifying date unless the employee has a qualifying event (such as marriage, divorce, etc...).
Anyone wanting to enroll in vision insurance needs to sign up for this by August 13 with coverage to start September 1.

Employees may make one lump sum deposit to their HSA account via payroll deduction in addition to regular payroll withholdings per school year.

Upon request, the Board shall supply all staff with information concerning their specific coverage.

2. Section 125 Plan

The Board agrees to implement and pay the start up fees for a plan that allows teachers to tax-shelter costs that they pay for insurance premiums.

3. Continuance of Coverage

The Board will maintain group health, vision, and dental insurance plans for its full-time employees. Such coverage is outlined in the Benefit Plan available to each employee. Plan options are those agreed upon by the Shelby County Insurance Consortium. The Board reserves the right to select and/or change carriers or third-party administrators as agreed upon by the Shelby County Insurance Consortium.

4. Cost Containment Incentive

Employees who are eligible for health insurance, who elect not to participate in any of the medical/hospitalization, vision and prescription, insurance programs, shall receive three thousand seven hundred dollars ($3,700.00). Payment for the non-participation incentive shall be issued semi-annually. The first payment will be issued on the 2nd pay in January. The second payment will be issued on the last paycheck of the school year in August. Any part time employee eligible for health insurance will have their share of cost containment incentive share prorated by the percentage of time they are employed.

The HSA opt out payment will be prorated on a monthly basis. This is with the understanding that a single day of insurance coverage in each month will result in coverage for that entire month. Therefore, that month would not be eligible for the opt out. If the employee drops health insurance, no deposit will be made to the HSA account.

Note:
The Treasurer's office needs to be notified of any health insurance drops by August 13. Anyone wanting to drop insurance must do so by August 13 for a September 1 effective date in order to qualifying for the cost containment incentive.

E. Hourly Rate

Certificated/licensed employees performing hourly services such as detention and Saturday School shall be paid twenty five dollars ($25.00) per hour. Hourly services such as tutoring shall be paid twenty five dollars ($25.00) per hour. The LPDC coordinator will be eligible for hourly tutoring rate for hours spent beyond the school day. If it becomes desirable or necessary to increase the hourly rate for one (1) position, the higher hourly rate shall apply to all hourly rate positions. The timecard will be signed by the principal and teacher and turned in by the principal to the Board Treasurer for payment.

F. S.T.R.S. Pick-Up

The Board shall "pick-up" the teacher's full contribution to the State Teachers Retirement System as authorized by S.T.R.S. Rule 3307-1-23, Federal Revenue Ruling No. 77-462 and O.A.G. 82-097. Under theses provisions the Board, upon proper application with S.T.R.S., shall not deduct state, federal or local taxes on the amount of the teachers' total required contribution to S.T.R.S., and such shall be noted on or with the individual teacher's W-2 form.

G. Attendance Incentive

The Board recognizes the need of keeping regular teachers in the classroom as much as possible. Therefore, an incentive for excellent attendance is proposed. This incentive will be prorated for teachers of less than full-time status. Only teachers who work the entire school year are eligible.

1. *Sick Leave Incentive:*

   The Board shall provide the following incentive pay:

   $350.00 - No sick time used.

   $250.00 -Any class time up to one (1) sick day used.

   $150.00 -Any time up to two (2) sick days used.

   The above bonus shall be paid by August 15th

2. *Personal Leave Incentive*

   Any teacher who has three (3) personal leave days left at the end of the school calendar year shall receive a bonus of three-hundred ($300.00) dollars. Any teacher who has two (2) personal days remaining will be paid two-hundred ($200.00) dollars. A maximum of two days may be carried over to the next school year. A staff member may have no more than five (5) personal days total per school year. A teacher may use 5 consecutive personal days.

   The above bonus shall be paid by August 15th.

H. Life Insurance Policy

The Board of Education will annually pay the full premium for life insurance in the amount of $25,000 during the employment period of the staff member.

I. Mileage for Traveling

Those teachers required to drive to administration-approved functions outside of regular school hours in their personal vehicles, shall be compensated at the rate set by annual Board adoption such compensation to school functions outside of regular hours shall be for miles driven from school to the event and back.

Teachers shall submit to the Board Treasurer a record of miles traveled on a form provided by the Board.

J. Tuition Reimbursement

a. Any certified employee who is approved in advance and enrolls in a graduate level course for graduate level credit related directly to the employee's current teaching assignment or

area of service, or which leads to additional certification in other areas approved in advance by the Superintendent, and taken through a State of Ohio approved, accredited institution for teacher education shall receive 75% reimbursement not to exceed $125 per semester hour and not to exceed $100 per quarter hour.

b. Successful completion of work shall be defined as an A or 8, or a P in a pass/fail course as verified by an official transcript.

c. The Board shall appropriate $10,000 annually for tuition reimbursement. In the event that approved requests for reimbursement exceed the annual appropriation amount, the total amount of requests will be prorated based upon the total dollar amount of requests will be prorated based upon the total dollar amount of all approved requests. Any unused money will not be carried over for the next year. No employee will be reimbursed for more than 15 quarter hours or 10 semester hours during a school year. No other costs will be considered. These funds may not be used for remedial course work.

d. Payment will be made once a year on or before December 15th. Reimbursement will be made for courses approved in advance and completed during the previous eligibility year, which will be June 1 - May 31.

e. Payment will be made to those certificated employees who return to work in the district the year following their coursework. If on an approved paid leave of absence, the employee will be reimbursed as provided for upon returning to work following the leave of absence.

f. Application Process: to be eligible for reimbursement the application must be completed in the manner described below.

   1. Tuition reimbursement forms will be available in the central office.

   2. The employee must submit the tuition reimbursement form in writing to the Superintendent prior to the first class meeting of the course for which reimbursement is sought, indicating the nature of the course being taken and other information pertinent to the approval decision.

   3. Once reviewed and acted upon, the application will be returned to the individual employee indicating approval or denial of the request.

   4. The Superintendent's decision is final and not grievable.

   5. Once approved, and upon completion of the course, the employee will complete the second part of the form and attach documentation showing payment for the course and a grade slip or transcript showing the course and the grade received. The completed application must then be returned to the Superintendent within (60) days of the completion of the course.

K. Annuities/Supplemental Insurance

Supplemental Insurance, 457 Plan & 403(8) Plans must have 20% participation to be on the approved provider list.

L. Additional Teaching Duties Pay:

Teachers can submit timecards for up to 10 hours at $30 an hour for teaching duties outside of the normal workday. These duties can include time spent getting room ready for school, time spent doing teacher worl outside the workday due to RTI, SPED and other "during the day" meetings, preparation for events that do not fall under a stipend or events where the teacher uses PD time, and any other time pre-approved by the superintendent. Teachers will be responsible for documenting this time and submitting to the superintendent, along with timecards to treasurer's office. These hours will be paid out bi-annually in December and June of each year.
For the 26/27 school year any time logged after August 10th may be used towards the teachers ten hours. All school years following, any time logged after July 1st will count towards the following school year's ten-hour payout.

ARTICLE XVII

LOCAL PROFESSIONAL DEVELOPMENT COMMITTEE

A. The Botkins Local School District will be a part of the Shelby County Local Professional Development Committee Consortium and abide by the Consortium Agreement and Bylaws.

B. If any alterations are made to the current District goals that are used when evaluating a teacher's individual professional development plan, the Federation and the Board will work together in the formation of those goals.

ARTICLE XVIII

AGREEMENT BETWEEN THE BOTKINS LOCAL SCHOOL DISTRICT BOARD OF EDUCATION AND THE BOTKINS FEDERATION OF TEACHERS AFT/OFT LOCAL #44884

Conformity to Law

In the event that any of the terms of the provisions of this Agreement are or become null and void, all remaining provisions shall remain in force and effect for the term of the Agreement. In such cases, the Board and the Federation shall meet within sixty (60) days to make all necessary changes to make the provision comply with law.

This Agreement is entered into by and between the Botkins Federation of Teachers AFT/OFT Local #44884 ("Association") and the Botkins Local School District Board of Education ("Board of Education") to confirm their bargaining representatives' agreement on the terms of a successor contract to the 2020-2023 contract. The parties herby agree as follows:

1. The parties agree to a successor contract that shall be in effect from August 15, 2023 through August 14, 2026. All terms of the current 2023 - 2026 contract shall remain in effect through and until August 14, 2026.

2. The parties agree that either party may reopen negotiations by providing written notice to the other party between April 1st and May 31st, 2024. The scope of bargaining in the reopened negotiations shall be Article XVI of the bargaining agreement. The parties shall meet within fifteen working (15) days of the notice to reopen negotiations and shall proceed with negotiations in accordance with Article III (C)(2)-(5) and (D)-(1). If the parties are unable to reach agreement in renegotiations by July, 1 2024, the parties mutually agree to follow the Dispute Settlement Procedures found in Article III(J).

THE BOTKINS FEDERATION OF TEACHERS AFT/OFT LOCAL #44884

	3-12-26
	Date
	3-12-26
	Date

BOTKINS LOCAL SCHOOL DISTRICT BOARD OF EDUCATION

Board President	Date
Superintendent	3-12-26 Date
Treasurer	3-12-26 Date

GRIEVANCE REPORT FORM

Name of Grievant: ..... Date Filed: .....

Date that the cause of grievance occurred: _____

8. Statement of grievance: _____

_____

_____

_____

_____

C. Relief sought: _____

_____

_____

_____

_____

Signature of Grievant: ..... Date Filed: .....

INFORMAL PROCEDURE

Received by: ..... Date: .....

Disposition of the Immediate Supervisor

_____

_____

_____

_____

_____

Signature: _____ Date: _____

(OVER)

FORMAL PROCEDURE-LEVEL ONE

Received by: _____ Date: _____

Disposition of the Administrator

_____

_____

_____

Signature: _____ Date: _____

FORMALPROCEDURE-LEVELTWO

Received by: _____ Date: _____

Disposition of the Administrator

_____

_____

_____

Signature: _____ Date: _____

FORMALPROCEDURE-LEVELTHREE

I request that this grievance be submitted to arbitration.

Grievant: _____ Date: .....

The Federation agrees that this grievance should be submitted to arbitration.

Federation President _____ Date: _____

Received by: _____ Date:

BOTKINS LOCAL SCHOOLS

CERTIFIED SALARY SCHEDULE 2026 - 2027

5.00% INCREASE ON BASE LEVEL($44,049) w/STEPS

Experience	Bachelors Degree		Bachelor's +150		Masters Degree		Masters +15		Masters +30
	Percent	Dollar Amount	Percent	Dollar Amount	Percent	Dollar Amount	Percent	Dollar Amount	Dollar Amount
	Base	46,251	Base	46,251	Base	46,251	Base	46,251	
0-4	1.1250	52,032	1.1850	54,807	1.2550	58,045	1.3150	60,820	60,820
5	1.1650	53,882	1.2300	56,889	1.3050	60,358	1.3750	63,595	63,595
6	1.2050	55,732	1.2750	58,970	1.3550	62,670	1.4350	66,370	66,370
7	1.2450	57,582	1.3200	61,051	1.4050	64,983	1.4950	69,145	69,145
8	1.2850	59,433	1.3650	63,133	1.4550	67,295	1.5550	71,920	71,920
9	1.3250	61,283	1.4100	65,214	1.5050	69,608	1.6150	74,695	74,695
10	1.3650	63,133	1.4550	67,295	1.5550	71,920	1.6750	77,470	77,970
11	1.4050	64,983	1.5000	69,377	1.6050	74,233	1.7350	80,245	80,745
12	1.4450	66,833	1.5450	71,458	1.6550	76,545	1.7950	83,021	83,521
13	1.4850	68,683	1.5900	73,539	1.7050	78,858	1.8550	85,796	86,296
14	1.5250	70,533	1.6350	75,620	1.7550	81,171	1.9150	88,571	89,071
15 - 18	1.5250	70,533	1.6350	75,620	1.7550	81,171	1.9150	88,571	89,321
19 - 24	1.5650	72,383	1.6800	77,702	1.8050	83,483	1.9750	91,346	92,096
25	1.5758	72,883	1.6908	78,202	1.8158	83,983	1.9858	91,846	92,846
26-29	1.5900	73,539	1.7050	78,858	1.8300	84,639	2.0000	92,502	93,502
30 & up	*$1000 increase	74,539	*$1000 increase	79,858	*$1000 increase	85,639	*$1000 increase	93,502	94,502

Botkins Local School
Extra Curricular Salary Base Schedule Index
Base - $46,251
2026 - 2027
(=BASE RATE $44,049 - 5% of 25/26)

Athletic Activities	Base 46,251	% of Base	0-2 years 100%	3-4 years 105%	5-6 years 110%	7- 8 years 115%	9-10 years 120%	11-up years 125%
Athletic Director		19.0%	8,788	9,227	9,666	10,106	10,545	10,985
Boys Varsity Basketball		17.0%	7,863	8,256	8,649	9,042	9,435	9,828
Boys Varsity Basketball Assistant		8.0%	3,700	3,885	4,070	4,255	4,440	4,625
Boys JV Basketball		9.0%	4,163	4,371	4,579	4,787	4,995	5,203
Boys 8th Grade Basketball		5.0%	2,313	2,428	2,544	2,659	2,775	2,891
Boys 7th Grade Basketball		5.0%	2,313	2,428	2,544	2,659	2,775	2,891
Freshman Basketball(Boys & Girls)2 coa.		5.0%	2,313	2,428	2,544	2,659	2,775	2,891
Girls Varsity Basketball		17.0%	7,863	8,256	8,649	9,042	9,435	9,828
Girls Varsity Basketball Assistant		8.0%	3,700	3,885	4,070	4,255	4,440	4,625
Girls JV Basketball		9.0%	4,163	4,371	4,579	4,787	4,995	5,203
Girls 8th Grade Basketball		5.0%	2,313	2,428	2,544	2,659	2,775	2,891
Girls 7th Grade Basketball		5.0%	2,313	2,428	2,544	2,659	2,775	2,891
Varsity Baseball Coach		10.0%	4,625	4,856	5,088	5,319	5,550	5,781
Varsity Baseball Coach Assistant		5.0%	2,313	2,428	2,544	2,659	2,775	2,891
JV Baseball Coach		6.0%	2,775	2,914	3,053	3,191	3,330	3,469
Varsity Softball Coach		10.0%	4,625	4,856	5,088	5,319	5,550	5,781
Varsity Softball Coach Assistant		5.0%	2,313	2,428	2,544	2,659	2,775	2,891
JV Softball Coach		6.0%	2,775	2,914	3,053	3,191	3,330	3,469
Coed Varsity & JH Cross Country Coach		12.0%	5,550	5,828	6,105	6,383	6,660	6,938
Coed Asst. Varsity & JH Cross Country Coach		7.0%	3,238	3,399	3,561	3,723	3,885	4,047
Boys Cross Country Coach		7.5%	3,469	3,642	3,816	3,989	4,163	4,336
Girls Cross Country Coach		7.5%	3,469	3,642	3,816	3,989	4,163	4,336
Jr. High Boys Cross Country Coach		2.0%	925	971	1,018	1,064	1,110	1,156
Jr. High Girls Cross Country Coach		2.0%	925	971	1,018	1,064	1,110	1,156
Varsity Volleyball Coach		13.0%	6,013	6,313	6,614	6,915	7,215	7,516
Varsity Volleyball Coach Assistant		6.0%	2,775	2,914	3,053	3,191	3,330	3,469
JV Volleyball Coach		7.0%	3,238	3,399	3,561	3,723	3,885	4,047
8th Grade Volleyball Coach		5.0%	2,313	2,428	2,544	2,659	2,775	2,891
7th Grade Volleyball Coach		5.0%	2,313	2,428	2,544	2,659	2,775	2,891
Boys Varsity Track Coach		10.0%	4,625	4,856	5,088	5,319	5,550	5,781
Boys Varsity Track Coach Asst.		3.5%	1,619	1,700	1,781	1,862	1,943	2,023
Girls Varsity Track Coach		10.0%	4,625	4,856	5,088	5,319	5,550	5,781
Girls Varsity Track Coach Asst.		3.5%	1,619	1,700	1,781	1,862	1,943	2,023
or Co-Ed Varsity Track Coach		13.0%	6,013	6,313	6,614	6,915	7,215	7,516
Co-Ed Varsity Track Asst.		7.0%	3,238	3,399	3,561	3,723	3,885	4,047
Track Fields Events Asst. (2)		3.0%	1,388	1,457	1,526	1,596	1,665	1,734
Boys Jr. Hi Track Coach		3.5%	1,619	1,700	1,781	1,862	1,943	2,023
Girls Jr. Hi Track Coach		3.5%	1,619	1,700	1,781	1,862	1,943	2,023
Boys Golf		7.0%	3,238	3,399	3,561	3,723	3,885	4,047
Boys JV Golf		2.5%	1,156	1,214	1,272	1,330	1,388	1,445
Girls Golf		7.0%	3,238	3,399	3,561	3,723	3,885	4,047
High School Cheerleader Advisor		4.5%	2,081	2,185	2,289	2,393	2,498	2,602
JR High Cheerleader Advisor		3.0%	1,388	1,457	1,526	1,596	1,665	1,734
Head Swimming Coach		5.0%	2,313	2,428	2,544	2,659	2,775	2,891
Boys Soccer Coach		10.0%	4,625	4,856	5,088	5,319	5,550	5,781
Boys Soccer Coach Assistant		5.0%	2,313	2,428	2,544	2,659	2,775	2,891
Girls Soccer Coach		10.0%	4,625	4,856	5,088	5,319	5,550	5,781
Girls Soccer Coach Assistant		5.0%	2,313	2,428	2,544	2,659	2,775	2,891

The percent shown above will be applied to each individual for that activity on the BAO Step of the Teacher Salary Schedule.

Botkins Local School
Extra Curricular Salary Base Schedule Index
Base - $46,251
2026 - 2027
(=BASE RATE $44,049 - 5% of 25/26)

	Base	% of Base	0-2 years 100%	3-4 years 105%	5-6 years 110%	7- 8 years 115%	9-10 years 120%	11-up years 125%
Academic Activities	46,251							
Yearbook Advisor		9.0%	4,163	4,371	4,579	4,787	4,995	5,203
Academia Team		1.5%	694	728	763	798	833	867
Musical Director		7.5%	3,469	3,642	3,816	3,989	4,163	4,336
Musical Assistant (2)		5.5%	2,544	2,671	2,798	2,925	3,053	3,180
Musical Art Director		3.5%	1,619	1,700	1,781	1,862	1,943	2,023
Show Choir Director		3.5%	1,619	1,700	1,781	1,862	1,943	2,023
SH/JH Solo and Ensemble(2)		4.5%	2,081	2,185	2,289	2,393	2,498	2,602
Publicity Agent		3.0%	1,388	1,457	1,526	1,596	1,665	1,734
7th Grade Advisor(2)		0.5%	231	243	254	266	278	289
8th Grade Advisor(2)		0.5%	231	243	254	266	278	289
Freshman Class Advisor(2)		1.0%	463	486	509	532	555	578
Sophomore Class Advisor(2)		1.0%	463	486	509	532	555	578
Junior Class Advisor(2)	2.50%	1.5%	694	728	763	798	833	867
Junior Class Prom Advisor(2)		1.0%	463	486	509	532	555	578
Senior Class Advisor(2)		2.0%	925	971	1,018	1,064	1,110	1,156
National Honor Society		2.0%	925	971	1,018	1,064	1,110	1,156
Veterans's Day Coordinator (2)		1.5%	694	728	763	798	833	867
HS Fall Volleyball Concession Stand Coordinator		1.0%	463	486	509	532	555	578
JH Fall Volleyball Concession Stand Coordinator		1.0%	463	486	509	532	555	578
HS Fall Soccer Concession Stand Coordinator		3.0%	1,388	1,457	1,526	1,596	1,665	1,734
HS Winter Basketball Concession Stand Coord.		4.0%	1,850	1,943	2,035	2,128	2,220	2,313
JH Winter Basketball Concession Stand Coord.		3.0%	1,388	1,457	1,526	1,596	1,665	1,734
Score Table Technical Coordinator		3.0%	1,388	1,457	1,526	1,596	1,665	1,734
RESA Mentor (Active Mentor)		1.0%	463	486	509	532	555	578
Music Unlimited		2.5%	1,156	1,214	1,272	1,330	1,388	1,445
Senior Commencement		2.0%	925	971	1,018	1,064	1,110	1,156
Student Council Advisor		2.0%	925	971	1,018	1,064	1,110	1,156
Adult Volunteer Coordinator		1.0%	463	486	509	532	555	578
Pep Band		3.0%	1,388	1,457	1,526	1,596	1,665	1,734
Fall Activities Director		2.0%	925	971	1,018	1,064	1,110	1,156
Winter Activities Director		4.0%	1,850	1,943	2,035	2,128	2,220	2,313
FTA Advisor		1.0%	463	486	509	532	555	578
Recycling Coordinator		1.0%	463	486	509	532	555	578
Quiz Bowl Advisor		1.0%	463	486	509	532	555	578
FFA Assistant Advisor/Coach		7.5%	3,469	3,642	3,816	3,989	4,163	4,336
RTRW no more than (4) K-3 and (3) 4-6		1.0%	463	486	509	532	555	578
Title I Family Engagement Coordinator		1.0%	463	486	509	532	555	578
Boys & Girls Basketball Announcer		1.5%	694	728	763	798	833	867

Hourly Activities		
LPDC Coordinator (above work day)	$20.50	per hour
Facilities Manager	$20.50	per hour
Detention	$25.00	per hour
Saturday School	$25.00	per hour
Gifted Aid	$25.00	per session
Tutors	$25.00	per hour
Weight Room Supervisor	$11.00	per hour

Botkins Local School
Extra Curricular Salary Base Schedule Index
Base - $46,251
2026 - 2027
(=BASE RATE $44,049 - 5% of 25/26)

Driver's Education	$20.50	per hour
Power of the Pen	$20.50	per hour
Professional Development	$30.00	per hour

The percent shown above will be applied to each individual for that activity on the BAO Step of the Teacher Salary Schedule.

BOTKINS LOCAL SCHOOLS

CERTIFIED SALARY SCHEDULE 2027 - 2028

4.50% INCREASE ON BASE LEVEL($46,251) w/STEPS

Experience	Bachelors Degree		Bachelor's +150		Masters Degree		Masters +15		Masters +30
	Percent	Dollar Amount	Percent	Dollar Amount	Percent	Dollar Amount	Percent	Dollar Amount	Dollar Amount
	Base	48,332	Base	48,332	Base	48,332	Base	48,332	
0-4	1.1250	54,374	1.1850	57,273	1.2550	60,657	1.3150	63,557	63,557
5	1.1650	56,307	1.2300	59,448	1.3050	63,073	1.3750	66,457	66,457
6	1.2050	58,240	1.2750	61,623	1.3550	65,490	1.4350	69,356	69,356
7	1.2450	60,173	1.3200	63,798	1.4050	67,906	1.4950	72,256	72,256
8	1.2850	62,107	1.3650	65,973	1.4550	70,323	1.5550	75,156	75,156
9	1.3250	64,040	1.4100	68,148	1.5050	72,740	1.6150	78,056	78,056
10	1.3650	65,973	1.4550	70,323	1.5550	75,156	1.6750	80,956	81,456
11	1.4050	67,906	1.5000	72,498	1.6050	77,573	1.7350	83,856	84,356
12	1.4450	69,840	1.5450	74,673	1.6550	79,989	1.7950	86,756	87,256
13	1.4850	71,773	1.5900	76,848	1.7050	82,406	1.8550	89,656	90,156
14	1.5250	73,706	1.6350	79,023	1.7550	84,823	1.9150	92,556	93,056
15 - 18	1.5250	73,706	1.6350	79,023	1.7550	84,823	1.9150	92,556	93,306
19 - 24	1.5650	75,640	1.6800	81,198	1.8050	87,239	1.9750	95,456	96,206
25	1.5758	76,162	1.6908	81,720	1.8158	87,762	1.9858	95,978	96,978
26-29	1.5900	76,848	1.7050	82,406	1.8300	88,448	2.0000	96,664	97,664
30 & up	*$1000 increase	77,848	*$1000 increase	83,406	*$1000 increase	89,448	*$1000 increase	97,664	98,664

Botkins Local School
Extra Curricular Salary Base Schedule Index
Base - $48,332
2027 - 2028
(=BASE RATE $46,251 - 4.5% of 26/27)

Athletic Activities	Base 48,332	% of Base	0-2 years 100%	3-4 years 105%	5-6 years 110%	7- 8 years 115%	9-10 years 120%	11-up years 125%
Athletic Director		19.0%	9,183	9,642	10,101	10,561	11,020	11,479
Boys Varsity Basketball		17.0%	8,216	8,627	9,038	9,449	9,860	10,271
Boys Varsity Basketball Assistant		8.0%	3,867	4,060	4,253	4,447	4,640	4,833
Boys JV Basketball		9.0%	4,350	4,567	4,785	5,002	5,220	5,437
Boys 8th Grade Basketball		5.0%	2,417	2,537	2,658	2,779	2,900	3,021
Boys 7th Grade Basketball		5.0%	2,417	2,537	2,658	2,779	2,900	3,021
Freshman Basketball(Boys & Girls)2 coa.		5.0%	2,417	2,537	2,658	2,779	2,900	3,021
Girls Varsity Basketball		17.0%	8,216	8,627	9,038	9,449	9,860	10,271
Girls Varsity Basketball Assistant		8.0%	3,867	4,060	4,253	4,447	4,640	4,833
Girls JV Basketball		9.0%	4,350	4,567	4,785	5,002	5,220	5,437
Girls 8th Grade Basketball		5.0%	2,417	2,537	2,658	2,779	2,900	3,021
Girls 7th Grade Basketball		5.0%	2,417	2,537	2,658	2,779	2,900	3,021
Varsity Baseball Coach		10.0%	4,833	5,075	5,317	5,558	5,800	6,042
Varsity Baseball Coach Assistant		5.0%	2,417	2,537	2,658	2,779	2,900	3,021
JV Baseball Coach		6.0%	2,900	3,045	3,190	3,335	3,480	3,625
Varsity Softball Coach		10.0%	4,833	5,075	5,317	5,558	5,800	6,042
Varsity Softball Coach Assistant		5.0%	2,417	2,537	2,658	2,779	2,900	3,021
JV Softball Coach		6.0%	2,900	3,045	3,190	3,335	3,480	3,625
Coed Varsity & JH Cross Country Coach		12.0%	5,800	6,090	6,380	6,670	6,960	7,250
Coed Asst. Varsity & JH Cross Country Coach		7.0%	3,383	3,552	3,722	3,891	4,060	4,229
Boys Cross Country Coach		7.5%	3,625	3,806	3,987	4,169	4,350	4,531
Girls Cross Country Coach		7.5%	3,625	3,806	3,987	4,169	4,350	4,531
Jr. High Boys Cross Country Coach		2.0%	967	1,015	1,063	1,112	1,160	1,208
Jr. High Girls Cross Country Coach		2.0%	967	1,015	1,063	1,112	1,160	1,208
Varsity Volleyball Coach		13.0%	6,283	6,597	6,911	7,226	7,540	7,854
Varsity Volleyball Coach Assistant		6.0%	2,900	3,045	3,190	3,335	3,480	3,625
JV Volleyball Coach		7.0%	3,383	3,552	3,722	3,891	4,060	4,229
8th Grade Volleyball Coach		5.0%	2,417	2,537	2,658	2,779	2,900	3,021
7th Grade Volleyball Coach		5.0%	2,417	2,537	2,658	2,779	2,900	3,021
Boys Varsity Track Coach		10.0%	4,833	5,075	5,317	5,558	5,800	6,042
Boys Varsity Track Coach Asst.		3.5%	1,692	1,776	1,861	1,945	2,030	2,115
Girls Varsity Track Coach		10.0%	4,833	5,075	5,317	5,558	5,800	6,042
Girls Varsity Track Coach Asst.		3.5%	1,692	1,776	1,861	1,945	2,030	2,115
or Co-Ed Varsity Track Coach		13.0%	6,283	6,597	6,911	7,226	7,540	7,854
Co-Ed Varsity Track Asst.		7.0%	3,383	3,552	3,722	3,891	4,060	4,229
Track Fields Events Asst. (2)		3.0%	1,450	1,522	1,595	1,667	1,740	1,812
Boys Jr. Hi Track Coach		3.5%	1,692	1,776	1,861	1,945	2,030	2,115
Girls Jr. Hi Track Coach		3.5%	1,692	1,776	1,861	1,945	2,030	2,115
Boys Golf		7.0%	3,383	3,552	3,722	3,891	4,060	4,229
Boys JV Golf		2.5%	1,208	1,269	1,329	1,390	1,450	1,510
Girls Golf		7.0%	3,383	3,552	3,722	3,891	4,060	4,229
High School Cheerleader Advisor		4.5%	2,175	2,284	2,392	2,501	2,610	2,719
JR High Cheerleader Advisor		3.0%	1,450	1,522	1,595	1,667	1,740	1,812
Head Swimming Coach		5.0%	2,417	2,537	2,658	2,779	2,900	3,021
Boys Soccer Coach		10.0%	4,833	5,075	5,317	5,558	5,800	6,042
Boys Soccer Coach Assistant		5.0%	2,417	2,537	2,658	2,779	2,900	3,021
Girls Soccer Coach		10.0%	4,833	5,075	5,317	5,558	5,800	6,042
Girls Soccer Coach Assistant		5.0%	2,417	2,537	2,658	2,779	2,900	3,021

The percent shown above will be applied to each individual for that activity on the BAO Step of the Teacher Salary Schedule.

Botkins Local School
Extra Curricular Salary Base Schedule Index
Base - $48,332
2027 - 2028
(=BASE RATE $46,251 - 4.5% of 26/27)

	Base	% of Base	0-2 years 100%	3-4 years 105%	5-6 years 110%	7- 8 years 115%	9-10 years 120%	11-up years 125%
Academic Activities	48,332							
Yearbook Advisor		9.0%	4,350	4,567	4,785	5,002	5,220	5,437
Academia Team		1.5%	725	761	797	834	870	906
Musical Director		7.5%	3,625	3,806	3,987	4,169	4,350	4,531
Musical Assistant (2)		5.5%	2,658	2,791	2,924	3,057	3,190	3,323
Musical Art Director		3.5%	1,692	1,776	1,861	1,945	2,030	2,115
Show Choir Director		3.5%	1,692	1,776	1,861	1,945	2,030	2,115
SH/JH Solo and Ensemble(2)		4.5%	2,175	2,284	2,392	2,501	2,610	2,719
Publicity Agent		3.0%	1,450	1,522	1,595	1,667	1,740	1,812
7th Grade Advisor(2)		0.5%	242	254	266	278	290	302
8th Grade Advisor(2)		0.5%	242	254	266	278	290	302
Freshman Class Advisor(2)		1.0%	483	507	532	556	580	604
Sophomore Class Advisor(2)		1.0%	483	507	532	556	580	604
Junior Class Advisor(2)	2.50%	1.5%	725	761	797	834	870	906
Junior Class Prom Advisor(2)		1.0%	483	507	532	556	580	604
Senior Class Advisor(2)		2.0%	967	1,015	1,063	1,112	1,160	1,208
National Honor Society		2.0%	967	1,015	1,063	1,112	1,160	1,208
Veterans's Day Coordinator (2)		1.5%	725	761	797	834	870	906
HS Fall Volleyball Concession Stand Coordinator		1.0%	483	507	532	556	580	604
JH Fall Volleyball Concession Stand Coordinator		1.0%	483	507	532	556	580	604
HS Fall Soccer Concession Stand Coordinator		3.0%	1,450	1,522	1,595	1,667	1,740	1,812
HS Winter Basketball Concession Stand Coord.		4.0%	1,933	2,030	2,127	2,223	2,320	2,417
JH Winter Basketball Concession Stand Coord.		3.0%	1,450	1,522	1,595	1,667	1,740	1,812
Score Table Technical Coordinator		3.0%	1,450	1,522	1,595	1,667	1,740	1,812
RESA Mentor (Active Mentor)		1.0%	483	507	532	556	580	604
Music Unlimited		2.5%	1,208	1,269	1,329	1,390	1,450	1,510
Senior Commencement		2.0%	967	1,015	1,063	1,112	1,160	1,208
Student Council Advisor		2.0%	967	1,015	1,063	1,112	1,160	1,208
Adult Volunteer Coordinator		1.0%	483	507	532	556	580	604
Pep Band		3.0%	1,450	1,522	1,595	1,667	1,740	1,812
Fall Activities Director		2.0%	967	1,015	1,063	1,112	1,160	1,208
Winter Activities Director		4.0%	1,933	2,030	2,127	2,223	2,320	2,417
FTA Advisor		1.0%	483	507	532	556	580	604
Recycling Coordinator		1.0%	483	507	532	556	580	604
Quiz Bowl Advisor		1.0%	483	507	532	556	580	604
FFA Assistant Advisor/Coach		7.5%	3,625	3,806	3,987	4,169	4,350	4,531
RTRW no more than (4) K-3 and (3) 4-6		1.0%	483	507	532	556	580	604
Title I Family Engagement Coordinator		1.0%	483	507	532	556	580	604
Boys & Girls Basketball Announcer		1.5%	725	761	797	834	870	906

Hourly Activities		
LPDC Coordinator (above work day)	$20.50	per hour
Facilities Manager	$20.50	per hour
Detention	$25.00	per hour
Saturday School	$25.00	per hour
Gifted Aid	$25.00	per session
Tutors	$26.00	per hour
Weight Room Supervisor	$11.00	per hour

Botkins Local School
Extra Curricular Salary Base Schedule Index
Base - $48,332
2027 - 2028
(=BASE RATE $46,251 - 4.5% of 26/27)

Driver's Education	$21.50	per hour
Power of the Pen	$20.50	per hour
Professional Development	$30.00	per hour

The percent shown above will be applied to each individual for that activity on the BAO Step of the Teacher Salary Schedule.

BOTKINS LOCAL SCHOOLS

CERTIFIED SALARY SCHEDULE 2028 - 2029

4.00% INCREASE ON BASE LEVEL($48,332) w/STEPS

Experience	Bachelors Degree		Bachelor's + 150		Masters Degree		Masters +15		Masters +30
	Percent	Dollar Amount	Percent	Dollar Amount	Percent	Dollar Amount	Percent	Dollar Amount	Dollar Amount
	Base	50,265	Base	50,265	Base	50,265	Base	50,265	
0-4	1.1250	56,548	1.1850	59,564	1.2550	63,083	1.3150	66,098	66,098
5	1.1650	58,559	1.2300	61,826	1.3050	65,596	1.3750	69,114	69,114
6	1.2050	60,569	1.2750	64,088	1.3550	68,109	1.4350	72,130	72,130
7	1.2450	62,580	1.3200	66,350	1.4050	70,622	1.4950	75,146	75,146
8	1.2850	64,591	1.3650	68,612	1.4550	73,136	1.5550	78,162	78,162
9	1.3250	66,601	1.4100	70,874	1.5050	75,649	1.6150	81,178	81,178
10	1.3650	68,612	1.4550	73,136	1.5550	78,162	1.6750	84,194	84,694
11	1.4050	70,622	1.5000	75,398	1.6050	80,675	1.7350	87,210	87,710
12	1.4450	72,633	1.5450	77,659	1.6550	83,189	1.7950	90,226	90,726
13	1.4850	74,644	1.5900	79,921	1.7050	85,702	1.8550	93,242	93,742
14	1.5250	76,654	1.6350	82,183	1.7550	88,215	1.9150	96,257	96,757
15 - 18	1.5250	76,654	1.6350	82,183	1.7550	88,215	1.9150	96,257	97,007
19 - 24	1.5650	78,665	1.6800	84,445	1.8050	90,728	1.9750	99,273	100,023
25	1.5758	79,208	1.6908	84,989	1.8158	91,272	1.9858	99,817	100,817
26-29	1.5900	79,921	1.7050	85,702	1.8300	91,985	2.0000	100,530	101,530
30 & up	*$1000 increase	80,921	*$1000 increase	86,702	*$1000 increase	92,985	*$1000 increase	101,530	102,530

Botkins Local School
Extra Curricular Salary Base Schedule Index
Base - $50,265
2028 - 2029
(=BASE RATE $48,332 - 4% of 27/28)

Athletic Activities	Base 50,265	% of Base	0-2 years 100%	3-4 years 105%	5-6 years 110%	7- 8 years 115%	9-10 years 120%	11-up years 125%
Athletic Director		19.0%	9,550	10,028	10,505	10,983	11,460	11,938
Boys Varsity Basketball		17.0%	8,545	8,972	9,400	9,827	10,254	10,681
Boys Varsity Basketball Assistant		8.0%	4,021	4,222	4,423	4,624	4,825	5,027
Boys JV Basketball		9.0%	4,524	4,750	4,976	5,202	5,429	5,655
Boys 8th Grade Basketball		5.0%	2,513	2,639	2,765	2,890	3,016	3,142
Boys 7th Grade Basketball		5.0%	2,513	2,639	2,765	2,890	3,016	3,142
Freshman Basketball(Boys & Girls)2 coa.		5.0%	2,513	2,639	2,765	2,890	3,016	3,142
Girls Varsity Basketball		17.0%	8,545	8,972	9,400	9,827	10,254	10,681
Girls Varsity Basketball Assistant		8.0%	4,021	4,222	4,423	4,624	4,825	5,027
Girls JV Basketball		9.0%	4,524	4,750	4,976	5,202	5,429	5,655
Girls 8th Grade Basketball		5.0%	2,513	2,639	2,765	2,890	3,016	3,142
Girls 7th Grade Basketball		5.0%	2,513	2,639	2,765	2,890	3,016	3,142
Varsity Baseball Coach		10.0%	5,027	5,278	5,529	5,780	6,032	6,283
Varsity Baseball Coach Assistant		5.0%	2,513	2,639	2,765	2,890	3,016	3,142
JV Baseball Coach		6.0%	3,016	3,167	3,317	3,468	3,619	3,770
Varsity Softball Coach		10.0%	5,027	5,278	5,529	5,780	6,032	6,283
Varsity Softball Coach Assistant		5.0%	2,513	2,639	2,765	2,890	3,016	3,142
JV Softball Coach		6.0%	3,016	3,167	3,317	3,468	3,619	3,770
Coed Varsity & JH Cross Country Coach		12.0%	6,032	6,333	6,635	6,937	7,238	7,540
Coed Asst. Varsity & JH Cross Country Coach		7.0%	3,519	3,694	3,870	4,046	4,222	4,398
Boys Cross Country Coach		7.5%	3,770	3,958	4,147	4,335	4,524	4,712
Girls Cross Country Coach		7.5%	3,770	3,958	4,147	4,335	4,524	4,712
Jr. High Boys Cross Country Coach		2.0%	1,005	1,056	1,106	1,156	1,206	1,257
Jr. High Girls Cross Country Coach		2.0%	1,005	1,056	1,106	1,156	1,206	1,257
Varsity Volleyball Coach		13.0%	6,534	6,861	7,188	7,515	7,841	8,168
Varsity Volleyball Coach Assistant		6.0%	3,016	3,167	3,317	3,468	3,619	3,770
JV Volleyball Coach		7.0%	3,519	3,694	3,870	4,046	4,222	4,398
8th Grade Volleyball Coach		5.0%	2,513	2,639	2,765	2,890	3,016	3,142
7th Grade Volleyball Coach		5.0%	2,513	2,639	2,765	2,890	3,016	3,142
Boys Varsity Track Coach		10.0%	5,027	5,278	5,529	5,780	6,032	6,283
Boys Varsity Track Coach Asst.		3.5%	1,759	1,847	1,935	2,023	2,111	2,199
Girls Varsity Track Coach		10.0%	5,027	5,278	5,529	5,780	6,032	6,283
Girls Varsity Track Coach Asst.		3.5%	1,759	1,847	1,935	2,023	2,111	2,199
or Co-Ed Varsity Track Coach		13.0%	6,534	6,861	7,188	7,515	7,841	8,168
Co-Ed Varsity Track Asst.		7.0%	3,519	3,694	3,870	4,046	4,222	4,398
Track Fields Events Asst. (2)		3.0%	1,508	1,583	1,659	1,734	1,810	1,885
Boys Jr. Hi Track Coach		3.5%	1,759	1,847	1,935	2,023	2,111	2,199
Girls Jr. Hi Track Coach		3.5%	1,759	1,847	1,935	2,023	2,111	2,199
Boys Golf		7.0%	3,519	3,694	3,870	4,046	4,222	4,398
Boys JV Golf		2.5%	1,257	1,319	1,382	1,445	1,508	1,571
Girls Golf		7.0%	3,519	3,694	3,870	4,046	4,222	4,398
High School Cheerleader Advisor		4.5%	2,262	2,375	2,488	2,601	2,714	2,827
JR High Cheerleader Advisor		3.0%	1,508	1,583	1,659	1,734	1,810	1,885
Head Swimming Coach		5.0%	2,513	2,639	2,765	2,890	3,016	3,142
Boys Soccer Coach		10.0%	5,027	5,278	5,529	5,780	6,032	6,283
Boys Soccer Coach Assistant		5.0%	2,513	2,639	2,765	2,890	3,016	3,142
Girls Soccer Coach		10.0%	5,027	5,278	5,529	5,780	6,032	6,283
Girls Soccer Coach Assistant		5.0%	2,513	2,639	2,765	2,890	3,016	3,142

The percent shown above will be applied to each individual for that activity on the BAO Step of the Teacher Salary Schedule.

Botkins Local School
Extra Curricular Salary Base Schedule Index
Base - $50,265
2028 - 2029
(=BASE RATE $48,332 - 4% of 27/28)

	Base	% of Base	0-2 years 100%	3-4 years 105%	5-6 years 110%	7- 8 years 115%	9-10 years 120%	11-up years 125%
Academic Activities	50,265							
Yearbook Advisor		9.0%	4,524	4,750	4,976	5,202	5,429	5,655
Academia Team		1.5%	754	792	829	867	905	942
Musical Director		7.5%	3,770	3,958	4,147	4,335	4,524	4,712
Musical Assistant (2)		5.5%	2,765	2,903	3,041	3,179	3,317	3,456
Musical Art Director		3.5%	1,759	1,847	1,935	2,023	2,111	2,199
Show Choir Director		3.5%	1,759	1,847	1,935	2,023	2,111	2,199
SH/JH Solo and Ensemble(2)		4.5%	2,262	2,375	2,488	2,601	2,714	2,827
Publicity Agent		3.0%	1,508	1,583	1,659	1,734	1,810	1,885
7th Grade Advisor(2)		0.5%	251	264	276	289	302	314
8th Grade Advisor(2)		0.5%	251	264	276	289	302	314
Freshman Class Advisor(2)		1.0%	503	528	553	578	603	628
Sophomore Class Advisor(2)		1.0%	503	528	553	578	603	628
Junior Class Advisor(2)	2.50%	1.5%	754	792	829	867	905	942
Junior Class Prom Advisor(2)		1.0%	503	528	553	578	603	628
Senior Class Advisor(2)		2.0%	1,005	1,056	1,106	1,156	1,206	1,257
National Honor Society		2.0%	1,005	1,056	1,106	1,156	1,206	1,257
Veterans's Day Coordinator (2)		1.5%	754	792	829	867	905	942
HS Fall Volleyball Concession Stand Coordinator		1.0%	503	528	553	578	603	628
JH Fall Volleyball Concession Stand Coordinator		1.0%	503	528	553	578	603	628
HS Fall Soccer Concession Stand Coordinator		3.0%	1,508	1,583	1,659	1,734	1,810	1,885
HS Winter Basketball Concession Stand Coord.		4.0%	2,011	2,111	2,212	2,312	2,413	2,513
JH Winter Basketball Concession Stand Coord.		3.0%	1,508	1,583	1,659	1,734	1,810	1,885
Score Table Technical Coordinator		3.0%	1,508	1,583	1,659	1,734	1,810	1,885
RESA Mentor (Active Mentor)		1.0%	503	528	553	578	603	628
Music Unlimited		2.5%	1,257	1,319	1,382	1,445	1,508	1,571
Senior Commencement		2.0%	1,005	1,056	1,106	1,156	1,206	1,257
Student Council Advisor		2.0%	1,005	1,056	1,106	1,156	1,206	1,257
Adult Volunteer Coordinator		1.0%	503	528	553	578	603	628
Pep Band		3.0%	1,508	1,583	1,659	1,734	1,810	1,885
Fall Activities Director		2.0%	1,005	1,056	1,106	1,156	1,206	1,257
Winter Activities Director		4.0%	2,011	2,111	2,212	2,312	2,413	2,513
FTA Advisor		1.0%	503	528	553	578	603	628
Recycling Coordinator		1.0%	503	528	553	578	603	628
Quiz Bowl Advisor		1.0%	503	528	553	578	603	628
FFA Assistant Advisor/Coach		7.5%	3,770	3,958	4,147	4,335	4,524	4,712
RTRW no more than (4) K-3 and (3) 4-6		1.0%	503	528	553	578	603	628
Title I Family Engagement Coordinator		1.0%	503	528	553	578	603	628
Boys & Girls Basketball Announcer		1.5%	754	792	829	867	905	942

Hourly Activities		
LPDC Coordinator (above work day)	$20.50	per hour
Facilities Manager	$20.50	per hour
Detention	$25.00	per hour
Saturday School	$25.00	per hour
Gifted Aid	$25.00	per session
Tutors	$27.00	per hour
Weight Room Supervisor	$11.00	per hour

Botkins Local School
Extra Curricular Salary Base Schedule Index
Base - $50,265
2028 - 2029
(=BASE RATE $48,332 - 4% of 27/28)

Driver's Education	$22.50	per hour
Power of the Pen	$20.50	per hour
Professional Development	$30.00	per hour

The percent shown above will be applied to each individual for that activity on the BAO Step of the Teacher Salary Schedule.